



Town of Paradise Town Council Meeting Agenda 6:00 PM – November 12, 2019

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

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

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

- 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. p6 Proclamation - Recognize November as Homeless and Runaway Youth Awareness Month
- 1f. Presentation on 2020 Census - David Banuelos Jr.
- 1g. Presentation - Ordinance 578 regarding Dry Camping

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. p7 Approve minutes from the September 10, 2019 Regular and the September 24, 2019 Special Town Council meetings.
- 2b. p21 Approve October 2019 cash disbursements in the amount of \$1,325,164.50.
- 2c. p28 1. Waive second reading of the entire Town Ordinance No. 581 and approve reading by title only; and, 2. Adopt Town Ordinance No. 581, "An Ordinance of the Town Council of the Town of Paradise, California adding Chapter 8.58 to the Paradise Municipal Code Relating to Defensible Space and Hazardous Fuel Management".
- 2d. p36 1. Waive second reading of the entire Town Ordinance No. 584 and approve reading by title only; and 2. Adopt Town Ordinance No. 584, "An Ordinance Amending and Adding Text Regulations within Paradise Municipal Code Title 17 [Zoning] Relating to Temporary Commercial Buildings".
- 2e. p40 1. Waive second reading of the entire Town Ordinance No. 585 and approve reading by title only: and, 2. Adopt Town Ordinance No. 585, "An Ordinance of the Town of Paradise Repealing Paradise Municipal Code Chapters 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12, 15.13 and Adopting New Chapters 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12 And 15.13 and Making Findings of Fact Relating to Local Climatic, Geological, and Topographic Conditions, All Relating to the Adoption of the California Code of Regulations, Title 24, Part 2, Volume 1 & 2, Part 2.5, Part 3, Part 4, Part 5, Part 6, Part 8, Part 9, Part 10, Part 11, And Part 12".
- 2f. p86 1. Waive second reading of the entire Town Ordinance No. 586 and approve reading by title only; and, 2 Adopt Town Ordinance No. 586, "An Ordinance of the Town Council of the Town of Paradise adding Chapter 12.26 to the Paradise Municipal Code Relating to Telecommunications Infrastructure Improvements.
- 2g. p94 Accept the donation of a 2019 Ford F-250 pickup with code 3 package and radio estimated at \$80,000 from the Leary Firefighters Foundation.

- [2h.](#) p95 Accept the donation of \$346,953 from the North Valley Community Foundation - Butte Strong Fund to assist with the renovation of the Building Resiliency Center located at 6295 Skyway, Paradise, CA
- [2i.](#) p97 Adopt Resolution No. 19-___, "A Resolution of the Town Council of the Town of Paradise Authorizing Application for, and Receipt of, SB 2 Planning Grants Program Funds."
- [2j.](#) p101 Accept the various private citizen and business donations offered to the Town of Paradise during the month of October 2019 in the amount of \$1,034.72.
- [2k.](#) p107 1. Review updated CDBG Citizen Participation Plan; and, 2. Adopt the CDBG Citizen Participation Plan as presented and authorize Town staff to submit the Citizen Participation Plan to HUD.
- [2l.](#) p116 1. Approve the Program Supplement Agreement No. F022 to Administering Agency-State Agreement for Federal-aid Projects No. 03-5425F15 to assure receipt of \$525,000 in state funds for the Pentz Pathway Project Phase II; and, 2. Adopt Resolution No. 19-___, A Resolution of the Town Council of the Town of Paradise authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement No. F022 to Administering Agency-State Agreement for Federal-Aid Projects No. 03-5425F15
- [2m.](#) p125 1. Authorize the Town Manager, Administrative Services Director and Town Attorney to negotiate a service extension with Ernst & Young LLP for Disaster Recovery Management Services; and, 2. Authorize the Town Manager to execute the appropriate documents.

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. PUBLIC COMMUNICATION

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

5. PUBLIC HEARINGS - None

6. COUNCIL CONSIDERATION

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

- [6a.](#) p148 Consider adopting Resolution No. 19-___, A Resolution of the Town Council of the Town of Paradise Adopting the Butte County Local Hazard Mitigation Plan. The plan is eligible for final approval by FEMA pending its adoption by Butte County and all participating jurisdictions. (ROLL CALL VOTE)

- 6b. p248 Adopt Resolution No. 19_____, “A Resolution of the Town Council of the Town of Paradise Providing for the Summary Vacation of the existing 12-foot Public Utility Easement along the east property line of Lot 15 of the Shay Acres Subdivision and located at 6676 Shay Lane; APN 050-230-022,” (ROLL CALL VOTE)
- 6c. p259 Adopt Resolution No. 19_____, “A Resolution of the Town Council of the Town of Paradise Providing for the Summary Vacation of Two 6-foot Public Utility Easements along the Common Property Line Boundaries of Lots 21, 22, & 23 of the Griggs Subdivision and located at 92, 94, & 96 Grinding Rock Road; APN 055-410-022, -023, & -026” (ROLL CALL VOTE)
- 6d. p270 Consider adopting an Urgency Ordinance of the Town Council of the Town of Paradise repealing Urgency Ordinance No. 587 and adopting A New Ordinance Establishing the Requirements of a Mandatory Hazard Tree Removal Program. The proposed Urgency Ordinance No. 588 revises Section 2.7 of the existing Urgency Ordinance, which includes the ability for residents to process and utilize the wood from felled trees. (ROLL CALL VOTE)
- 6e. p299 1. Approve Resolution 19___, A Resolution of the Town Council of the Town of Paradise Adopting the Amended Position Control and Salary Pay Plan for the fiscal year 2019-20; and, 2. Authorize flexibility in the hiring of up to two engineers and revised job classification descriptions; and, 3. Approve job classification descriptions inadvertently left off September 10, 2019 classification study agenda summary (descriptions starting with C, Management Analyst I/II and Police Officer); and, 4. Approve recommended budget adjustments. (ROLL CALL VOTE)

7. COUNCIL INITIATED ITEMS AND REPORTS

- 7a. Council initiated agenda items
 - 7a1. Consider discussion and authorizing support for the PID/County/CalWater Inter-tie Feasibility Study (ZUCCOLILLO/CROWDER)
 - 7a2. Consider discussion and direction regarding traffic signal concerns during Power Outages (CROWDER)
 - 7a3. Consider discussion and writing a letter of support for Assemblyman Gallagher's legislation to combat Public Safety Power Shutoffs. (CROWDER)
- 7b. Council reports on committee representation
- 7c. Future Agenda Items

8. STAFF COMMUNICATION

8a. Town Manager Report

9. CLOSED SESSION - None

10. ADJOURNMENT

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

TOWN/ASSISTANT TOWN CLERK SIGNATURE	

WHEREAS, California has an estimated 200,000 children who are homeless, including some 2,000 K-12 students in Butte County; and,

WHEREAS, Natural disasters and lack of affordable housing have exacerbated youth homelessness across rural California; and,

WHEREAS, Approximately 25% of youth exiting foster care will experience homelessness; and,

WHEREAS, A high percentage of homeless youth have been physically, sexually and/or emotionally abused by their guardians and are frequently re-victimized and exploited while living on the streets and in shelters; and,

WHEREAS, LGBTQ+ young adults are at a 120% higher risk of homelessness when compared to their peers, and comprise about 40% of the unaccompanied homeless youth population.

WHEREAS, due to a lack of stable housing, homeless youth face great difficulty in school, reducing the likelihood of successful graduation; and,

WHEREAS, the citizens of Paradise, California are the key to preventing youth homelessness by acting as mentors and role models for youth, guiding them towards available resources, healthy choices and creating opportunities for youth to successfully transition to adulthood.

NOW, THEREFORE, I, Jody Jones, Mayor of the Town of Paradise, on behalf of the Town Council and the citizens of Paradise California, by the virtue of the authority vested in me, do hereby proclaim November 2019 as Homeless and Runaway Youth Awareness Month in the Town of Paradise.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 12th day of November, 2019

Jody Jones, Mayor

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – September 10, 2019**

1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Jones at 6:01 p.m. in the Town Council Chamber located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America. An invocation was offered by Vice Mayor Bolin.

COUNCIL MEMBER PRESENT: Greg Bolin, Steve Crowder, Melissa Schuster and Jody Jones, Mayor

COUNCIL MEMBER ABSENT: Mike Zuccolillo

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Finance Director/Town Treasurer Gina Will, Senior Management Analyst Colette Curtis, Business and Housing Services Director Kate Anderson, Acting Community Development Director Susan Hartman, Police Chief Eric Reinbold, Senior Accountant Sandi Miller and Division Chief John Messina.

- 1a. Mayor Jones read the Proclamation in honor of the retirement of Police Department Administrative Assistant Valerie Lynch.

2. CONSENT CALENDAR

MOTION by Bolin, seconded by Schuster, approved consent calendar items 2a through 2k as presented with item 2g removed from the consent calendar. Roll call vote was unanimous with Zuccolillo absent and not voting.

- 2a. Approved minutes from the July 9, 2019 Regular and July 23, 2019 Special Town Council meeting.
- 2b. Approved August 2019 cash disbursements in the amount of \$4,447,410.48. (310-10-033)
- 2c.
 1. Approved the Program Supplement Agreement No. F020 to Administering Agency-State Agreement for Federal-aid Projects No. 03-5425F15 to assure receipt of \$425,000 in state funds for the Paradise ATP Gateway Project.
 2. Approved the Program Supplement Agreement No. F021 to Administering Agency-State Agreement for Federal-aid Projects No. 03-5425F15 to assure receipt of \$248,288 in state funds for the Oliver Curve Pathway project.
 3. Adopted Resolution No. 19-24, A Resolution of the Town Council of the Town of Paradise authorizing the Town Manager of the Town of Paradise or her designee to sign program supplement Agreement No. F020 to the Administering Agency-State Agreement for Federal Aid Projects Corresponding to Project No. CML 5425 (043) and adopted Resolution No.

19-25, A Resolution of the Town Council of the Town of Paradise authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement No. F021 to Administering Agency-State Agreement for Federal-Aid Projects Corresponding to Project No. CML 5425 (044). (950-40-049, 950-40-050)

- 2d. Authorized the Town Manager to execute a three-year agreement for financial audit services with Mann, Urrutia, and Nelson CPA's and Associates, LLP. (510-20-245)
- 2e. Reviewed and filed the 4th Quarter Investment Report for the Fiscal Year Ended June 30, 2019. (360-30-06)
- 2f. 1. Concurred with staff's recommendation of ARRB Group, Inc.'s to perform road network survey management services for the Town's 100 centerline mile roadway network; and, 2. Approved the Professional Services Agreement with ARRB Group, Inc. and authorized the Town Manager to execute the document. (510-20-244)
- 2g. This item was removed from the agenda.
- 2h. 1. Authorized the Police Department to pursue grant funding to purchase a new Animal Control Vehicle; and, 2. Appropriated a Town funding match of up to \$40,000; and, 3. Authorized the Town Manager to execute agreements to complete the purchase of the vehicle in compliance with Town of Paradise purchasing rules. (130-61-001, 480-35-002)
- 2i. 1. Authorized the Police Department to pursue grant funding to purchase TASER X26P conducted electrical weapons and VieVu LE5 body cameras, and to install radio equipment at the Police Department; and, 2. Authorized the Town Manager to execute agreements to complete the purchase of equipment in compliance with Town of Paradise purchasing rules. (130-61-001, 480-35-002)
- 2j. Accepted the various private citizen and business donations offered to the Town of Paradise during the month of August 2019 in the amount of \$1,121.39. (395-50-024)
- 2k. Approved the recommended General Fund Budget adjustments. (340-40-015)

3. ITEMS REMOVED FROM CONSENT CALENDAR - None

4. PUBLIC COMMUNICATION

1. Ward Habriel commended the Town on the monthly meetings at the Paradise Alliance Church, stated that they were very informative with 19 different agencies reporting to the citizens. Mr. Habriel stated a lot of items on the agenda are dealing with money, but the big concern is the damaged/hazardous trees that may fall and asked what the Town is doing for people with hazardous trees and the safety of the public.

Mayor Jones stated that the Town is working on Federal and/or State funding to assist with removal of the hazardous trees; they know what the Town is asking for, but we do not have an answer yet and continue to press them to help with the removal of trees.

2. Clint Freedle is concerned about the Town Council position on allowing Mobile Homes, on a residential parcel, without a perimeter foundation and is concerned with the potential number of mobile homes that could be placed on residential lots next to stick built homes.

3. Tom Kelly stated that the Town is working on problems that have never happened before, wanted to know how many people are living in Paradise and how many people are still looking for homes.

5. PUBLIC HEARINGS

5a. Mayor Jones announced that the Town Council would conduct the duly noticed and scheduled public hearing and upon conclusion of the public hearing consider the following:

1. Concurring with the project “CEQA determination” finding adopted by the Planning Commission on July 16, 2019, and embodied within Planning Commission Resolution No. 19-03; and, Waiving the first reading of Town of Paradise Ordinance No. 579 and read by title only; and 3. Introducing Town of Paradise Ordinance No. 579 , “An Ordinance Amending Text Regulations within Paradise Municipal Code(PMC)Title 17 [Zoning] Relative to Accessory Building; Primary Dwelling; Railroad Tie Materials in Site Structures and Mobile Home Provisions”.

Acting Community Development Director (ACDD) Hartman provided an update on the proposed Ordinance amending text regulations with PMC Title 17 regarding railroad ties or material using creosote, mobile home provisions allowing manufactured homes no older than 10 years old and primary residence size. (710-05-022, 540-16-148,)

Mayor Jones opened the public hearing at 6:22 p.m.

1. Theresa McDonald stated that she thinks the Ordinance is written incorrectly, section 8.55.030 defines a manufactured home as a structure transportable in one or more sections which is built on a permanent chassis and is designed for use with or without a permanent foundation, this ordinance does not include this language and is making a manufactured home the equivalent of a modular home and suggested that the language be cleaned up; asked about sunset clause on smaller homes, the ordinance is giving until 2022 to complete smaller homes and asked if a non-conforming use has different timelines and if a smaller dwelling is a non-conforming use.
2. Steve Culleton stated that the section regarding manufactured homes not older than 10 years is ok, but are they Wildland Urban Interface (WUI) compliant, what are the chances of a 10 year old manufactured home being WUI compliant and suggested striking out that section.

ACDD Susan Hartman stated that Housing & Community Development (HCD) adopted WUI Standards for manufactured homes on September 1, 2008 which means that any manufactured home 10 years old would meet the requirements.

Mayor Jones closed the public hearing at 6:27 p.m.

Council Member Schuster agrees with no railroad ties; agrees with age of manufactured homes; is conflicted with minimum square footage and is concerned with neighborhoods that have CCR's.

Bolin agrees with the railroad tie recommendation; doesn't agree with any house smaller than 750 square feet, doesn't like the sunset clause.

Mayor Jones stated that the sunset clause only applies to citizens that are going to rebuild.

Crowder agreed with Council Member Bolin, no municipalities enforce CC&R's, only enforced civilly and title company should provide that information to the new buyer, no issue with manufactured homes, but not all are built to WUI standards.

Mayor Jones agrees with square footage of 750 square feet.

Attorney Moore clarified the ordinance.

MOTION by Schuster, seconded by Crowder, concurred with the project "CEQA determination" finding adopted by the Planning Commission on July 16, 2019, and embodied within Planning Commission Resolution No. 19-03; and, Waived the first reading of Town of Paradise Ordinance No. 579 and read by title only; and 3. Introduced Town of Paradise Ordinance No. 579 , "An Ordinance Amending Text Regulations within Paradise Municipal Code (PMC) Title 17 [Zoning] Relative to Accessory Building; Primary Dwelling; Railroad Tie Materials in Site Structures and Mobile Home Provisions". Roll call vote was unanimous with Zuccolillo absent and not voting.

5b. Mayor Jones announced that the Town Council would conduct the duly noticed and scheduled public hearing and upon conclusion of the public hearing consider the following:

1. Concurring with the project "CEQA determination" finding adopted by the Planning Commission on August 20, 2019, and embodied within Planning Commission Resolution No. 19-04; and 2. Waiving the first reading of Town of Paradise Ordinance No. 580 and reading by title only and; 3. Introducing Town of Paradise Ordinance No. 580 an Ordinance of the Town Council of the Town of Paradise Amending Paradise Municipal Code Title 17 Text Regulations Relative to the Reconstruction of Nonconforming Uses. (540-16-147, 710-05-022)

ACDD Hartman provided a brief overview of the proposed ordinance.

Mayor Jones opened the public hearing at: 6:48 p.m.

1. Theresa McDonald suggested that the Council look at the time delay between a lot being cleaned of debris and certified cleaned. Asked for clarification of the ordinance.

Mayor Jones closed the public hearing at 6:53 p.m.

Mayor Jones stated she wants people to be able to rebuild what they had.

Town Attorney Moore clarified that zoning regulations are attached to the property and not the owner.

MOTION by Crowder, seconded by Schuster, concurred with the project "CEQA determination" finding adopted by the Planning Commission on August 20, 2019, and embodied within Planning Commission Resolution No. 19-04; and 2. Waived the first reading of Town of Paradise Ordinance No. 580 and read by title only and; 3. Introduced Town of Paradise Ordinance No. 580 an Ordinance of the Town Council of the Town of Paradise Amending Paradise Municipal Code Title 17 Text Regulations Relative to the Reconstruction of Nonconforming Uses. Roll call vote was unanimous with Zuccolillo absent and not voting.

5c. Mayor Jones announced that the Town Council would conduct the duly noticed and scheduled public hearing and upon conclusion of the public hearing consider the following:

Solicit comments and/or suggestions regarding the 2019-2020 Annual Plan for the Community Development Block Grant Program (CDBG) (This is the first of two public hearings, no action is requested at this time.) (710-10-093)

Administrative Analyst Colette Curtis stated that they are looking for public comment for the CDBG funding of \$164,394.

Public Hearing opened at 7:02 p.m.

1. Theresa McDonald – suggested the funds could be used to assist private citizens remove trees off their property.

Mrs. Curtis stated they are looking at that as an option.

Closed Public Hearing at 7:03 p.m.

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. At 7:04 p.m. Vice Mayor Bolin recused himself from this item due to a potential conflict of interest and exited the dais.

Interim Town Engineer James Pangburn asked for direction from the Town Council concerning:

1. The future potential project delivery process options include traditional “Design-Bid-Build” or “Design-Build” processes. Both options have potential benefits for the Town. If there is a potential for the Town to use the “Design-Build” process, then the Town is required to develop a Conflict of Interest policy that defines who is eligible to pursue the “Design-Build” contract. (960-70-004)

2. Consider providing direction to staff regarding release of project specific information in the RFP, specifically, the preferred “vicinities” where the Town’s Waste Water Treatment Plant (WWTP) may be located. Providing this information in the RFP will focus the approach of the potential consultants, streamline the review process, and allow for easier comparison of each consultant’s ideas and qualifications.

3. Concurring with the staff recommendation to proceed with preparation and release of the RFP for Preliminary Engineering and Environmental Clearance Services.

Schuster inquired on the financial impact of each delivery option and whether these options would establish districts.

Mayor Jones thought it would be at the disadvantage of the town to make a decision today. Due to the variability of the funding.

1. Tom Kelly spoke on his experience in putting a treatment center in South Lake Tahoe.
2. Steve Culleton stated that the public would like to know where the sewer treatment is planned to be.

MOTION by Schuster, seconded by Crowder, directed staff to entertain a Design-Build process, to consider the vicinities that are included in the feasibility study and to proceed with the RFP. Roll call vote was unanimous with Bolin and Zuccolillo absent and not voting.

Vice Mayor Bolin returned to the dais.

6b. Manager Gill gave an overview of the Grand Jury Report.

MOTION by Bolin, seconded by Crowder, reviewed and approved the response to the 2018-2019 Butte County Grand Jury Report. Roll call vote was unanimous with Zuccolillo absent and not voting. (550-20-24)

6c. Fire Chief Messina gave an overview of proposed Ordinance No. 581, adding Chapter 8.58 to the Paradise Municipal Code Relating to Defensible Space and Hazardous Fuel Management. Chief Messina highlighted that defensible space is already required per the Fire Code, but the ordinance adds enhancements. The ordinance addresses defensible space for buildings that have less than 100 feet of property line, ensures egress and ingress are open for fire apparatus and emergency services, and the

ordinance gives the Fire Chief discretion to enforce fuel reduction on any parcel of land that is considered a fire hazard.

Bolin emphasized that enforcement will be key.

Mayor Jones stated she should like to see more public education on defensible space.

1. Theresa McDonald opposes the ordinance; specifically, the definition of a structure, 8.58.060- Section A. and 8.58.110; stated the language throughout the ordinance needs to be revised and does not support the ordinance the way it is written.
2. Sharon Simonton is a resident with a house that is surrounded by empty parcels that have weeds on them and fully supports the ordinance.
3. Brenda Mulford asked if there could be a provision for the elderly and handicapped to help them clean their parcels.
4. Ward Habriel stated the Fire Safe Council has been actively distributing educational tools to inform the public of defensible space and supports the ordinance.
5. Steve Culleton supports the ordinance but emphasized that the Town needs to follow its own ordinance and make sure the public right of ways have defensible space and suggested the Town use technology for responses to citations.
6. Tom Kelly supports the Fire Chief and this ordinance; stated the Fire Safe Council is working to help the Town and elderly/disabled citizens.
7. Alta Jagger has tried for years to keep her yard clean, thinks more needs to be done for those citizens who are unable to clean their yards.
8. Keith Rufus, 6231 Sawmill Rd, wants to keep his trees so that he can have shade.

Disaster Recovery Director Laura Page for the Town of Paradise stated there is a pilot program from the United States Department of Agriculture (USDA) for grant funding up to \$10,000 and loans of \$40,000 that can be used for vegetation management.

MOTION by Bolin, seconded by Schuster, waived the first reading of Town Ordinance No. 581 and read by title only; and, 2. Introduced Ordinance No. 581 and Ordinance of the Town Council of the Town of Paradise Adding Chapter 8.58 to the Paradise Municipal Code Relating to Defensible Space and hazardous Fuel Management, with suggested corrections. Roll call vote was unanimous with Zuccolillo absent and not voting. (440-60-20)

6d. ACDD Susan Hartman gave an overview of the proposed ordinance. Which include developmental recommendations that relate to gutters and detached structures.

1. Theresa McDonald asked if structures are less than 120 sq. ft. and are WUI compliant can they be closer to the primary residence.

ACDD Hartman stated they could.

MOTION by Bolin, seconded by Schuster, Introduced an Ordinance Amending Paradise Municipal Code Title 15 [Buildings and Construction] Relating to: Accessory Structures and Wildland Urban Interface Requirements; and Non-Combustible Roof Gutters; and, 1. Waived the first reading of Town Ordinance No. 582 and read by title only; AND, 2. Introduced Town Ordinance No. 582. "An Ordinance Amending Regulations Within Paradise Municipal Code Title 15 [Buildings and Construction] Relative to Accessory Structures and Wildland Urban Interface Requirements; and Non-Combustible roof gutters". Roll call vote was unanimous with Zuccolillo absent and not voting. (710-05-022)

- 6e. Manager Gill gave an update on the Town's Green Waste Yard on American way. Cal Fire has agreed to donate two Air Curtain Burners and the Town is looking into a pilot program for the yard.
1. Steve Feher gave his educated opinion on the Burners, stating that the discharge from the burners can be used as fertilizer and he supports the proposal.
 2. Steve Culleton stated Durham wood stopped accepting waste due to the regulations for storm water and supports the proposal.
 3. Alta Jagger commented on the ash that is discharged and how nutrient rich it is for the earth.
 4. Ron suggested possibly selling the ash as a fertilizer additive and supports the proposal.

MOTION by Bolin, seconded by Schuster, authorize use of the Town's Green Waste Yard on American Way and Clark Road for a pilot vegetative remediation project that includes fire curtain burners donated by CAL Fire; and, 2. Authorized the Town Manager to sign an agreement after approval by the Town Attorney. Roll call vote was unanimous with Zuccolillo absent and not voting.

- 6f. Mayor Jones introduced Resolution 19-26, which was brought to Council by Council Member Zuccolillo designating November 8th as Camp Fire Memorial Day.

Schuster stated there are already plans for 86 seconds of silence at 11:08 a.m. on November 8, 2019.

1. Ward Habriel asked people to remember when the term Camp Fire was a positive thing.

Schuster proposed changing the time to 11:08 a.m. and changing the name to Camp Fire Remembrance Day instead of Memorial Day.

MOTION by Schuster, seconded by Bolin, adopted Resolution No. 19-26, A Resolution of the Town Council of the Town of Paradise Designating November 8th as Camp Fire Remembrance Day and changing the 86

seconds of silence to 11:08 a.m. instead of 8:00 a.m. Roll call vote was unanimous with Zuccolillo absent and not voting. (580-10-053, 420-50-51)

- 6g. Mayor Jones announced that this item would be discussed tonight, but no action would be taken due to a lot of concern about the Policy. Town Manager Gill gave an overview of the proposed Dig Once Policy as part of the long-term recovery goal for the Town of Paradise. Undergrounding the utilities is important to help remove the utility poles and other hazardous structures along the roadways. Staff has been meeting with AT&T, Comcast and PG&E to discuss the issues and come to a resolution.

Alice Perez from AT&T, stated it is important to work with the Town during the rebuild process; that AT&T has spent \$32 million on new infrastructure in the Town and that AT&T was never notified that the poles being put up were temporary. Ms. Perez sent a letter to the Town regarding the ordinance and stated that the CPUC has established a state wide underground program that address the underground issue. Ms. Perez stated that AT&T is not in the position to spend another \$32 million on infrastructure within the Town of Paradise.

1. Philip Arndt with Comcast stated that Comcast will be sending comments to the Town, appreciates the intent of the Town of Paradise and is trying to figure out the share of cost.
2. Ward Habriel stated he knows of three neighbors who are getting various reports from PG&E regarding undergrounding and stated there is a lot of confusion.
3. David Espinoza supports the dig once policy and thinks it is a great opportunity if all three providers can provide undergrounding.
4. Brenda Mulford asked how deep PG&E will be digging.
5. Citizen stated undergrounding is different than dig once policy, it is important to have control over the future development.

Council Member Schuster stated when she first ran for office the dig once policy and high speed internet was an important topic. This the opportunity to have it done and it needs to be done correctly.

Council Member Crowder stated evacuations were blocked because of poles that were down, for the safety of the Town this policy needs to be adopted and that he is willing to wait one more month for the item to be finalized.

Council Member Bolin believes this is the best policy that was presented and that the Council has an obligation to follow through with this policy.

Mayor Jones is anxious to get the policy passed and holding the utilities accountable for coming up with a solution. (950-90-004)

- 6h. Finance Director Gina Will gave an overview on the status of the employment levels and hiring challenges within the Town.

Katie Kaneko with Koff & Associates, presented the process and findings from the Classification and Total Compensation Study they have been working on over the last five months.

1. Theresa McDonald was on the Grand Jury once and when she came to meet with Town of Paradise she found the employees remarkable and thinks the employees deserve to have their wages/benefits upgraded.

MOTION by Crowder, seconded by Schuster, accepted the Classification and Total Compensation Study report as presented by consultants, Koff and Associates; and, adopted Resolution 19-27, A Resolution of the Town Council of the Town of Paradise adopting the new job classifications descriptions as recommended as set forth in the Classification Study by Koff and Associates. (610-10-019)

7. COUNCIL INITIATED ITEMS AND REPORTS

7a. Council initiated agenda items

- 7a1. Item 7a1 was pulled from the Agenda.
- 7a2. Mayor Jones explained SB 156, which would allow limited-term emergency medical services to be provided in a standalone setting at the existing Feather River Hospital site for Butte County residents affected by the 2018 Camp Fire. (580-10-053)
1. Brenda Mulford asked if it would be helpful if citizens wrote letters as well.

MOTION by Crowder, seconded by Bolin directed staff to write a letter in support of SB 156. Roll call vote was unanimous with Zuccolillo absent and not voting.

7b. Council reports on committee representation.

Councilmember Schuster asked for direction from the Council for the League of California Cities Resolutions

Mayor Jones went to Paradise High School and talked to the Senior Government classes, stated the students were very interested in government and went to the Collision Pro business where they took a Subaru, fixed it up, and gave it to a Camp Fire Survivor that is single mother of five children.

7c. Future Agenda Items - None

8. STAFF COMMUNICATION

8a. Town Manager Report - None

9. CLOSED SESSION

At 9:41 a.m. Mayor Jones announced that the Town Council would adjourn to closed session for the following items:

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

At 10:09 p.m. Mayor Jones reconvened the meeting and approved the following:

1. **MOTION BY SCHUSTER, seconded by Bolin**, adopted Resolution No. 19-28, A Resolution of the Town Council of the Town of Paradise Approving the Memorandum of Understanding Between the Town of Paradise and the Town of Paradise Police Officers Association Relating to Employment Covering the Period from July 1, 2019 to June 30, 2022. Roll call vote was unanimous with Zuccolillo absent and not voting.

2. **MOTION BY SCHUSTER, seconded by Bolin**, adopted Resolution No. 19-29, A Resolution of the Town Council of the Town of Paradise Approving the Memorandum of Understanding Between the Town of Paradise and the Town of Paradise General Employees Unit Relating to Employment Covering the Period from July 1, 2019 to June 30, 2022. Roll call vote was unanimous with Zuccolillo absent and not voting.

3. **MOTION BY SCHUSTER, seconded by Bolin**, adopted Resolution No. 19-30, A Resolution of the Town Council of the Town of Paradise Approving the Memorandum of Understanding Between the Town of Paradise and the Town of Paradise Police Management and Mid-Management Association Relating to Employment Covering the Period from July 1, 2019 to June 30, 2022. Roll call vote was unanimous with Zuccolillo absent and not voting.

4. **MOTION BY SCHUSTER, seconded by Bolin**, adopted Resolution No. 19-31, A Resolution of the Town Council of the Town of Paradise Approving the Memorandum of Understanding Between the Town of Paradise and the Town of Paradise Confidential and Mid-Management Association Relating to Employment Covering the Period from July 1, 2019 to June 30, 2022. Roll call vote was unanimous with Zuccolillo absent and not voting.

5. **MOTION BY SCHUSTER, seconded by Bolin**, adopted Resolution No. 19-32, A Resolution of the Town Council of the Town of Paradise Approving the Memorandum of Understanding Between the Town of Paradise and the Town of Paradise Management Group Relating to Employment Covering the Period from July 1, 2019 to June 30, 2022. Roll call vote was unanimous with Zuccolillo absent and not voting.

- 9b1. Pursuant to Government Code Section 54957.6 the Town Council held a closed session to meet with Gina Will, its designated labor representative, to review amending and restating of the agreement between the Town of Paradise and Dwight L. Moore for Town Attorney services.

The Town Council reconvened and approved the following:

(1) **MOTION BY BOLIN, seconded by Schuster**, approved the amended and restated agreement between the Town of Paradise and Dwight Moore relating to Town Attorney legal services pertaining to compensation. Roll call vote was unanimous with Zuccolillo absent and not voting.

- 9b2. Pursuant to Government Code Section 54957.6 the Town Council held a closed session to meet with Gina Will, its designated labor representative, to review amending and restating of the agreement between the Town of Paradise and Lauren Gill for Town Manager services pertaining to compensation.

(2) **MOTION BY BOLIN, seconded by Jones**, approved the amended and restated agreement between the Town of Paradise and Lauren Gill relating to Town Manager services. Roll call vote was unanimous with Zuccolillo absent and not voting. (510-15-016, 510-20-055)

At 10:09 p.m. Mayor Jones reconvened the Town Council meeting.

10. ADJOURNMENT

Mayor Jones adjourned the Town Council meeting at 10:13 p.m.

Date Approved:

By: _____
Jody Jones, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 10:00 AM – September 24, 2019

1. OPENING

The Special meeting of the Paradise Town Council was called to order by Mayor Jones at 10:00 a.m. in the Town council Chamber located at 5555 Skyway, Paradise California who let the Pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve Crowder, Melissa Schuster, Mike Zuccolillo (Council Member Zuccolillo arrived at 10:04 a.m.) and Jody Jones, Mayor.

COUNCIL MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Town Clerk Dina Volenski, Town Manager Lauren Gill, Town Attorney Dwight Moore, Disaster Recovery Director Laura Page and Deputy Town Clerk Ursula Smith

2. COUNCIL CONSIDERATION

2a. Town Manager Lauren Gill provided a brief overview of the recommended changes to the ordinance relating to purchasing supplies and services.

Town Council discussed the changes to the proposed ordinance and provided direction to the Finance Officer to review the policy every year when the budget is prepared to determine if the ordinance is still necessary.

MOTION by Schuster, seconded by Bolin, approved recommended changes to the proposed ordinance and waived the first reading of Town of Paradise Ordinance No. 583 and read by title only; and introduced Town of Paradise Ordinance No. 583 An Ordinance relating to purchasing supplies and services and directed that the ordinance be reviewed annually by the Finance Director when the budget is prepared to determine if the ordinance is still necessary. Roll call vote was unanimous.

2b. Disaster Recovery Director Laura Page provided a presentation to the Town Council regarding the Building Resiliency Center (BRC) and the amount of work and resources that will be required to get the center up and running. Ms. Page shared that the United States Department of Agriculture (USDA) grant provides funding for the improvements to the facility and all the equipment, but the USDA grant does not provide funding for staffing. The Town is requesting the Butte Strong fund provide 2 years of funding for the facilities coordinator.

MOTION by Zuccolillo, seconded by Schuster, approved the Town submitting a grant application to the United States Department of Agriculture (USDA) and other non-profit funding resources for both staffing and facility requirements in the approximate amount of \$529,783.00. Roll call vote was unanimous.

3. CLOSED SESSION

At 10:24 a.m. Mayor Jones announced that the Town council would adjourn to closed session for the following item:

3a. Pursuant to Government Code section 54956.8, the Town Council will hold a closed session to confer with the Town's negotiators about the terms for the Town to purchase the below identified real properties:

Property location: 5631 Black Olive Dr., Paradise, California

- Town negotiators: Lauren M. Gill and Dwight L. Moore
- Property negotiator: Cindy Haskett, Blue Team Realty

Property location: 5680 Black Olive Dr., Paradise, California

5690 Black Olive Dr., Paradise, California

5704 Black Olive Dr., Paradise, California

- Town negotiators: Lauren M. Gill and Dwight L. Moore
- Property negotiator: Tom Gagne, Re/Max of Chico

At 10:55 a.m. Mayor Jones reconvened the meeting and announced that the Town Council met with staff and direction was given.

4. ADJOURNMENT

Mayor Jones adjourned the Council meeting at 10:57 a.m.

Date Approved:

By: _____
Jody Jones, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
OCTOBER 1, 2019 - OCTOBER 31, 2019

October 1, 2019 - October 31, 2019

Check Date	Pay Period End	DESCRIPTION	AMOUNT
10/04/19	09/29/19	Net Payroll - Direct Deposits & Checks	\$119,678.17
10/18/19	10/13/19	Net Payroll - Direct Deposits & Checks	\$116,977.78
TOTAL NET WAGES PAYROLL			\$236,655.95

Accounts Payable

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$243,311.41
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$845,197.14
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)	<u>\$1,088,508.55</u>
GRAND TOTAL CASH DISBURSEMENTS	<u><u>\$1,325,164.50</u></u>

APPROVED BY: _____
LAUREN GILL, TOWN MANAGER

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

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 10/1/2019 - To Payment Date: 10/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking									
<u>Check</u>									
74804	10/01/2019	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$3,000.00		
74805	10/01/2019	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
74806	10/01/2019	Open			Accounts Payable	MOORE, DWIGHT, L.	\$17,547.00		
74807	10/01/2019	Open			Accounts Payable	SBA Monarch Towers III LLC	\$142.32		
74808	10/01/2019	Open			Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$906.47		
74809	10/01/2019	Open			Accounts Payable	WESTAMERICA BANK	\$20,137.76		
74810	10/04/2019	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
74811	10/08/2019	Open			Accounts Payable	Aflac	\$146.92		
74812	10/08/2019	Open			Accounts Payable	Met Life	\$6,315.64		
74813	10/08/2019	Open			Accounts Payable	OPERATING ENGINEERS	\$850.00		
74814	10/08/2019	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$1,624.50		
74815	10/08/2019	Open			Accounts Payable	SUN LIFE INSURANCE	\$3,993.97		
74816	10/08/2019	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$508.37		
74817	10/08/2019	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$90.00		
74818	10/10/2019	Open			Accounts Payable	ACCELA, INC.	\$19,200.00		
74819	10/10/2019	Open			Accounts Payable	ALLSTAR FIRE EQUIPMENT	\$4,196.86		
74820	10/10/2019	Open			Accounts Payable	ARRB Group Inc	\$29,500.00		
74821	10/10/2019	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$108.98		
74822	10/10/2019	Open			Accounts Payable	AT&T MOBILITY	\$89.46		
74823	10/10/2019	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$296.45		
74824	10/10/2019	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$21.22		
74825	10/10/2019	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$3,817.35		
74826	10/10/2019	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,113.66		
74827	10/10/2019	Open			Accounts Payable	BACKGROUNDS & MORE	\$375.00		
74828	10/10/2019	Open			Accounts Payable	BASIC LABORATORY	\$1,682.00		
74829	10/10/2019	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$176.90		
74830	10/10/2019	Open			Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	\$1,341.90		
74831	10/10/2019	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF CONSERVATION	\$4,372.07		
74832	10/10/2019	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$141.50		
74833	10/10/2019	Open			Accounts Payable	DADCO	\$356.42		
74834	10/10/2019	Open			Accounts Payable	Ernst & Young US LLP	\$153,202.00		
74835	10/10/2019	Open			Accounts Payable	EXECUTIVE HOMES	\$112.18		
74836	10/10/2019	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$164.45		
74837	10/10/2019	Open			Accounts Payable	GREEN RIDGE LANDSCAPING	\$4,895.49		
74838	10/10/2019	Open			Accounts Payable	Herc Rentals Inc.	\$7,650.22		
74839	10/10/2019	Open			Accounts Payable	Houdek, Michael	\$23.23		
74840	10/10/2019	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$13,005.45		
74841	10/10/2019	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$762.35		
74842	10/10/2019	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$885.54		
74843	10/10/2019	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$200.98		
74844	10/10/2019	Open			Accounts Payable	INTERSTATE SALES	\$5,043.41		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 10/1/2019 - To Payment Date: 10/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
74845	10/10/2019	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$175.00		
74846	10/10/2019	Open			Accounts Payable	JC NELSON SUPPLY COMPANY	\$203.65		
74847	10/10/2019	Open			Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$1,025.15		
74848	10/10/2019	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$2,577.01		
74849	10/10/2019	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$87.29		
74850	10/10/2019	Voided	Incorrect Amount	10/10/2019	Accounts Payable	MAGOON SIGNS	\$72.07		
74851	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$2,221.69		
74852	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$698.78		
74853	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$15,455.43		
74854	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$455.74		
74855	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$810.75		
74856	10/10/2019	Open			Accounts Payable	Mark Thomas & Company Inc	\$899.20		
74857	10/10/2019	Open			Accounts Payable	MAYS-KEILLOR, CANDACE	\$18.32		
74858	10/10/2019	Open			Accounts Payable	MORGAN TREE SERVICE	\$950.00		
74859	10/10/2019	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$214.24		
74860	10/10/2019	Open			Accounts Payable	MUNICIPAL CODE CORP	\$399.00		
74861	10/10/2019	Open			Accounts Payable	NEWMAN TRAFFIC SIGNS	\$3,177.90		
74862	10/10/2019	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$7,343.83		
74863	10/10/2019	Open			Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$2,116.50		
74864	10/10/2019	Open			Accounts Payable	O'REILLY AUTO PARTS	\$66.61		
74865	10/10/2019	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$93.66		
74866	10/10/2019	Open			Accounts Payable	OROVILLE FORD	\$1,369.06		
74867	10/10/2019	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$394.49		
74868	10/10/2019	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$1,129.86		
74869	10/10/2019	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$97.50		
74870	10/10/2019	Open			Accounts Payable	PARADISE RIDGE CHAMBER OF COMMERCE	\$120.00		
74871	10/10/2019	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$755.00		
74872	10/10/2019	Open			Accounts Payable	Riebes Auto Parts-Motorpool	\$597.06		
74873	10/10/2019	Open			Accounts Payable	Scotts PPE Recon Inc.	\$6,123.50		
74874	10/10/2019	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$40.25		
74875	10/10/2019	Open			Accounts Payable	Spherion Staffing	\$5,192.85		
74876	10/10/2019	Open			Accounts Payable	Tahoe Pure Water Co.	\$45.00		
74877	10/10/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$546.34		
74878	10/10/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$26.96		
74879	10/10/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$24.07		
74880	10/10/2019	Open			Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$182.47		
74881	10/10/2019	Open			Accounts Payable	UNITED RENTALS, INC.	\$2,049.73		
74882	10/18/2019	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
74883	10/24/2019	Open			Accounts Payable	ACCELA, INC.	\$3,000.00		
74884	10/24/2019	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$84.19		
74885	10/24/2019	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$442.26		
74886	10/24/2019	Open			Accounts Payable	AIRGAS SAFETY, INC.	\$241.63		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 10/1/2019 - To Payment Date: 10/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
74887	10/24/2019	Open			Accounts Payable	ANIMAL HOSPITAL/VETMOBILE	\$517.85		
74888	10/24/2019	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,647.81		
74889	10/24/2019	Open			Accounts Payable	AT&T MOBILITY	\$219.12		
74890	10/24/2019	Open			Accounts Payable	BACKGROUNDS & MORE	\$375.00		
74891	10/24/2019	Open			Accounts Payable	Bear Electric Solutions	\$11,080.00		
74892	10/24/2019	Open			Accounts Payable	Big O Tires	\$140.00		
74893	10/24/2019	Open			Accounts Payable	Biometrics4ALL, Inc	\$12.75		
74894	10/24/2019	Open			Accounts Payable	Blue Flamingo Marketing Advocates	\$24,245.00		
74895	10/24/2019	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$981.00		
74896	10/24/2019	Open			Accounts Payable	CATALYST WOMEN'S ADV. INC.	\$3,075.00		
74897	10/24/2019	Open			Accounts Payable	CENTRAL SIERRA POLICE CHIEF'S ASSOCIATION	\$40.00		
74898	10/24/2019	Open			Accounts Payable	COMCAST CABLE	\$258.16		
74899	10/24/2019	Open			Accounts Payable	COMCAST CABLE	\$243.16		
74900	10/24/2019	Open			Accounts Payable	Connor, Marilyn and Gary	\$1,000.00		
74901	10/24/2019	Open			Accounts Payable	COVANTA STANISLAUS, INC.	\$1,079.72		
74902	10/24/2019	Open			Accounts Payable	Creative Composition Inc	\$318.33		
74903	10/24/2019	Open			Accounts Payable	DATCO SERVICES CORPORATION	\$378.00		
74904	10/24/2019	Open			Accounts Payable	DIVISION OF THE STATE ARCHITECT	\$15.20		
74905	10/24/2019	Open			Accounts Payable	DOBRICH & SONS SEPTIC	\$550.00		
74906	10/24/2019	Open			Accounts Payable	Down Range Indoor Training Center	\$2,252.24		
74907	10/24/2019	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$280.00		
74908	10/24/2019	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$541.10		
74909	10/24/2019	Open			Accounts Payable	FRANKLIN CONSTRUCTION COMPANY	\$110,366.25		
74910	10/24/2019	Open			Accounts Payable	Free Style Embroidery	\$115.83		
74911	10/24/2019	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$157.33		
74912	10/24/2019	Open			Accounts Payable	HEGENBART SEPTIC TANK CLEANING, ,	\$1,300.00		
74913	10/24/2019	Open			Accounts Payable	HireRight, Inc.	\$8.13		
74914	10/24/2019	Open			Accounts Payable	Hodge's Nursery	\$512.59		
74915	10/24/2019	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$2,950.89		
74916	10/24/2019	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$999.52		
74917	10/24/2019	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$320.02		
74918	10/24/2019	Open			Accounts Payable	INTERSTATE SALES	\$1,639.96		
74919	10/24/2019	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$750.00		
74920	10/24/2019	Open			Accounts Payable	JIM BOZZER	\$72.90		
74921	10/24/2019	Open			Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$1,025.15		
74922	10/24/2019	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$500.00		
74923	10/24/2019	Open			Accounts Payable	Koff & Associates	\$536.00		
74924	10/24/2019	Open			Accounts Payable	KP Research Services, Inc.	\$1,292.80		
74925	10/24/2019	Open			Accounts Payable	LEHR AUTO ELECTRIC STOMMEL, INC.	\$2,706.53		
74926	10/24/2019	Open			Accounts Payable	Meyers Police K-9 Training, LLC	\$600.00		
74927	10/24/2019	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 10/1/2019 - To Payment Date: 10/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
74928	10/24/2019	Open			Accounts Payable	MILLER GLASS INC	\$339.00		
74929	10/24/2019	Open			Accounts Payable	Mobile Wireless LLC	\$2,183.00		
74930	10/24/2019	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$89.71		
74931	10/24/2019	Open			Accounts Payable	NCSIF TREASURER	\$98,221.50		
74932	10/24/2019	Open			Accounts Payable	North State Tire Co. Inc.	\$781.35		
74933	10/24/2019	Open			Accounts Payable	O'REILLY AUTO PARTS	\$140.97		
74934	10/24/2019	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$134.92		
74935	10/24/2019	Open			Accounts Payable	OROVILLE FORD	\$3.82		
74936	10/24/2019	Open			Accounts Payable	PARADISE ALLIANCE CHURCH	\$95.00		
74937	10/24/2019	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$131.94		
74938	10/24/2019	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$202.48		
74939	10/24/2019	Open			Accounts Payable	PARADISE SANITATION COMPANY	\$745.00		
74940	10/24/2019	Open			Accounts Payable	PBM SUPPLY & MFG INC	\$13,403.44		
74941	10/24/2019	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,200.00		
74942	10/24/2019	Open			Accounts Payable	PETERS RUSH HABIB & MCKENNA	\$560.00		
74943	10/24/2019	Open			Accounts Payable	Riebes Auto Parts-Public Works	\$193.35		
74944	10/24/2019	Open			Accounts Payable	Shelby's Pest Control, Inc.	\$100.00		
74945	10/24/2019	Open			Accounts Payable	Spherion Staffing	\$6,992.68		
74946	10/24/2019	Open			Accounts Payable	Tahoe Pure Water Co.	\$67.50		
74947	10/24/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$2,030.23		
74948	10/24/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$79.92		
74949	10/24/2019	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$38.98		
74950	10/24/2019	Open			Accounts Payable	Tri Flame Propane	\$248.85		
74951	10/24/2019	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$86.00		
74952	10/24/2019	Open			Accounts Payable	UNITED RENTALS, INC.	\$2,049.73		
74953	10/24/2019	Open			Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$450.00		
74954	10/24/2019	Open			Accounts Payable	VERIZON WIRELESS	\$1,991.50		
74955	10/24/2019	Open			Accounts Payable	Ward, Wayne	\$400.55		
74956	10/24/2019	Open			Accounts Payable	Western State Design	\$12,803.98		
74957	10/24/2019	Open			Accounts Payable	YOUTH FOR CHANGE	\$3,703.64		
Type Check Totals:									
EFT									
916	10/04/2019	Open			Accounts Payable	CALPERS - RETIREMENT	\$29,202.74		
917	10/04/2019	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$5,855.34		
918	10/04/2019	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$5,227.99		
919	10/04/2019	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$20,074.61		
920	10/08/2019	Open			Accounts Payable	CALPERS	\$104,495.48		
921	10/03/2019	Open			Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$600.00		
924	10/18/2019	Open			Accounts Payable	CALPERS - RETIREMENT	\$28,305.33		
925	10/18/2019	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,476.30		
926	10/18/2019	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$8,399.71		
927	10/18/2019	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$21,354.99		

CASH DISBURSEMENTS REPORT

From Payment Date: 10/1/2019 - To Payment Date: 10/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
928	10/30/2019	Open			Accounts Payable	CALPERS - RETIREMENT	\$123,030.85		
Type EFT Totals:								\$353,023.34	
AP - US Bank TOP AP Checking Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	153	\$735,485.21	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$72.07	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	154	\$735,557.28	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$353,023.34	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	11	\$353,023.34	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	164	\$1,088,508.55	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$72.07	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	165	\$1,088,580.62	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	153	\$735,485.21	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$72.07	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	154	\$735,557.28	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$353,023.34	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	11	\$353,023.34	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	164	\$1,088,508.55	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$72.07	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	165	\$1,088,580.62	\$0.00



Town of Paradise

Council Agenda Summary

Agenda Item: 2 (c)

Date: November 12, 2019

ORIGINATED BY: John Messina, Division Chief, CAL FIRE/Paradise Fire

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 581

COUNCIL ACTION REQUESTED: Adopt a **MOTION TO:**

1. Waive second reading of the entire Town Ordinance No. 581 and approve reading by title only ; **AND**
2. Adopt Town Ordinance No. 581, "An Ordinance of the Town Council of the Town of Paradise, California adding Chapter 8.58 to the Paradise Municipal Code Relating to Defensible Space and Hazardous Fuel Management".

BACKGROUND: On October 8, 2019, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The ordinance adds a new Chapter of regulations to the Paradise Municipal Code relating to the subject of defensible space and hazardous fuel management to enhance the health and safety of the Town's "Post Camp Fire" community. If adopted, the proposed ordinance has been designed to reflect the "defensible space and hazardous fuel management" regulations of the California Public Resources Code and in a format that compliments the regulations of Title 8 (Health and Safety) of the Paradise Municipal Code. The ordinance provides, among other things, as follows:

- That real property be maintained by prohibiting combustible material storage under decks.
- Prohibits combustible materials such as firewood, lumber or rubbish immediately adjacent to any building or structure.
- Allows only low-growing vegetation with high moisture content within 5 feet of any structure or building.
- Maintains a 100 foot fire break
- Establishes an abatement procedure.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 581 [copy attached]. Once adopted, the provisions of this ordinance will be effective thirty 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. 581**

**AN ORDINANCE ADDING CHAPTER 8.58 TO THE PARADISE MUNICIPAL CODE
RELATING TO DEFENSIBLE SPACE AND HAZARDOUS FUEL MANAGEMENT**

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

SECTION 1. Chapter 8.58 is hereby added to the Paradise Municipal Code to read as follows:

CHAPTER 8.58

DEFENSIBLE SPACE AND HAZARDOUS FUEL MANAGEMENT

- Section 8.58.010 Title**
- Section 8.58.020 Purpose and Intent**
- Section 8.58.030 Definitions**
- Section 8.58.040 Applicability**
- Section 8.58.050 Responsibility for Administration**
- Section 8.58.060 Defensible Space/Hazardous Fuel Management Requirements**
- Section 8.58.070 Authority to Inspect**
- Section 8.58.080 Authority to Inspect Property and Request Records**
- Section 8.58.090 Enforcement and Administration**
- Section 8.58.100 Primary Authority**
- Section 8.58.110 Public Nuisance Abatement**
- Section 8.58.120 Civil Actions**
- Section 8.58.130 Criminal Action**
- Section 8.58.140 Non-Exclusive Remedies**

8.58.010 Title

This chapter shall be known as the “Defensible Space and Hazardous Fuel Management Ordinance” of the Town of Paradise.

8.58.020 Purpose and Intent

A. The Town Council of the Town of Paradise finds and declares that the uncontrolled growth and accumulation of weeds, grasses, hazardous vegetation and combustible materials or obstructions on sidewalks, streets, and on lands or lots within the Town are dangerous or injurious to neighboring property and the health, safety and welfare of the citizens, residents and visitors of the Town of Paradise community. Such growth and accumulation constitute a public nuisance in that they create fire hazard, reduce the value of private property, and create a hazard to the health, safety and general welfare of the public.

B. The Town is located within a designated Very High Fire Hazard Severity Zones [VHFHSZ] in which the vegetation is highly flammable during dry periods and has contributed to significant wildfires resulting in catastrophic fire losses to life, property and the environment.

C. This chapter is intended and shall apply to the abatement of the growth and/or accumulation of weeds, grasses, shrubs, brush, slash, tree limbs, hazardous vegetation and combustible materials on all improved parcels and designated unimproved parcels within the Town and the maintenance of those parcels to prevent hazardous vegetation from growing back.

D. The purpose of this chapter is to establish defensible space requirements and wildfire mitigation measures that both supplement and supersede Government Code Section 51182 and Public Resource Code section 4291 in order to protect the lives and property of the citizens, residents and visitors of the Town of Paradise.

8.58.030 Definitions

The terms used in this chapter shall have the following meanings:

“Combustible material” means seasonal and recurrent weeds, stubble, brush, dry leaves, mulch, wood, tumbleweeds, rubbish, recyclable material, litter or flammable materials of any kind.

“Defensible Space” means an area either natural or man-made, where material capable of allowing a fire to spread unchecked has been treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.

“Fire Hazard Severity Zones (FHSZ)” means geographical areas designated pursuant to California Public Resources Code Sections 4201 through 4204 and classified as Very High, High, or Moderate in State Responsibility Areas (SRA) or as Local Responsibility Agency Very High Fire Hazard Severity Zones (LRA VHFHSZ) designated pursuant to California Government Code Sections 51175 through 51189.

“Fuel Modification” means a method of modifying fuel load by reducing the amount of flammable vegetation or altering the type of vegetation to reduce the fuel load.

“Hazardous Vegetation” means vegetation that is flammable and endangers the public safety by creating a fire hazard, including but not limited to seasonal and recurrent weeds, stubble, brush, dry leaves, etc.

“Improved Parcel(s)” means a portion of land of any size, the area of which is determined by the assessor’s maps and records and may be identified by an assessor’s parcel number upon which a structure is located.

“Ornamental Landscape” means all grasses, plants, trees and other vegetation installed by a property owner, property tenant, etc. It is usually for aesthetic purposes or privacy screening.

“Person” means a person, partnership, limited partnership, corporation, limited liability company or association.

“Property owner” means the holder of the fee simple title of the property.

“Structure” means any dwelling, house, garage or building.

“Unimproved Parcel(s)” means a portion of land of any size, the area of which is determined by the assessor’s maps and records and may be identified by an assessor’s parcel number upon which no structure is located.

“Wildland-Urban Interface (WUI) Area” means that geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels.

8.58.040 Applicability

This chapter, including any amendments or revisions thereto, shall apply to all improved and unimproved parcel(s) located within the Town.

8.58.050 Responsibility for Administration

The Fire Chief, or his or her designee, shall administer, implement, and enforce the provisions of this chapter.

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. The Fire Chief, or his or her designee, may require fuels modification on the entire parcel(s) of vacant land that pose a threat to additional parcels in order to reduce the fire hazard to a building, structural improvement, crop or other property.

- 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.

8.58.070 Authority to Inspect

Whenever the Fire Chief, or his or her designee, has cause to believe that there exists, or potentially exists, in or upon any premises any condition that constitutes a violation of this chapter, the Fire Chief, or his or her designee, may enter such premises at all reasonable times to inspect the premises related to defensible space/hazardous fuel management compliance. In the event the property owner or occupant refuses to allow entry of the Fire Chief, or his or her designee, after a request has been made, the Town is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry pursuant to California Code of Civil Procedure section 1822.50-1822.60.

8.58.080 Authority to Inspect Property and Request Records

Whenever the Fire Chief, or his or her designee, has reasonable cause to believe that there exists on any premises any condition which constitutes a violation of this chapter, the Fire Chief, or his or her designee, is empowered to request owner or occupant provide records, such as but not limited to, site plans, connection agreements, operations and maintenance records, documentation of waste disposal, etc., as necessary to determine defensible space/hazardous fuel management compliance.

8.58.090 Enforcement and Administration

Any person violating a provision of this chapter shall be subject to administrative, civil, or criminal liability as provided in this chapter and in Chapter 1.09 of this Code. When relying on Chapter 1.09 of this Code, the Town shall adhere to all procedures set forth therein, including, but not limited to the procedures for notice, service requirements, hearings, appeals, and issuance of citations and fines.

8.58.100 Primary Authority

The Fire Chief, or his or her designee, is empowered to use any of the provisions of this chapter to correct violations of this chapter

8.58.110 Public Nuisance Abatement

Violation of any provision of this chapter is declared to be a public nuisance. The Town may, in addition to other authorized procedures set forth in this chapter, take action to abate such public nuisance in accordance with the following procedures when any person violates this chapter:

- A. The Fire Chief, or his or her designee, shall notify, in writing, the property owner of the public nuisance on his or her property.
- B. The notice shall be effective if it is posted at the property and mailed by certified or registered mail to the owner of record of the property on the last published assessment tax roll of the Butte County Assessor's office. The notice shall specify what constitutes the public nuisance together with an order to abate the public nuisance within a specific time period, advise the property owner of the right

to an appeal hearing where the property owner may present evidence in defense, and advise the property owner that the Town may assess the property for the cost of abatement.

C. The hearing shall be requested in writing by the property owner to the Town Clerk within 15 business days after the date on which the notice is mailed. If the property owner fails to request an appeal hearing within such 15 business days, the abatement notice shall be final.

D. After receiving a timely appeal, the Town shall set a noticed hearing on the appeal by an impartial hearing officer. The decision of the hearing officer shall be made in writing within fourteen (14) calendar days after the hearing. The decision of the hearing officer shall be final. If the public nuisance is determined to exist, the hearing officer shall specify in his or her decision the time period to abate the public nuisance.

E. In any event, if the public nuisance is not abated within the time specified in either the initial notice and order or the hearing officer's decision, the Town may abate the public nuisance and charge the cost of the abatement, including administrative costs thereof and reasonable interest therefor, from the date of the abatement to the property owner.

F. If the cost of abatement is not reimbursed to the Town by the property owner within thirty (30) calendar days after the property owner has received notice of the costs, the Town may record a lien on the property owned by the person subject to the abatement. All laws applicable to the levy, collection and enforcement of public nuisance abatement liens shall be applicable to such special assessment.

8.58.120 Civil Actions

In addition to any other remedies provided in this chapter, any violation of this chapter may be enforced by civil action brought by the Town. In any such action, the Town may seek, as appropriate and allowed by law, one or more of the following remedies:

- A. A temporary restraining order, preliminary and permanent injunction;
- B. Reimbursement of costs of any investigation, inspection or monitoring survey which led to the establishment of the violation, and for the reasonable costs of preparing and bringing action under this section;
- C. Costs incurred in removing, correcting, or terminating the adverse effect(s) resulting from the violation;
- D. Compensatory damages for loss or destruction of public property. Costs and damages under this subsection shall be paid to the Town and shall be used exclusively for costs associated with monitoring and establishing defensible space/hazardous fuel management or enforcing the provisions of this chapter.

8.58.130 Criminal Actions

Any person violating any of the provisions of this chapter shall be guilty of an infraction with fines pursuant to Government Code section 36900. Each day such violation is committed or permitted to continue constitutes a separate offense and is punishable as such.

8.58.140 Non-Exclusive Remedies

Each and every remedy available for the enforcement of this chapter shall be non-exclusive, and it shall be within the discretion of the Town to seek cumulative remedies. Moreover, the remedies available to the Town pursuant to this chapter shall not limit the right of the Town to seek any other remedy that may be available at law or in equity.

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 November 2019, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

DINA VOLENSKI, Town Clerk

APPROVED AS TO FORM:

DWIGHT L. MOORE, Town Attorney



Town of Paradise
Council Agenda Summary
Date: November 12, 2019

Agenda Item: 2 (d)

ORIGINATED BY: Susan Hartman, Community Development Director

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 584

COUNCIL ACTION REQUESTED: Adopt a **MOTION TO:**

1. Waive second reading of the entire Town Ordinance No. 584 and approve reading by title only (roll call vote); **AND**
2. Adopt Town Ordinance No. 584, "An Ordinance Amending and Adding Text Regulations within Paradise Municipal Code Title 17 [Zoning] Relating to Temporary Commercial Buildings".

BACKGROUND: On October 8, 2019, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The intent of the proposed ordinance is to allow for the use of pre-manufactured temporary commercial buildings for construction sales and service land uses during an interim time period. If adopted, the proposed ordinance would define a temporary commercial building, specify the land uses eligible to use temporary commercial buildings, develop standards for establishment of a temporary commercial building, and establish a sunset date for the regulations authorized under the ordinance.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 584 [copy attached]. Once adopted, the provisions of this ordinance will be effective thirty 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. 584**

**AN ORDINANCE AMENDING TEXT REGULATIONS WITHIN
PARADISE MUNICIPAL CODE TITLE 17 [ZONING] RELATIVE TO TEMPORARY COMMERCIAL
BUILDINGS**

SECTION 1. The definition of the term “Temporary Commercial Building” shall be added to Section 17.04.500 [General Definitions] of the Paradise Municipal Code to read as follows:

“Temporary commercial building” means a pre-manufactured portable BUILDING that provides temporary office space.

SECTION 2. Section 17.06.980 shall be added to Paradise Municipal Code Chapter 17.06 [General Site Development Regulations] to read as follows:

17.06.980 Post Camp Fire: Temporary Commercial Buildings.

- A. Purpose. The regulations of this section are intended to provide an alternative process and interim time period during which affected property owner(s) may opt to establish a temporary commercial land use building and/or structure.
- B. Applicability. The establishment of a temporary commercial land use building and/or structure may be authorized subject to: 1) the specific land use regulations within each zone; 2) shall be limited to those commercial land uses which have low wastewater demands and low average occupancies and only in conjunction with the following business land use activities:
 - 1. Construction Sales & Service (sale of building materials and building contracting services);
 - 2. Any other temporary commercial land use determined by the planning director as similar to the prior listed business land use activities.
- C. Development Requirements/Standards. Temporary commercial land use business activities that have secured land use authorization shall comply with the following requirements and standards prior to establishment of the temporary commercial building and/or structure:
 - 1. Applicant shall apply for and secure town approval and issuance of a temporary use permit pursuant to the provisions of Paradise Municipal Code Chapter 17.32 [Temporary Use Regulations].
 - 2. Applicant shall complete all the applicable temporary use permit “conditions of approval” prior to temporary commercial building and/or structure occupancy.

3. Applicant shall apply for and secure town registration of a business license for subject temporary commercial business land use activity pursuant to the provisions of Paradise Municipal Code Chapter 5.22 [Business License].

D. Interim Time Period. The provisions and regulations of this Section 17.980 shall expire and be in no legal effect effective December 31, 2022.

SECTION 3. A new item “O” shall be added to Paradise Municipal Code Section 17.32.100 [Temporary Use Regulations] to read as follows:

O. The use of a temporary commercial land use building and/or structure for occupancy by those business land use activities sanctioned pursuant to the provisions of Paradise Municipal code Section 17.06.980 [Post Camp Fire: Temporary Commercial Buildings].

SECTION 4. Subsection “B” of Paradise Municipal code Section 17.32.400 [determinations] shall be amended to read as follows:

B. The planning director and/or planning commission may establish such additional conditions as necessary to ensure land use compatibility and to minimize potential impacts, including, but not limited to: time and frequency of operation, temporary arrangements for parking and circulation, ADA access, requirements for screening or enclosure, and financial guarantees for removal, site restoration and cleanup following the temporary use.

SECTION 4. 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 5. 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 12th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jody Jones, Mayor

ATTEST:

Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



Town of Paradise

Council Agenda Summary

Agenda Item: 2 (e)

Date: November 12, 2019

ORIGINATED BY: Greg Adams, Building Official
Susan Hartman, Community Development Director

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 585

COUNCIL ACTION REQUESTED: Adopt a **MOTION TO:**

1. Waive second reading of the entire Town Ordinance No. 585 and approve reading by title only (roll call vote); **AND**
2. Adopt Town Ordinance No. 585, "An Ordinance of the Town of Paradise Repealing Paradise Municipal Code Chapters 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12, 15.13 and Adopting New Chapters 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12 And 15.13 and Making Findings of Fact Relating to Local Climatic, Geological, and Topographic Conditions, All Relating to the Adoption of the California Code of Regulations, Title 24, Part 2, Volume 1 & 2, Part 2.5, Part 3, Part 4, Part 5, Part 6, Part 8, Part 9, Part 10, Part 11, And Part 12".

BACKGROUND: On October 8, 2019, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The intent of the proposed ordinance is to adopt the 2019 California Building Standards Code which includes Findings of Fact and amendments, repeals Paradise Municipal Code [PMC] Chapters 15.01 thru 15.13 and adopts new PMC chapters 15.01 thru 15.13.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 585 [copy attached]. Once adopted, the provisions of this ordinance will be effective as of January 1, 2020.

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

Attachment

Town of Paradise
Ordinance No. 585

AN ORDINANCE OF THE TOWN OF PARADISE REPEALING PARADISE MUNICIPAL CODE CHAPTERS 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12, 15.13 AND ADOPTING NEW CHAPTERS 15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09, 15.10, 15.11, 15.12 AND 15.13 AND MAKING FINDINGS OF FACTS RELATING TO LOCAL CLIMATIC, GEOLOGICAL, AND TOPOGRAPHIC CONDITIONS, ALL RELATING TO THE AMENDMENTS AND ADOPTION OF THE 2019 CALIFORNIA BUILDING STANDARDS CODE

WHEREAS, the Town Council of the Town of Paradise hereby finds that the public health, safety and welfare will be best protected and served by the adoption of the 2019 California Building Standards Code as established and maintained by the State Building Standards Commission with certain amendments; and

WHEREAS, the Town of Paradise finds that its jurisdiction has certain climatic, topographic and geologic considerations, as set forth and incorporated herein, that can have a deleterious effect on emergency services such as fire protection and emergency medical services and on structures and buildings; and

WHEREAS, except for the amendments authorized by Health and Safety Code sections 17958.5, 17958.7 and 18941.5, the Town of Paradise adopts ordinances and regulations imposing the building regulations contained in the regulations adopted by the State pursuant to the Health and Safety Code Section 17922; and

WHEREAS, sections 17958.5, 17958.7 and 18941.5 of the Health and Safety Code authorize the Town of Paradise to make changes or modifications to the California Building Standards Code as are reasonably necessary because of local climatic, topographic and geologic conditions; and

WHEREAS, the California Building Standards Code applies to all occupancies throughout the State; and

1 **WHEREAS, pursuant to Health and Safety Code section 17958.7** the Town of
2 Paradise has filed the amendments, additions, or deletions expressly marked and
3 identified as to the applicable findings with the California Building Standards
4 Commission at 2525 Natomas Park Drive, Sacramento, Suite 130, Sacramento,
5 California 95833-2936.

6 **NOW, THEREFORE,** The Town Council of the Town of Paradise does hereby ordain
7 as follows:

8 **SECTION 1.** Chapters **15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09,**
9 **15.10, 15.11, 15.12 and 15.13** of the Paradise Municipal Code are repealed.

10
11 **SECTION 2.** Chapters **15.01, 15.02, 15.03, 15.04, 15.05, 15.06, 15.07, 15.08, 15.09,**
12 **15.10, 15.11, 15.12 and 15.13** are hereby added to the Paradise Municipal Code to
13 read as follows:

14
15 **CHAPTER 15.01 FACTS AND FINDINGS**

16 A. **Changes or Modifications.** Pursuant to Section 17958.5, 17958.7 and 18941.5
17 of the State of California Health and Safety Code, the Town of Paradise adopts and
18 amends the 2019 California Building Standards Code (Title 24, Part 2)based on the
19 2018 International Building Code (ICC); the 2019 California Residential Code (Title
20 24, Part 2.5)based on the 2018 International Residential Code (ICC); the 2019
21 California Electrical Code (Title 24, Part 3)based on the 2017 National Electrical
22 Code (NFPA); the 2019 California Mechanical Code (Title 24, Part 4) based on the
23 2018 Uniform Mechanical Code (IAPMO); the 2019 California Plumbing Code (Title 24,
24 Part 5) based on the 2018 Uniform Plumbing Code (IAPMO); the 2019 California Fire
25 Code (Title 24, Part 9) based on the 2018 International Fire Code (IFC); the 2019
26 California Administrative Code (Title 24, Part 1); the 2019 California Energy Code
27 (Title 24, Part 6); the 2019 California Historical Building Code (Title 24, Part
28 8); the 2019 California Existing Building Code (Chapter 10; Title 24, Part 10); the

1 2019 California Green Building Standards Code (Cal Green, Title 24, Part 11) and
2 the 2019 California Referenced Standards Code (Title 24, Part 12).

3
4 **NOTE:** The State of California officially adopted the 2019 California
5 Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy,
6 Historical, Fire, Existing Building, Green Building Standards, and Referenced
7 Standards Codes in July of this year, and they become mandatory at the local level
8 effective January 1, 2020.

9
10 B. **Findings:** Pursuant to Sections 17958.5, 17958.7 and 18941.5 of the State of
11 California Health and Safety Code, the Town of Paradise has determined and finds
12 the attached amendments, additions and/or modifications are needed and are
13 reasonably necessary because of its local climatic, geologic and topographical
14 conditions.

15
16 C. **Local Conditions:** Local conditions have an adverse effect on the potential
17 for life and property loss, making necessary changes and modifications to the 2019
18 California Building Standards Code in order to establish and maintain an
19 environment which will provide the community a desirable level of protection.

20
21 1. Climatic Conditions:

22 1A. On average the Town of Paradise has an annual rainfall of fifty-two to fifty-
23 four inches of rain. However, in the summer months there is little, if any
24 measurable precipitation. Winter months can be characterized by heavy rains and
25 periodic heavy snow falls with accumulations above the 1,800 feet level. During
26 the year the temperatures range from the mid 20's to low 100's degrees in the
27 summer months with light to gusty westerly winds. These drying winds mixed with
28

1 the density of vegetation, which is dominant throughout the Town, creates a
2 hazardous fuel condition that can have severe consequences.

3
4 2. Geographical and Topographical Conditions:

5 2A. The Town of Paradise is located within Butte County in Northern California.
6 It is approximately 100 miles north of Sacramento and within 15 miles east from the
7 urban community of Chico. The Town of Paradise population is approximately 26,000+
8 and is the second largest community in Butte County. The Town encompasses 18.6
9 square miles and was incorporated in 1979. Prior to incorporation the Town was a
10 County mountain community with older construction of light commercial and
11 industrial with a predominant residential character.

12 2B. The Town of Paradise is located one thousand four hundred (1,400) to two
13 thousand two hundred feet (2,200) above sea level and is bordered by rugged
14 canyons, creating somewhat of a triangular shaped area in which the Town is
15 situated.

16 2C. This environment has natural vegetative growth that is dense, both in the
17 canyon areas and throughout the Town, which presents a challenge and difficulty in
18 fighting and controlling the spread of wildfires. The Town of Paradise has been
19 identified as a very high fire hazard severity zone pursuant to Government Code
20 Section 51178.5 and 51179 which is based upon the climatic, topographic and
21 geologic conditions combined with the dense vegetation throughout the Town.

22 2D. The topography of the Town presents problems in delivery of emergency
23 services, including fire protection. Hilly terrain with narrow, winding roads with
24 little circulation, limited escape routes, and limited ingress and egress to access
25 the Town prevents rapid access and orderly evacuations. There are many miles of
26 both public streets and private roads many of which were built years ago and many
27 of the private roads are substandard in design and access capability due to
28 topography.

1 2E. Combined with these features all weather surfaces based upon the soil and
2 topographic conditions may not be able to support the imposed loads of fire
3 apparatus and reduced accessibility to emergency response personnel. These
4 conditions increase the likelihood of difficulty with approach angles, steep slopes
5 and grades and the ability for emergency response personnel to be effective.
6

7 D. **Conclusion:** Local climatic, geologic, and topographic conditions impact the
8 built environment and necessitate amendments to the California Building Standards
9 Code. Therefore, it is found to be reasonably necessary that the State Building
10 Standards Codes be changed or modified to mitigate the effects of the above
11 conditions by the adoption of this ordinance. Furthermore, California Health and
12 Safety Code Section 17958.7 requires that the modifications or change be expressly
13 marked and identified as to each finding to which it refers. Therefore, the Town
14 of Paradise finds that Exhibit "A" attached hereto provides the code sections that
15 have been modified pursuant to the ordinance that are building standards as defined
16 in the Health and Safety Code Section 18909 and the associated referenced
17 conditions or modifications are due to local climatic, geologic and topographical
18 considerations.
19

20 Chapter 15.02

21 **2019 California Building Standards Code (Title 24, Part 2) Based upon the**
22 **International Building Code (ICC)**
23

24 Sections:

25 **15.02.010 Adoption**

26 **15.02 020 Chapter 1, Division II, Section 105.2 Work Exempt from Permits, Added**

27 **15.02.030 Chapter 1, Division II, Section 107.6 Expiration of Plan Review, Added**
28

- 1 15.02.040 Chapter 1, Division II, Section 109.4 Work Commencing Before Permit
2 Issuance, Amended
- 3 15.02.050 Chapter 1, Division II, Section 109.6 Refunds, Amended
- 4 15.02.060 Chapter 1, Division II, Section 114.4 Violation Penalties, Amended
- 5 15.02.070 Chapter 2, Section 202, Definitions, Added
- 6 15.02.080 Chapter 15, Section 1505.1.3 Roof Coverings, Amended
- 7 15.02.090 Chapter 16, Section 1603.1.3 Roof Snow Loads, Amended
- 8 15.02.100 Appendix "J", Section J101.1, Scope, Amended
- 9 15.02.110 Appendix "J", Section J101.3 Purpose, Added
- 10 15.02.120 Appendix "J", Section J101.4 Hazards Added
- 11 15.02.130 Appendix "J", Section J102 Definitions, Amended
- 12 15.02.140 Appendix "J", Section J103 Permits required, Amended
- 13 15.02.150 Appendix "J", Section J104.2 Site Plan Requirements, Amended
- 14 15.02.160 Appendix "J", Section J104.5 Bonds, Added
- 15 15.02.170 Appendix "J", Section J105.3 Inspections, Added
- 16 15.02.180 Appendix "J", Section J106.2 Rounding of cut slopes, Added
- 17 15.02.190 Appendix "J", Section J106.3 Private road construction, Added
- 18 15.02.200 Appendix "J", Section J106.3.1 Private road construction. Requirements,
19 Added
- 20 15.02.210 Appendix "J", Section J107.7 Rounding of fill slopes, Added
- 21 15.02.220 Appendix "J", Section J109.5 Overflow protection, Added
- 22 15.02.230 Appendix "J", Section J110.3 Disturbed surfaces, Added
- 23 15.02.240 Appendix "J", Section J110.4 Storm damage precautions, Added

24

25 **Section 15.02.010 Adoption**

26 The 2019 California Building Standards Code, Part 2, Volumes 1 and 2,
27 including Appendices "B", "F", "G", "H", "I", "J", known as the California Building
28 Code, as published and adopted by the California Building Standards Commission,

1 including the Town's amendments, deletions and additions set forth in this Chapter,
2 is hereby adopted by reference and incorporated herein.

3 **Section 15.02.020, Chapter 1, Division II, Section 105.2, Work Exempt from Permits,**
4 **is added to read as follows,**

5 14. Floor sheathing, decking and exterior siding repair - limited to 100 square
6 feet of floor sheathing or siding and less than 100 linear board feet of decking.

7 15. Replacement, repair or overlay of less than 10% not to exceed 100 square feet
8 of an existing roof within any 12-month period, all repairs shall be Class A only.

9 **Section 15.02.030 Chapter 1, Division II, Section 107.6, Expiration of Plan Review,**
10 **is added to read as follows:**

11 Applications for which no permit has been issued shall expire one-year following
12 the date of application, or on the effective date of a new Town adopted edition of
13 any part of the California Building Standards Code, whichever comes later. Plans
14 and other data submitted for review may thereafter be returned to the applicant or
15 destroyed by the Building Official. In order to renew action on an application
16 after expiration, the applicant shall resubmit plans and pay a new plan review fee.

17 Exception: Such applications shall not expire under the following
18 circumstances:

19 1. If the Building Official determines the new code changes are minor,
20 additional reviews of the plans to determine compliance with the new codes may be
21 done in lieu of expiration. The normal hourly rate as determined by the Master Fee
22 Schedule adopted by the Town of Paradise Town Council shall apply to any additional
23 review.

24 2. Applications for which plans have been submitted as a result of a
25 compliance investigation shall expire 180 days following the date of application.
26 No extensions will be granted except in emergency situations approved prior to the
27 expiration by the Building Official.

1 **Section 15.02.040 Chapter 1, Division II, Section 109.4, Work Commencing Before**
2 **Permit Issuance, is amended to read as follows:**

3 Any person who commences any work on a building, structure, electrical, gas,
4 mechanical, or plumbing system before first obtaining the necessary permits shall
5 be subject to an investigation fee equal to the permit fee to be paid in addition
6 to the permit fee when obtaining the building permit. All fees must be paid prior
7 to release of the permit.

8 **Section 15.02.050 Chapter 1, Division II, Section 109.6 Refunds, is amended to read**
9 **as follows:**

10 The Building Official may authorize refunding of a fee paid hereunder which was
11 erroneously paid or collected. The Building Official may authorize refunding of
12 not more than 80 percent of the permit or plan review fee paid when no work or plan
13 examination has been done under an application or permit issued in accordance with
14 this code, provided a written refund application is filed by the original permittee
15 prior to the expiration of the permit.

16 **Section 15.02.060 Chapter 1, Division II, Section 114.4 Violation Penalties, is**
17 **amended to read as follows:**

18 (a) It shall be unlawful for any person, firm or corporation to erect, construct,
19 enlarge, alter, repair, move, improve, remove, convert, demolish, equipment use.
20 occupy or maintain any real property, building, structure, or building service
21 equipment or cause or permit the same to be done in violation of Title 15 of the
22 Paradise Municipal Code (PMC), this code or the technical codes as amended and
23 adopted by the town. Any person who violates any of the provisions of Title 15 of
24 the PMC, this code or the technical codes adopted by this jurisdiction or fails to
25 comply with any order made there under, or who builds in violation of any detailed
26 statement of specifications or plans submitted or approved there under, or any
27 certificate or permit issued there under, and from which no appeal has been taken,
28 or who fails to comply with such an order as affirmed or modified by the Board of

1 Appeals or by a court of competent jurisdiction within the time fixed herein, is
2 severally for each violation or noncompliance respectively guilty of an infraction
3 punishable by a fine not to exceed one thousand dollars (\$1,000.00). Each separate
4 day or any portion thereof during which any violation occurs or continues is a
5 separate offense, and upon conviction thereof shall be punishable as provided in
6 this section. Any person, firm or corporation found guilty of any such violation
7 shall be fully responsible for all of the town's costs relating to the enforcement,
8 investigation and prosecution of the offender.

9 The imposition of a penalty for any violation or noncompliance shall not
10 excuse the violation of noncompliance or permit it to continue; and all such
11 persons shall be required to correct or remedy such violations or defects within a
12 reasonable time; and when not otherwise specified, each day that prohibited
13 conditions are maintained shall constitute a separate offense.

14 (b) The application of the above penalty shall not be held to prevent the enforced
15 removal of the prohibited conditions,

16 (c) The issuance or granting of a permit or approval of plans and specifications
17 shall not be deemed or construed to be a permit for, or an approval of, any
18 violation of any of the provisions of these codes and shall not prevent the
19 administrative authority from thereafter requiring the correction of errors in said
20 plans or specifications or from preventing construction operations being carried on
21 there under when in violation of these codes or any other ordinance or from
22 revoking any certificate of occupancy or approval when issued in error. No permit
23 presuming to give authority to violate or cancel the provisions of this chapter
24 shall be valid, except insofar as the work or use which it authorized is lawful.

25 (d) Any violation of the provisions of Title 15 or of the technical codes as
26 adopted by the town shall be and is hereby declared to be unlawful and a public
27 nuisance and may be abated in the manner provided by law.

1 (e) The Town Attorney shall, upon the order of the Town Manager or his/her
2 designee, immediately commence action or proceedings for the abatement and removal
3 and enjoinder of any violation of Title 15 or of any technical codes as adopted by
4 the town as provided by law, and shall take such action and shall apply to such
5 courts of competent jurisdiction to grant such relief as will abate and remove such
6 building or structure or use, and restrain and enjoin any person from setting up,
7 building, maintaining, or using such real property, building, structure, use or
8 occupancy contrary to this code or the technical codes.

9 **Section 15.02.070 Chapter 2, Section 202, Definitions, the following have been**
10 **added:**

11 New Construction: For the purposes of enforcing the provisions of the California
12 Fire Code, California Building Code, and the California Residential Building Code,
13 any work, addition to, remodel, repair, renovation, or alteration of any
14 building(s) or structure(s) shall be considered "New Construction" when 50 percent
15 or more of the exterior weight bearing walls are removed or demolished.

16 **Section 15.02.080 Chapter 15, Section 1505.1.3, Roof Coverings, is amended to read**
17 **as follows:**

18 All roofing materials shall be installed in accordance with the manufacturer's
19 installation instructions. The entire roof covering of every new structure shall
20 be a minimum Class "A" roof covering. Any roof covering material applied in the
21 alteration, repair or replacement of the roof of the existing structure shall be a
22 minimum of a Class "A" roof covering. The entire roof covering of every existing
23 structure where more than 50 percent of the total roof area is replaced within a
24 one-year period shall be a minimum of a Class "A" roof covering. The owner of any
25 structure regulated by this code shall comply with the provisions of this section
26 relating to roofing materials.

27 **Section 15.02.090 Chapter 16, Section 1603.1.3 Roof Snow Loads, is amended to read**
28 **as follows:**

1 Snow loads full or unbalanced shall be considered in place of loads set forth in
2 Table No. 1607.1, where such loading will result in larger members and connections.
3 The minimum design snow load and roof live load for the Town of Paradise shall be
4 twenty (20) pounds per square foot below elevation 1,800 feet and thirty (30)
5 pounds per square foot at 1,800 feet and elevations above.

6 Potential accumulations of snow at roof valleys, parapets, roof structures and
7 offsets in roofs of uneven configuration shall be considered. Where snow loads
8 occur, the snow loads shall be determined by the Building Official.

9 **15.02.100 Section J101.1 is amended to read as follows:**

10 Section J101.1. This chapter sets forth rules and regulations to control
11 excavation, grading and earthwork construction, including fills and embankments,
12 and erosion and sediment control; establishes the administrative procedure for
13 issuance of permits; and provides for approval of plans and inspection of grading,
14 erosion and sediment control operations.

15 **15.02.110 Section J101.3 is amended to read as follows:**

16 Section J101.3. The purpose of this chapter is to safeguard life, limb, property
17 and the public welfare, and to preserve and enhance the natural environment by
18 preventing and eliminating conditions of accelerated erosion and by regulating
19 grading on private and public property in the incorporated areas of the Town of
20 Paradise.

21 **15.02.120 Section J101.4 is added to read as follows:**

22 (a) Hazardous Conditions. Whenever the Building Official ~~and~~/or the Town Engineer
23 determines that any existing excavation, embankment or fill has become a hazard to
24 life and limb, or endangers structures, or adversely affects the safety, use, or
25 stability of a public way or drainage channel, the owner of the property upon which
26 the excavation, embankment, or fill is located, or other person or agent in control
27 of said property, upon receipt of notice in writing from the Building Official or
28

1 Town Engineer shall within the period specified therein repair, reconstruct or
2 remove such excavation, embankment, or fill so as to eliminate the hazard.

3 (b) Maintenance of Protective Devices and Rodent Control. The owner of any
4 property on which grading has been performed and a permit issued under the
5 provisions of this code, or any other person or agent in control of such property,
6 shall maintain in good condition and repair all drainage structures and other
7 protective devices and burrowing rodent control when shown on the grading plans
8 filed with the application for grading permit and approved as a condition precedent
9 to the issuance of such permit.

10 **15.02.130 Section J102 Definitions.** The following definitions are amended or added
11 to Section J102 with all other definitions in the section remaining unchanged:

12 Certifications Shall mean the specific inspections or tests required by the
13 Building Official or Town Engineer have been performed and that the results of such
14 tests are satisfactory and that all work complies with the conditions of the
15 permits and the requirements of this Chapter.

16 Design Engineer Shall be the Civil Engineer responsible for the preparation of
17 the plans for the grading work.

18 Drainage Course Shall be a well defined natural or man-made channel which conveys
19 storm runoff either year-round or intermittently.

20 Hazardous Condition Shall be any natural ground, natural slope, excavation,
21 fill, drainage device or erosion control device on public or private property is a
22 menace to life and limb, or a danger to public safety, or endangers or adversely
23 affects the safety, usability or stability of adjacent property, structures, or
24 public or private facilities.

25 Hill Area Shall be any part of the Town with street grades of ten percent (10%)
26 or greater.

27 Landscape Architect Shall be a person who holds a certificate to practice
28 landscape architecture in the State of California.

1 Natural Grade Shall be the vertical location of the ground surface prior to
2 excavation or fill.

3 Soil Testing Agency Shall be an agency regularly engaged in the testing of
4 soils under the direction of a Civil Engineer experienced in soil mechanics.

5 Surface Drainage Shall be water flows over the ground surface

6 **15.02.140 Section J103 Permits required, is amended to read as follows:**

7 Section J103. No person shall do any grading, clearing or grubbing without first
8 having obtained a grading permit from the Town Engineer except for the following:

9 1. An excavation which does not exceed two feet in vertical depth at its
10 deepest point measured from the original ground surface and which does not create a
11 cut slope greater than four feet in height and steeper than one and one-half horizontal
12 to one vertical and does not exceed fifty cubic yards of material.

13 2. A fill that does not exceed one foot in vertical depth and is placed on
14 natural terrain with a slope flatter than five horizontal to one vertical at its
15 deepest point measured from the natural ground surface, or less than three feet in
16 depth, not intended to support structures, which do not exceed fifty cubic yards on
17 any one lot and does not change the existing drainage pattern.

18 3. Temporary excavations in a public street or right-of-way for which a
19 permit has been issued by the Department of Public Works.

20 4. An excavation below finish grade for a basement, footing, retaining wall,
21 swimming pool, or other structure authorized by a valid permit, which excavation will
22 be completely occupied by and retained by the structure authorized by valid building
23 permit.

24 5. A fill above existing grade, which fill will be retained by the exterior
25 wall of a building, a retaining wall, swimming pool or other structure authorized by
26 a valid building permit.

27 6. Gardening and routine agricultural crop management practices.
28

1 7. Excavations for utilities installed pursuant to permits issued by the
2 Building Department and/or the Department of Public Works.

3 8. Refuse disposal sites controlled by other regulations.

4 9. Mining, quarrying, excavating, processing, stockpiling of rock, sand,
5 gravel, aggregate or clay where established and provided for by law, provided such
6 operations do not affect the lateral support or increase the stresses in or pressure
7 upon any adjacent or contiguous buildings or property.

8 10. Exploratory excavations under the direction of soils engineers or
9 engineering geologist.

10 11. Routine maintenance of private roads.

11 12. Clearing of vegetation for fire protection purposes within one hundred (100)
12 feet of a dwelling unit. Any additional clearing for fire prevention, control or
13 suppression purposes is exempt when authorized or required in writing by a fire
14 prevention or suppression agency.

15 In addition, all excavations or fills that disturb one (1) acre or greater must
16 comply with the State Construction Stormwater Permit and supply a copy of the required
17 Storm Water Pollution Prevention Plan (SWPPP) to the Town Engineer.

18 **15.02.150 Section J104.2 is amended to read as follows:**

19 Section J104.2 Information on Plans and in Specifications. Plans shall be drawn to
20 scale upon substantial paper and shall be of sufficient clarity to indicate the nature
21 and extent of work proposed and shown in detail that they will conform to provisions
22 of ordinances, rules and regulations. The first sheet shall give the location of the
23 work and the name and address of the owner and the person by whom they were prepared.

24 The plans shall include the following information:

25 1. Vicinity Map showing the project site in relationship to surrounding areas,
26 water courses, water bodies and other significant geographic features, roads and
27 structures.

1 2. Site Map and Grading plan showing: topographic and boundary survey with
2 existing and proposed contours, with enough off-site contours included to show how
3 surface water will flow onto and off the site; proposed limits of cuts and fills and
4 other earthwork; proposed retaining structures; existing off-site structures within
5 fifteen (15) feet of the site boundary and other off-site improvements, including but
6 not limited to underground utilities, septic systems, water wells and french drains
7 which may be affected by the grading work; public and private easements of record;
8 typical sections of areas to be graded and profiles of all proposed traveled ways for
9 vehicles and pedestrians; all proposed uses for the site; all proposed divisions;
10 rock disposal areas, buttress fills or other specials features.

11 3. Drainage plan showing: all drainage devices, walls, cribbing or other
12 protective devices and estimated runoff; building site including elevations of floors
13 with respect to finish site grade and locations of proposed stoops, slabs and fences
14 that may affect drainage.

15 4. A statement of the quantities of material to be excavated and/or filled
16 and the amount of such material to be imported to or exported from the site.

17 5. A statement of the estimated starting and completion dates for work
18 covered by the permit.

19 6. Erosion and Sediment control plans when required by the Town Engineer
20 shall be prepared by a Registered Civil Engineer or Certified Engineering Geologist
21 and shall include all the following:

22 (a) Interim measures designed to prevent excessive storm runoff of water
23 or solid materials onto adjacent property, streets or watercourses including, but not
24 limited to short term erosion control planting, waterproof slope covering, check dams,
25 interceptor ditches, benches, storm drains, dissipation structures, diversion dikes,
26 retarding berms and barriers, devices to trap, store and filter out sediment and storm
27 water retention basins.

1 (b) A narrative description of measure to be taken, planting materials
2 and specifications, maintenance provisions and fertilizers. A statement: the plans
3 are subject to change as conditions change.

4 (c) Calculations of anticipated storm water runoff and sediment volumes
5 shall be included, if required by the Building Official or the Town Engineer.

6 (d) The name, address and contact telephone number of the person
7 responsible for emergency call out in the event of apparent danger to life or property
8 as determined by the Town Engineer or Building Official.

9 **15.02.160 Section J104.5 is added to read as follows:**

10 Section J104.5 Bonds.

11 (a) Bond Requirements. Whenever an application for grading permit is filed for
12 the excavation or fill and the nature of the work is such that if left incomplete it
13 will create a hazard to human life or endanger adjoining property, or property at a
14 higher or lower level, or to any street or street improvement or any other public
15 property, the Town Engineer shall, before issuing the grading permit, require the
16 applicant to guarantee faithful performance and payment of labor and material in an
17 amount determined by the Town Engineer, which shall be not less than one hundred
18 percent (100%) of the total estimated cost of the work, including corrective work
19 necessary to remove or eliminate geological hazards. An additional cash deposit may
20 be required by the Town Engineer in the form of a cash bond sufficient to cover the
21 cost of site cleanup and debris removal. Where grading is required on property
22 adjacent to the grading site to complete a project satisfactorily, the owner of the
23 adjacent property need not provide additional security if the original guarantee is
24 of sufficient amount to include such additional grading. Each bond and agreement
25 shall remain in effect until the work authorized by the grading permit is completed
26 and approved by the Town Engineer.

1 (b) Type of Bond. A guarantee of faithful performance and payment of
2 labor and material, when required under the provisions of this section, shall be
3 provided by one of the following methods:

4 1. Bonds executed by the applicant, as principal, and a corporate surety
5 authorized to do business in the state, as surety, and in a form furnished by the
6 Town Engineer and approved by the Town Attorney.

7 2. A cash deposit with the Town.

8 3. An instrument or instruments of credit from one or more financial
9 institutions subject to regulation by the state or federal government pledging that
10 the funds necessary to meet the performance are on deposit and guaranteed for payment,
11 and an agreement that the funds designated by the instrument shall become trust funds
12 for the purpose of securing faithful performance and payment of labor and material.
13 The instrument of credit and agreement shall first be approved by the Town Attorney.

14 (c) Procedure on Default.

15 1. Whenever the Town Engineer finds that a default has occurred in the
16 performance of any term or condition of any grading permit, written notice of the
17 fact of default shall be given to the principal and to the corporate surety, financial
18 institution or the depositor, stating the work to be done and the period of time
19 deemed by the Town Engineer to be reasonably necessary for the completion of such
20 work. Thirty days after the receipt of such notice the principal or the surety shall
21 perform or cause the required work to be performed by commencing and diligently
22 prosecuting the work to its completion. If either or both of them fail to commence
23 such work within thirty (30) days, or having so commenced the work, fail, neglect or
24 refuse to proceed diligently to complete the same within the time so specified in the
25 notice, then the Town may enter the premises and do the work, and the cost and expense
26 of doing the work so specified shall be the obligation of the principal and the
27 surety, and shall be a part of the terms of the performance bond in consideration of
28 the issuance of the grading permit.

1 2. If a cash bond has been posted, notice of default as provided by
2 subdivision 1 of this subsection is given to the depositor, and if the depositor fails
3 to cause the required work to be resumed as set forth in the notice within thirty
4 (30) days after receipt thereof, the Town Engineer shall proceed without delay and
5 without further notice or proceedings whatsoever to use the cash deposited, or any
6 portion thereof, and cause the required work to be completed by such mode as he deems
7 convenient. The balance of such cash deposit, if any, shall, upon the completion of
8 the work, be returned to the depositor or his successor or assigns after deducting
9 ten percent (10%) thereof.

10 3. If an instrument of credit is used to guarantee performance, notice of
11 default shall be given, as provided in subdivision 1 of this subsection to the
12 principal and to the financial institution issuing the instrument of credit, and if
13 the principal fails to cause the required work to be resumed as set forth in the
14 notice within thirty (30) days after receipt thereof, the Town Engineer shall make a
15 demand upon the financial institution for the payment of the estimated costs from the
16 trust fund held by the financial institution pursuant to the agreement. Upon receipt
17 of said sum, the Town Engineer shall proceed without delay and without further notice
18 or proceedings whatsoever to use the sum, or any portion thereof, and cause the
19 required work to be completed by such mode as he deems convenient. The balance of
20 such sum, if any, shall, upon the completion of the work, be returned to the financial
21 institution, its successors or assigns, after deducting ten percent (10%) thereof;
22 but if the financial institution fails or refuses to pay over said sum, then the Town
23 Engineer shall proceed as in subdivision 1 of this subsection and shall look to said
24 institution for the costs and expenses of the work, and the contractual liability of
25 such institution therefore shall be a term or condition of its agreement.

26 **15.02.170 Section J105.3 is added to read as follows:**

1 Section J105.3 Inspections. The owner or his agent shall notify the Town Engineer
2 twenty-four (24) hours in advance of the time when the grading operation is ready for
3 each of the following inspections:

4 1. Initial inspection. When the permittee is ready to begin work, but before
5 any grading or brushing is started;

6 2. Toe Inspection. After the natural ground is exposed and prepared to
7 receive fill, but prior to the placement of any fill;

8 3. Excavation Inspection. After the excavation is started, but before the
9 vertical depth of the excavation exceeds ten (10) feet;

10 4. Fill Inspection. After the fill emplacement is started, but before the
11 vertical height of the lifts exceeds ten (10) feet;

12 5. Drainage Device Inspection. After forms, pipe and wire mesh are in place,
13 but before any concrete is placed;

14 6. Final Inspection. When all work, including installation of all drainage
15 structures, other protective devices, irrigation systems, planting and slope
16 stabilization has been completed as per the approved grading plan and required reports
17 have been submitted;

18 7. Other Inspection. In addition to the called inspections above, the Town
19 Engineer may make periodic inspections of the grading operations to ascertain
20 compliance with the provisions of this chapter.

21 **15.02.180 Section J106.2 is added to read as follows:**

22 Section J106.2 Rounding of cut slopes. All cut slopes shall be rounded into the
23 existing terrain to produce a contoured transition from cut face to natural ground
24 where conditions permit.

25 **15.02.190 Section J106.3 is added to read as follows:**

26 Section J106.3 Private Road Construction. All private road construction shall conform
27 to the requirements of Section J106.4.1.

28 **15.02.200 Section J106.3.1 is added to read as follows:**

1 Section J106.3.1 Private Road Construction. (1) All private road construction
2 involving grading shall be done under permit pursuant to the provisions of this
3 section and shall be subject to the requirements stated in the Town of Paradise
4 Resolution titled, "Public and Private Road Standards of the Town of Paradise."

5 **15.02.210 Section J107.7 is added to read as follows:**

6 Section J107.7 Rounding of Fill Slopes. All fill slopes shall be rounded into the
7 existing terrain to produce a contoured transition from fill face to natural ground
8 where conditions permit.

9 **15.02.220 Section J109.5 is added to read as follows:**

10 Section J109.5 Overflow Protection. Berms, swales or other devices shall be provided
11 at the top of cut or fill slopes to prevent surface waters from overflowing onto and
12 damaging the face of the slope. Gutters or other special drainage controls shall be
13 provided where the proximity of runoff from buildings or other structures is such as
14 to pose a potential hazard to slope integrity.

15 **15.02.230 Section J110.3 is added to read as follows:**

16 Section J110.3 Disturbed Surfaces. All disturbed surfaces resulting from grading
17 operations shall be prepared and maintained to control erosion. This control may
18 consist of effective planting such as rye grass, barley or some other fast germinating
19 seed. The Town Engineer may require watering of planted areas to assure growth. Dust
20 from grading operations must be controlled. The owner or contractor may be required
21 to keep adequate equipment on the grading site to prevent dust problems.

22 **15.02.240 Section J110.4 is added to read as follows:**

23 Section J110.4 Storm Damage Precautions.

24 1. The period between the first day of October and the following fifteenth
25 day of April is found and determined to be the period in which heavy rainfall normally
26 occurs in the Town. During this period, no grading work in excess of two hundred
27 fifty (250) cubic yards may be commenced on any single grading site if the Town
28

1 Engineer determines by inspection that such work will endanger the public health or
2 safety.

3 2. If grading operations are to be conducted during such period, plans for
4 erosion control devices shall be submitted to the Town Engineer and design approval
5 obtained prior to starting work.

6 3. All persons performing any grading operations during such period shall
7 put into effect all safety precautions which are necessary to protect public and
8 private property and access ways. All loose dirt shall be removed from the grading
9 site and adequate anti-erosion or drainage devices, debris basins, or other safety
10 devices shall be installed to protect persons and property from damage of any kind.
11 All temporary erosion control devices, including desilting basins, shall be installed
12 and be operative no later than the first day of November of each year.

14 Chapter 15.03

15 2019 California Residential Code (Title 24, Part 2.5) Based upon the 2018 16 International Residential Code (ICC)

17 Sections

18 15.03.010 Adoption

19 15.02.020 Chapter 1, Division II, Section R105.2 Work Exempt from Permits, Added

20 15.03.030 Chapter 1, Division II, Section R108.5, Refunds, Amended

21 15.03.040 Chapter 1, Division II, Section R108.6, Work Commencing before Issuance
22 of Permit, Amended

23 15.03.050 Chapter 2, Section 202, Definitions, Added

24 15.03.060 Chapter 3, Section R313.2, One and Two-Family Dwellings Automatic Fire
25 Sprinkler Systems, Amended

26 15.03.070 Chapter 3, Section R313.2.2 Alarms, Added

27 15.03.080 - Chapter 3, Section R337.1.3, Exceptions 1 & 2: Accessory Structures and
28 Section R337.5.4 Roof Gutters, amended

1 **15.03.090 Chapter 9, Section R902.1, Roof Covering Material, Amended**

2
3
4 **Section 15.03.010 2019 California Residential Code Title 24, Part 2.5, is adopted**
5 **as follows:**

6 The 2019 California Residential Code, Title 24, Part 2.5 including Appendices "H",
7 "J", "K", "Q", and "V" known as the California Residential Code, as published and
8 adopted by the California Building Standards Commission, including the Town's
9 amendments and additions, is hereby adopted by reference and incorporated herein as
10 if fully set forth.

11 **Section 15.02.020, Chapter 1, Division II, Section R105.2, Work Exempt from**
12 **Permits, is added to read as follows:**

- 13 14. Floor sheathing, decking and exterior siding repair - limited to 100 square
14 feet of floor sheathing or siding and less than 100 linear board feet of decking.
15 15. Replacement, repair or overlay of less than 10% not to exceed 100 square feet
16 of an existing roof within any 12-month period, all repairs shall be Class A only.

17 **Section 15.03.030 Chapter 1, Division II, Section R108.5, Refunds, is amended to**
18 **read as follows:**

19 The Building Official may authorize refunding of a fee paid hereunder which was
20 erroneously paid or collected. The Building Official may authorize refunding of
21 not more than 80 percent of the permit or plan review fee paid when no work or plan
22 examination has been done under an application or permit issued in accordance with
23 this code, provided a written refund application is filed by the original permittee
24 prior to the expiration of the permit.

25 **Section 15.03.040 Chapter 1, Division II, Section R108.6, Work Commencing Before**
26 **Permit Issuance, is amended to read as follows:**

27 Any person who commences any work on a building, structure, electrical, gas,
28 mechanical, or plumbing system before first obtaining the necessary permits shall

1 be subject to a penalty equal to the permit fee to be paid in addition to the
2 permit fee when obtaining the building. All fees must be paid prior to release of
3 the permit.

4 **Section 15.03.050 Chapter 2, Section 202, Definitions, added:**

5 New Construction: For the purposes of enforcing the provisions of the California
6 Fire Code, California Building Code, and the California Residential Building Code,
7 any work, addition to, remodel, repair, renovation, or alteration of any
8 building(s) or structure(s) shall be considered "New Construction" when 50 percent
9 or more of the exterior weight bearing walls are removed or demolished.

10 **Section 15.03.060 Chapter 3, Section R313.2, One and Two-Family Dwellings Automatic
11 Fire Sprinkler Systems, is amended to read as follows:**

12 An automatic residential fire sprinkler system meeting the requirements of NFPA 13D
13 or 13R and Title 24, Part Two, California Building Code, Chapter 9 shall be
14 installed in all new Residential occupancies.

15 Exception: An automatic residential fire sprinkler system shall not be
16 required for additions or alterations to existing building that are not already
17 equipped with an automatic residential fire sprinkler system. Any detached "guest
18 house" as defined in Title 17 of the Paradise Municipal Code and less than 640
19 square feet will not require a residential fire sprinkler system.

20 **Section 15.03.070 Chapter 3, Section R313.2.2 Alarms, added:**

21 One exterior approved audible sprinkler water flow alarm device shall be connected
22 to every automatic fire sprinkler system in an approved location. Such device shall
23 be activated by water flow equivalent to the flow of a single sprinkler of the
24 smallest orifice size installed in the system.

25 Multipurpose Piping Sprinkler System: In this system, the piping is intended to
26 serve both domestic needs and the fire protection needs from one common piping
27 system throughout the dwelling unit. A passive purge system is a multipurpose type,
28 where a single toilet (or multiple toilets) is supplied in addition to the fire

1 sprinklers. A single check valve is required in this type of system. Water flow
2 device shall be activated by water flow equivalent to the flow of a single
3 sprinkler of the smallest orifice size installed in the system. Water flow device
4 may have an alarm delay of no more than 90 seconds.

5 **15.03.080 - Chapter 3, Section R337.1.3, Exceptions 1 & 2: Accessory Structures and**
6 **Section R337.5.4 Roof Gutters, amended:**

7 R337.1.3, Exception 1: Buildings of an accessory character classified as Group U
8 occupancy and not exceeding 120 square feet in floor area, when located at least 30
9 feet from an applicable building (as written in current code).

10 R337.1.3, Exception 2: Buildings of an accessory character classified as Group U
11 occupancy exceeding 120 square feet in size, based on the exterior measurements of
12 the structure, shall comply with Section R337 and Wildland Urban Interface
13 requirements.

14 R337.5.4: Roof gutters of a non-combustible material shall be provided with means
15 of preventing accumulation of leaves and debris in the gutter.

16 **Section 15.03.90 Chapter 9, Section 902.1, Roofing Covering Material, is amended to**
17 **read as follows:**

18 All roofing materials shall be installed in accordance with the manufacturer's
19 installation instructions. The entire roof covering of every new structure shall
20 be a minimum Class "A" roof covering. Any roof covering material applied in the
21 alteration, repair or replacement of the roof of the existing structure shall be a
22 minimum of a Class "A" roof covering. The entire roof covering of every existing
23 structure where more than 50 percent of the total roof area is replaced within a
24 one-year period shall be a minimum of a Class "A" roof covering. The owner of any
25 structure regulated by this code shall comply with the provisions of this section
26 relating to roofing materials

27
28 **Chapter 15.04**

1 **2019 California Electrical Code (Title 24, Part 3) Based upon the 2017 National**
2 **Electrical Code (NFPA)**

3
4 **Sections**

5 **15.04.010 Adoption**

6 **Section 15.04.010 2019 California Electrical Code, Title 24, Part 3, is adopted as**
7 **follows:**

8 The 2019 California Building Standards Code, Title 24, Part 3, California
9 Electrical Code, including the informative Appendices A, B, C, D, F, G, as
10 published and adopted by the California Building Standards Commission, is adopted
11 by reference and incorporated herein as if fully set forth in this chapter.

12
13 **Chapter 15.05**

14 **2019 California Mechanical Code (Title 24, Part 4) Based on the 2018 Uniform**
15 **Mechanical Code (IAPMO)**

16
17 **Sections**

18 **15.05.010 Adoption**

19 **Section 15.05.010 2019 California Mechanical Code (Title 24, Part 4), is adopted as**
20 **follows:**

21 The 2019 California Building Standards Code, Title 24, Part 4, California
22 Mechanical Code including Appendices B, C, and D as published and adopted by the
23 California Building Standards Commission is adopted by reference and incorporated
24 herein as if fully set forth in this chapter.

25
26 **Chapter 15.06**

27 **2019 California Plumbing Code (Title 24, Part 5) Based upon the 2018 Uniform**
28 **Plumbing Code (IAPMO)**

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Sections

15.06.010 Adoption

Section 15.06.010 2019 California Plumbing Code (Title 24, Part 5), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 5, California Plumbing Code, including Appendices A, B, G, I, and J as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.07

2019 California Energy Code (Title 24, Part 6)

Sections

15.07.010 Adoption

Section 15.07.010 2019 California Energy Code (Title 24, Part 6), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 6, California Energy Code, including Appendices 1-A and 1-B as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.08

2019 California Historical Building Code (Title 24, Part 8)

Sections

15.08.010 Adoption

1 **Section 15.08.010 2019 California Historical Building Code (Title 24, Part 8), is**
2 **adopted as follows:**

3 The 2019 California Building Standards Code, Title 24, Part 8, California
4 Historical Building Code, including Appendix A as published and adopted by the
5 California Building Standards Commission is adopted by reference and incorporated
6 herein as if fully set forth in this chapter.

7
8 **Chapter 15.09**

9 **2019 California Fire Code (Title 24, Part 9)**

10
11 **Sections**

- 12 **15.09.010 Adoption**
- 13 **15.09.020 Chapter 1, Division II, Section 103, Dept. of Fire Prevention, Amended**
- 14 **15.09.030 Chapter 1, Division II, Section 105.2.3, Time Limitation of**
15 **Application, Amended**
- 16 **15.09.040 Chapter 1, Division II, Section 105.6.29 Miscellaneous Combustible**
17 **Storage, Amended**
- 18 **15.09.050 Chapter 1, Division II, Section 109.4 Violation Penalties, Amended**
- 19 **15.09.060 Chapter 1, Division II, Section 111.4 Failure to Comply, Amended**
- 20 **15.09.070 Chapter 1, Division II, Section 113.3 Work commencing before permit**
21 **issuance.**
- 22 **15.09.080 Chapter 1, Division II, Section 113.5 Refunds, Amended**
- 23 **15.09.090 Chapter 2, Definitions, Added**
- 24 **15.09.100 Chapter 3, Section 307.1, General Open Burning, Added**
- 25 **15.09.110 Chapter 3, Section 308.6.3 Sky Lantern or similar devices, Added**
- 26 **15.09.120 Chapter 5, Section 503.2.1 Dimensions, Amended**
- 27 **15.09.130 Chapter 5, Section 503.2.3, Surface, Amended**
- 28 **15.09.140 Chapter 5, Section 503.4.1 Roadway Design Features, Added**

- 1 15.09.150 Chapter 5, Section 503.6 Gates, Amended
- 2 15.09.160 Chapter 5, Section 505.3, Map/Directory, Added
- 3 15.09.170 Chapter 5, Section 507.1.2, Required Water Supply, Added
- 4 15.09.180 Chapter 5, Section 510.6.1 Testing and proof of compliance, Amended
- 5 15.09.190 Chapter 9, Section 901.4.2, Non-required Fire Protection Systems,
- 6 Amended
- 7 15.09.200 Chapter 23, Section 2306.2.3, Aboveground Storage Tanks, Amended
- 8 15.09.210 Chapter 56, Fireworks, Deleted and Referred
- 9 15.09.220 Appendix B, Section B105.2 Exception 1. Reduced Fire Flow, Amended
- 10 15.09.230 Appendix C, Table C105.1, Distribution of Fire Hydrants, Amended
- 11 15.09.240 Appendix D, Table D103.4, Dead End Access, Amended

12
13 **Section 15.09.010 2019 California Fire Code (Title 24, Part 9), is adopted as**
14 **follows:**

15 The 2019 California Building Standards Code, Title 24, Part 9, including Appendix
16 Chapters 4, "B", "BB", "C", "CC", "D", "E", "F", "G", "H", "I", "K" and "N" known
17 as the California Fire Code, as published and adopted by the California Building
18 Standards Commission, including the Town's amendments and additions, is hereby
19 adopted by reference and incorporated herein as if fully set forth.

20 **Section 15.09.020 Chapter 1, Division II, Section 103, Dept. of Fire Prevention, is**
21 **amended to read as follows:**

22 The California Fire Code shall be enforced by the Fire Prevention Bureau within the
23 Town of Paradise which is hereby established and which shall be operated under the
24 direction of the Fire Chief of the Fire Department. The Fire Chief of the Fire
25 Department may detail to the fire prevention bureau such members of the Fire
26 Department as may from time to time be necessary. The Fire Chief of the Fire
27 Department shall review, authorize, or require technical experts as may be

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1 necessary in order to ensure that life and property protection requirements have
2 met the requirements of this and all other Title 24 codes and standards.

3 Sections 103.1; 103.2; and 103.3 are hereby deleted in their entirety.

4 **Section 15.09.030 Chapter 1, Division II, Section 105.2.3, Time Limitation of**
5 **Application, is amended to read as follows:**

6 An application for a permit for any proposed work shall expire one (1) year after
7 the date of filing, unless the permit has been issued.

8 **Section 15.09.040 Chapter 1, Division II, Section 106.6.29, Miscellaneous**
9 **Combustible Storage, is amended to read as follows:**

10 An operational permit is required to store in any building or upon any premises in
11 excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes,
12 barrels or similar containers, rubber tires, rubber, cork, firewood (retail or
13 storage) or similar combustible material.

14 **Section 15.09.050 Chapter 1, Division II, Section 109.3, Violation Penalties, is**
15 **amended to read as follows:**

16 Persons who shall violate a provision of this code or shall fail to comply with any
17 of the requirements thereof or shall erect, install, alter, repair or do work in
18 violation of the approved construction documents or directive of the fire code
19 official, or of a permit or certificate issued under the provisions of this code,
20 shall be subject to penalties as set forth in section 15.02.210. Each day that a
21 violation continues after due notice has been served shall be deemed a separate
22 offense.

23 **Section 15.09.060 Chapter 1, Division II, Section 111.4, Failure to Comply, is**
24 **amended to read as follows:**

25 Any person who shall continue any work after having been served with a stop work
26 order, except such work as that person is directed to perform to remove a violation
27 or unsafe condition, shall be liable to a fine of not less than \$100 or more than
28 \$500.

1 **Section 15.09.070 Chapter 1, Division II, Section 113.3, Work commencing before**
2 **permit issuance, is amended to read as follows:**

3 Any *person* who commences any work, activity or operation regulated by this code
4 before obtaining the necessary permits shall be subject to an investigation fee
5 that is equal to 50% of the original permit fee, which shall be in addition to the
6 required permit fees.

7 **Section 15.09.080 Chapter 1, Division II, Section 113.5, Refunds, is amended to**
8 **read as follows:**

9 The Fire Marshal may authorize refunding of a fee paid hereunder which was
10 erroneously paid or collected. The Fire Marshal may authorize refunding of not
11 more than 80 percent of the permit or plan review fee paid when no work or plan
12 examination has been done under an application or permit issued in accordance with
13 this code, provided a written refund application is filed by the original permittee
14 prior to the expiration of the permit.

15 **Section 15.09.090 Chapter 2, Section 202, Definitions, Sky Lantern, is added as**
16 **follows:**

17 SKY LANTERN: An unmanned device with a fuel source that incorporates an open flame
18 in order to make the device airborne.

19 New Construction: For the purposes of enforcing the provisions of the California
20 Fire Code, California Building Code, and the California Residential Building Code,
21 any work, addition to, remodel, repair, renovation, or alteration of any
22 building(s) or structure(s) shall be considered "New Construction" when 50 percent
23 or more of the exterior weight bearing walls are removed or demolished.

24 **Section 15.09.100 Chapter 3, Section 307.1, General Open Burning, is amended to**
25 **read as follows:**

26 Burn permits are required for all outdoor burning within the Town of Paradise
27 limits with the exception of barbeque equipment used for the preparation of food
28 and outdoor fireplaces or warming devices used in accordance with the manufacturers

1 specifications, approved screening not to exceed 3/8 inch opening and in a safe
2 manner.

3 Residential Burn Permits: Permits shall be issued annually, March 1st through May
4 31, and for one month in the fall and or as determined by the Fire Chief and a fee
5 in accordance with the Master Fee schedule of the Town of Paradise shall be
6 charged. Permits shall only be valid for the address, and name of the individual
7 cited on the permit. Permits shall not be transferable to other addresses or
8 individuals. Permits may be issued to persons to perform maintenance on
9 residential property, providing the owner of the residential property has given
10 their written consent and that is produced and verified as to the owner of record.
11 The owner shall be responsible for the cost of a Fire Department response caused by
12 the maintenance person as a result of an escape burn in violation of the rules of
13 the burn permit on behalf of the maintenance person. Residential burn permits
14 shall be issued for parcels containing one- and two-family residences, for which an
15 address has been issued by the Town of Paradise, and only for the purpose of
16 maintenance of vegetation growth on the parcel. Garbage, rubbish, demolition,
17 construction debris, lumber, painted or treated lumber, plywood, particle board,
18 petroleum waste, tires, plastics, cloth or other similar smoke producing materials
19 are strictly prohibited from being burned. All requirements provided for on the
20 burn permit must be followed at all times. Residents shall burn only on those days
21 specified in the permit for either the East or West Side of the Town. Burn bans
22 shall be strictly adhered to. Failure to follow the burn ban restrictions may
23 result in the requirements of Section 109.3 as amended to apply and any emergency
24 response cost recovery.

25 Land Clearing Permits: Land clearing permits are issued on an annual basis to
26 coincide with the time when open, outdoor burning is permitted, March 1st through
27 May 31, and for one month in the fall and or as determined by the Fire Chief. Land
28 clearing permits expire when seasonal burn bans go into effect in the late spring

1 of each year and shall be null and void. Persons burning on the property for which
2 a permit is issued shall be responsible for following all of the requirements of
3 that permit until the permit has expired or is revoked. The Fire Department may
4 revoke the permit at any time due to unsafe conditions, practices, or violations of
5 the permit. Burning of wood waste from trees, vines, or bushes on property being
6 developed for commercial or residential purposes, may be disposed of by open
7 outdoor fires on the property where it was grown, pursuant to the provisions of
8 section 41802-41805 of the California Health and Safety Code and in compliance with
9 the conditions of Butte County Air Quality Management District Rule 300, and
10 authorized by the Town of Paradise Fire Department. Permits are required by both
11 agencies prior to burning. All burning times must be strictly adhered to otherwise
12 it may require another method of disposal. The land clearing burn site must be
13 determined and inspected prior to releasing the permit by the Paradise Fire
14 Department. This site must be the only site authorized to burn once the permit is
15 issued. Any changes in site location will require additional inspections and fees.
16 The owner shall be responsible for the cost of a Fire Department response caused by
17 the maintenance person as a result of an escape burn in violation of the rules of
18 the burn permit on behalf of the maintenance person. Garbage, rubbish, demolition,
19 construction debris, lumber, painted or treated lumber, plywood, particle board,
20 petroleum waste, tires, plastics, cloth or other similar smoke producing materials
21 are strictly prohibited from being burned.

22 Fuel Reduction Permits: Fuel reduction permits are issued for parcels 2/3 acre or
23 larger on an annual basis to coincide with the non-fire season when open, outdoor
24 burning is permitted, March 1st through May 31, and for one month in the fall and or
25 as determined by the Fire Chief. Fuel reduction permits expire when the seasonal
26 burn ban goes into effect in the late spring of each year. Persons burning on the
27 property for which the permit is issued shall be responsible for following all of
28 the requirements of that permit as indicated until the permit expires or is

1 revoked. The Fire Department may revoke the permit at any time due to unsafe
2 burning conditions, practices, or violations of the permit. Burning of wood waste
3 from trees, vines, or bushes on existing improved property, may be disposed of by
4 open outdoor fires on the property where it was grown, pursuant to the provisions
5 of section 41802-41805 of the California Health and Safety Code and in compliance
6 with the conditions of Butte County Air Quality Management District Rule 300, and
7 authorized by the Town of Paradise Fire Department. All burning times must be
8 strictly adhered to otherwise it may require another method of disposal. The fuel
9 reduction burn site must be determined and inspected prior to releasing the permit
10 by the Paradise Fire Department. This site must be the only site authorized to
11 burn once the permit is issued. Any changes in site location will require
12 additional inspections and fees. The owner shall be responsible for the cost of a
13 Fire Department response caused by the maintenance person as a result of an escape
14 burn in violation of the rules of the burn permit on behalf of the maintenance
15 person. Garbage, rubbish, demolition, construction debris, lumber, painted or
16 treated lumber, plywood, particle board, petroleum waste, tires, plastics, cloth or
17 other similar smoke producing materials are strictly prohibited from being burned.

18
19 Campfires/Bon Fires/Recreational Fires and Special Event Fires: Permits are
20 required for these activities and a permit fee will be charged in accordance with
21 the Master Fee schedule adopted by the Town Council. A minimum of 48 hours notice
22 is required for the inspection. Such activities shall be in strict conformance
23 with the requirements provided for on the permit and the requirements within
24 Section 307 of the California Fire Code. Permits are only issued March 1st through
25 May 31st of each year. Permits will not be issued after May 31st, unless they are
26 approved by the Fire Chief.

27 **Section 15.09.110 Chapter 3, Section 308.6.3, is added to read as follows:** Sky
28 Lanterns or similar devices. The ignition and/or launching of a Sky Lantern or

1 similar device is prohibited. **Exceptions:** Upon approval of the fire code official,
2 sky lanterns may be used as necessary for religious or cultural ceremonies
3 providing that adequate safeguards have been taken as approved by the fire code
4 official. Sky Lanterns must be tethered in a safe manner to prevent them from
5 leaving the area and must be constantly attended until extinguished.

6 **Section 15.09.120 Chapter 5, Section 503.2.1 Dimensions,** is amended to read as
7 follows: Fire apparatus access roads shall have an unobstructed width of not less
8 than 20 feet, exclusive of shoulders, except for approved security gates in
9 accordance with Section 503.6, and an unobstructed vertical clearance of not less
10 than 13 feet 6 inches. Exception: Residential driveways shall comply with Town of
11 Paradise Road Standards.

12 **Section 15.09.130 Chapter 5, Section 503.2.3, Surface,** is amended to read as
13 follows:

14 Fire apparatus access roads shall be designed and maintained to support the imposed
15 load of fire apparatus at 75,000 pounds and shall be surfaced so as to provide all-
16 weather driving capabilities.

17 **Section 15.09.140 Chapter 5, Section 503.4.1, Roadway Design Features,** is added to
18 read as follows:

19 Roadway design features (speed bumps, speed humps, speed control dips, etc.) which
20 may interfere with emergency apparatus responses shall not be installed on fire
21 apparatus access roadways.

22 **Section 15.09.150 Chapter 5, Section 503.6, Gates,** is amended to read as follows:

23 The installation of security gates across a fire apparatus access road shall be
24 approved by the Fire Marshal. Where security gates are installed, they shall have
25 an approved means of emergency operation. The emergency gates and emergency
26 operation shall be maintained operational at all times. Electric gate operators
27 are required when serving five or more residential lots, Assembly occupancies,
28 Hazardous occupancies, Institutional occupancies, and Storage occupancies and shall

1 be listed in accordance with UL 325. Gates intended for automatic operation shall
2 be designed, constructed and installed to comply with the requirements of ASTM F-
3 2200. Access keypads shall be provided that are coded with the fire department
4 emergency access code as specified. Plans and specifications shall be submitted
5 for review and approval by the Fire Prevention Bureau prior to installation.

6 **Section 15.09.160 Chapter 5, Section 505.3, Map/Directory, is added to read as**
7 **follows:**

8 A lighted directory map, meeting current Fire Department standards, shall be
9 installed at each driveway entrance to a multiple unit residential project and
10 mobile home parks, where the number of units in such projects exceeds 15.

11 **Section 15.09.170 Chapter 5, Section 507.1.2, Required Water Supply, is added to**
12 **read as follows:**

13 Group R Division 3 Occupancies (Residential one- and two-family dwellings, mobile
14 homes, manufactured housing, or modular home) shall comply with the fire flow
15 requirements of Appendix "B". Fire Flow may be reduced to 750 GPM at 20 PSI for
16 two hours when the unit is fully protected in accordance with NFPA 13D and there
17 are no exposures of other buildings within twenty (20) feet of each other;
18 otherwise the minimum required water supply capability will be in accordance with
19 Appendix "B". In no case shall the water supply capability be less than 1000 GPM
20 at 20 PSI for two hours within the requirements found in Appendix "B".

21 The required water supply for a detached "U" occupancy accessory to a Residential
22 one and two family dwelling is not required to meet the water supply requirements
23 of Appendix "B" if the "U" occupancy is less than 1500 square feet and separated
24 from the dwelling unit by a minimum of 20 feet. If both requirements cannot be met
25 then the requirements of Appendix "B" will apply.

26 **Section 15.09.180 Chapter 5, Section 510.6.1 Testing and proof of compliance, is**
27 **added to read as follows:**

1 5. At the conclusion of the testing, a report, which shall verify compliance with
2 Section 510.5.4, shall be submitted to the fire code official. In addition, one
3 complete copy of the report shall be posted in the building, on the wall
4 immediately adjacent to the Fire Alarm Control Panel.

5 **Section 15.09.190 Chapter 9, Section 901.4.2, Non-required Fire Protection Systems,**
6 **is amended to read as follows:**

7 Any fire protection system not required by this code or the California Building
8 Code shall be allowed to be furnished for complete protection only provided such
9 installed system meets the requirements of this code and the California Building
10 Code.

11 **Section 15.09.200 Chapter 22, Section 2306.2.3, Aboveground Storage Tanks, is**
12 **amended to read as follows:**

13 The storage of class I, II, and III liquids in aboveground tanks outside of
14 buildings is prohibited in all areas of the Town except in areas zoned as
15 Industrial Services (I.S.).

16 Exception: The installation of approved listed above ground storage tanks
17 shall be allowed in areas zoned for commercial purposes. Such tanks shall meet
18 with State and County Environmental codes, and the California Fire and Building
19 Code requirements. Aggregate quantities and type(s) of liquid(s) to be stored
20 shall not exceed 2,000 gallons. Tanks shall be located outside of buildings and in
21 accordance with the requirements of the California Fire and Building Codes. On
22 those rare occasions when there may be need for additional tank capacity beyond the
23 2,000 gallons, the applicant can submit a written request to the Fire Marshal. The
24 Fire Marshal, after evaluating the circumstances, shall have the authority to
25 modify the conditions to the installation of such tanks. Above ground storage
26 tanks used only for heating fuels to heating appliances in areas zoned residential
27 shall meet the requirements of the California Fire Code and the Town of Paradise
28 Administrative policy but in no case shall tanks exceed 250 gallons.

1 **Section 15.09.210 Chapter 56, Fireworks, is deleted, is amended and referred as**
2 **follows:**

3 Refer to Paradise Municipal Code Title 8 Chapter 8.44 for prohibition on fireworks.
4 The storage of explosives and blasting agents is prohibited within the limits of
5 the Town of Paradise, except for temporary storage between the hours of 6:00 a.m.
6 and 6:00 p.m. for use in connection with blasting operations approved by the Fire
7 Marshal. This prohibition shall not apply to stock of small arms ammunition and
8 supplies for retail or approved manufacturing facilities as outlined under the
9 California Fire Code.

10 **Section 15.09.220 Appendix B, Section B105.2 Exception 1, Reduced Fire Flow, is**
11 **amended to read as follows:**

12 A reduction in required fire flow of 50 percent is allowed when the building is
13 provided with an approved automatic sprinkler system installed in accordance with
14 section 903.1.1 or 903.3.1.2. The resulting fire flow shall not be less than 1,500
15 GPM at 20 PSI for prescribed hours provided for in Table B105.1.

16 **Section 15.09.230 Appendix C, Table C105.1 Footnote "f", Distribution of Fire**
17 **Hydrants, is added to read as follows:**

18 Buildings or structures fully protected by an automatic fire sprinkler system and
19 classified as a single-two-family dwelling or a "U" occupancy in accordance with
20 the California Building Code shall provide a fire hydrant within 750 feet of the
21 building or structure by an approved path of travel. All other occupancies must
22 meet the requirements provided for in this table.

23 **Section 15.09.240 Appendix D, Table D103.4, Requirements for Dead-End Access, is**
24 **amended to read as follows:**

25 Table D103.4, Requirements for Dead End Access and Turn Around requirements shall
26 be used as a guide only. The Town of Paradise Fire Department Administrative
27 Policy for turn-around requirements shall be complied with as though set forth in
28 this amendment.

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Chapter 15.10

2019 California Existing Building Code (Title 24, Part 10)

Sections

15.10.010 Adoption

Section 15.10.010 2019 California Existing Building Code (Title 24, Part 10), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 10, California Existing Building Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.11

2019 California Green Building Standards Code (Title 24, Part 11)

Sections

15.11.010 Adoption

Section 15.11.010 2019 California Green Building Standards Code (Title 24, Part 11), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 11, California Green Building Standards Code, including Appendices A4 and A5 as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

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Chapter 15.12

2019 California Administrative Code (Title 24, Part 1)

Sections

15.12.010 Adoption

Section 15.12.010 2019 California Administrative Code (Title 24, Part 1), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 1, California Administrative Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

Chapter 15.13

2019 California Referenced Standards Code (Title 24, Part 12)

Sections

15.13.010 Adoption

Section 15.13.010 2019 California Referenced Standards Code (Title 24, Part 12), is adopted as follows:

The 2019 California Building Standards Code, Title 24, Part 12, California Referenced Standards Code, as published and adopted by the California Building Standards Commission is adopted by reference and incorporated herein as if fully set forth in this chapter.

SECTION 3. This Ordinance shall take effect on January 1, 2020. Before the expiration of fifteen (15) days after its passage, this Ordinance or a summary of

1 it shall be published in a newspaper of general circulation within the Town of
2 Paradise along with the names of the members of the Town Council of Paradise voting
3 for and against the same.

4
5 **Passed and adopted** by the Town Council of the Town of Paradise, County of Butte,
6 State of California, on this 12th day of November 2019 by the following vote:

7
8 AYES:

9 NOES:

10 ABSENT:

11 NOT VOTING:

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13 _____
Jody Jones, MAYOR

14 ATTEST:

15
16 _____
Dina Volenski, CMC, TOWN CLERK

17
18 DATE: _____

19 APPROVED AS TO FORM:

20 _____
DWIGHT L. MOORE, TOWN ATTORNEY

EXHIBIT "A" FACTS & FINDING CORRELATION

PARADISE MUNICIPAL CODE SECTION	CALIFORNIA CODE	CODE SECTION AMENDED	SHORT TITLE	REFERENCED FACT/FINDING (Page 3-5)
15.02.010	CBC		Adoption	Health & Safety Code 17958.5
15.02.020	CBC	105.2	Work Exempt from Permits	Administrative
15.02.030	CBC	107.6	Expiration of Plan Review	Administrative
15.02.040	CBC	109.4	Commencing Work/Permit	Administrative
15.02.050	CBC	109.6	Refunds	Administrative
15.02.060	CBC	114.4	Violation Penalties	Administrative
15.02.070	CBC	202	Definitions	Administrative
15.02.080	CBC	1505.1.3	Roof Coverings	1A, 2A, 2B, 2C
15.02.090	CBC	1603.1.3	Roof Snow Loads	1A, 2A
15.02.100	CBC	J101.1	Scope	Administrative
15.02.110	CBC	J101.3	Purpose	Administrative
15.02.120	CBC	J101.4	Hazards	Administrative
15.02.130	CBC	J102	Definitions	Administrative
15.02.140	CBC	J103	Permits Required	Administrative
15.02.150	CBC	J104.2	Site Plan Requirements	Administrative
15.02.160	CBC	J104.5	Bonds	Administrative
15.02.170	CBC	J105.3	Inspections	Administrative
15.02.180	CBC	J106.2	Rounding of cut slopes	1A, 2A, 2B, 2D, 2E

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15.02.190	CBC	J106.3	Private road construction	1A, 2A, 2B, 2D, 2E
15.02.200	CBC	J106.3.1	Private road construction	1A, 2A, 2B, 2D, 2E
15.02.210	CBC	J107.7	Rounding of fill slopes	1A, 2A, 2B, 2D,
15.02.220	CBC	J109.5	Overflow protection	1A, 2A, 2B, 2D, 2E
15.02.230	CBC	J110.3	Disturbed surfaces	1A, 2A, 2B, 2D, 2E
15.02.240	CBC	J110.4	Storm damage precautions	1A, 2A, 2B, 2D, 2E
15.03.010	CRC		Adoption	Health & Safety Code 17958.5
15.02.020	CBC	R105.2	Work Exempt from Permits	Administrative
15.03.030	CRC	R108.5	Refunds	Administrative
15.03.040	CRC	R108.6	Commencing Work Before Permit	Administrative
15.03.050	CRC	R202	Definitions	Administrative
15.03.060	CRC	R313.2	Automatic Fire Sprinklers	1A, 2A, 2B, 2D
15.03.070	CRC	R313.2.2	Alarms	1A, 2C, 2D
15.03.080	CRC	R337.1.3, Exceptions (1) & (2) and R337.5.4	Wildland Urban Interface & Non-combustible gutters	Health & Safety Code 17958.5
15.03.090	CRC	R902.1	Roof Coverings	1A, 2A, 2B, 2C

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15.04.010	CEC		Adoption	Health & Safety Code 17958.5
15.05.010	CMC		Adoption	Health & Safety Code 17958.5
15.06.010	CPC		Adoption	Health & Safety Code 17958.5
15.07.010	Ca. Energy Code		Adoption	Health & Safety Code 17958.5
15.08.010	Ca. Historical Code		Adoption	Health & Safety Code 17958.5
15.09.010	CFC		Adoption	Health & Safety Code 17958.5
15.09.020	CFC	103	Dept. of Fire Prevention	Administrative
15.09.030	CFC	105.2.3	Time Limitation of Application	Administrative
15.09.040	CFC	105.6.29	Miscellaneous Combustibles	2A, 2B, 2D,
15.09.050	CFC	109.3	Violation Penalties	Administrative
15.09.060	CFC	111.4	Failure to Comply	Administrative

1	15.09.070	CFC	113.3	Work Commencing	Administrative
2	15.09.080	CFC	113.5	Refunds	Administrative
3	15.09.090	CFC	202	Sky Lantern	Administrative
4	15.09.100	CFC	307.1	General Open Burning	1A, 2A, 2B, 2C, 2D
5					
6	15.09.110	CFC	308.6.3	Sky Lantern	1A, 2A, 2B, 2C, 2D
7					
8	15.09.120	CFC	503.2.1	Dimensions	1A, 2A, 2B, 2C, 2D, 2E
9					
10	15.09.130	CFC	503.2.3	Surface-Access Roadways	1A, 2A, 2B, 2D, 2E
11					
12	15.09.140	CFC	503.4.1	Roadway Design Features	1A, 2A, 2B, 2D, 2E
13					
14	15.09.150	CFC	503.6	Gates	2D, 2E
15	15.09.160	CFC	505.3	Map/Directory	2D
16	15.09.170	CFC	507.1.2	Required Water Supply	1A, 2A, 2B, 2D
17	15.09.180	CFC	510.6.1	Testing and Proof	Administrative
18	15.09.190	CFC	901.4.2	Non-Required Fire Prot. System	2D
19					
20	15.09.200	CFC	2206.2.3	Aboveground Storage Tanks	1A, 2A, 2B
21					
22	15.09.210	CFC	Chapter 33	Fireworks	1A, 2A, 2B, 2C, 2D
23					
24	15.09.220	CFC	B105.2 Exception 1	Reduced Fire Flow	1A, 2A, 2B, 2D
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15.09.230	CFC	C105.1	Distribution of Fire Hydrants	1A, 2A, 2B, 2D
15.09.240	CFC	D103.4	Dead End Access	1A, 2A, 2B, 2D, 2E
15.10.010	Ca. Existing Building Code		Adoption	Health & Safety Code 17958.5
15.11.010	Ca. Green Building Standards Code		Adoption	Health & Safety Code 17958.5
15.12.010	Ca. Administrative Code		Adoption	Health & Safety Code 17958.5
15.13.010	Ca. Ref. Stds.		Adoption	Health & Safety Code 17958.5



Town of Paradise
Council Agenda Summary
Date: November 12, 2019

Agenda Item: 2 (f)

ORIGINATED BY: Colette Curtis, Senior Management Analyst

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 586

COUNCIL ACTION REQUESTED: Adopt a **MOTION TO:**

1. Waive second reading of the entire Town Ordinance No. 586 and approve reading by title only (roll call vote); **AND**
2. Adopt Town Ordinance No. 586, "An Ordinance of the Town Council of the Town of Paradise adding Chapter 12.26 to the Paradise Municipal Code Relating to Telecommunications Infrastructure Improvements.

BACKGROUND: On October 8, 2019, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The intent of the ordinance is to support an open and transparent process for notifying telecom companies and combined coordination between public works, public utilities that are planning to trench with the Town right-of-way, and telecom companies for the installation of conduit. The Town of Paradise would be the facilitator in the process by requiring the utilities to obtain a permit prior to excavating within a Town right-of-way.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 586 [copy attached]. Once adopted, the provisions of this ordinance will be effective within 30 days.

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

Attachment

**TOWN OF PARADISE
ORDINANCE NO. 586**

**ORDINANCE ADDING CHAPTER 12.26 TO THE PARADISE MUNICIPAL CODE
RELATING TO TELECOMMUNICATIONS INFRASTRUCTURE IMPROVEMENTS**

The Town Council of the Town of Paradise does **ORDAIN AS FOLLOWS:**

Section 1. Chapter 12.26 is hereby added to the Paradise Municipal Code to read as follows:

CHAPTER 12.26

TELECOMMUNICATIONS INFRASTRUCTURE IMPROVEMENTS

Section 12.26.010	Purpose and Findings
Section 12.26.015	Definitions
Section 12.26.020	Telecommunications Infrastructure Improvement
Section 12.26.025	Implementation
Section 12.26.030	Exemptions
Section 12.26.035	Enforcement
Section 12.26.040	Public Nuisance
Section 12.26.045	Severability

12.26.010 Purpose and Findings.

A. It is the intent of the Town of Paradise, in enacting Chapter 12.26 to streamline and simplify the process of installing and upgrading telecommunications equipment throughout the town, and to encourage deployment, improvement and modernization of telecommunications infrastructure; especially in the town's rebuild efforts after the Camp Fire in 2018.

B. The objectives of Chapter 12.26 are the following:

- a. Minimize disruption of the town's public infrastructure, such as paved roads and sidewalks.
- b. Ensuring efficient, non-duplicative placement of infrastructure in the town's right of way.

c. Reducing infrastructure deployment barriers by reducing costs of all underground work in the town's right of way for electric or gas utility, telephone or telecommunications companies and internet service providers.

C. Access to modern telecommunications infrastructure is vital for communication, emergency and disaster response, economic development, education, healthcare, among other uses.

D. It is the desire of the town to foster a fair and level playing field for all market competitors that does not disadvantage or advantage one service provider or technology over another.

E. The town seeks to promote widespread access to the most technologically advanced telecommunications services for all town residents and businesses in a nondiscriminatory manner regardless of socioeconomic status; and seeking these services will work as an incentive for residents and businesses to establish in the Town of Paradise.

F. It is the responsibility of the town to protect and control access to public rights-of-way, and ensuring that use of public rights-of-way align with the vision for a resilient and modern Town of Paradise.

G. The town has a duty to ensure that all service providers utilizing town property, facilities or rights-of- way comply with all applicable state and local health, safety and other laws.

H. It is consistent with the town's goals and values to encourage investment in telecommunications infrastructure to ensure access to ubiquitous high-speed internet services to residents, businesses, community anchor institutions, and community organizations, in order to help close the digital divide.

I. It is necessary to update town policies and practices to recognize the authority of the California Public Utilities Commission (CPUC) as established in state and federal statutes.

J. It is the desire of the town to assess fees sufficient to recover the actual costs of providing services but not to discourage improvement of necessary infrastructure.

12.26.015 Definitions.

A. For the purpose of this chapter, the following definitions apply:

1. "Company" refers to any electric or gas utility or telephone or telecommunications company, or broadband service provider that is authorized by any government entity or law to provide services or operate in the Town of Paradise.

2. "Conduit" refers to a tube, duct or other device or structure designed for enclosing telecommunication wires or cables.
3. "Excavation" refers to any process which removes material from the ground through digging, drilling, boring or other activity for the purpose of installing utilities, infrastructure or other structures or equipment.
4. "Facilities" and "infrastructure" refers to wires, cables, conduit, switches, transmission equipment or other equipment for use in transmitting or processing telecommunications services or for providing support or connection to such equipment.
5. "Feasible" refers to capable of being accomplished in a successful manner within a reasonable period of time, taking into account appropriate environmental, physical, legal, economic and technological factors.
6. "Incremental cost" refers to the cost associated with adding telecommunications cable, conduit and other related equipment to an excavation project, including the cost of the materials needed and any additional labor cost.
7. "Reconstruction" refers to any project which repairs or replaces fifty percent or more of an existing road, highway or rail line.
8. "Rights-of-way" ("ROW") refers to the area upon or adjacent to any town-owned road, highway or rail line or along or across any of the waters or lands owned or controlled by the town.
9. "ROW permit" refers to a permit issued pursuant to this chapter.
10. "Telecommunications" refer to data, voice, video or other information provided by copper wire, coaxial cable, fiber optic cable or other technology.
11. "Telecommunications service providers" refers to any person, company, corporation or other entity providing data, voice, cable, video or other information services by wire, fiber optic cable or other technology.
12. "Town Manager" refers to the town manager of the Town of Paradise or his or her designee.

12.26.020 Telecommunications Infrastructure Improvement.

In recognition of the need to provide local residents and businesses within the community with the infrastructure required to meet their telecommunications needs, this chapter requires the following:

A. No company may undertake any construction, reconstruction, or repaving project involving excavation of the town ROW without first obtaining a ROW permit pursuant to this chapter.

B. No fewer than 30 days prior to a company's intended construction, reconstruction or repaving start date, a written application for a town public ROW permit, along with payment of any fees or deposit required by the town, shall be filed with the town manager or his or her designee, in the form and manner required by the town manager or his or her designee.

C. The ROW application shall contain, at a minimum, all of the following information:

a. General information regarding any infrastructure and/or equipment that the company plans to apply for permits to install within the ROW in the next six (6) months, regardless of whether a permit is currently sought for the infrastructure and/or equipment.

b. Site plan of the infrastructure and/or equipment proposed to be located within the ROW, including a map in digital and/or other form required by the town, including digital geographical information system (GIS) formats.

c. Estimated project start and completion dates.

d. A traffic control plan, if required, that complies with guidelines established by the town manager or his or her designee.

D. Companies leading construction, reconstruction or repaving projects involving excavation of town rights-of-way shall notify, advise and coordinate with other companies (i.e., telephone or telecommunications companies or broadband service providers) regarding construction work to install telecommunications infrastructure in the right of way, to the extent reasonably practical and feasible. This coordination shall be conducted through town or company sponsored coordination meetings. The frequency of the meetings shall be determined in coordination between the town manager or his or her designee and project leading company. As a result of the coordination, installation of or upgrades to telecommunications facilities or infrastructure will be included as needed. In new developments, a company shall contact the developer to determine whether any surplus conduit is available in the areas that the company plans to install facilities or infrastructure, and whether any joint trenching or boring projects are feasible.

E. The town manager or his or her designee shall maintain a list of companies (i.e., telephone and telecommunications companies and broadband service providers) and shall send notifications to these companies regarding construction, reconstruction and repaving projects and coordination to install telecommunications infrastructure in the right of way, to the extent reasonably practical and feasible.

F. The town may also determine whether to participate in the installation of telecommunication infrastructure in the construction, reconstruction or repaving projects.

G. When companies or the town participate or join in a construction, reconstruction or repaving project, which involves excavation in the town ROW, by installing telecommunications facilities or infrastructure in such projects, these companies shall be responsible for the ROW permit applicant's incremental costs for installing these facilities and infrastructure.

H. The town manager or his or her designee will work with companies and contractors to identify cost-effective approaches consistent with town requirements.

I. All installations shall be approved by the town manager or his or her designee. Technical specifications for installing telecommunications infrastructure shall be discussed among companies participating in the project and technical specifications may also be developed associated to this chapter.

J. In order to verify that a company has carried out the construction, reconstruction or repaving project in the town ROW pursuant to this chapter, the town reserves the right to inspect the project, as well as to inspect all necessary documents related to said project.

K. There shall be a five-year moratorium on excavating in the town ROW that has been constructed, reconstructed, or repaved in the preceding five years to protect the public infrastructure and maintain the integrity of the pavement and ROW. However, waivers to the moratorium may be granted by the town manager or his or her designee for "good cause," such as:

- a. to repair leaks
- b. to respond to emergencies
- c. to provide services to buildings where no other reasonable means of providing service exists
- d. other situations deemed by the town manager or his or her designee to be in the best interest of the general public

12.26.025 Implementation.

No less than 15 days before this chapter takes effect, the Town of Paradise shall e-mail, fax, mail or deliver a copy of it to all telecommunications service providers and other affected entities doing business within the Town of Paradise.

12.26.030 Exemptions.

- A. The town manager or his or her designee, may exempt construction, reconstruction or repaving projects from the requirements of this chapter where compliance is found to be not practical or feasible. Requests for an exemption shall be in writing, and the town manager or his or her designee's decision shall be final.
- B. An exemption application shall include all information necessary for the town manager or his or her designee to make a decision, including but not limited to documentation showing factual support for the requested exemption.
- C. The town manager or his or her designee may approve the exemption application in whole or in part, with or without conditions.

12.26.035 Enforcement of this Chapter.

Enforcement of this chapter shall be as follows:

- A. The town manager or his or her designee, shall have primary responsibility for enforcement of this chapter and shall have authority to issue citations for violation of this chapter. The town manager, or his or her designee, is authorized to establish regulations or administrative procedures to ensure compliance with this chapter.
- B. A person or entity violating or failing to comply with any of the provisions of this chapter shall be guilty of an infraction.
- C. The town manager or his or her designee may seek legal, injunctive, or any other relief to enforce the provisions of this chapter and any regulation or administrative procedure authorized by it.
- D. The remedies and penalties provided in this chapter are cumulative and not exclusive of one another.
- E. The town manager or his or her designee may inspect the premises of any construction, reconstruction, repaving or excavation project to verify compliance with this chapter.

12.26.040 Public Nuisance.

Violation of this chapter is hereby declared to be a public nuisance. Any violation of this chapter shall be subject to abatement pursuant to chapter 8.04 of the Paradise Municipal Code.

12.26.045 Severability.

If any word, phrase, sentence, part, section, subsection, or other portion of this chapter, or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed application thereof, shall be severable, and the remaining provisions of this chapter, and all applications thereof, not having been declared void, unconstitutional or invalid, shall remain in full force and effect. The Town of Paradise hereby declares that it would have passed this title, and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional.

SECTION 2. 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 12th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

DINA VOLENSKI, Town Clerk

APPROVED AS TO FORM:

DWIGHT L. MOORE, Town Attorney



**TOWN OF PARADISE
Council Agenda Summary
Date: November 12th, 2019**

Agenda No. 2(g)

ORIGINATED BY: John Messina, Fire Chief
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Donation to the Paradise Fire Department from the Leary Firefighters Foundation

COUNCIL ACTION REQUESTED: Accept the donation of a 2019 Ford F-250 pickup with code 3 package and radio estimated at \$80,000

Background: On November 8, 2018 Town of Paradise experienced the most destructive fire in our nation's history, the Camp Fire killed 86 people, many who lived in Paradise and damaged or destroyed 14,888 structures (10,764 single family residential) within Paradise. Around July of 2019 the Fire Department was approached by the Leary Firefighter Foundation and Ford Motor Company offering to provide a command vehicle to the Paradise Fire Department to assist with emergency operations and general fire department functions. Specifically, the Leary Firefighter Foundation is donating to the Town one 2019 Ford F-250 XLT diesel pickup truck outfitted with a code 3 package and radio.

Discussion: A Town Council resolution provides for the formal presentation and acceptance of donations made to the Town of Paradise. The process provides a tax record for the citizen or organization as well as clear direction to the Finance Director to deposit such donations to specific accounts as requested by donor(s).

As such, the Council is requested to accept the command vehicle estimated at a value of \$80,000. To accept ownership of the 2019 F-250 Ford command vehicle the Council authorizes Town Manager and staff to complete ownership paperwork with the dealer.

Following the purchase of all items, a final accounting of the donation will be provided to Town.

Fiscal Impact Analysis: The donation of a vehicle and equipment will increase the assets of Fire Department by approximately \$80,000



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: NOVEMBER 12, 2019**

AGENDA ITEM: 2(h)

ORIGINATED BY: Laura Page, Disaster Recovery Director

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Accept Donation from North Valley Community Foundation (NVCF)-
Butte Strong Fund for the Building Resiliency Center (BRC)

COUNCIL ACTION REQUESTED:

- (1) Accept the donation of \$346,953 from the NVCF- Butte Strong Fund to assist with the renovation of the Building Resiliency Center located at 6295 Skyway, Paradise, CA.

BACKGROUND:

On November 8, 2018, the Town of Paradise experienced the most destructive fire in our California's history, the Camp Fire killed 85 people, many who lived in Paradise and damaged or destroyed 14,888 structures (10,764 single family residential) within Paradise.

Prior to the Camp Fire, the Town of Paradise was constructing approximately 20 new building permits per year. Now, due to the Camp Fire, the Town of Paradise is on track to receive over 500 building permits for the 2019 year. The Town has contracted with 4Leaf Inc. to provide assistance in processing building applications and issuing permits. Due to the increased workload and additional staff, the Town of Paradise has outgrown the current space for staff work efficiently.

In July 2019, Bank of America donated their building located at 6295 Skyway to the Town of Paradise, which closed escrow in September. The Town of Paradise took advantage of this timely and generous donation and is in the process of converting the previous bank into a one-stop shop for re-building in the Town of Paradise. The \$346,953 donation from NVCF-Butte Strong fund will specifically be used as the 40% required match for a USDA grant currently under review at the USDA which will pay for staffing a Facility Coordinator position at the BRC for two years.

DISCUSSION:

Town Council Resolution No. 96-17 provides for the formal presentation and acceptance of donations made to the Town of Paradise at a public meeting. The process provides a tax record for the citizen or organization as well as clear direction to the finance director to deposit such donations to specific accounts as requested by donor(s).

Staff recommends the Town Council accept the donation of \$346,953 from the North Valley Community Foundation – Butte Strong Fund to assist with the renovation of the BRC. As such, the Council is requested to accept the donation.

FINANCIAL IMPACT:

The donation of \$346,953 will provide the funding for the renovation of the BRC so that the Town of Paradise General Fund is not impacted.



Town of Paradise
Council Agenda Summary
November 12, 2019

Agenda No. 2 (i)

Originated By: Kate Anderson, Housing Program Manager
Reviewed By: Lauren M. Gill, Town Manager
Subject: Adopt a new resolution authorizing application for, and receipt of, SB 2 Planning Grants Program funds

Council Action Requested:

Adopt Resolution No. 19-___, “A Resolution of the Town Council of the Town of Paradise Authorizing Application for, and Receipt of, SB 2 Planning Grants Program (PGP) Funds.”

Background:

SB 2 (2017) is part of a 15 bill housing package aimed at addressing the state’s housing shortage and high housing costs. Specifically, SB 2 established a permanent source of revenue intended to increase the affordable housing stock in California.

PGP grants are funded through 50 percent of the revenues collected during the first calendar year (January through December, 2018). The PGP program is a one-time component of SB 2 that, among other provisions, provides financial and technical assistance to local governments to update planning documents in order to:

- Accelerate housing production;
- Streamline the approval of housing development affordable to owner and renter households at all income levels;
- Facilitate housing affordability, particularly for all income groups;
- Promote development consistent with the State Planning Priorities; and
- Ensure geographic equity in the distribution and expenditure of allocated funds

Discussion and Analysis:

Staff has identified three areas where this grant would be beneficial to the Town. First, pursuant to Government Code section 65651 and under the Implementation Program of the Town’s Housing Element, the Town must update its plan to include zoning for by-right supportive housing. PGP funds would allow the Town to hire a firm to assist with such plan thereby alleviating staff.

Second, as a nexus to accelerate housing production, the Housing Department has started a Rebuild Advocate Program whereby citizens can sit down with a trained Advocate to discuss ways they can return home to Paradise (e.g., financial assistance for rebuilding, connections with contractors, help with permitting process, etc.) and to guide residents through the rebuild process. These funds would afford the Town two full-time, temporary positions to be located at the Building Resiliency Center.

Lastly, in conjunction with Rebuild Paradise Foundation, these funds would assist with the mastering of a number of house plans, providing residents with an economical and expedient method of plan review. Citizens would be able to choose a desired floor plan from a database, pay only for site-specific plans, and significantly reduce the time to obtain a building permit.

Alternatives:

There are no apparent alternatives for funding these project at this time.

Financial Impact:

The application submittal has no financial impact on the General Fund, and will add an additional \$160,000 in grant funding that will support the Town's rebuilding efforts. There is no match requirement associated with this grant; therefore, an award would also have no financial impact.

**TOWN OF PARADISE
RESOLUTION NO. 19-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING APPLICATION FOR, AND RECEIPT OF, SB 2 PLANNING GRANTS
PROGRAM FUNDS**

WHEREAS, the State of California, Department of Housing and Community Development (hereinafter referred to as “Department”) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (hereinafter referred to as “PGP”); and

WHEREAS, the **Town of Paradise** (hereinafter referred to as “Town”) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

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

Section 1. The Town is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application in the amount of \$160,000.00.

Section 2. In connection with the PGP grant, if the application is approved by the Department, the Mayor, Town Manager or her designee(s) are authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000.00, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the Town’s obligations related thereto, and all amendments thereto (collectively, the “PGP Grant Documents”).

Section 3. The Town shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard

Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The Town hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

Section 4. The Mayor, Town Manager or her designee(s) are authorized to execute the Town of Paradise Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the Town as required by the Department for receipt of the PGP Grant.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE THIS 12TH DAY OF NOVEMBER, 2019, BY THE FOLLOWING VOTE:

AYES: _____
NOES: _____
ABSENT: _____
NOT VOTING: _____

Jody Jones, Mayor

ATTEST:

Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: November 12, 2019**

Agenda Item: 2(j)

Originated by: Gina Will, Administrative Services Director
Reviewed by: Lauren Gill, Town Manager
Subject: Monetary Donations

Council Action Requested:

Accept the various private citizen and business donations offered to the Town of Paradise during the month of October 2019 in the amount of \$1,034.72.

Alternatives:

Do not accept the donations.

Background:

According to Town Resolution No. 96-17, donations shall be offered directly to the Town Council for acceptance, whenever the donor proposes to restrict the use of the money for a specific purpose.

Discussion:

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

Fiscal Analysis:

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

Fund	Description	Amount
7808	Canine Protection Unit Donations	19.20
7810	Fire Department Camp Fire Donations	700.00
7811	Animal Control Misc. Donations	215.52
7815	General Misc. Camp Fire Donations	100.00
Totals		1,034.72

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



Detail General Ledger Report

G/L Date Range 10/01/19 - 10/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7808.30.0000.3650.100 Donations Private Sources							Balance To Date:		\$0.00
10/24/2019	2020-00000289	JE	RA	Revenue Collection Payment Post	Collections			19.20	(19.20)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40594	2020-00000450	Permit#: BP19-01520 Receipt#: 40594 Payee: FEATHER RIVER CONSTRUCTION			FEATHER RIVER CONSTRUCTION	10/24/2019		1,250.00	(19.20)
							Total	\$1,250.00	(\$19.20)
Account Donations Private Sources Totals							\$0.00	\$19.20	(\$19.20)
Program Non Program Activity Totals							\$0.00	\$19.20	
Department Police Totals							\$0.00	\$19.20	
Fund Canine Protection Unit Donations Totals							\$0.00	\$19.20	
G/L Account Number 7810.35.0000.3690.100 Donations - Camp Fire 2018 Miscellaneous							Balance To Date:		\$0.00
10/08/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			700.00	(700.00)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2020-00000434	2020-00000390	Donation for the Fire Department - Camp Fire 2018 from the Modesto Els Lodge #1282			Modesto Elks Lodge #1282	10/08/2019		700.00	(700.00)
							Total	\$700.00	(\$700.00)
Account Donations - Camp Fire 2018 Miscellaneous Totals							\$0.00	\$700.00	(\$700.00)
Program Non Program Activity Totals							\$0.00	\$700.00	
Department Fire Totals							\$0.00	\$700.00	
Fund Fire Dept Misc Donations Totals							\$0.00	\$700.00	
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$1,086.67)
10/01/2019	2020-00000214	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,086.86)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
39945	2020-00000361	Permit#: OS19-03828 Receipt#: 39945 Payee: MATT THOMPSON			MATT THOMPSON	10/01/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)
10/01/2019	2020-00000214	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,087.05)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
39947	2020-00000361	Permit#: OS19-03829 Receipt#: 39947 Payee: MATT THOMPSON			MATT THOMPSON	10/01/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)
10/01/2019	2020-00000214	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,087.24)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
39948	2020-00000361	Permit#: OS19-03830 Receipt#: 39948 Payee: MATT THOMPSON			MATT THOMPSON	10/01/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)



Detail General Ledger Report

G/L Date Range 10/01/19 - 10/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$1,086.67)
10/01/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			.25	(1,087.49)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
2020-00000411	2020-00000368	Animal Control Activity			Chameleon		10/01/2019	79.37	(.25)
							Total	\$79.37	(\$0.25)
10/02/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			.66	(1,088.15)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
39981	2020-00000374	Permit#: BP19-01495 Receipt#: 39981 Payee: PATRICE SORENSON			PATRICE SORENSON		10/02/2019	121.00	(.66)
							Total	\$121.00	(\$0.66)
10/02/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			.48	(1,088.63)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
39979	2020-00000374	Permit#: OS19-03860 Receipt#: 39979 Payee: PATRICE SORENSON			PATRICE SORENSON		10/02/2019	81.00	(.48)
							Total	\$81.00	(\$0.48)
10/02/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			.48	(1,089.11)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
39980	2020-00000374	Permit#: OS19-03864 Receipt#: 39980 Payee:					10/02/2019	81.00	(.48)
							Total	\$81.00	(\$0.48)
10/03/2019	2020-00000222	JE	RA	Revenue Collection Payment Post	Collections			3.27	(1,092.38)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40048	2020-00000374	Permit#: BP19-01520 Receipt#: 40048 Payee: GLEASON EDWARD J & FREDALEE N REVOCABLE TRUST			GLEASON EDWARD J & FREDALEE N REVOCABLE TRUST		10/03/2019	540.89	(3.27)
							Total	\$540.89	(\$3.27)
10/04/2019	2020-00000255	JE	RA	Revenue Collection Payment Post	Collections			20.70	(1,113.08)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
2020-00000419	2020-00000377	Animal Control Activity			Chameleon		10/04/2019	209.83	(20.70)
							Total	\$209.83	(\$20.70)
10/05/2019	2020-00000255	JE	RA	Revenue Collection Payment Post	Collections			108.78	(1,221.86)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
2020-00000420	2020-00000379	Animal Control Activity			Chameleon		10/05/2019	108.78	(108.78)
							Total	\$108.78	(\$108.78)



Detail General Ledger Report

G/L Date Range 10/01/19 - 10/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$1,086.67)
10/07/2019	2020-0000222	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,222.05)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40088	2020-0000384	Permit#: OS19-04009 Receipt#: 40088 Payee: STEVE DOBRICH			STEVE DOBRICH		10/07/2019	282.00	(.19)
							Total	\$282.00	(\$0.19)
10/07/2019	2020-0000222	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,222.24)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40098	2020-0000384	Permit#: OS19-04020 Receipt#: 40098 Payee: STAN KOLACZ			STAN KOLACZ		10/07/2019	282.00	(.19)
							Total	\$282.00	(\$0.19)
10/15/2019	2020-0000255	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,222.43)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40269	2020-0000413	Permit#: OS19-04175 Receipt#: 40269 Payee: STEVE DOBRICH			STEVE DOBRICH		10/15/2019	282.00	(.19)
							Total	\$282.00	(\$0.19)
10/15/2019	2020-0000255	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,222.62)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40270	2020-0000413	Permit#: OS19-04176 Receipt#: 40270 Payee: STEVE DOBRICH			STEVE DOBRICH		10/15/2019	282.00	(.19)
							Total	\$282.00	(\$0.19)
10/15/2019	2020-0000255	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,222.81)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40271	2020-0000413	Permit#: OS19-04177 Receipt#: 40271 Payee: STEVE DOBRICH			STEVE DOBRICH		10/15/2019	282.00	(.19)
							Total	\$282.00	(\$0.19)
10/15/2019	2020-0000255	JE	RA	Revenue Collection Payment Post	Collections			.48	(1,223.29)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40275	2020-0000413	Permit#: OS19-04179 Receipt#: 40275 Payee: PATRICE SORENSON			PATRICE SORENSON		10/15/2019	81.00	(.48)
							Total	\$81.00	(\$0.48)
10/18/2019	2020-0000272	JE	RA	Revenue Collection Payment Post	Collections			.01	(1,223.30)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>		<i>Payment Date</i>	<i>Amount</i>	<i>Distribution Amount</i>
40397	2020-0000429	Permit#: BP19-01616 Receipt#: 40397 Payee: KYLE RITCHEY			KYLE RITCHEY		10/18/2019	.01	(.01)
							Total	\$0.01	



Detail General Ledger Report

G/L Date Range 10/01/19 - 10/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$1,086.67)
10/18/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			5.60	(1,228.90)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40411	2020-00000429	Permit#: BP19-01628 Receipt#: 40411 Payee: ED GLEASON			ED GLEASON	10/18/2019		260.00	(5.60)
Total								\$260.00	(\$5.60)
10/18/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.02	(1,228.92)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40403	2020-00000429	Permit#: OS19-04077 Receipt#: 40403 Payee: CATHERINE MCCARTY			CATHERINE MCCARTY	10/18/2019		66.18	(.02)
Total								\$66.18	(\$0.02)
10/18/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.58	(1,229.50)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40406	2020-00000429	Permit#: OS19-04303 Receipt#: 40406 Payee: STAN KOLACZ			STAN KOLACZ	10/18/2019		357.00	(.58)
Total								\$357.00	(\$0.58)
10/18/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.48	(1,229.98)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40413	2020-00000429	Permit#: OS19-04315 Receipt#: 40413 Payee: R E CONSTRUCTION			R E CONSTRUCTION	10/18/2019		81.00	(.48)
Total								\$81.00	(\$0.48)
10/18/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,230.17)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40414	2020-00000429	Permit#: OS19-04317 Receipt#: 40414 Payee: R E CONSTRUCTION			R E CONSTRUCTION	10/18/2019		282.00	(.19)
Total								\$282.00	(\$0.19)
10/21/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.48	(1,230.65)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40419	2020-00000431	Permit#: OS19-04346 Receipt#: 40419 Payee: PATRICE SORENSON			PATRICE SORENSON	10/21/2019		81.00	(.48)
Total								\$81.00	(\$0.48)
10/21/2019	2020-00000272	JE	RA	Revenue Collection Payment Post	Collections			.58	(1,231.23)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40450	2020-00000431	Permit#: OS19-04370 Receipt#: 40450 Payee: STAN KOLACZ			STAN KOLACZ	10/21/2019		357.00	(.58)
Total								\$357.00	



Detail General Ledger Report

G/L Date Range 10/01/19 - 10/31/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number 7811.30.4540.3650.100 Donations Private Sources							Balance To Date:		(\$1,086.67)
10/23/2019	2020-0000289	JE	RA	Revenue Collection Payment Post	Collections			70.00	(1,301.23)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2020-0000509	2020-0000447				Tamara Lynch/TopCats	10/24/2019		70.00	(70.00)
							Total	\$70.00	(\$70.00)
10/25/2019	2020-0000289	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,301.42)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40605	2020-0000454	Permit#: OS19-04480 Receipt#: 40605 Payee: STEVE DOBRICH			STEVE DOBRICH	10/25/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)
10/25/2019	2020-0000289	JE	RA	Revenue Collection Payment Post	Collections			.58	(1,302.00)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40604	2020-0000454	Permit#: OS19-04481 Receipt#: 40604 Payee: STEVE DOBRICH			STEVE DOBRICH	10/25/2019		357.00	(.58)
							Total	\$357.00	(\$0.58)
10/25/2019	2020-0000289	JE	RA	Revenue Collection Payment Post	Collections			.19	(1,302.19)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
40603	2020-0000454	Permit#: OS19-04482 Receipt#: 40603 Payee: STEVE DOBRICH			STEVE DOBRICH	10/25/2019		282.00	(.19)
							Total	\$282.00	(\$0.19)
Account Donations Private Sources Totals							\$0.00	\$215.52	(\$1,302.19)
Program Police - Animal Control Totals							\$0.00	\$215.52	
Department Police Totals							\$0.00	\$215.52	
Fund Animal Control Misc Donations Totals							\$0.00	\$215.52	
G/L Account Number 7815.00.0000.3690.100 Donations - Camp Fire 2018 Miscellaneous							Balance To Date:		\$0.00
10/29/2019	2020-0000287	JE	RA	Revenue Collection Payment Post	Collections			100.00	(100.00)
				EOC.Camp Fire 2018 - EOC Incidents, Camp Fire 2018 (Revenue)					
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2020-0000527	2020-0000463	Donation from Louis Spizzirri			Spizzirri, Louis	10/29/2019		100.00	(100.00)
							Total	\$100.00	(\$100.00)
Account Donations - Camp Fire 2018 Miscellaneous Totals							\$0.00	\$100.00	(\$100.00)
Program Non Program Activity Totals							\$0.00	\$100.00	
Department Non Department Activity Totals							\$0.00	\$100.00	
Fund General Miscellaneous Donations Totals							\$0.00	\$100.00	
Grand Totals							\$0.00	\$1,034.72	



Town of Paradise
Council Agenda Summary
November 12, 2019

Agenda No. 2(k)

Originated By: Kate Anderson, Housing Program Manager
Reviewed By: Lauren M. Gill, Town Manager
Subject: Review updated CDBG Citizen Participation Plan

Council Action Requested:

1. Review updated CDBG Citizen Participation Plan; and
2. Adopt the CDBG Citizen Participation Plan as presented and authorize Town staff to submit the Citizen Participation Plan to HUD.

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 2010. Staff is proposing updating this latest version to include current information.

Discussion and 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 Consolidated Plan, Annual Action Plans, substantial amendments and the annual performance report.

The current Citizen Participation Plan lists locations and addresses, for public review of documents, that have either changed or no longer exist. Staff has simply updated the addresses or eliminated the sites. All other information such as time frames and processes remain the same.

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 PARTICIPATION 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
- Town of Paradise Website at www.townofparadise.com
- Paradise Ridge Chamber of Commerce, 6161 Clark Road, Ste. 1, Paradise, California
- Paradise Branch of the Butte County Public Library, 5922 Clark 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 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 30-day comment period on the Consolidated Plan and the Annual Action Plan. 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

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 15-day public comment period 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

Page 4 of 7

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 1st through June 30th, 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 28th.

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 15th, 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
Date: November 12, 2019

Agenda No. 2(I)

ORIGINATED BY: James Pangburn, Interim Town Engineer

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Pentz Pathway Project Phase II

COUNCIL ACTION REQUESTED:

1. Approve the Program Supplement Agreement No. F022 to Administering Agency-State Agreement for Federal-aid Projects no. 03-5425F15 to assure receipt of \$525,000 in state funds for the Pentz Pathway Project Phase II.
2. Adopt resolution authorizing the Town Manager, or her designee, to sign the Program Supplement Agreement No. F022 to Administering Agency-State Agreement for Federal-Aid Projects No. 03-5425F15

Background:

On June 7, 2019 the Town of Paradise received authorization to proceed on a new Congestion Mitigation Air Quality (CMAQ) grant in the amount of \$525,000 for the Pentz Pathway Project Phase II. This grant will provide for the environmental review and design phase of the projects. Construction funds have not been secured at this time, however, completion of the pre-construction phases will enable the Town of Paradise to be more competitive for future grant funds.

The Pentz Pathway Project is part of the town's ongoing initiative to provide residents with active transportation infrastructure. The need for the projects stems from the lack of consistent sidewalks throughout the town and the fact that "The overall pattern of streets, forced largely by land topography and other constraints, has created poor street connectivity." This makes it extremely difficult for community members utilizing any form of rolling transportation to navigate the town. The project will have a transformative effect upon the community in the long run by increasing mobility, providing a safe route for pedestrians and cyclists, and increasing the walkability of the tract.

Analysis:

To remain eligible for the allocated grant funding, the Town of Paradise is required to execute Program Supplement Agreements to the Administering Agency-State Agreement for State-Funded Projects (Agreement No. 03-5425DF15). The supplement agreement serve as a contract between the Town of Paradise and California Department of Transportation, binding each to certain responsibilities to process State funded projects. The attached agreements must be approved by the Town to continue receipt of State funds. In addition, the Town is required to adopt resolutions identifying the newly awarded projects and designate an official authorized to execute Program Supplement Agreements.

Financial Impact:

The cost for the preliminary phase for the project is 100% grant funded.

**TOWN OF PARADISE
RESOLUTION NO. 19-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE AUTHORIZING THE TOWN MANAGER OF THE TOWN OF
PARADISE OR HER DESIGNEE TO SIGN PROGRAM SUPPLEMENT
AGREEMENT NO F022 TO THE ADMINISTERING AGENCY-STATE
AGREEMENT FOR FEDERAL AID PROJECTS CORRESPONDING TO
PROJECT NO. CML 5425 (042).**

WHEREAS, the Town of Paradise has received and will continue to receive federal funds for various transportation projects and has entered into an Agency-State Agreement for Federal-Aid Projects with the California Department of Transportation; and,

WHEREAS, the State of California through its Department of Transportation (Caltrans) and Butte County Association of Governments (BCAG) administers the Federal Congestion Mitigation Air Quality (CMAQ) program and selects projects for funding; and,

WHEREAS, the Pentz Pathway Project Phase II currently has \$525,000 of Federal funds allocated to the Project; and,

WHEREAS, Caltrans provides Program Supplement Agreements in accordance with Administering Agency-State Agreement for Federal-Aid Projects, Agreement No. 03-5425F15 (Master Agreement), which upon full execution enables the Town of Paradise to request and receive Federal funds for certain street projects; and,

WHEREAS, Caltrans requires the Town of Paradise to execute the Program Supplement Agreement No. F022 for the Pentz Pathway Project Phase II in order to be eligible to receive Federal-Aid for eligible project costs; and,

WHEREAS, these funds will require that they are managed in accordance with the Caltrans Local Assistance Procedures Manual; and,

WHEREAS, the Town Council of the Town of Paradise has approved and agreed to this Program Supplement Agreement.

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

Section 1. That the Town Manager of the Town of Paradise, or her designee, is hereby authorized to sign Program Supplement Agreement No. F022 on behalf of the Town.

Section 2. The Town Clerk shall certify to the passage and adoption of this resolution.

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TOWN OF PARADISE
RESOLUTION NO. 19-

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this
12th day of November, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Jody Jones, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

PROGRAM SUPPLEMENT NO. F022
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 03-5425F15

Adv Project ID **Date:** September 13, 2019
0319000245 **Location:** 03-BUT-0-PRDS
Project Number: CML-5425(042)
E.A. Number:
Locode: 5425

This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 04/25/16 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the Administering Agency on _____ (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION: Along Pentz Road between Pearson Road and Bille Road, and from Wagstaff Road and Skyway

TYPE OF WORK: Construct a grade separated Class I bike-ped facility along the west side of Pentz Rd **LENGTH:** 0.0(MILES)

Estimated Cost	Federal Funds		Matching Funds	
	Z400	\$525,000.00	LOCAL	OTHER
\$525,000.00			\$0.00	\$0.00

TOWN OF PARADISE

By _____
Title _____
Date _____
Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Risa Jone

Date 9/13/19 \$525,000.00

SPECIAL COVENANTS OR REMARKS

1. A. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.

B. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).

C. STATE and ADMINISTERING AGENCY agree that any additional funds which might be made available by future Federal obligations will be encumbered on this PROJECT by use of a STATE-approved "Authorization to Proceed" and Finance Letter. ADMINISTERING AGENCY agrees that Federal funds available for reimbursement will be limited to the amounts obligated by the Federal Highway Administration.

D. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Attention is directed to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

E. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

F. Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-

SPECIAL COVENANTS OR REMARKS

assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

G. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

H. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at www.sam.gov.

2. A. ADMINISTERING AGENCY shall conform to all State statutes, regulations and procedures (including those set forth in the Local Assistance Procedures Manual and the Local Assistance Program Guidelines, hereafter collectively referred to as "LOCAL ASSISTANCE PROCEDURES") relating to the federal-aid program, all Title 23 Code of

SPECIAL COVENANTS OR REMARKS

Federal Regulation (CFR) and 2 CFR Part 200 federal requirements, and all applicable federal laws, regulations, and policy and procedural or instructional memoranda, unless otherwise specifically waived as designated in the executed project-specific PROGRAM SUPPLEMENT.

B. Invoices shall be submitted on ADMINISTERING AGENCY letterhead that includes the address of ADMINISTERING AGENCY and shall be formatted in accordance with LOCAL ASSISTANCE PROCEDURES.

C. ADMINISTERING AGENCY must have at least one copy of supporting backup documentation for costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.

D. Indirect Cost Allocation Plan/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to STATE (Caltrans Audits & Investigations) for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for State and federal reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the Local Assistance Procedural Manual, and the ICAP/ICRP approval procedures established by STATE.

E. STATE will withhold the greater of either two (2) percent of the total of all federal funds encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.

F. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand within thirty (30) days of such invoice.

G. ADMINISTERING AGENCY agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards.

H. ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures,

SPECIAL COVENANTS OR REMARKS

48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items.

I. Every sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR, Part 200, 23 CFR, 48 CFR Chapter 1, Part 31, Local Assistance Procedures, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), and other applicable STATE and FEDERAL regulations.

J. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, 23 CFR, 48 CFR, Chapter 1, Part 31, and other applicable STATE and FEDERAL regulations, are subject to repayment by ADMINISTERING AGENCY to STATE.

K. STATE reserves the right to conduct technical and financial audits of PROJECT WORK and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by the following paragraph:

ADMINISTERING AGENCY, ADMINISTERING AGENCY'S contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above referenced parties shall make such AGREEMENT, PROGRAM SUPPLEMENT, and contract materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of submission of the final expenditure report by the STATE to the FHWA.

L. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices set to or paid by STATE.

M. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of 2 CFR 200 if it expends \$750,000 or more in Federal Funds in a single fiscal year of the Catalogue of Federal Domestic Assistance.

N. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in

SPECIAL COVENANTS OR REMARKS

ADMINISTERING AGENCY's annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with 2 CFR, Part 200.

O. ADMINISTERING AGENCY shall not award a non-A&E contract over \$5,000, construction contracts over \$10,000, or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. Contracts awarded by ADMINISTERING AGENCY, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

P. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain provisions B, C, F, H, I, K, and L under Section 2 of this agreement.

3. In the event that right of way acquisition for or construction of this project of the initial federal authorization for preliminary engineering is not started by the close of the tenth fiscal year following the fiscal year in which the project is authorized, the ADMINISTERING AGENCY shall repay the Federal Highway Administration through Caltrans the sum of Federal funds paid under the terms of this agreement.



**Town of Paradise
Council Agenda Summary
Date: November 12, 2019**

Agenda Item: 2(m)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: Disaster Recovery Management Services

Council Action Requested:

1. Authorize the Town Manager, Administrative Services Director and Town Attorney to negotiate a service extension with Ernst & Young LLP for Disaster Recovery Management Services; and
2. Authorize the Town Manager to execute the appropriate documents.

Alternatives:

Decline to authorize staff to enter an agreement with Ernst & Young, and direct staff to explore other means for completing the work necessary to continue financial recovery.

Background:

On November 8, 2018, the most destructive wildfire in California history began in Butte County, California and quickly spread to the Town of Paradise. The fire ultimately destroyed most residences and businesses within Paradise which significantly impacts the Town's revenue sources and ability to provide services. In addition, the Town sustained loss of public infrastructure, facilities and equipment.

After going through a comprehensive procurement review process, the Town of Paradise entered into an agreement with Ernst & Young LLP (EY) on January 15, 2019, to assist with insurance and FEMA claim preparation and financial recovery. The agreement was for an amount not to exceed \$500,000. Town Council granted a \$500,000 extension in June 2019.

Discussion:

To date, Greg Eaton (former FEMA Region 6 Recovery Division Director) and his EY team, have navigated a very complex insurance and FEMA public assistance claim process. The framework for the claims and the damage assessment details have been cataloged and entered into comprehensive spreadsheets. Hazard Mitigation Grant Program applications have been completed and continued discussions are occurring with Cal OES to fine tune the applications into awardable projects. In addition, Greg

Eaton and his team have coordinated and attended countless meetings and explored numerous funding opportunities in order to help develop a financial recovery strategy. Greg Eaton and his team have also been instrumental in developing a strategy for the most cost effective way of removing standing burnt trees from the community. Finally, EY has supported Administrative leadership including the Town Manager, Disaster Recovery Director, and Administrative Services Director and provided depth and experience that would not have been possible without the support.

It is estimated that mid-November 2019, the Town will reach the limit of the current agreement. The Town will begin transitioning from claim preparation to project development and project management. In order to get through that transition and finish the claim preparation process, additional support from EY is needed. Staff simply does not have the hours or bandwidth to complete the transition without support. Staff recommends an extension of \$500,000 with the expectation that this will provide the needed assistance through May 31, 2020.

Fiscal Analysis:

The Town will be charged an hourly rate ranging from \$298.00 from Project Executive to \$133.00 for Staff Consultant per hour depending on the expertise and assignment of the individual on the engagement. Many of the hours will be reimbursable through the administrative fees allowed under the public assistance FEMA/Cal OES grant claim. The remaining fees will be recouped through the insurance settlement and through other funding sources identified by the consultants.

**ATTACHMENT B
COST PROPOSAL FORM**

The Town prefers to issue-fixed price or cost reimbursement type agreements. All non-labor related costs and other than direct costs will be billed to the Town at cost without mark-up.

<u>POSITIONS</u>	<u>HOURLY RATES</u>
Project Executive	\$ <u>298.00</u>
Subject Matter Expert	\$ <u>279.00</u>
Project Manager	\$ <u>279.00</u>
Project Accountant	\$ <u>253.00</u>
Senior Closeout Specialist	\$ <u>253.00</u>
Closeout Specialist	\$ <u>186.00</u>
Other: <u>Manager</u>	\$ <u>253.00</u>
Other: <u>Senior Consultant</u>	\$ <u>186.00</u>
Other: <u>Staff Consultant</u>	\$ <u>133.00</u>

OTHER REQUIRED POSITIONS

Proposer may include other positions, with hourly rates and attach a job description and required years of experience for each position.

ATTACHMENT E

**TOWN OF PARADISE
PROFESSIONAL SERVICES AGREEMENT
WITH ERNST & YOUNG LLP**

This "Agreement" is made as of this 15th day of January, 2019, the Town of Paradise, a municipal corporation ("Town"), and Ernst & Young LLP a Limited Liability Partnership ("Contractor").

RECITALS

A. Town desires to engage a firm with experience in the entire scope of post disaster recovery management in order to development a strategic plan for financial recovery.

B. Town desires to retain a responsible and qualified firm to conduct the services described above in accordance with the Scope of Services as more particularly set forth in Exhibit A to this Agreement.

C. Contractor represents to Town that it is a responsible firm composed of highly trained professionals with the ability and skills necessary to successfully perform the services hereunder under the terms and conditions of this Agreement.

D. The parties have negotiated upon the terms pursuant to which Contractor will provide such services and have reduced such terms to writing.

AGREEMENT

NOW, THEREFORE, Town and Contractor agree as follows:

1. SCOPE OF SERVICES

Contractor shall provide to Town the services described in Exhibit A ("Scope of Services") Contractor shall provide these services at the time, place, and in the manner specified in Exhibit A. Exhibit A is attached hereto for the purpose of defining the manner and scope of services to be provided by Contractor and is not intended to, and shall not be construed so as to, modify or expand the terms, conditions or provisions contained in this Agreement. In the event of any conflict between this Agreement and any terms or conditions of any document prepared or provided by Contractor and made a part of this Agreement, including without limitation any document relating to the scope of services or payment therefor, the terms of this Agreement shall control and prevail.

2. COMPENSATION

a. Town shall pay Contractor for services rendered pursuant to this Agreement at the rates, times and in the manner set forth in Exhibit B. Contractor shall submit monthly statements to Town which shall itemize the services performed as of the date of the statement and set forth a progress report, including work accomplished during the period, percent of each task completed, and planned effort for the next period. Invoices shall identify personnel

who have worked on the services provided, the number of hours each worked during the period covered by the invoice, the hourly rate for each person, and the percent of the total project completed, consistent with the rates and amounts shown in Exhibit B.

b. The payments prescribed herein shall constitute all compensation to Contractor for all costs of services, including, but not limited to, direct costs of labor of employees engaged by Contractor, travel expenses, telephone charges, copying and reproduction, computer time, and any and all other costs, expenses and charges of Contractor, its agents and employees. In no event shall Town be obligated to pay late fees or interest, whether or not such requirements are contained in Contractor's invoice.

c. Notwithstanding any other provision in this Agreement to the contrary, the total maximum compensation to be paid for the satisfactory accomplishment and completion of all services to be performed hereunder shall in no event exceed the sum of five hundred thousand dollars (\$500,000.00) Contractor acknowledges and agrees that it exceeds the maximum compensation under this Agreement at its own risk. The Town's Administrative Services Director is authorized to pay all proper claims.

3. DOCUMENTATION; RETENTION OF MATERIALS; ACCESS TO RECORDS

a. Contractor shall maintain adequate documentation to substantiate all charges as required under Section 2 of this Agreement.

b. Contractor shall keep and maintain full and complete documentation and accounting records concerning all extra or special services performed by it that are compensable by other than an hourly or flat rate.

c. Contractor shall maintain the records and any and all other records pertinent to this Agreement for a period of four (4) years after completion of all services hereunder.

d. Contractor agrees to provide Town, the State of California, the Federal Emergency Management Agency ("FEMA") Administrator, the Comptroller General of the United States, and any or all of their authorized representatives, access to any books, documents, papers, and records of Contractor which are pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.

e. Contractor agrees to permit all or any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

f. Contractor agrees to provide the FEMA Administrator or his authorized representatives access to work sites pertaining to the services being performed under this Agreement.

4. INDEMNITY

a. Contractor shall, to the fullest extent permitted by law, indemnify, protect, defend and hold harmless Town, and its employees, officials and agents ("Indemnified Parties") from all claims, demands, costs or liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, interest, defense costs, and expert witness fees), that arise out of, pertain to, or relate

to the negligence, recklessness, or willful misconduct of Contractor, its officers, employees, or agents, in said performance of professional services under this Agreement, excepting only liability arising from the sole negligence, active negligence or intentional misconduct of Town.

b. The existence or acceptance by Town of any of the insurance policies or coverages described in this Agreement shall not affect or limit any of Town's rights under this Section 4, nor shall the limits of such insurance limit the liability of Contractor hereunder. This Section 4 shall not apply to any intellectual property claims, actions, lawsuits or other proceedings subject to the provisions of Section 18(b), below. The provisions of this Section 4 shall survive any expiration or termination of this Agreement.

5. INSURANCE

a. Contractor shall maintain in full force and effect all of the insurance coverage described in, and in accordance with, Attachment One, "Insurance Requirements." Maintenance of the insurance coverage set forth in Attachment One is a material element of this Agreement and a material part of the consideration provided by Contractor in exchange for Town's agreement to make the payments prescribed hereunder. Failure by Contractor to (i) maintain or renew coverage, (ii) provide Town notice of any changes, modifications, or reductions in coverage, or (iii) provide evidence of renewal, may be treated by Town as a material breach of this Agreement by Contractor, whereupon Town shall be entitled to all rights and remedies at law or in equity, including but not limited to immediate termination of this Agreement. Notwithstanding the foregoing, any failure by Contractor to maintain required insurance coverage shall not excuse or alleviate Contractor from any of its other duties or obligations under this Agreement. In the event Contractor, with approval of Town pursuant to Section 6 below, retains or utilizes any subcontractors in the provision of any services to Town under this Agreement, Contractor shall assure that any such subcontractor has first obtained, and shall maintain, all of the insurance coverages set forth in the Insurance Requirements in Attachment One.

b. Contractor agrees that any available insurance proceeds broader than or in excess of the coverages set forth in the Insurance Requirements in Attachment One shall be available to the additional insureds identified therein.

c. Contractor agrees that the insurance coverages and limits provided under this Agreement are the greater of: (i) the coverages and limits specified in Attachment One, or (ii) the broader coverages and maximum limits of coverage of any insurance policy or proceeds available to the name insureds.

6. ASSIGNMENT

Contractor shall not assign any rights or duties under this Agreement to a third party without the express prior written consent of Town, in Town's sole and absolute discretion. Contractor agrees that the Town shall have the right to approve any and all subcontractors to be used by Contractor in the performance of this Agreement before Contractor contracts with or otherwise engages any such subcontractors.

7. NOTICES

Except as otherwise provided in this Agreement, any notice, submittal or communication required or permitted to be served on a party, shall be in writing and may be

served by personal delivery to the person or the office of the person identified below. Service may also be made by mail, by placing first-class postage, and addressed as indicated below, and depositing in the United States mail to:

Town Representative:

Lauren Gill, Town Manager
Town of Paradise
5555 Skyway
Paradise, CA 95969

Contractor Representative:

Allen Melton
2323 Victory Avenue, Suite 2000
Dallas, TX 75219

8. INDEPENDENT CONTRACTOR

a. It is understood and agreed that Contractor (including Contractor's employees) is an independent contractor and that no relationship of employer-employee exists between the parties hereto for any purpose whatsoever. Neither Contractor nor Contractor's assigned personnel shall be entitled to any benefits payable to employees of Town. Town is not required to make any deductions or withholdings from the compensation payable to Contractor under the provisions of this Agreement, and Contractor shall be issued a Form 1099 for its services hereunder. As an independent contractor, Contractor hereby agrees to indemnify and hold Town harmless from any and all claims that may be made against Town based upon any contention by any of Contractor's employees or by any third party, including but not limited to any state or federal agency, that an employer-employee relationship or a substitute therefor exists for any purpose whatsoever by reason of this Agreement or by reason of the nature and/or performance of any services under this Agreement.

b. It is further understood and agreed by the parties hereto that Contractor, in the performance of Contractor's obligations hereunder, is subject to the control and direction of Town as to the designation of tasks to be performed and the results to be accomplished under this Agreement, but not as to the means, methods, or sequence used by Contractor for accomplishing such results. To the extent that Contractor obtains permission to, and does, use Town facilities, space, equipment or support services in the performance of this Agreement, this use shall be at the Contractor's sole discretion based on the Contractor's determination that such use will promote Contractor's efficiency and effectiveness. Except as may be specifically provided elsewhere in this Agreement, the Town does not require that Contractor use Town facilities, equipment or support services or work in Town locations in the performance of this Agreement.

c. If, in the performance of this Agreement, any third persons are employed by Contractor, such persons shall be entirely and exclusively under the direction, supervision, and control of Contractor. Except as may be specifically provided elsewhere in this Agreement, all terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by Contractor. It is further understood and agreed that Contractor shall issue W-2 or 1099 Forms for income and employment tax purposes, for all of Contractor's assigned personnel and subcontractors.

d. The provisions of this Section 8 shall survive any expiration or termination of this Agreement. Nothing in this Agreement shall be construed to create an exclusive relationship between Town and Contractor. Contractor may represent, perform services for, or be employed by such additional persons or companies as Contractor sees fit.

9. ADDITIONAL SERVICES

Changes to the Scope of Services shall be by written amendment to this Agreement and shall be paid in accordance with the rates set forth in Exhibit B, or paid as otherwise agreed upon by the parties in writing prior to the provision of any such additional services.

10. SUCCESSORS AND ASSIGNS

Town and Contractor each binds itself, its partners, successors, legal representatives and assigns to the other party to this Agreement and to the partners, successors, legal representatives and assigns of such other party in respect of all promises and agreements contained herein.

11. TERM, SUSPENSION, TERMINATION FOR CONVENIENCE AND CAUSE

a. This Agreement shall become effective on the date that it is made, set forth on the first page of the Agreement, and shall continue in effect until both parties have fully performed their respective obligations under this Agreement, unless sooner terminated as provided herein.

b. Town shall have the right at any time to temporarily suspend Contractor's performance hereunder, in whole or in part, by giving a written notice of suspension to Contractor. If Town gives such notice of suspension, Contractor shall immediately suspend its activities under this Agreement, as specified in such notice.

c. Town shall have the right to terminate this Agreement for convenience at any time upon written notice of termination to Contractor. Upon such termination, Contractor shall submit to Town an itemized statement of services performed as of the date of termination in accordance with Section 2 of this Agreement. These services may include both completed work and work in progress at the time of termination. Town shall pay Contractor for any services for which compensation is owed; provided, however, Town shall not in any manner be liable for lost profits that might have been made by Contractor had the Agreement not been terminated or had Contractor completed the services required by this Agreement. Contractor shall promptly deliver to Town all documents related to the performance of this Agreement in its possession or control. All such documents shall be the property of Town without additional compensation to Contractor.

d. Town shall have the right to terminate this Agreement for cause upon written notice to Contractor following an Event of Default. The following shall be "Events of Default" hereunder and the term "Event of Default" shall mean, whenever it is used herein, any one or more of the following events:

(i) The failure by Contractor to perform any obligation under this Agreement, which by its nature Contractor has no capacity to cure;

(ii) The failure by Contractor to perform any other obligation under this Agreement, if the failure has continued for a period of ten (10) days after the Town demands in writing that Contractor cure the failure. If, however, by its nature the failure cannot be cured within ten (10) days, Contractor may have a longer period as is necessary to cure the failure, but this is

conditioned upon Contractor's promptly commencing to cure within the ten (10) day period and thereafter diligently completing the cure. Contractor shall indemnify and defend the Town against any liability, claim, damage, loss, or penalty that may be threatened or may in fact arise from that failure during the period the failure is uncured;

(iii) Any of the following: A general assignment by Contractor for the benefit of Contractor's creditors; any voluntary filing, petition, or application by Contractor under any law relating to insolvency or bankruptcy, whether for a declaration of bankruptcy, a reorganization, an arrangement, or otherwise;

(iv) The appointment of a trustee or receiver to take possession of all or substantially all of Contractor's assets; or the attachment, execution or other judicial seizure of all or substantially all of Contractor's assets or of Contractor's interest in this Agreement, unless the appointment or attachment, execution, or seizure is discharged within thirty (30) days; or the involuntary filing against Contractor, or any general partner of Contractor if Contractor is a partnership, or

(a) a petition to have Contractor, or any partner of Contractor if Contractor is a partnership, declared bankrupt, or

(b) a petition for reorganization or arrangement of Contractor under any law relating to insolvency or bankruptcy, unless, in the case of any involuntary filing, it is dismissed within sixty (60) days.

(v) Any representation or warranty related to this Agreement made by any agent of Contractor is determined to have been false or misleading in any material respect at the time made.

12. REMEDIES UPON DEFAULT

This Section 12 shall apply in the event the amount payable under this Agreement exceeds the simplified acquisition threshold as determined pursuant to section 1908 of title 41 of the United States Code, or \$150,000, whichever amount is greater.

a. Remedies on Event of Default. Upon the occurrence of an Event of Default as defined in Section 11, Town shall have the right upon written notice to Contractor, in addition to any other rights or remedies available to Town at law or in equity, to:

(i) Terminate this Agreement and all rights of Contractor under this Agreement, (ii) Continue this Agreement without terminating the Agreement, or (iii) Temporarily suspend Contractor's performance hereunder, in whole or in part, and recover from Contractor the aggregate sum of;

(1) any amount necessary to compensate Town for all the detriment caused by Contractor's failure to perform its obligations or that, in the ordinary course of things, would be likely to result from its failure; and

(2) all other amounts in addition to or in lieu of those previously set out as may be permitted from time to time by applicable California or Federal law.

(b) None of the previous remedial actions, alone or in combination, shall be construed as an election by Town to terminate this Agreement unless Town has in fact given Contractor written notice that this Agreement is terminated or unless a court of competent jurisdiction decrees termination of this Agreement. If Town takes any of the previous remedial actions without terminating this Agreement Town may nevertheless at any later time terminate this Agreement by written notice to Contractor.

(c) After the occurrence of an Event of Default, the Town, in addition to or in lieu of exercising other remedies, may, but without any obligation to do so, cure the breach underlying the Event of Default for the account and at the expense of Contractor. However, Town must by prior notice first allow Contractor a reasonable opportunity to cure, except in cases of emergency, where Town may proceed without prior notice to Contractor. Contractor shall, upon demand, immediately reimburse Town for all costs, including costs of settlements, defense, court costs, and attorneys' fees that Town may incur in the course of any cure.

(d) No security or guaranty for the performance of Contractor's obligations that Town may now or later hold shall in any way constitute a bar or defense to any action initiated by Town for enforcement of any obligation of Contractor or for the recovery of damages caused by an Event of Default.

(e) Except where this is inconsistent with or contrary to any provisions of this Agreement, no right or remedy conferred upon or reserved to Town is intended to be exclusive of any other right or remedy, or any right or remedy given or now or later existing at law or in equity or by statute. Except to the extent that Town may have otherwise agreed in writing, no waiver by Town of any violation or nonperformance by Contractor of any obligations, agreements, or covenants under this Agreement shall be deemed to be a waiver of any subsequent violation or nonperformance of the same or any other covenant, agreement, or obligation, nor shall any forbearance by Town to exercise a remedy for any violation or nonperformance by Contractor be deemed a waiver by Town of the rights or remedies with respect to that violation or nonperformance.

(f) Indemnification. The exercise of Town of any one or more of the remedies set forth in this Section 12 shall not affect the rights of Town or the obligations of Contractor under the indemnity provisions set forth in Section 4 hereof.

(g) No Remedy Exclusive. No remedy herein conferred upon or reserved to Town is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any Event of Default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle Town to exercise any remedy reserved to it in this subsection it shall not be necessary to give any notice, other than such notice as may be required in this Section or by law.

(h) Notice of Default. Contractor agrees that, as soon as is practicable, and in any event within ten (10) days after such event, Contractor will furnish Town notice of any event which is an Event of Default under this Agreement, or which with the giving of notice or the passage of time or both could constitute an Event of Default under this Agreement, which has occurred and is continuing on the date of such notice, which notice shall set forth the nature of such event and the action which Contractor proposes to take with respect thereto. Each subcontract shall include

the provisions of this subsection (h) to require each subcontractor of Contractor to provide Town notice of any Event of Subcontractor Default in the same manner as required hereunder of Contractor for an Event of Default.

13. TIME OF PERFORMANCE

The services described herein shall be provided during the period, or in accordance with the schedule, set forth in Exhibit A. Contractor shall complete all the required services and tasks and complete and tender all deliverables to the reasonable satisfaction of Town, not later than December 31, 2024.

14. STANDARD OF PERFORMANCE

Contractor shall perform all services performed under this Agreement in the manner and according to the standards currently observed by a competent practitioner of Contractor's profession in California. All products of whatsoever nature that Contractor delivers to Town shall be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in Contractor's profession, and shall be provided in accordance with any schedule of performance. Contractor shall assign only competent personnel to perform services under this Agreement. Contractor shall notify Town in writing of any changes in Contractor's staff assigned to perform the services under this Agreement prior to any such performance. In the event that Town, at any time, desires the removal of any person assigned by Contractor to perform services under this Agreement, because Town, in its sole discretion, determines that such person is not performing in accordance with the standards required herein, Contractor shall remove such person immediately upon receiving notice from Town of the desire of Town for the removal of such person.

15. CONFLICTS OF INTEREST

Contractor covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, that would conflict in any manner with the interests of Town or that would in any way hinder Contractor's performance of services under this Agreement. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor, without the written consent of Town. Contractor agrees to avoid conflicts of interest or the appearance of any conflicts of interest with the interests of Town at all times during the performance of this Agreement.

16. CONFLICT OF INTEREST REQUIREMENTS

a. **Generally.** The Town's Conflict of Interest Code requires that individuals who qualify as "consultants" under the Political Reform Act, California Government Code sections 87200 *et seq.*, comply with the conflict of interest provisions of the Political Reform Act and the Town's Conflict of Interest Code, which generally prohibit individuals from making or participating in the making of decisions that will have a material financial effect on their economic interests. The term "consultant" generally includes individuals who make governmental decisions or who serve in a staff capacity.

b. **Conflict of Interest Statements.** The individual(s) who will provide services or perform work pursuant to this Agreement are "consultants" within the meaning of the

Political Reform Act and the Town's Conflict of Interest Code:

yes no

If "yes" is checked by the Town, Contractor shall cause the following to occur within 30 days after execution of this Agreement:

- (1) Identify the individuals who will provide services or perform work under this Agreement as "consultants;" and
- (2) Cause these individuals to file with the Town Clerk the assuming office statements of economic interests required by the Town's Conflict of Interest Code.

Thereafter, throughout the term of the Agreement, Contractor shall cause these individuals to file with the Town Clerk annual statements of economic interests, and "leaving office" statements of economic interests, as required by the Town's Conflict of Interest Code.

The above statements of economic interests are public records subject to public disclosure under the California Public Records Act. The Town may withhold all or a portion of any payment due under this Agreement until all required statements are filed.

17. CONFIDENTIALITY OF TOWN INFORMATION

During performance of this Agreement, Contractor may gain access to and use Town information regarding inventions, machinery, products, prices, apparatus, costs, discounts, future plans, business affairs, governmental affairs, processes, trade secrets, technical matters, systems, facilities, customer lists, product design, copyright, data, and other vital information (hereafter collectively referred to as "Town Information") that are valuable, special and unique assets of the Town. Contractor agrees to protect all Town Information and treat it as strictly confidential, and further agrees that Contractor shall not at any time, either directly or indirectly, divulge, disclose or communicate in any manner any Town Information to any third party without the prior written consent of Town. In addition, Contractor shall comply with all Town policies governing the use of the Town network and technology systems. A violation by Contractor of this Section 17 shall be a material violation of this Agreement and shall justify legal and/or equitable relief.

18. CONTRACTOR INFORMATION

a. Town shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by Contractor pursuant to this Agreement. In this Agreement, the term "information" shall be construed to mean and include: any and all work product, submittals, reports, plans, specifications, and other deliverables consisting of documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds, or symbols, or any combination thereof. Contractor shall not be responsible for any unauthorized modification or use of such information for other than its intended purpose by Town.

b. Contractor shall fully defend, indemnify and hold harmless Town, its officers and employees, and each and every one of them, from and against any and all claims,

actions, lawsuits or other proceedings alleging that all or any part of the information prepared, produced, or provided by Contractor pursuant to this Agreement infringes upon any third party's trademark, trade name, copyright, patent or other intellectual property rights. Town shall make reasonable efforts to notify Contractor not later than ten (10) days after Town is served with any such claim, action, lawsuit or other proceeding, provided that Town's failure to provide such notice within such time period shall not relieve Contractor of its obligations hereunder, which shall survive any termination or expiration of this Agreement.

c. All proprietary and other information received from Contractor by Town, whether received in connection with Contractor's proposal, will be disclosed upon receipt of a request for disclosure, pursuant to the California Public Records Act; provided, however, that, if any information is set apart and clearly marked "trade secret" when it is provided to Town, Town shall give notice to Contractor of any request for the disclosure of such information. Contractor shall then have five (5) days from the date it receives such notice to enter into an agreement with the Town, satisfactory to the Town Attorney, providing for the defense of, and complete indemnification and reimbursement for all costs (including plaintiff's attorneys' fees) incurred by Town in any legal action to compel the disclosure of such information under the California Public Records Act. Contractor shall have sole responsibility for defense of the actual "trade secret" designation of such information.

d. The parties understand and agree that any failure by Contractor to respond to the notice provided by Town and/or to enter into an agreement with Town, in accordance with the provisions of subsection c, above, shall constitute a complete waiver by Contractor of any rights regarding the information designated "trade secret" by Contractor, and such information shall be disclosed by Town pursuant to applicable procedures required by the Public Records Act.

18. FEDERAL PROVISIONS

Contractor shall comply with the provisions in Exhibit C to this Agreement. In the event of a conflict between any provision in Exhibit C and any other provision of this Agreement, the more stringent provision shall control and prevail.

19. GENERAL PROVISIONS

a. Entire Agreement. This Agreement contains the entire agreement between the parties. Any and all verbal or written agreements made prior to the date of this Agreement are superseded by this Agreement and shall have no further effect.

b. Modification. No modification or change to the terms of this Agreement will be binding on a party unless in writing and signed by an authorized representative of that party.

c. Compliance with Laws. Contractor shall perform all services described herein in compliance with all applicable federal, state and local laws, rules, regulations, and ordinances, including but not limited to, (i) the Americans with Disabilities Act of 1990 (42 U.S.C. 12101, *et seq.*) ("ADA"), and any regulations and guidelines issued pursuant to the ADA; and (ii) Labor Code sections 1720, *et seq.*, which require prevailing wages (in accordance with DIR determinations at www.dir.ca.gov) be paid to any employee performing work covered by Labor Code sections 1720 *et seq.* Contractor shall pay to Town when due all business taxes payable by Contractor under the provisions of Chapter 6-04 of the Paradise Town Code. Town may deduct

any delinquent business taxes, and any penalties and interest added to the delinquent taxes, from its payments to Contractor.

d. **Discrimination Prohibited.** With respect to the provision of services under this Agreement, Contractor agrees not to discriminate against any person because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status of that person.

e. **Governing Law; Venue.** This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California and Federal law. Venue of any litigation arising out of or connected with this Agreement shall lie in the state trial court in Butte County in the State of California or the United States District Court, Northern District of California, and the parties consent to jurisdiction over their persons and over the subject matter of any such litigation in such courts, and consent to service of process issued by such courts.

f. **Waiver of Rights.** Neither Town acceptance of, or payment for, any service or performed by Contractor, shall be construed as a waiver of any provision of this Agreement, nor as a waiver of any other default, breach or condition precedent or any other right hereunder.

g. **Incorporation of Attachments and Exhibits.** The attachments and exhibits to this Agreement are incorporated and made part of this Agreement, subject to terms and provisions herein contained.

20. AUTHORITY; SIGNATURES REQUIRED FOR CORPORATIONS

Contractor hereby represents and warrants to Town that it is (a) a duly organized and validly existing Limited Liability Partnership, formed and in good standing under the laws of the State of Delaware, (b) has the power and authority and the legal right to conduct the business in which it is currently engaged, and (c) has all requisite power and authority and the legal right to consummate the transactions contemplated in this Agreement. Contractor hereby further represents and warrants that this Agreement has been duly authorized, and when executed by the signatory or signatories listed below, shall constitute a valid agreement binding on Contractor in accordance with the terms hereof.

If this Agreement is entered into by a corporation, it shall be signed by two corporate officers, one from each of the following two groups: a) the chairman of the board, president or any vice-president; b) the secretary, any assistant secretary, chief financial officer, or any assistant treasurer. The title of the corporate officer shall be listed under the signature.

Executed as of the day and year first above stated.

Allen Melton

CONTRACTOR:

TOWN OF PARADISE
a Municipal Corporation

Name of Firm: Ernst & Young LLP

TYPE OF BUSINESS ENTITY (check one):

By: 

- Individual/Sole Proprietor
- Partnership
- Corporation
- Limited Liability Company
- Other (please specify: _____)

Print Name: Lauren Gill

Title: Town Manager

Signatures of Authorized Persons:

APPROVED AS TO FORM:

By: 

Office of the Town Attorney

Print Name: Allen Melton

ATTEST:

Title: Partner

By: _____

Town Clerk

Print Name: _____

Title: _____

Town of Paradise Business Tax Cert. No.

Attachments:

- Attachment One - Insurance Requirements
- Exhibit A - Scope of Services
- Exhibit B - Compensation
- Exhibit C - Federal Provisions

ATTACHEMENT F
FEDERAL PROVISIONS

A. Definitions

1. Government means the United States of America and any executive department or agency thereof.
2. FEMA means the Federal Emergency Management Agency.
3. Third Party Subcontract means a subcontract at any tier entered into by Contractor or subcontractor, financed in whole or in part with Federal assistance originally derived from the Federal Emergency Management Agency.

B. Federal Changes

1. Contractor shall at all times comply with all applicable regulations, policies, procedures, and FEMA Directives as they may be amended or promulgated from time to time during the term of this Agreement, included but not limited to those requirements of 2 C.F.R. §§ 200.317 through 200.326 and more fully set forth in Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards, which is included herein by this reference. Contractor's failure to so comply shall constitute a material breach of this Agreement.
2. Contractor agrees to include the above clause in each third-party subcontract financed in whole or in part with Federal assistance provided by FEMA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

C. Compliance with the Contract Work Hours and Safety Standards Act.

Pursuant to section 3701 of title 40 of the United States Code, this Section A shall apply to Contractor in the event the amount payable under this Agreement exceeds \$100,000 and may involve the employment of mechanics or laborers.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause

set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

3. Withholding for unpaid wages and liquidated damages. Town shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by Contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
4. Subcontracts. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

D. Clean Air Act and Federal Water Pollution Control Act

This Section B shall apply in the event the amount payable under this Agreement exceeds \$150,000.

Clean Air Act

1. Contractor agrees to comply with all applicable standards, orders and regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 *et seq.*
2. Contractor agrees to report each violation to Town and understands and agrees that Town will, in turn, report each violation as required to assure notification to the State of California, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

Federal Water Pollution Control Act

1. Contractor agrees to comply with all applicable standards, orders and regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251 *et seq.*
2. Contractor agrees to report each violation to Town and understands and agrees that Town will, in turn, report each violation as required to assure notification to the State of California, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding \$150,000

financed in whole or in part with Federal assistance provided by FEMA.

E. Suspension and Debarment

1. This Agreement is a covered transaction for purposes of title 2 Code of Federal Regulations parts 180 and 3000. As such, Contractor is required to verify that none of Contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
2. Contractor represents and warrants that it is not debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 "Debarment and Suspension." Contractor agrees that neither Contractor nor any of its third-party subcontractors shall enter into any third-party subcontracts for any of the work under this Agreement with a third-party subcontractor that is debarred, suspended, or otherwise excluded for or ineligible for participation in Federal assistance programs under executive Order 12549.
3. Contractor must comply with title 2 Code of Federal Regulations, part 180, subpart C and title 2 Code of Federal Regulations, part 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
4. This certification is a material representation of fact relied upon by Town. If it is later determined that Contractor did not comply with title 2 Code of Federal Regulations, part 180, subpart C or title 2 Code of Federal Regulations, part 3000, subpart C, in addition to remedies available to the State of California and the Town of Paradise, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

F. Procurement of Recovered Materials

1. In the performance of this Agreement, Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—
 - a. Competitively within a timeframe providing for compliance with the Agreement performance schedule;
 - b. Meeting Agreement performance requirements; or
 - c. At a reasonable price.
2. Information about this requirement, along with the list of EPA- designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

G. Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress,

or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by section 1352 of title 31 of the United States Code. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

H. MBE/WBE REQUIREMENTS

1. Contractor shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible through the "Good Faith Effort" process in 2 C.F.R. § 200.321. Contractor shall document and report its Good Faith Effort processes. Contractor shall also ensure that all of its subcontractors take the affirmative steps required under 2 C.F.R. § 200.321. Affirmative steps must include:
 - a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - f. Requiring all subcontractors to take the affirmative steps listed in paragraphs (a) through (e) above.

I. MISCELLANEOUS PROVISIONS

1. **DHS Seal.** Contractor shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre- approval.
2. **FEMA Assistance.** Contractor acknowledges that FEMA financial assistance will be used to fund this Agreement only. Contractor shall comply will all applicable federal laws, regulations, executive orders, FEMA policies, procedures, and directives.
2. **Federal Government Not Party.** The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to Town, Contractor, or any other party pertaining to any matter resulting from this Agreement.
3. **False Claims.** Contractor acknowledges that Title 31 United States Code Chapter 38 (Administrative Remedies for False Claims and Statements) applies to Contractor's actions pertaining to this Agreement.

J. Equal Employment Opportunity

During the performance of this Agreement, Contractor agrees as follows:

1. Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
3. Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5. Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of Contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7. Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for

noncompliance: Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, Contractor may request the United States to enter into such litigation to protect the interests of the United States.

**ATTACHMENT G
INSURANCE REQUIREMENTS FOR
PROFESSIONAL SERVICES AGREEMENTS**

- A. Insurance Policies:** Contractor shall, at all times during the terms of this Agreement, maintain and keep in full force and effect, the following policies of insurance with minimum coverage as indicated below and issued by insurers with AM Best ratings of no less than A-:VI or otherwise acceptable to the Town.

Insurance	Minimum Coverage Limits	Additional Coverage Requirements
1. Commercial general liability	\$ 1 million per occurrence \$ 2 million aggregate	Coverage must be at least as broad as ISO CG 00 01 and must include completed operations coverage. If insurance applies separately to a project/location, aggregate may be equal to per occurrence amount. Coverage may be met by a combination of primary and umbrella or excess insurance but umbrella and excess shall provide coverage at least as broad as specified for underlying coverage. Coverage shall not exclude subsidence.
2. Business auto coverage	\$ 1 million	ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than \$ 1 million per accident for bodily injury and property damage.
3. Professional liability (E&O)	\$ 1 million per claim \$ 2 million aggregate	Contractor shall provide on a policy form appropriate to profession. If on a claims made basis, Insurance must show coverage date prior to start of work and it must be maintained for three years after completion of work.
4. Workers' compensation and employer's liability	\$ 1 million	As required by the State of California, with Statutory Limits and Employer's Liability Insurance with limit of no less than \$ 1 million per accident for bodily injury or disease. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the Town for all work performed by the Contractor, its employees, agents and subcontractors.

B. Endorsements:

1. All policies shall provide or be endorsed to provide that coverage shall not be canceled, except after prior written notice has been provided to the Town in accordance with the policy provisions.

2. Liability, umbrella and excess policies shall provide or be endorsed to provide the following:

- a. For any claims related to this project, Contractor's insurance coverage shall be primary and any insurance or self-insurance maintained by Town shall be excess of the Contractor's insurance and shall not contribute with it; and,
- b. **The Town of Paradise, its officers, agents, employees and volunteers are to be covered as additional insureds on the CGL policy.** General liability coverage can be provided in the form of an endorsement to Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used.

C. Verification of Coverage and Certificates of Insurance: Contractor shall furnish Town with original certificates and endorsements effecting coverage required above. Certificates and endorsements shall make reference to policy numbers. All certificates and endorsements are to be received and approved by the Town before work commences and must be in effect for the duration of the Agreement. The Town reserves the right to require complete copies of all required policies and endorsements.

D. Other Insurance Provisions:

1. No policy required by this Agreement shall prohibit Contractor from waiving any right of recovery prior to loss. Contractor hereby waives such right with regard to the indemnitees.
2. All insurance coverage amounts provided by Contractor and available or applicable to this Agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement limits the application of such insurance coverage. Defense costs must be paid in addition to coverage amounts.
3. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either Contractor or Town. Self-insured retentions above \$10,000 must be approved by Town. At Town's option, Contractor may be required to provide financial guarantees.
4. Sole Proprietors must provide a representation of their Workers' Compensation Insurance exempt status.
5. Town reserves the right to modify these insurance requirements while this Agreement is in effect, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



**Town of Paradise
Council Agenda Summary
Date: November 12, 2019**

Agenda Item: 6(a)

Originated by: John Messina and Greg Eaton
Reviewed by: Lauren Gill, Town Manager
Subject: Butte County Local Hazard Mitigation Plan

COUNCIL ACTION REQUESTED: Adopt Resolution No. 19-__, A Resolution of the Town Council of the Town of Paradise adopting the Butte County Local Hazard Mitigation Plan.

BACKGROUND: Butte County, the Town of Paradise and thirteen other jurisdictions, districts, councils, and agencies prepared the Local Hazard Mitigation Plan (LHMP) update to the 2007 Federal Emergency Management Agency (FEMA) approved Butte County Multi-Jurisdictional All Hazard Pre-Disaster Mitigation Plan. The LHMP is a multi-jurisdictional plan that geographically covers the entire area within Butte County's jurisdiction boundaries. Annex E to the LHMP details the hazard mitigation planning elements specific to the Town of Paradise and is included with this agenda summary.

The following jurisdictions participated in the planning process: Butte County, City of Biggs, City of Chico, City of Gridley, City of Oroville, Town of Paradise, Paradise Irrigation District, Thermalito Water and Sewer District, Durham Irrigation District, North Yuba Water District, Feather River Recreation and Park District, Butte County Fire Safe Council, Lake Oroville Area Public Utility District, Paradise Recreation and Park District, South Feather River Water and Power Agency.

The purpose of the update is to provide hazard mitigation planning to better protect the people and property in Butte County. The plan demonstrates the community's commitment to reducing risks from hazards, serves as a tool to help decision-makers in directing mitigation activities, and ensures continued eligibility for certain federal disaster assistance, especially funding through the Hazard Mitigation Grant Program (HMGP).

The County, the Town, and other jurisdictions followed a planning process prescribed by FEMA, which began with formation of a hazard mitigation planning committee (HMPC.) As a part of the planning process for the Town's Appendix, a risk assessment was conducted which identified and profiled hazards posing a risk to the Town and then determined the Town's vulnerability to those hazards. Finally, the group examined the capabilities in place to mitigate the associated risks. The Town is vulnerable to several hazards that are

identified, profiled and analyzed in the plan. Floods, levee failures, wildfires and severe weather are among the hazards that can have a significant impact on the Town.

The HMPC developed goals and objectives for reducing the County's vulnerability to hazards as follows:

Goal 1: Minimize risk and vulnerability of the community to hazards and reduce damages and protect lives, properties, and public health in Butte County

- Focus on the hazards that have the biggest impact on life safety
- Reduce the incidence of negative human consequences produced by a disaster
- Minimize economic and financial impacts
- Protect and preserve natural resources and the environment to preserve "our" way of life.
- Minimize impacts to both existing and future development

Goal 2: Provide protection for critical facilities, infrastructure, and services from hazard impacts.

- Protect/harden critical facilities, infrastructure, and lifeline utilities
- Minimize interruption of essential services
- Minimize effect of Public Safety Power Shutoff (PSPS) on critical infrastructure and services
- Provide for continuity of operations and essential services before, during, and after disasters
- Increase jurisdictional and statewide coordination to improve disaster response capabilities for designated critical facilities (shelters) such as the Butte County Fairgrounds

Goal 3: Increase public awareness of the risk and vulnerability of the community to hazards and promote personal awareness and responsibility

- Minimize damage to communities from disaster events through public awareness
- Enhance public outreach, education and preparedness to include all hazards of concern
- Educate residents and visitors on personal responsibility and self-reliance prior to, during, and after a disaster
- Train and educate public on actions to take during different emergencies
- Enhance public communications to keep public well informed during disasters
- Increase public's awareness and involvement in communities' mitigation projects

Goal 4: Increase communities' ability to be prepared for, respond to, and recover from a disaster event

- Improve/upgrade multi-agency mass warning and notification systems/Develop effective community warning systems for catastrophic events
- Implement better technology and processes for communication with public
- Increase inter-agency coordination and develop interagency mitigation and disaster response capabilities for major disasters
- Increase use of shared resources and facilities
- Increase and foster mutual aid to enhance and ensure desired response actions
- Provide staff and volunteers with education, training, and support to assist with disaster response
- Build and maximize GIS resources (platform, access, education)
- Minimize damage to communities from disaster events through comprehensive community planning at every stage to address all populations
- Enhance and participate in regional planning efforts in preparation for large events
- Improve communities' circulation, ingress and egress, and primary and secondary evacuation routes during disasters.
- Provide strategies and options for shelter in place at public facilities and parks for remote areas or if evacuation routes are blocked
- Actively prepare and practice (exercise) disaster plans to ensure effective implementation
- Provide effective and swift disaster recovery services (human and animals), resources, and relief

Goal 5: Reduce fire severity and intensity in Butte County and surrounding lands

- Reduce life safety issues, property loss, and damages associated with wildfires
- Prevent and reduce wildfire ignitions and wildfire-related losses
- Implement a fuels management strategy for fuels reduction by all landowners on both public and private lands
- Manage and reduce large fuel loads on non-grazed agricultural and grass lands
- Minimize danger of evacuation on roadways by reducing adjacent fuels
- Ongoing updates to Community Wildfire Protection Plans and Evacuation Routes (Projects?)

Goal 6: Coordinate land use development with LHMP and General Plan

- Consider and address priority hazards of concern in future land use planning and development
- Integrate regional and local climate change adaption planning efforts into future land use planning and development

Goal 7: Increase community resiliency to climate change's influence on disasters

- Integrate climate change into mitigation efforts for natural hazards with a focus on high loss disasters such as flood and wildfire

Goal 8: Ensure AB 2140 compliance

- Incorporate the LHMP Update into the Safety Element of the General Plan

Goal 9: Maintain FEMA eligibility/position the communities for grant funding.

- Monitor and communicate available grant programs, timelines, and processes to all communities.
- Educate jurisdictions/Annexes on how to utilize the LHMP during grant applications

DISCUSSION: On October 31, 2019, the Butte County Office of Emergency Services informed the Town that FEMA has approved the Butte County Local Hazard Mitigation Plan pending approval by participating jurisdictions. OES has requested the Town of Paradise adopt a resolution approving the plan. OES will then forward resolutions from all the participating jurisdictions to FEMA.

FINANCIAL IMPACT: Jurisdictions that have an approved and adopted plan are eligible for grant funding from the U.S. Department of Homeland Security through Hazard Mitigation Grant Program.

**TOWN OF PARADISE
RESOLUTION NO. 19-__**

**A Resolution of the Town Council of the Town of Paradise
Adopting the Butte County Local Hazard Mitigation Plan**

Whereas, the Town of Paradise recognizes the threat that natural hazards pose to people and property within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

Whereas, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards;

Whereas, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments;

Whereas, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

Whereas, the Town of Paradise fully participated in the FEMA-prescribed mitigation planning process to prepare this local hazard mitigation plan; and

Whereas, the California Office of Emergency Services and Federal Emergency Management Agency, Region IX officials have reviewed the Butte County Local Hazard Mitigation Plan and approved it contingent upon this official adoption of the participating governing body;

Whereas, the Town of Paradise desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Butte County Local Hazard Mitigation Plan;

Whereas, adoption by the Town Council of the Town of Paradise, demonstrates the jurisdiction’s commitment to fulfilling the mitigation goals and objectives outlined in this Local Hazard Mitigation Plan.

Whereas, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

Now, therefore, the Town Council of the Town of Paradise resolves as follows:

Section 1. Town of Paradise adopts the Butte County Local Hazard Mitigation Plan as an official plan; and,

Section 2. The Town of Paradise will submit this adoption resolution to the California Office of Emergency Services and FEMA Region IX officials to enable the plan's final approval in accordance with the requirements of the Disaster Mitigation Act of 2000.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 12th day of November, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Jody Jones, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



Annex E Town of Paradise

E.1 Introduction

This Annex details the hazard mitigation planning elements specific to the Town of Paradise, a previously participating jurisdiction to the 2014 Butte County Local Hazard Mitigation Plan (LHMP) Update. This Annex is not intended to be a standalone document, but appends to and supplements the information contained in the Base Plan document. As such, all sections of the Base Plan, including the planning process and other procedural requirements apply to and were met by the Town. This Annex provides additional information specific to the Town of Paradise, with a focus on providing additional details on the risk assessment and mitigation strategy for this community.

E.2 Planning Process

As described above, the Town of Paradise followed the planning process detailed in Chapter 3 of the Base Plan. In addition to providing representation on the Butte County Hazard Mitigation Planning Committee (HMPC), the Town formulated their own internal planning team to support the broader planning process requirements. Internal planning participants, their positions, and how they participated in the planning process are shown in Table E-1. Additional details on plan participation and Town representatives are included in Appendix A.

Table E-1 Town of Paradise – Planning Team

Name	Position/Title	How Participated
Lauren Gill	Town Manager	Attended meetings and provided guidance on Town’s Annex.
John Messina	Assistant Chief – Town of Paradise Fire	Provided Hazard Identification table. Attended meetings. Provided feedback on plan development. Assisted with wildfire mitigation actions.
Greg Eaton	Recovery Advisor	Updated Annex, drafted HMGP Projects, attended meetings, and provided feedback on plan development.
Gina Will	Administrative Services Director/Town Treasurer	Updates to Annex, review of LHMP, and guidance on Town’s Annex.
Laura Page	Disaster Recovery Manager	Updates to Annex, review of LHMP, and guidance on Town’s Annex.
Susan Hartman	Acting Community Development Director	Updates to annex, review of LHMP, and guidance on Town’s Annex.
Callie Jane Deanda	Fire Safe Council	Provided input on wildfire. Provided input on mitigation actions.

Coordination with other community planning efforts is paramount to the successful implementation of this LHMP Update. This section provides information on how the Town integrated the previously approved 2014 LHMP into existing planning mechanisms and programs. Specifically, the Town incorporated into or implemented the 2014 LHMP through other plans and programs shown in Table E-2.

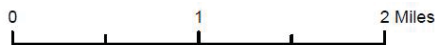
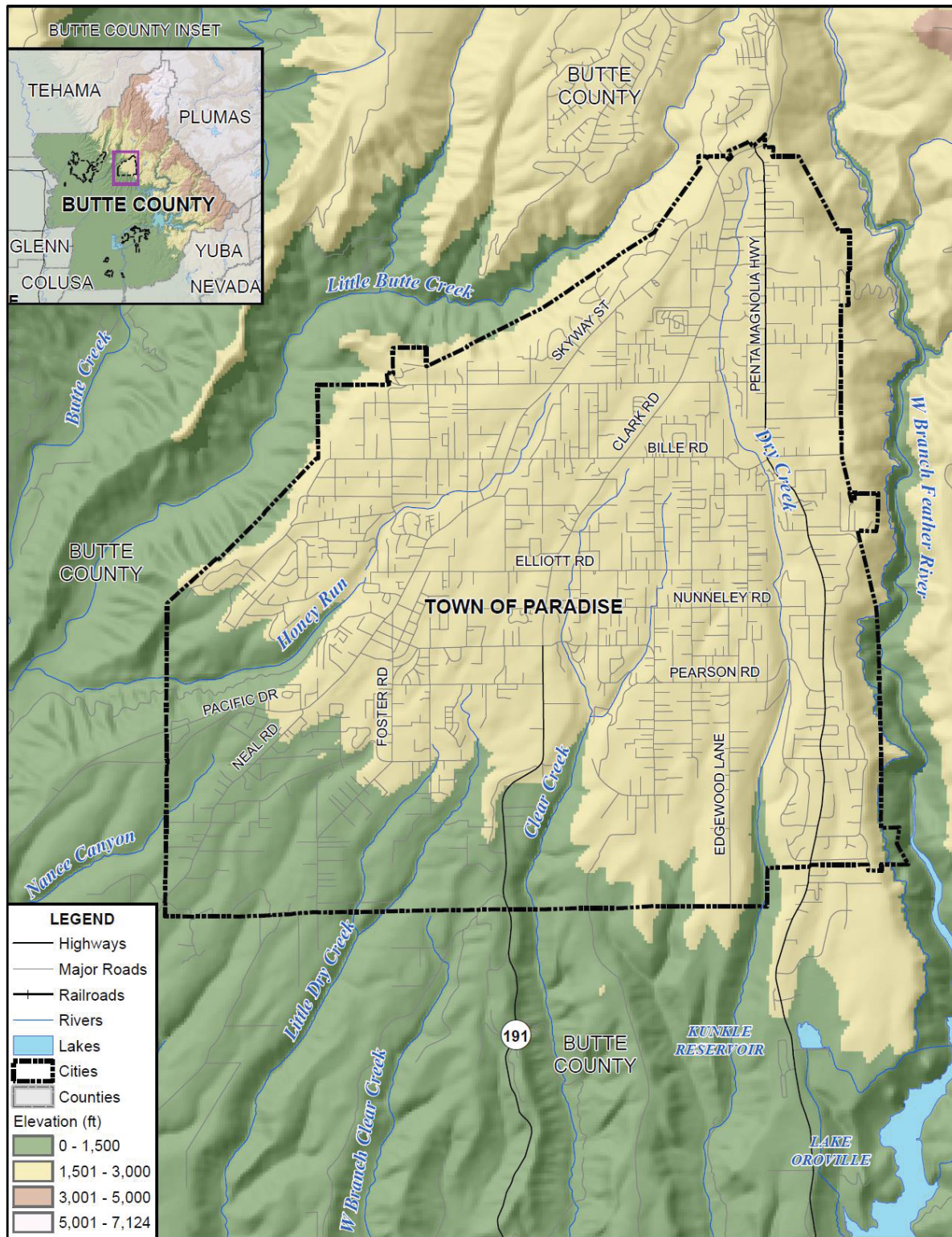
Table E-2 2014 LHMP Incorporation

Planning Mechanism 2014 LHMP Was Incorporated/Implemented In.	Details: How was it incorporated?
Camp Fire Long Term Community Recovery Plan	The 2014 LHMP was used in the overall development of the Town’s Long-Term Community Recovery Plan. In the months after the devastating fire, the Town leadership began the planning process for the development of the recovery of the Town. The 2014 LHMP was used in the beginning stages of the development of this plan.
Storm water Mitigation Notice of Interest	The Town submitted a Notice of Interest for a Storm Water Master Plan based on the likely occurrence and medium vulnerability of localized flooding due to storm water. The master plan, if approved, will assist the town in better storm water management and mitigating the vulnerability of localized flooding in the Town.

E.3 Community Profile

The community profile for the Town of Paradise is detailed in the following sections. Figure E-1 displays a Town map and the location of the Town of Paradise within Butte County.

Figure E-1 Town of Paradise



Data Source: Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

E.3.1. Geography and Climate

The Town of Paradise is located at the juncture of the western slopes of the Cascade and Sierra Nevada systems in north central Butte County. Topography and drainage patterns have had a major influence on development patterns in the area. This area is defined by steep canyons - to the east by the West Branch of the Feather River drainage, and to the northwest by the Butte Creek-Little Butte Creek drainage. The Town of Paradise occupies an area identified as the Lower Ridge, which ranges from 2,200 feet in the north to 1,500 feet at the town's southern boundary. The area encompassing Paradise has a hot-summer Mediterranean climate according to the Köppen climate classification system.

E.3.2. History

Incorporated in 1979, the Town of Paradise is nestled in the foothills of Northern California's Sierra Nevada Mountains and sits astride a ridge top with elevations ranging from 1,200 to 2,400 feet above sea level. Originally settled during the Gold Rush era, the Town of Paradise and surrounding area grew very slowly during the first half of this century. The Town of Paradise is predominately residential in character, and most of its dwelling units are single-family units. Multi-family units, at densities ranging from 8 to 12 units per acre, are found primarily in central Paradise, near commercial uses and along major arterial streets.

The Town's central business district consists of a narrow band of commercial uses along both sides of the Skyway generally between Black Olive Drive and Maxwell Drive. The town contains relatively little industrial development. Agricultural uses, including vineyards, orchards, and grazing land, are located primarily in the southern third of the town.

E.3.3. Economy and Tax Base

US Census estimates show economic characteristics for the Town of Paradise. These are shown in Table E-3 and Table E-4. Mean household income in the Town was \$64,409. Median household income in the Town was \$48,831.

Table E-3 Town of Paradise – Civilian Employed Population 16 years and Over

Industry	Estimated Employment	Percent
Agriculture, forestry, fishing and hunting, and mining	231	2.3%
Construction	548	5.4%
Manufacturing	511	5.0%
Wholesale trade	255	2.5%
Retail trade	1,379	13.6%
Transportation and warehousing, and utilities	312	3.1%
Information	220	2.2%
Finance and insurance, and real estate and rental and leasing	474	4.7%
Professional, scientific, and management, and administrative and waste management services	763	7.5%

Industry	Estimated Employment	Percent
Educational services, and health care and social assistance	3,316	32.8%
Arts, entertainment, and recreation, and accommodation and food services	972	9.6%
Other services, except public administration	591	5.8%
Public administration	552	5.5%

Source: US Census Bureau American Community Survey 2013-2017 Estimates

Table E-4 Town of Paradise – Income and Benefits

Income Bracket	Population	Percent
>\$10,000	674	6.3%
\$10,000 – \$14,999	588	5.5%
\$15,000 - \$24,999	1,442	13.4%
\$25,000 – \$34,999	1,246	11.6%
\$35,000 – \$49,999	1,561	14.5%
\$50,000 – \$74,999	2,233	20.8%
\$75,000 – \$99,999	1,113	10.4%
\$100,000 – \$149,999	1,300	12.1%
\$150,000 – \$199,999	287	2.7%
\$200,000 or more	304	2.8%

Source: US Census Bureau, 2010

As the Town continues to recovery from the impacts of the devastating Camp Fire, the demographics in the Town will be different from the Town of Paradise pre-fire. The employment of the civilian population will change as well as the income levels and largest employers in Town. Prior to the fire, the largest employer was the community’s hospital. Post fire, the employment composition of the Town will take shape in the years ahead as the community completes the response to the fire, removing debris, addressing standing burnt trees, and many other of the challenges of recovery. These response steps are critical as the community must be safe before Paradise residents return and new families settle into Paradise. It is also likely that the makeup of the community will change throughout the recovery. The employment and employers will ebb and flow as the community rebuilds, critical infrastructure is restored, the community grows, and the needs of the community change through the recovery process.

E.3.4. Population

The California Department of Finance estimated the January 1, 2019 total population for the Town of Paradise was 4,590.

E.4 Hazard Identification

Paradise’s planning team identified the hazards that affect the Town and summarized their location, extent, frequency of occurrence, potential magnitude, and significance specific to Paradise (see Table E-5).

Table E-5 Town of Paradise—Hazard Identification Assessment

Hazard	Geographic Extent	Likelihood of Future Occurrences	Magnitude/Severity	Significance	Climate Change Influence
Climate Change	Extensive	Likely	Limited	Low	–
Dam Failure	Limited	Unlikely	Limited	Low	Medium
Drought & Water shortage	Extensive	Likely	Limited	High	High
Earthquake and Liquefaction	Extensive	Occasional/Unlikely	Critical	High	Low
Floods: 100/200/500 year	Limited	Occasional	Negligible	Low	Medium
Floods: Localized Stormwater	Extensive	Likely	Limited	Medium	Medium
Hazardous Materials Transportation	Limited	Unlikely	Negligible	Low	Low
Invasive Species: Aquatic	Limited	Unlikely	Limited	Low	Medium
Invasive Species: Pests/Plants	Limited	Unlikely	Negligible	High	Low
Landslide, Mudslide, and Debris Flow	Significant	Likely	Critical	Medium	Low
Levee Failure	Limited	Likely	Limited	Low	Medium
Severe Weather: Extreme Heat	Significant	Likely	Critical	Medium	High
Severe Weather: Freeze and Winter Storm	Significant	Likely	Critical	Medium	Medium
Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind)	Significant	Likely	Critical	Medium	Medium
Severe Weather: Wind and Tornado	Extensive	Likely	Critical	High	Low
Stream Bank Erosion	Limited	Occasional	Negligible	Low	Low
Volcano	Limited	Unlikely	Critical	Low	Low
Wildfire	Extensive	Likely	Critical	High	High
Geographic Extent		Magnitude/Severity			
Limited: Less than 10% of planning area		Catastrophic—More than 50 percent of property severely damaged; shutdown of facilities for more than 30 days; and/or multiple deaths			
Significant: 10-50% of planning area		Critical—25-50 percent of property severely damaged; shutdown of facilities for at least two weeks; and/or injuries and/or illnesses result in permanent disability			
Extensive: 50-100% of planning area		Limited—10-25 percent of property severely damaged; shutdown of facilities for more than a week; and/or injuries/illnesses treatable do not result in permanent disability			
Likelihood of Future Occurrences		Significance			
Highly Likely: Near 100% chance of occurrence in next year, or happens every year.		Low: minimal potential impact			
Likely: Between 10 and 100% chance of occurrence in next year, or has a recurrence interval of 10 years or less.		Medium: moderate potential impact			
Occasional: Between 1 and 10% chance of occurrence in the next year, or has a recurrence interval of 11 to 100 years.		High: widespread potential impact			
Unlikely: Less than 1% chance of occurrence in next 100 years, or has a recurrence interval of greater than every 100 years.		Climate Change Influence			
		Low: minimal potential impact			
		Medium: moderate potential impact			
		High: widespread potential impact			

E.5 Hazard Profile and Vulnerability Assessment

The intent of this section is to profile Paradise’s hazards and assess the Town’s vulnerability separate from that of the Planning Area as a whole, which has already been assessed in Sections 4.2 Hazard Profiles and 4.3 Vulnerability Assessment in the Base Plan. The hazard profiles in the Base Plan discuss overall impacts to the Planning Area and describes the hazard problem description, hazard location and extent, magnitude/severity, previous occurrences of hazard events and the likelihood of future occurrences. Hazard profile information specific to the Town is included in this Annex. This vulnerability assessment analyzes the property, population, critical facilities, and other assets at risk to hazards ranked of medium or high significance specific to the Town and also includes a vulnerability assessment to the three primary hazards to the State of California: earthquake, flood, and wildfire. For more information about how hazards affect the County as a whole, see Chapter 4 Risk Assessment in the Base Plan.

E.5.1. Hazard Profiles

Each hazard vulnerability assessment in Section E.5.3, includes a hazard profile/problem description as to how each medium or high significant hazard affects the Town and includes information on past hazard occurrences. The intent of this section is to provide jurisdictional specific information on hazards and further describe how the hazards and risks differ across the Planning Area.

E.5.2. Vulnerability Assessment and Assets at Risk

This section identifies Paradise’s total assets at risk, including values at risk, populations at risk, critical facilities and infrastructure, natural resources, and historic and cultural resources. Growth and development trends are also presented for the community. This data is not hazard specific, but is representative of total assets at risk within the community.

Values at Risk

The following data from the Butte County Assessor’s Office is based on the 2018 (pre-Camp Fire) and 3/28/2019 (post-Camp-Fire) Assessor’s data. The methodology used to derive property values is the same as in Section 4.3.1 of the Base Plan. This data should only be used as a guideline to overall values in the County, as the information has some limitations. The most significant limitation is created by Proposition 13 and the Williamson Act as detailed in the Base Plan. Instead of adjusting property values annually, the values are not adjusted or assessed at fair market value until a property transfer occurs. As a result, overall value information is most likely low and does not reflect current market value of properties within the County. It is also important to note, in the event of a disaster, it is generally the value of the infrastructure or improvements to the land that is of concern or at risk. Generally, the land itself is not a loss. However, depending on the type of hazard and impact of any given hazard event, land values may be adversely affected; thus, land values are included as appropriate. The following tables show assets at risk in the Town:

- Table E-6 shows the 2018 Assessor’s values (e.g., the values at risk) broken down by property type for the Town of Paradise. This shows the Town values pre-fire.
- Table E-7 shows the 3/28/2019 Assessor’s values (e.g., the values at risk) broken down by property type for the Town of Paradise. This shows the Town values post-fire.

- Table E-8 shows a comparison of pre-fire improved structure values to post-fire improved structure values.

Table E-6 Town of Paradise – Pre-Fire Total Values at Risk by Property Use

Property Use	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Agricultural	5	1	\$161,851	\$47,386	\$21,977	\$47,386	\$278,600
Commercial	720	595	\$102,680,834	\$316,510,370	\$14,110,259	\$316,510,370	\$749,811,833
Industrial	18	16	\$2,598,809	\$3,868,153	\$165,000	\$5,802,230	\$12,434,192
Residential	10,653	9,986	\$676,349,581	\$1,278,626,102	\$196,518	\$639,313,051	\$2,594,485,252
Unknown	104	4	\$853,209	\$1,517,195	\$0	\$0	\$2,370,404
Town of Paradise Total	11,500	10,602	\$782,644,284	\$1,600,569,206	\$14,493,754	\$961,673,037	\$3,359,380,281

Source: Butte County 2018 Parcel/Assessor's Data

Table E-7 Town of Paradise – Post-Fire Total Values at Risk by Property Use

Property Use	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Agricultural	5	1	\$161,851	\$24,379	\$11,631	\$24,379	\$222,240
Commercial	724	597	\$103,002,892	\$273,582,659	\$13,392,101	\$273,582,659	\$525,827,820
Industrial	16	14	\$2,525,218	\$3,598,536	\$165,000	\$5,397,804	\$11,782,558
Residential	10,646	9,979	\$676,226,190	\$745,996,179	\$106,299	\$372,998,090	\$1,740,765,982
Unknown	110	3	\$426,672	\$137,487	\$	\$0	\$562,197
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: Butte County 3/28/2019 Parcel/Assessor's Data

Table E-8 Town of Paradise – Pre-Fire vs Post Fire Total Values at Risk by Property Use

Property Use	Pre-fire Improved Structure Value	Post-fire Improved Structure Value	Value Change	% change
Agricultural	\$47,386	\$24,379	-\$23,007	-48.6%
Commercial	\$316,510,370	\$273,582,659	-\$42,927,711	-0.135628134
Industrial	\$3,868,153	\$3,598,536	-\$269,617	-7.0%
Residential	\$1,278,626,102	\$745,996,179	-\$532,629,923	-41.7%
Unknown	\$1,517,195	\$137,487	-\$1,379,708	-90.9%
Town of Paradise Total	\$1,600,569,206	\$1,023,339,240	-\$577,229,966	-36.1%

Source: Butte County 2018 and 3/28/2019 Parcel/Assessor's Data

Population and Special Populations at Risk

General Population

As previously described in the community profile, based on California Department of Finance estimates, the current January 1, 2019 total population for the Town of Paradise was 4,590, all of which are potentially vulnerable to hazard events.

Special Populations and Disadvantaged Communities

The Town of Paradise prior to the Camp Fire had a median age of 50.2, with nearly 30% of the Town over 60 years old, according to the 2010 census. The 2017 American Community Survey (ACS) estimates that 18.9% of the pre fire population had an annual income of less than \$25,000 and 45% of the population had an annual income of less than \$50,000. Overall, 6.9% of the pre fire population was below the poverty level.

The post fire population will be even more vulnerable with lack of critical services available in the Town with the medical services in Town being greatly reduced. The ambulance service in Town is no longer operating in Town with the reduced population. The medical facilities in Town are also evaluating the need and ability of the post fire population to support their businesses. The reduction in critical services as a result of the Camp Fire will result in special populations being even more vulnerable.

Critical Facilities and Infrastructure

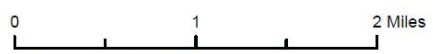
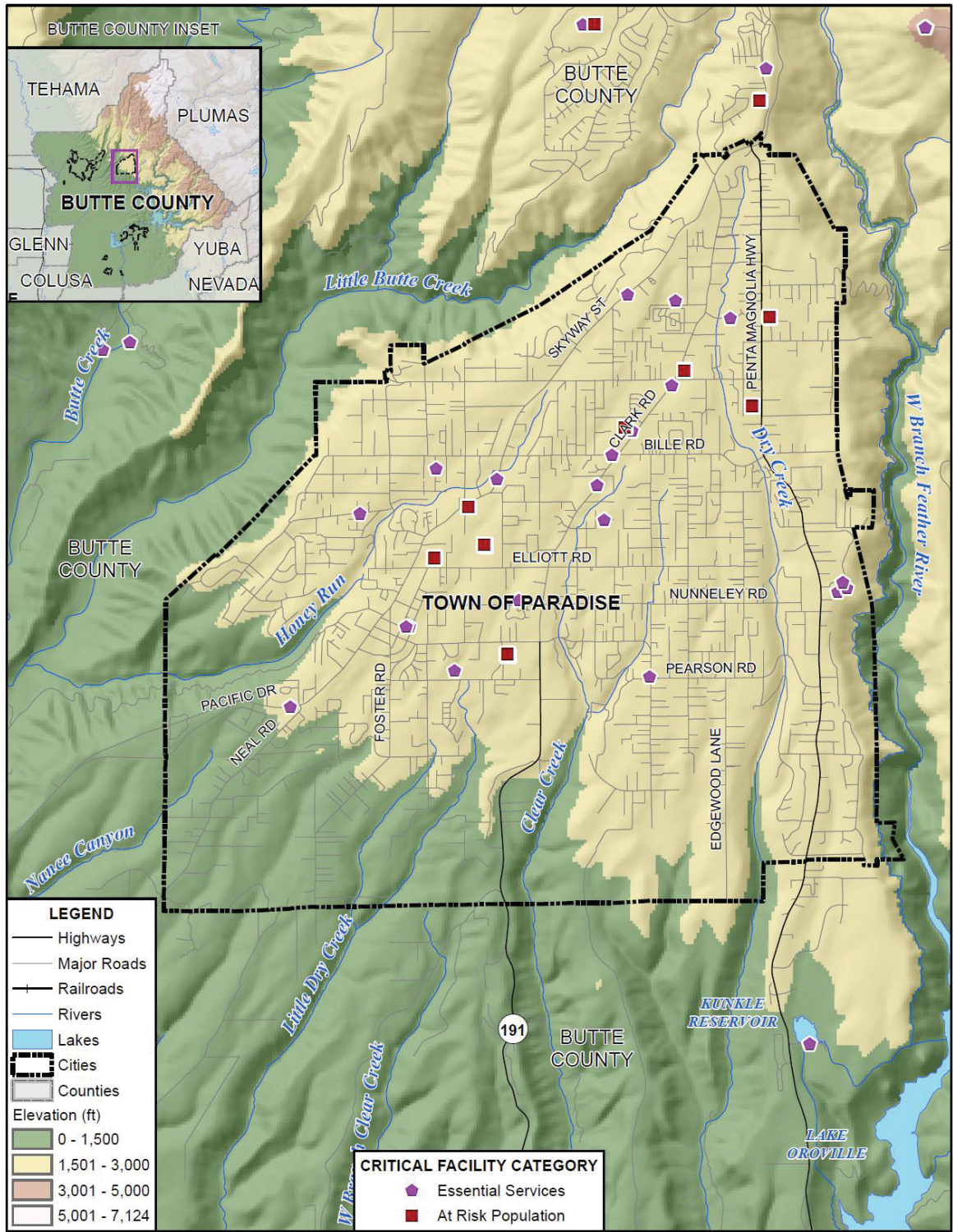
For purposes of this plan, a critical facility is defined as:

Any facility, including without limitation, a structure, infrastructure, property, equipment or service, that if adversely affected during a hazard event may result in severe consequences to public health and safety or interrupt essential services and operations for the community at any time before, during and after the hazard event.

A critical facility is classified by the following categories: (1) Essential Services Facilities and (2) At-Risk Populations Facilities, and (3) Hazardous Materials Facilities as discussed in Section 4.3.1 of the Base Plan.

An inventory of mapped critical facilities in the Town of Paradise from Butte County GIS is shown on Figure E-2. Table E-9 gives summary information about the critical facilities in the City. Table E-10 details the facility categories and breaks them down by facility type. Details of critical facility definition, type, name, address, and jurisdiction by hazard zone are listed in Appendix F. The critical facility inventory and associated maps for the City only include the first two categories of facility types; a GIS layer of Hazardous Materials Facilities was not available

Figure E-2 Town of Paradise – Critical Facilities



Data Source: Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Table E-9 Town of Paradise – Critical Facility Summary

Critical Facility Category	Facility Count
Essential Services Facilities	21
At Risk Population Facilities	12
Town of Paradise Total	33

Source: Butte County GIS

Table E-10 Town of Paradise – Critical Facilities by Facility Type

Critical Facility Category / Facility Type	Facility Count
Essential Services Facilities	
Fire	3
Health Care	15
Law Enforcement	1
Public Assembly Point / Evacuation Center	2
Essential Services Facilities Total	21
At Risk Population Facilities	
School	12
At Risk Population Facilities Total	12
Grand Total	
	33

Source: Butte County GIS

Natural Resources

Several natural vegetation communities occur within the Paradise study area, including chaparral, nonnative grassland, riparian woodland, Great Valley cottonwood riparian forest, foothill woodland, digger pine - oak woodland, Ponderosa pine forest, and northern hardpan vernal pool. Several sensitive plant species occur in association with the northern hardpan vernal pool community: Hoover’s spurge (*Chamaesyce hooverii*, federal-Category 1; state-none), Green’s tuctoria (*Tuctoria greenei*, federal-candidate Category 1; state-rare), and Shippee meadowfoam (*Limnanthes floccosa ssp. californica*, federal-Category 1; state-endangered).

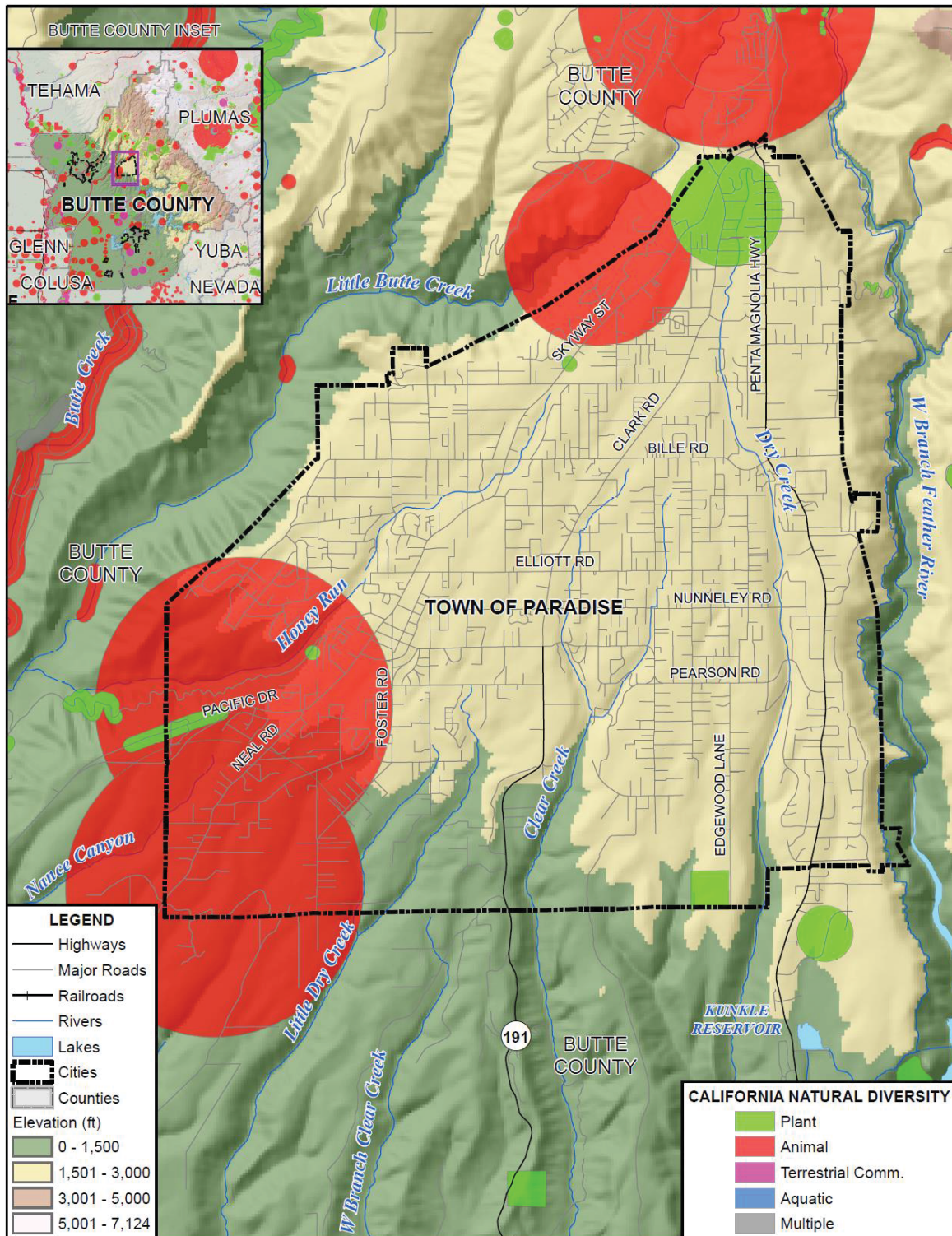
Other sensitive species with reported occurrences within or near the study area include California hibiscus (*Hibiscus californicus*, federal-Category 2; state-none), which occurs in moist, freshwater-soaked river banks and low peat islands in sloughs, marshes and swamps; Butte County checkerbloom (*Sidalcea robusta*, federal-Category 2; state-none), which occurs in small draws and rocky crevices in chaparral and cismontane woodland communities; California besked-rush (*Khynchospora californica*, federal-Category 2; state-none), occurring in freshwater seeps.

Sensitive plant species with the potential to occur within or near the study area include Ahart’s paronychia (*Paronychia ahartii*, federal-Category 2; state-none), which occurs in stony, nearly barren clay of swales and higher ground around vernal pools in valley and foothill grassland communities; and veiny monardella

(*Monardella douglasii* var. *venosa*, federal-Category 2; state-none), which also occurs in valley and foothill grasslands; adobe lily (*Fritillaria pluriflora*); Butte County fritillary (*Fritillaria eastwoodias*); Red Bluff dwarf rush (*Juncus leioipermus* var. *leiospermus*); Bidwell's knotweed (*Polygonum bidwelliae*); Butte morning glory (*Calyptegia atriplicifolius*); clustered lady slipper orchid (*Cypripedium fasciculatum*); Butte County (*Shippee*) meadowfoam (*Limnanthes floccosa* sp. *Californica*, State-Endangered); and Greene's Orcutt Grass (*Tuctoria greenei*, State-Rare).

The California Natural Diversity Database (CNDDDB) is a "natural heritage program" and is part of a nationwide network of similar programs overseen by NatureServe (formerly part of The Nature Conservancy). All natural heritage programs provide location and natural history information on special status plants, animals, and natural communities to the public, other agencies, and conservation organizations. The data help drive conservation decisions, aid in the environmental review of projects and land use changes, and provide baseline data helpful in recovering endangered species and for research projects. Spatial information regarding these program areas in the Town of Paradise is shown on Figure E-3.

Figure E-3 Town of Paradise Natural Diversity Map



0 1 2 Miles



Data Source: California Natural Diversity Database - CA Fish and Wildlife, Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Historic and Cultural Resources

The Town of Paradise has a stock of historically significant homes, public buildings, and landmarks. To inventory these resources, the HMPC collected information from a number of sources. The California Department of Parks and Recreation Office of Historic Preservation (OHP) was the primary source of information. The OHP is responsible for the administration of federally and state mandated historic preservation programs to further the identification, evaluation, registration, and protection of California’s irreplaceable archaeological and historical resources. OHP administers the National Register of Historic Places, the California Register of Historical Resources, California Historical Landmarks, and the California Points of Historical Interest programs. Each program has different eligibility criteria and procedural requirements. These requirements are detailed in Section 4.3.1 of the base plan. Historic properties in Paradise are shown in Table E-11. It should be noted that the inventory was done prior to the Camp Fire, and has not yet been updated.

Table E-11 Town of Paradise – Historic Properties

Resource Name (Plaque Number)	National Register	State Landmark	California Register	Point of Interest	Date Listed	City/Community
BR #12C-8 / Honey Run Covered Bridge (P3)				X	8/5/1966	Paradise
Butte County Railroad Depot (P575)				X	12/21/1981	Paradise
Centerville Schoolhouse (P185)	X			X	1/19/1971	Paradise
Forks of Butte (N2220)	X				1/2/2004	Paradise

Source: California Department of Parks and Recreation Office of Historic Preservation

Growth and Development Trends

Prior to the 2018 Camp Fire, Paradise had seen steady growth. Paradise growth rates are shown in Table E-12. The Town saw large growth between 1960 and 2000, with a small dip between 2000 and 2010. Much of the 2019 loss is attributed to the movement of people away from Paradise due to the Camp Fire.

Table E-12 Town of Paradise – Population Changes Since 1960

Year	Population	Change	% Change
1960	8,268	–	–
1970	14,539	6,271	75.8%
1980	22,571	8,032	55.2%
1990	25,408	2,837	12.6%
2000	26,408	1,000	3.9%
2010 ¹	26,218	-192	-0.7%
2019 ²	4,590	-21,628	-82.5%

Source: ¹US Census Bureau, ²California Department of Finance

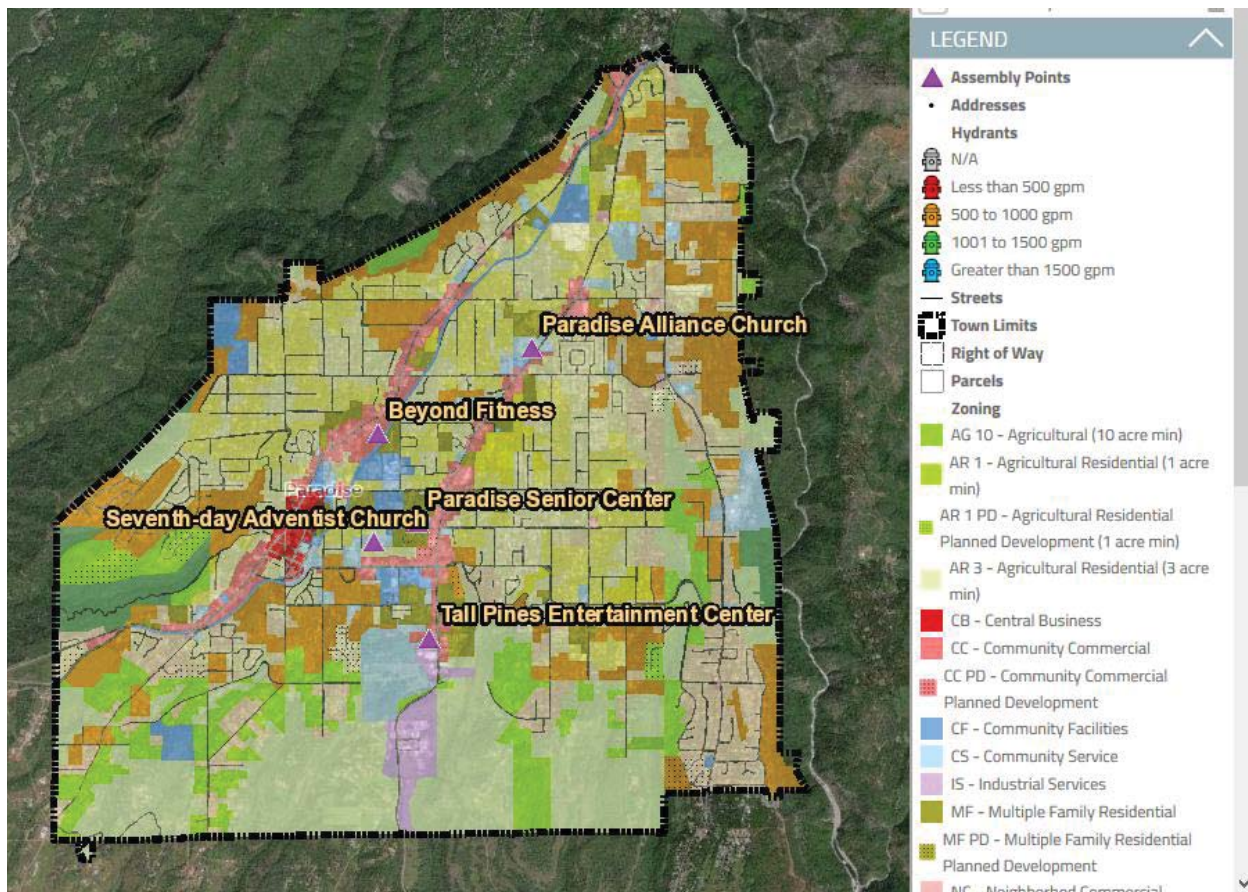
Land Use

As required by California Government Code Section 65302(a) and Public Resources Code Section 2762(a), the Land Use Element of the General Plan addresses the following issues:

- Distribution, location and extent of the uses of land for housing, business, industry, open space, natural resources, recreation, and enjoyment of scenic beauty, education, public buildings and grounds and other categories of public and private uses of land.
- Standards of population density and building intensity for the land use designations.

Figure E-4 illustrates existing land uses in the Town of Paradise.

Figure E-4 Town of Paradise – Land Use Diagram



Source: Town of Paradise – Interactive Land Use Viewer

Development since 2014 Plan

The Town Building Department tracked total building permits issued since 2014 for the Town. These are tracked by total development, property use type, and hazard risk area. These are shown in Table E-13 and Table E-14. All development in the identified hazard areas, including the 1% annual chance floodplains, and moderate or higher wildfire risk areas, were completed in accordance with all current and applicable development codes and standards and should be adequately protected. Thus, with the exception of more

people living in the area potentially exposed to natural hazards, this growth should not cause a significant change in vulnerability of the Town to identified priority hazards.

Table E-13 Town of Paradise – Total Development Since 2014

Property Use	2014	2015	2016	2017	2018
Agricultural					
Commercial	6	2	9	3	2
Industrial	2				
Residential	48	72	58	62	67
Unknown					
Total	56	74	67	65	69

Source: Town of Paradise Building Department

Table E-14 Town of Paradise – Development in Hazard Areas since 2014

Property Use	1% Annual Chance Flood	Landslide Susceptibility Area	Wildfire Risk Area ¹	Other
Agricultural				
Commercial			22	
Industrial			2	
Residential			307	
Unknown				
Total				

Source: Town of Paradise Building Department

¹Moderate or higher wildfire risk area

Future Development

Approximately every four years, the Butte County Association of Governments (BCAG) prepares long-term regional growth forecasts of housing, population, and employment for the Butte County area. The forecasts have been developed by BCAG in consultation with its Planning Directors Group which consists of representatives from each of BCAG’s local jurisdiction members and the Butte Local Agency Formation Commission. A low, medium, and high scenario has been developed for each forecast of housing, population, and employment. The 2018 process has been delayed due to the regional population redistribution and uncertain re-population timeline associated with the 2018 Camp Fire. At this time, it is anticipated that the new forecasts will be available near the end of 2019. The medium scenario for the Town in the 2014-2040 Regional Transportation Plan is shown in Table E-15. Due to the Camp Fire, these numbers seem non-sensical. The value of these estimates is to help show the differences between the previous expected growth for the Town. New estimates of future populations will take some time to be developed, as the Town is still reeling from the affects from the fire and recovery is in its infancy.

Table E-15 Town of Paradise – Future Population Estimates

Jurisdiction	2020	2025	2030	2035	2040
Paradise	26,109	27,192	28,294	30,669	31,347

Source: Butte County Association of Governments 2014-2040 Regional Transportation Plan

More general information on growth and development in Butte County as a whole can be found in “Growth and Development Trends” in Section 4.3.1 Butte County Vulnerability and Assets at Risk of the Base Plan.

E.5.3. Vulnerability to Specific Hazards

This section provides the vulnerability assessment, including any quantifiable loss estimates, for those hazards identified above in Table E-5 as high or medium significance hazards. Impacts of past events and vulnerability of the Town to specific hazards are further discussed below (see Section 4.1 Hazard Identification in the Base Plan for more detailed information about these hazards and their impacts on the Butte County Planning Area). Methodologies for calculating loss estimates are the same as those described in Section 4.3 of the Base Plan.

An estimate of the vulnerability of the Town to each identified priority hazard, in addition to the estimate of risk of future occurrence, is provided in each of the hazard-specific sections that follow. Vulnerability is measured in general, qualitative terms and is a summary of the potential impact based on past occurrences, spatial extent, and damage and casualty potential. It is categorized into the following classifications:

- **Extremely Low**—The occurrence and potential cost of damage to life and property is very minimal to nonexistent.
- **Low**—Minimal potential impact. The occurrence and potential cost of damage to life and property is minimal.
- **Medium**—Moderate potential impact. This ranking carries a moderate threat level to the general population and/or built environment. Here the potential damage is more isolated and less costly than a more widespread disaster.
- **High**—Widespread potential impact. This ranking carries a high threat to the general population and/or built environment. The potential for damage is widespread. Hazards in this category may have occurred in the past.
- **Extremely High**—Very widespread with catastrophic impact.

Depending on the hazard and availability of data for analysis, this hazard specific vulnerability assessment also includes information on values at risk, critical facilities and infrastructure, populations at risk, and future development.

Drought and Water Shortage

Likelihood of Future Occurrence–Likely

Vulnerability–High

Hazard Profile and Problem Description

Drought is different than many of the other natural hazards in that it is not a distinct event and usually has a slow onset. Drought can severely impact a region both physically and economically. Drought affects different sectors in different ways and with varying intensities. Adequate water is the most critical issue and is critical for manufacturing, tourism, recreation, and commercial and domestic use. As the population in the area continues to grow, so will the demand for water.

Location and Extent

As discussed in the Base Plan, drought and water shortage are regional phenomenon. The whole of the County, as well as the whole of the Town, is at risk. Drought has a slow speed of onset and a variable duration. Drought can last for a short period of time, which does not usually affect water shortages. Should a drought last for a long period of time, water shortage becomes a larger issue.

Past Occurrences

Since drought is a regional phenomenon, past occurrences of drought for Paradise are the same as those for the County. Those past occurrences can be found in Section 4.2.8 of the Base Plan.

Vulnerability to Drought and Water Shortage

Based on historical information, the occurrence of drought in California, including the Town of Paradise, is cyclical, driven by weather patterns. Drought has occurred in the past and will occur in the future. Periods of actual drought with adverse impacts can vary in duration, and the period between droughts is often extended. Although an area may be under an extended dry period, determining when it becomes a drought is based on impacts to individual water users.

Impacts

The vulnerability of the Town of Paradise to drought is Town-wide, but impacts may vary and include reduction in water supply and an increase in dry fuels. The increased dry fuels result in an increased fire danger. Areas of Paradise are in the foothill interface and become more susceptible to wildfire as drought conditions increase. Residents of these areas are often times dependent upon ground water (water wells) for their water supply. As these water wells begin to fail during periods of drought, the ability of the residents to water landscaping decreases, and fire fuel loads increase. Other qualitative impacts associated with drought in the planning area are those related to water intensive activities such as wildfire protection, municipal usage, commerce, tourism, and recreation. Voluntary conservation measures are typically implemented during extended droughts. Drought conditions can also cause soil to compact and not absorb water well, potentially making an area more susceptible to flooding.

With more precipitation likely falling as rain instead of snow in the Sierra's, and warmer temperatures causing decreased snowfall to melt faster and earlier, water supply is likely to become more unreliable. In addition, drought and water shortage is predicted to become more common. This means less water available for use over the long run, and additional challenges for water supply reliability, especially during periods of extended drought. These and other impacts are thoroughly evaluated in the Paradise Irrigation District's 2015 Urban Water Management Plan, including a Water Shortage Contingency Plan and a Catastrophic Supply Interruption Plan. The District's 2012 updated Water System Emergency Response plan includes an Emergency Action Plan (EAP) for dam failure as well as EAPs for other natural disaster and man-made malevolent events.

Future Development

Post fire, the Paradise Irrigation District is restoring potable water to standing homes, permitted homes, businesses, and Town buildings. While the process will take time, the District is working diligently to restore water to the community. It appears there is plenty of water to serve the current community in addition to the growth that is/will be occurring in Town.

In addition, the Town's Recovery Plan has a project for the development of a wastewater system in the Town. As this Recovery project takes shape, a sewer system in the commercial areas would incentivize economic growth and reduce environmental impacts in the Town. A byproduct of the sewer system could potentially be used for the reclaimed water to further alleviate any potential drought. This reclaimed water could potentially be used for landscape irrigation and fire suppression, which would create green zones to mitigate the impacts of drought in the community as well as enhancing the fire suppression capabilities of the Town.

Earthquake (minor/major) and Liquefaction

Likelihood of Future Occurrence—Occasional/Unlikely/Unlikely
Vulnerability—High

Hazard Profile and Problem Description

The State of California has identified five areas of critical seismic concern including surface ruptures, ground shaking, ground failure, tsunamis, and seiches. Each of these is caused by earthquake activity thereby creating hazards for life and property, which has the potential anywhere in California. Paradise is not at risk for tsunamis or seiches due to its inland location and the absence of nearby large bodies of water. Due to the proximity of the Town to the Cleveland Hills Fault, the Town can expect low to medium intensity shocks from time to time. These earthquakes can cause liquefaction within the Town. Liquefaction is a process whereby soil is temporarily transformed to a fluid formed during intense and prolonged ground shaking.

Location and Extent

There are a number of faults within Butte County and a large number of relatively nearby faults that could be considered potentially active, based either on the fairly restrictive criteria developed by the California

Mining and Geology Board. Following is a description of the active faults in or near the Magalia Dam. These faults are detailed below and shown in Figure 4.24 of the base plan and include the following:

- **Magalia Fault.** The Magalia Fault is located near the northern end of the Foothill Fault System, a system of northwest trending east dipping normal fault formed along the margin of the Great Valley and the Sierra Nevada provinces. The DSD, based on Fault Activity Guidelines in 2001 reclassified the Magalia Fault as conditionally active. The Paradise Irrigation District commissioned a study by Holdrege & Kull, dated January 2007 to evaluate the Magalia Fault.
- **Foothills Shear Zone.** The Foothills shear zone extends into southern Butte County. A possible magnitude 7.0 earthquake in this zone would result in intensities as high as IX in Butte County

Since earthquakes are regional events, the whole of the Town is at risk to earthquake. Paradise and the surrounding area are relatively free from significant seismic and geologic hazards. There are no known or inferred active faults within the Town. The only known active fault in Butte County is the Cleveland Hills fault, the site of the August 1975 Oroville earthquake. This earthquake had a Richter magnitude of 5.7. Due to the proximity of the City to the nearby Cleveland Hills Fault, the City can expect low to medium intensity shocks from time to time.

The amount of energy released during an earthquake is usually expressed as a magnitude and is measured directly from the earthquake as recorded on seismographs. An earthquake’s magnitude is expressed in whole numbers and decimals (e.g., 6.8). Seismologists have developed several magnitude scales, as discussed in Section 4.2.10 of the Base Plan.

Another measure of earthquake severity is intensity. Intensity is an expression of the amount of shaking at any given location on the ground surface. Seismic shaking is typically the greatest cause of losses to structures during earthquakes. The City is located in an area where few earthquakes of significant magnitude occur, so both magnitude and intensity of earthquakes are expected to remain low. Aerial liquefaction potential extents for the Town of Paradise from the Butte County 2030 General Plan are shown in Table E-16.

Table E-16 Town of Paradise – Geographical Extents of Liquefaction Potential

Liquefaction Potential	Total Acres	% of Total Acres	Improved Acres	% of Total Improved Acres	Unimproved Acres	% of Total Unimproved Acres
Generally High	0	0.00%	0	0.00%	0	0.00%
Generally Moderate	0	0.00%	0	0.00%	0	0.00%
Generally Low	10,780	98.90%	8,431	77.35%	2,349	21.55%

Source: Butte County General Plan 2030

Past Occurrences

While the 1975 Oroville earthquake was the most significant event in the County, it did not produce enough damages in the area to result in a Federal Declaration. The most significant earthquake in the immediate vicinity of the Town of Paradise was the 2.6 magnitude earthquake in 1988, according to the USGS.

Otherwise, the HMPC noted no other past occurrences of earthquakes or liquefaction that affected the Town in any meaningful way.

Vulnerability to Earthquake and Liquefaction

Seismic events can have particularly negative effects on older buildings constructed of unreinforced masonry (URM), including materials such as brick, concrete and stone. The Uniform Building Code (UBC) identifies four seismic zones in the United States. The zones are numbered one through four, with Zone 4 representing the highest level of seismic hazard. The UBC establishes more stringent construction standards for areas within Zones 3 and 4. All of California lies within either Zone 3 or Zone 4. The Town of Paradise is within the less hazardous Zone 3.

Impacts

Earthquake vulnerability is primarily based on population and the built environment. Urban areas in high seismic hazard zones are the most vulnerable, while uninhabited areas are less vulnerable. There are minimal numbers of URM buildings within the Town of Paradise and all of those buildings are privately owned.

The HMPC noted that an aging water distribution system comprised of steel pipe requires ongoing replacement that is vulnerable to earthquake damage due to corrosion issues. District personnel installed 29,821 feet of mainline in the last five years. In addition, grant funding helped with the installation of 8,774 feet of mainline installed by a contractor. While the total fell short of the goal to complete the replacement of 75,000 feet of line, a deferral of mainline installation was realized with the freezing of three full-time positions and a dispute with the union over temporary worker status. Avoidance of unnecessary water losses that deplete water storage supply and increase operations costs are being sought. The high cost for unplanned pipeline repairs that damage public and private property can be avoided by replacing the steel pipes before they become problematic.

Also of concern during an earthquake event are the various dams located near the Town. The California Division of Safety of Dams is concerned that if the epicenter of an earthquake of significant magnitude were to occur nearby a dam, the likelihood of a structural failure is high. Local dams vulnerable to earthquake damage are hydraulic-filled embankment dams built with sluicing materials from an adjacent area and depositing the slurry into the embankment, such as the Magalia and De Salba Dams.

Fault ruptures itself contributes very little to damage unless the structure or system element crosses the active fault; however, liquefaction can occur further from the source of the earthquake. In general, newer construction is more earthquake resistant than older construction due to enforcement of improved building codes. Manufactured housing is very susceptible to damage because their foundation systems are rarely braced for earthquake motions. Locally generated earthquake motions and associated liquefaction, even from very moderate events, tend to be more damaging to smaller buildings, especially those constructed of unreinforced masonry, as was seen in the Oroville earthquake.

Earthquake Analysis

Due to the limited amount of earthquake risk in the County and Town, Hazus earthquake analysis was performed on a countywide basis only. This can be found in Section 4.3.6 of the Base Plan.

Liquefaction GIS Analysis

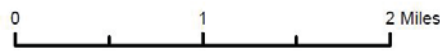
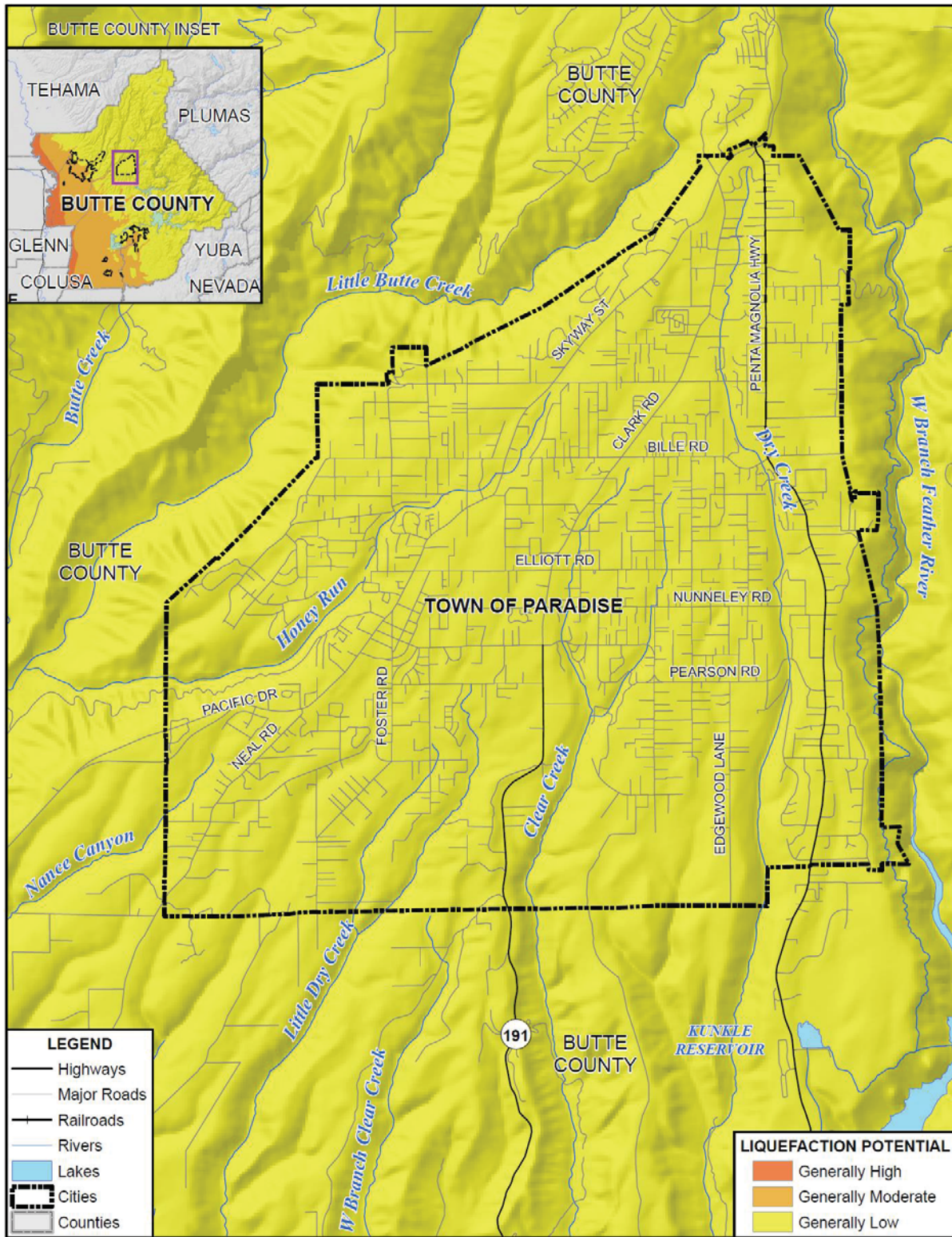
GIS was used to determine the possible impacts of liquefaction within the Town of Paradise. The methodology described in Section 4.3.6 of the Base Plan was followed in determining structures and values at risk to the earthquake-based liquefaction.

Values at Risk

Liquefaction potential zones for the Town of Paradise are shown on Figure E-5. As seen on this map, portions of the Town are in the Generally Low and Moderate zones. Analysis of Town values at risk to liquefaction is shown on four tables.

- Table E-17 gives a summary of pre-fire parcel counts and values in the liquefaction areas in the Town of Paradise.
- Table E-18 gives a summary of post-fire parcel counts and values in the liquefaction areas in the Town of Paradise.
- Table E-19 compares the pre-fire improved structure values in the liquefaction areas in the Town to the post-fire improved structure values.
- Table E-20 shows the post-fire property use, improved parcel count, improved values, estimated contents, total values and estimated loss of parcels that fall in a liquefaction area in the Town.

Figure E-5 Town of Paradise – Liquefaction Potential Areas



Data Source: Butte County General Plan 2030, Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Table E-17 Town of Paradise – Pre-Fire Count and Value of Parcels by Liquefaction Potential

Liquefaction Potential /	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Generally Low	11,500	10,602	\$782,644,284	\$1,600,569,206	\$14,493,754	\$961,673,037	\$3,359,380,281
Town of Paradise Total	11,500	10,602	\$782,644,284	\$1,600,569,206	\$14,493,754	\$961,673,037	\$3,359,380,281

Source: Butte County 2030 General Plan, Butte County 2018 Parcel/Assessor's Data

Table E-18 Town of Paradise – Post-Fire Count and Value of Parcels by Liquefaction Potential

Liquefaction Potential	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Generally Low	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: Butte County 2030 General Plan, Butte County 3/28/2019 Parcel/Assessor's Data

Table E-19 Town of Paradise – Comparison of Pre-Fire to Post-Fire Improved Structure Values at Risk by Liquefaction Potential

Liquefaction Potential	Pre-fire Improved Structure Value	Post-fire Improved Structure Value	\$ Change	% change
Generally Low	\$1,600,569,206	\$1,023,339,240	-\$577,229,966	-36.1%
Town of Paradise Total	\$1,600,569,206	\$1,023,339,240	-\$577,229,966	-36.1%

Source: Butte County 2030 General Plan, Butte County 2018 and 3/28/2019 Parcel/Assessor's Data

Table E-20 Town of Paradise – Post-Fire Count and Value of Parcels by Liquefaction Potential and Property Use Type

Liquefaction Potential / Property Use	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Generally Low							
Agricultural	5	1	\$161,851	\$24,379	\$11,631	\$24,379	\$222,240
Commercial	724	597	\$103,002,892	\$273,582,659	\$13,392,101	\$273,582,659	\$525,827,820
Industrial	16	14	\$2,525,218	\$3,598,536	\$165,000	\$5,397,804	\$11,782,558
Residential	10,646	9,979	\$676,226,190	\$745,996,179	\$106,299	\$372,998,090	\$1,740,765,982
Unknown	110	3	\$426,672	\$137,487	\$0	\$0	\$562,197
Generally Low Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: Butte County 2030 General Plan, Butte County 3/28/2019 Parcel/Assessor's Data

Population at Risk

The liquefaction potential zones were overlaid on the parcel layer. Those residential parcel centroids that intersect the landslide potential were counted and multiplied by the 2010 Census Bureau average household factors for Paradise – 2.17. According to this analysis, there is a total population of 0 residents of the Town at risk from liquefaction in the Generally Moderate Zone or Generally High area. This is shown in Table E-21. The majority of the population falls in the Generally Low area.

Table E-21 Town of Paradise – Count of Improved Residential Parcels and Population by Liquefaction Area

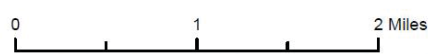
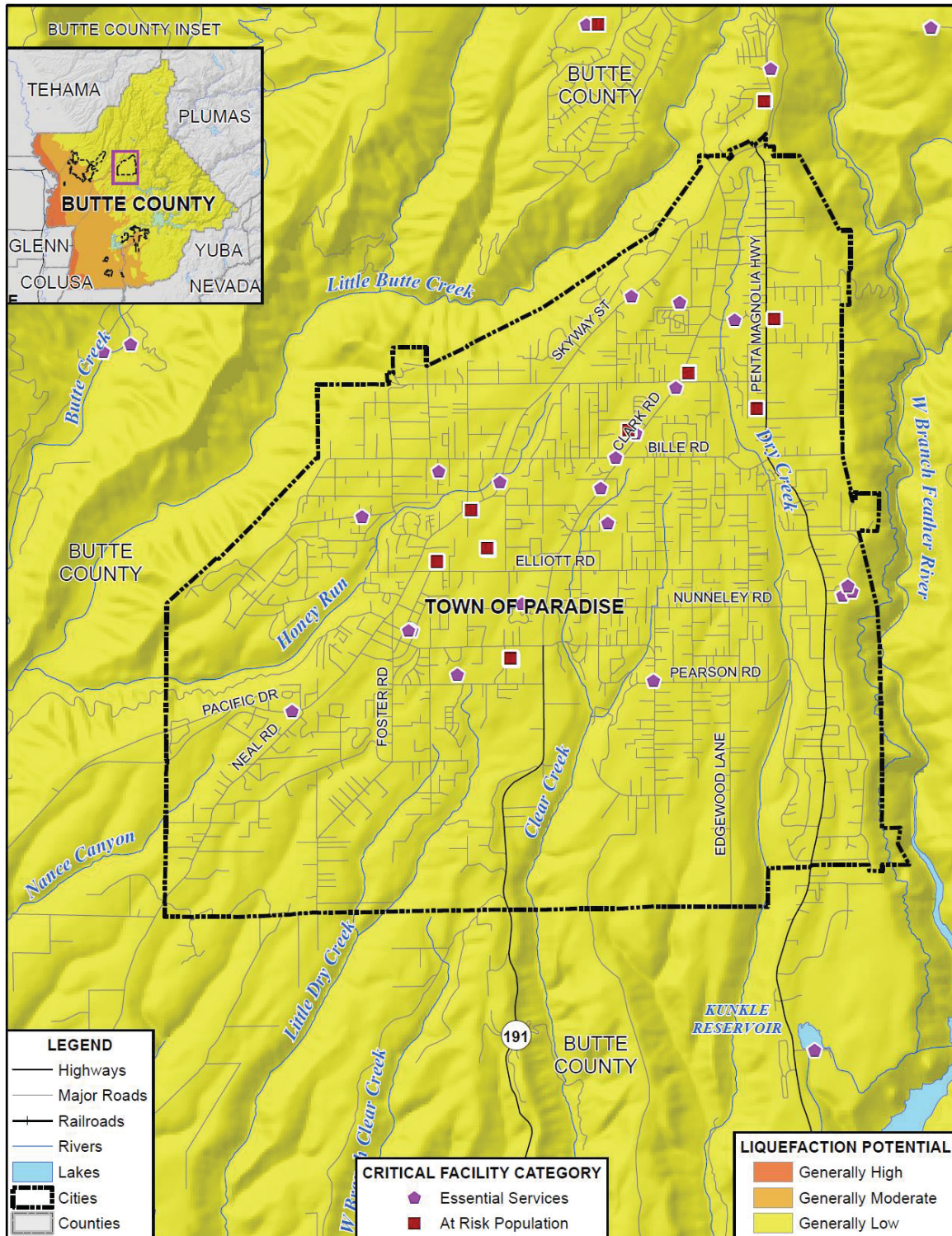
Jurisdiction	Generally Moderate		Generally High	
	Improved Residential Parcels	Population	Improved Residential Parcels	Population
Paradise	0	0	0	0

Source: Butte County General Plan, Butte County 3/28/2019 Parcel/Assessor's Data, US Census Bureau

Critical Facilities at Risk

An analysis was performed on the critical facility inventory in Paradise in identified liquefaction potential areas. GIS was used to determine whether the facility locations intersects a USGS liquefaction area. Details of critical facilities in a liquefaction potential areas in the Town of Paradise are shown in Figure E-6 and detailed in Table E-22. Details of critical facility definition, type, name and address and jurisdiction by liquefaction potential area are listed in Appendix F.

Figure E-6 Town of Paradise – Critical Facilities in Liquefaction Potential Areas



Data Source: Butte County General Plan 2030, Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Table E-22 Town of Paradise – Critical Facilities by Liquefaction Potential

Liquefaction Potential/ Critical Facility Category / Critical Facility Type	Facility Count
Generally Low	
Essential Services Facilities	
Fire	3
Health Care	15
Law Enforcement	1
Public Assembly Point / Evacuation Center	2
Essential Services Facilities Total	21
At Risk Population Facilities	
School	12
At Risk Population Facilities Total	12
Generally Low Total	33
Grand Total	
	33

Source: Butte County General Plan, Butte County GIS

Future Development

Although new growth and development corridors would fall in the area affected by earthquake and liquefaction, given the small chance of major earthquake and the building codes in effect, development in the earthquake area will continue to occur. The Town enforces the state building code, which mandates construction techniques that minimize seismic hazards. Future development in the Town is subject to these building codes.

Flood: 100/200/500-Year

Likelihood of Future Occurrence–Occasional/Unlikely

Vulnerability–Low

Hazard Profile and Problem Description

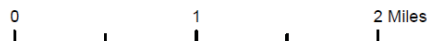
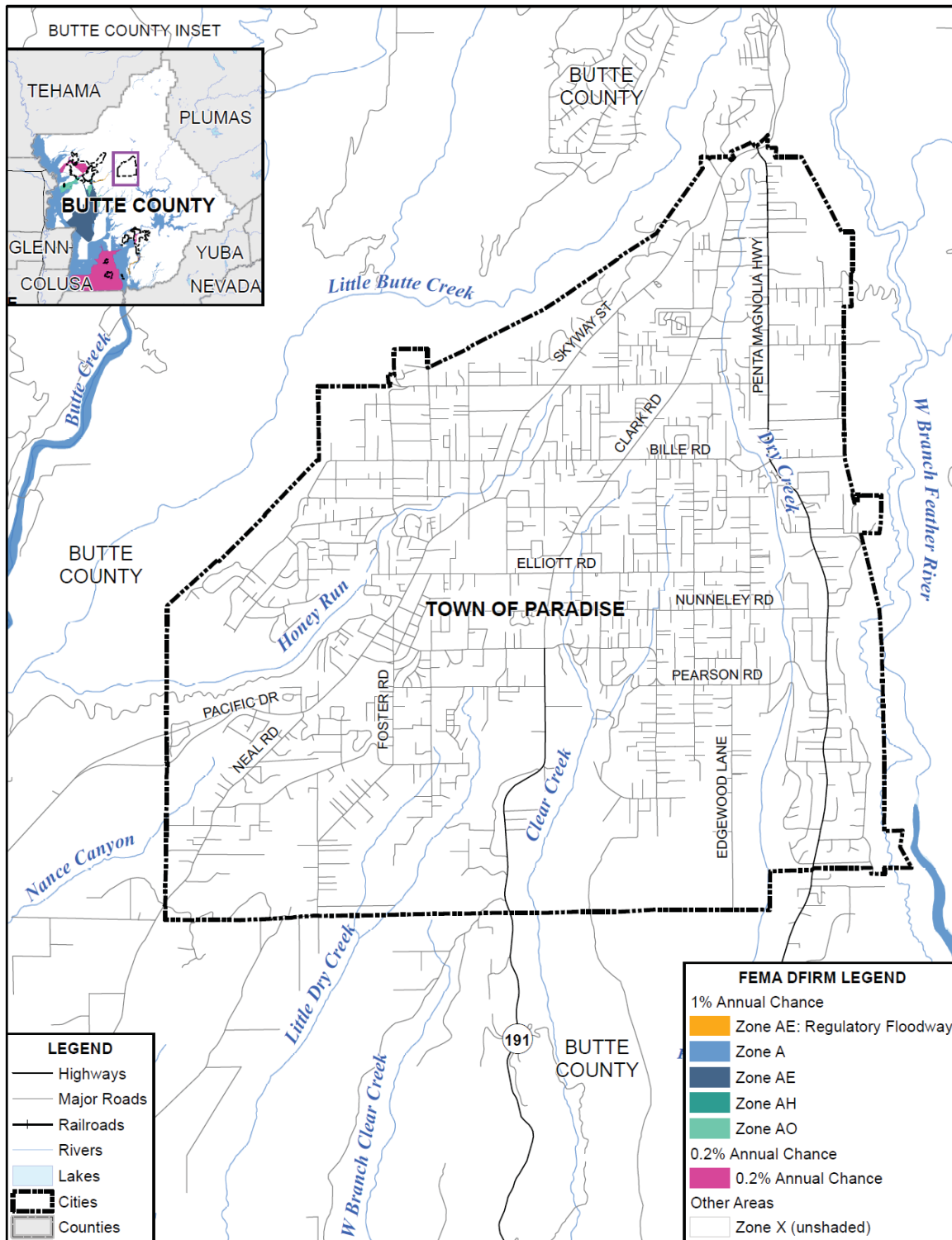
Note: Though considered a low hazard priority by the Town, due to its significance in the County and the State, flood is profiled here.

As previously described in Section 4.2.11 of the Base Plan, the Butte County Planning Area and the Town of Paradise have been subject to historical flooding. Paradise is traversed by several small streams. The Paradise General Plan Safety Element noted that all available sources of flooding information for the Paradise Planning Area conclude that the area is not subject to flooding from outside sources and that, because of the nature of the topography and the drainage basins in the Paradise Planning Area, any flooding that occurs is localized in nature, resulting from a temporary lack of capacity or blockage of a drainage basin.

Location and Extent

The entire Town of Paradise is located outside both the 1% and 0.2% annual chance flood zone as defined by the Federal Emergency Management Agency (FEMA). This is seen in Figure E-7.

Figure E-7 Town of Paradise – FEMA DFIRM Flood Zones



Data Source: FEMA DFIRM 1/6/2011, Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Additionally, flood extents can be measured in depths of flooding. Expected flood depths in the are expected to be minimal. Flood durations in the City tend to be short term, lasting until either the storm drainage system can catch up. Aerial flood extent from the FEMA DFIRMs is shown in Table E-23.

Table E-23 Town of Paradise – Geographical Flood Hazard Extents in FEMA DFIRM Flood Zones

Flood Zone	Total Acres	% of Total Acres	Improved Acres	% of Total Improved Acres	Unimproved Acres	% of Total Unimproved Acres
1% Annual Chance Flood Hazard	0	0.00%	0	0.00%	0	0.00%
0.2% Annual Chance Flood Hazard	0	0.00%	0	0.00%	0	0.00%
Other Areas	10,780	98.90%	8,431	77.35%	2,349	21.55%

Source: Butte County 1/16/2011 DFIRM

Past Occurrences

A list of state and federal disaster declarations for Butte County from flooding is shown on Table E-24. These events most likely had a limited to negligible effect on Paradise.

Table E-24 Butte County – State and Federal Disaster Declaration from Flood 1950-2018

Disaster Type	Federal Declarations		State Declarations	
	Count	Years	Count	Years
Flood (including heavy rain and storms)	17	1955, 1958, 1962, 1964, 1969, 1970, 1982, 1986, 1995 (twice), 1997, 1998, 2005, 2017 (three times), 2019	17	1950, 1955, 1958 (twice), 1962, 1963, 1969, 1970, 1982, 1986, 1990, 1995 (twice), 1997, 1998, 2008, 2017

Source: Cal OES, FEMA

The Town also noted that the only past occurrences of flood were related to storm water and had minor affects and damages to the Town. Specific occurrences are noted Table E-25.

Vulnerability to Flood and Impacts

The vulnerability to flood in the Town is low, due to the fact that there are no floodplains. No values, populations, or critical facilities are located in floodplains.

Insurance Coverage, Claims Paid, and Repetitive Losses

The Town of Paradise joined the National Flood Insurance Program (NFIP) on June 8, 1998. The Town does not participate in CRS program. NFIP data indicates that as of July 19, 2018, there were 13 flood insurance policies in force in the Town with \$4,170,000 of coverage. Of the 13 policies, 12 were residential (single-family homes) and 1 was non-residential. All 13 were in B, C, and X zones There has been 1

historical claim for flood losses totaling \$14,957.23. 0 of these claims were substantial damage claims. NFIP data further indicates that there are no repetitive loss (RL) or severe repetitive loss (SRL) buildings within the Town.

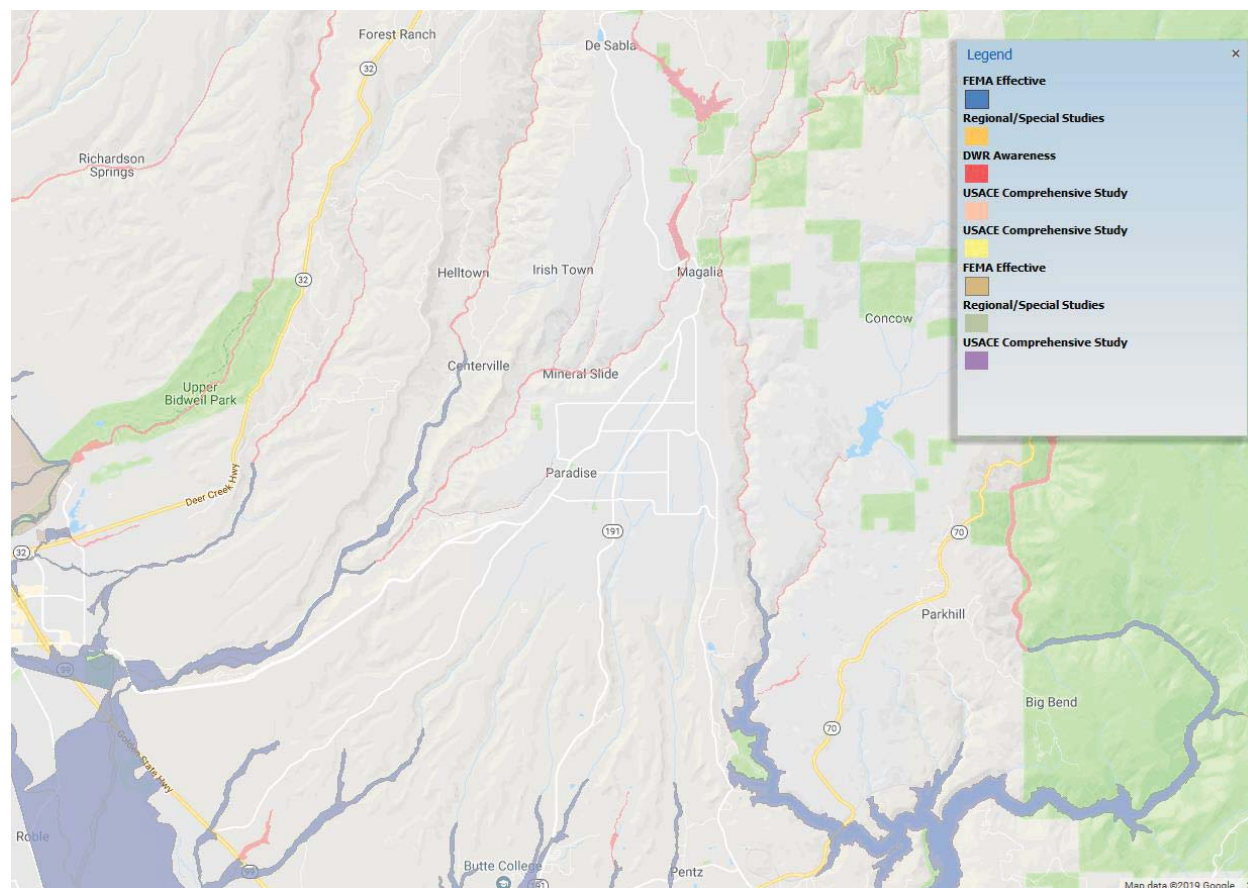
California Department of Water Resources Best Available Maps (BAM)

The FEMA regulatory maps provide just one perspective on flood risks in Butte County. Senate Bill 5 (SB 5), enacted in 2007, authorized the California DWR to develop the Best Available Maps (BAM) displaying 100- and 200-year floodplains for areas located within the Nevada-San Joaquin (SAC-SJ) Valley watershed. This effort was completed by DWR in 2008. DWR has expanded the BAM to cover all counties in the State and to include 500-year floodplains.

Different than the FEMA DFIRMs which have been prepared to support the NFIP and reflect only the 100-year event risk, the BAMs are provided for informational purposes and are intended to reflect current 100-, 200-(as applicable), and 500-year event risks using the best available data. The 100-year floodplain limits on the BAM are a composite of multiple 100-year floodplain mapping sources. It is intended to show all currently identified areas at risk for a 100-year flood event, including FEMA's 100-year floodplains. The BAM are comprised of different engineering studies performed by FEMA, Corps, and DWR for assessment of potential 100-, 200-, and 500-year floodplain areas. These studies are used for different planning and/or regulatory applications, and for each flood frequency may use varied analytical and quality control criteria depending on the study type requirements.

The value in the BAMs is that they provide a bigger picture view of potential flood risk to the Town than that provided in the FEMA DFIRMs. This provides the community and residents with an additional tool for understanding potential flood hazards not currently mapped as a regulated floodplain. Improved awareness of flood risk can reduce exposure to flooding for new structures and promote increased protection for existing development. Informed land use planning will also assist in identifying levee maintenance needs and levels of protection. By including the FEMA 100-year floodplain, it also supports identification of the need and requirement for flood insurance. The BAM map for Paradise is shown in Figure E-8.

Figure E-8 Town of Paradise – Best Available Map



Source: California DWR

Legend explanation: Blue - FEMA 1%, Orange – Local 1% (developed from local agencies), Red – DWR 1% (Awareness floodplains identify the 1% annual chance flood hazard areas using approximate assessment procedures.), Pink – USACE 1% (2002 Sac and San Joaquin River Basins Comp Study), Yellow – USACE 0.5% (2002 Sac and San Joaquin River Basins Comp Study), Tan – FEMA 0.2%, Grey – Local 0.2% (developed from local agencies), Purple – USACE 0.2% (2002 Sac and San Joaquin River Basins Comp Study).

Future Development

Future development in the City will take place outside of mapped DFIRM floodplains.

Flood: Localized Stormwater Flooding

Likelihood of Future Occurrence–Likely

Vulnerability–Medium

Hazard Profile and Problem Description

While flooding happens in the City from time to time in the FEMA floodplains, areas outside of the floodplain can experience intermittent flooding as well. Localized flooding and other issues caused by severe weather events, primarily heavy rains and severe storms, can often pose a risk to the community.

Primary concerns include impacts to infrastructure that provides a means of ingress and egress throughout the community.

During the Camp Fire, numerous culverts within the Town of Paradise were destroyed as a result of the wildfire. These culverts are imperative for controlling the flow of storm water through roads and other areas. Without the proper functioning of culverts, the Town of Paradise faces significant risks, such as roadways becoming compromised, large amounts of flooding, and danger to people and property.

As described in the LHMP, floods in the planning area are a result of heavy rains, limited drainage routes and along creeks that are prone to flash flooding in rain events up to and including a 100-year storm event. These smaller, more frequent storm events, while not mapped by FEMA as a flood event, have led to flooding of streets, homes, and buildings. Floods can be powerful enough to move large objects, such as branches and trees, swiftly into other objects, such as banks and bridges, cause damage to buildings and infrastructure, and weaken foundations and soils. Secondary impacts of flooding, including saturated soils and erosion from flooding events, can cause trees to weaken and collapse, increasing the potential for property damage and loss of life. All of these impacts make infrastructure more susceptible to sustained damage or collapse.

In a flash flood event, large volumes of water have the potential to cause extreme erosion over a short period of time. This can lead to road failure, bank destabilization and loss of property. In addition, increased sedimentation from heavy erosion can cause clogging and other issues in storm drain infrastructure and increase turbidity of the water, which damages the quality of the creek for fish and other wildlife.

The Town currently lacks any type of comprehensive understanding of the physical condition of the 100 miles of underground storm drain pipe and nearly 1,000 storm drain inlets and drainage structures. This lack of information prevents the Town from making informed strategic decisions to effectively reduce flooding risks and protect public safety, property and infrastructure.

Location and Extent

As described above, the City is subject to localized flooding throughout the City. Flood extents are usually measured in areas affected, velocity of flooding, and depths of flooding. Expected flood depths in the City vary by location. Flood durations in the City tend to be short to medium term, or until either the storm drainage system can catch up or flood waters move downstream. Localized flooding in the City tends to have a shorter speed of onset, especially when antecedent rainfall has soaked the ground and reduced its capacity to absorb additional moisture.

Past Occurrences

The Town noted that the only past occurrences of flood were related to storm water and had minor affects and damages to the Town. The following is a list of localized storm water flooding in the Town:

- 10/20/17 Heavy rain and localized flooding
- 12/15/16 Heavy rain and localized flooding
- 11/9/15 Localized flooding

Vulnerability to Localized Flooding and Impacts

Localized flooding impacts the Town of Paradise. The drainage patterns of the Paradise area reflect the uniqueness of its location on a gently sloping ridge surface. The Paradise area is dominated by a somewhat continuous overland runoff flow which is organized into local rills or depressions as the runoff is collected. The Paradise area is divided into fairly distinct drainage basins.

The drainage systems often coincide with groundwater seeps and springs which serve to increase the moisture availability beyond the intermittent flows directly related to storm runoff. Consequently, the drainage depressions and their downslope channels are often thickly vegetated.

As these areas are developed, the undergrowth and grass cover are often removed and channels are randomly excavated to suit the individual owner's or developer's interest. Often when this takes place, either through lack of knowledge, lack of funds or indifference, the resulting channel is inadequate in capacity and poses a real possibility of promoting damage. The Paradise General Plan Safety Element noted that while the soils and subsoils of the Paradise area do not markedly aggravate the runoff situation, they also do not prove to be highly permeable. This often results in localized flooding which can be exacerbated by such land use activities as grading operations, vegetation clearance, inattention to storm runoff from construction sites during the peak winter rainfall period, largescale paving and the lack of a collection system for storm waters. Storm runoff arrives at the principal drainage channels through overland flow for most of the Paradise area. Very few collector systems have been constructed and the primary form of collection has been through roadside ditches. Little Butte Creek conveys surface water and storm runoff into the Paradise Reservoir and Magalia Reservoir.

Although there are not any FEMA SFHAs in the Town of Paradise, inadequacies in the storm drainage facilities have resulted in areas of recurrent flooding. To solve this issue, the Town of Paradise has developed an “Interim Policy” to comply with FEMA policies and objectives. The areas that have repeatedly inundated during storm events are delineated as “Special Permit Zones.” Any development in these Special Permit Zones requires a certified elevation certificate based on the determination of the 100-year base flood elevation per FEMA guidelines. This policy has proven effective for the residents in the Town of Paradise; however, it has not changed the repeated flooding during storm events. The Town tracks localized flooding areas. Affected localized flood areas identified by the County in the Town of Paradise are summarized in Table E-25.

Table E-25 Town of Paradise – Road List of Localized Flooding Problem Areas

Road Name	Flooding	Pavement Deterioration	Washout	High Water	Landslide/ Mudslide	Debris	Downed Trees
Honey Run Rd.					X		X
Jordan Hill			X				
New Skyway						X	
Skyway							X

Source: Town of Paradise

Localized flooding and other issues caused by severe weather events, primarily heavy rains and thunderstorms, can often pose a risk to the community. Primary concerns include impacts to infrastructure that provides a means of ingress and egress throughout the community. Ground saturation can result in instability, collapse, or other damage to structures. Objects can also be buried or destroyed through sediment deposition. Floodwaters can also break utility lines and interrupt services. Standing water can cause damage to crops, roads, foundations, and electrical circuits.

Future Development

Future development in the Town will add more impervious surfaces and need to drain those waters. The Town will need to be proactive to ensure that increased development has proper siting and drainage for stormwaters including the development of a storm water drainage master plan.

Invasive Species: Pests/Plants

Likelihood of Future Occurrence—Occasional

Vulnerability—Medium

Hazard Profile and Problem Description

Invasive species are organisms that are introduced into an area beyond their natural range and become a pest in the new environment. This hazard addresses the issues related to invasive pests including that pose a significant threat to the agricultural and recreational industries and are therefore a concern in the Butte County Planning Area and the Town of Paradise. This hazard does not address pest and plants that cause impacts to human health, as those issues are addressed in other planning mechanisms in the City. Post- fire the primary concerns are the bark beetle and their damaging impacts to the Standing Burnt Trees throughout the community. Bark beetles are tiny insects with hard, cylindrical bodies that reproduce under the bark of trees. These insects attack and kill live trees, which exacerbate wildfire in and around the Town. Most species of bark beetles live in dead, weakened, or dying hosts, such as standing burnt trees.

Location and Extent

Invasive species occur throughout the County where lands are used for farming, grazing, and recreation. The County has large swaths of agricultural and open space lands, some of which are near the Town of Paradise. These are shown in the Land Use Map for the County on Figure E-4. There is no scale that measures invasive species. Agriculture and open space lands near the Town are at risk to many hazards: insects, weeds, severe weather, as well as downturns in commodity prices. Insects and weeds can have short or long onset, and short or long durations.

Past Occurrences

There are no know past occurrences of pests/ infestation in the Town. Pests have affected areas of the forested areas near the Town, which contributed fuel to the 2018 Camp Fire.

Vulnerability to Invasive Species Pests/Plants and Impacts

While the Town is not directly affected by invasive species, there have been indirect affects to the forest canopy and fuels load in the area around the Town. There is concern that in the burn scar of the 2018 Camp Fire, invasive species like scotch broom could take hold. This would increase wildfire risk in the Town.

Future Development

The critical aspect of combating an infestation of the bark beetle is removal of the standing burnt trees and then monitoring for the insects in the years to come.

Landslide, Mudslide, and Debris Flow

Likelihood of Future Occurrence–Occasional
Vulnerability–Medium

Hazard Profile and Problem Description

According to the California Geological Survey, landslides refer to a wide variety of processes that result in the perceptible downward and outward movement of soil, rock, and vegetation under gravitational influence. Common names for landslide types include slump, rockslide, debris slide, lateral spreading, debris avalanche, earth flow, and soil creep. Landslides may be triggered by both natural and human-induced changes in the environment that result in slope instability. In post-fire areas, landslide may be more prevalent as there is no root mass to keep hilly areas from sliding.

Location and Extent

In the Town, the areas surrounding of the Town where topography changes are at greater risk to landslide. These areas effectively surround the Town. The legend on the figure in the Location and Extent in Section 4.2.15 of the Base Plan shows the measurement system that the California Geological Survey uses to show the possible magnitude of landslides. It is a combination of slope class and rock strength. The speed of onset of landslide is often short, especially in post-wildfire burn scar areas, but it can also take years for a slope to fail. Landslide duration is usually short, though digging out and repairing landslide areas can take some time. Aerial landslide susceptibility and incidence extent from the Butte County 2030 General Plan is shown in Table E-26.

Table E-26 Town of Paradise – Geographical Extent in Landslide Potential Areas

Landslide Incidence and Susceptibility	Total Acres	% of Total Acres	Improved Acres	% of Total Improved Acres	Unimproved Acres	% of Total Unimproved Acres
High	319	2.93%	282	2.59%	38	0.35%
Moderate to High	0	0.00%	0	0.00%	0	0.00%
Moderate	2,260	20.73%	1,303	11.95%	957	8.78%

Landslide Incidence and Susceptibility	Total Acres	% of Total Acres	Improved Acres	% of Total Improved Acres	Unimproved Acres	% of Total Unimproved Acres
Low to Moderate	9,704	89.03%	7,596	69.69%	2,108	19.34%
Low to None	0	0.00%	0	0.00%	0	0.00%

Source: Butte County 2030 General Plan

Past Occurrences

The Town did not note any significant past occurrences of landslides or mudslides.

Vulnerability to Landslide, Mudslide, and Debris Flow and Impacts

Landslide potential is influenced by a number of factors, including geology, water influences, and topography. There is potential for landslides in the foothill portions of the community. According to the 1994 Town of Paradise General Plan, in Butte County, landslides frequently occur on slopes greater than fifteen percent, while slopes between five and fifteen percent exhibit very few landslides. Paradise and the surrounding study area are rated as having a low landslide potential. It is noted that detailed analysis of the complex interrelationships between the governing factors is needed to predict the stability of a specific area, and detailed on-site investigations are recommended to assess site-specific risks. Seismic shaking greatly increases landslide potential

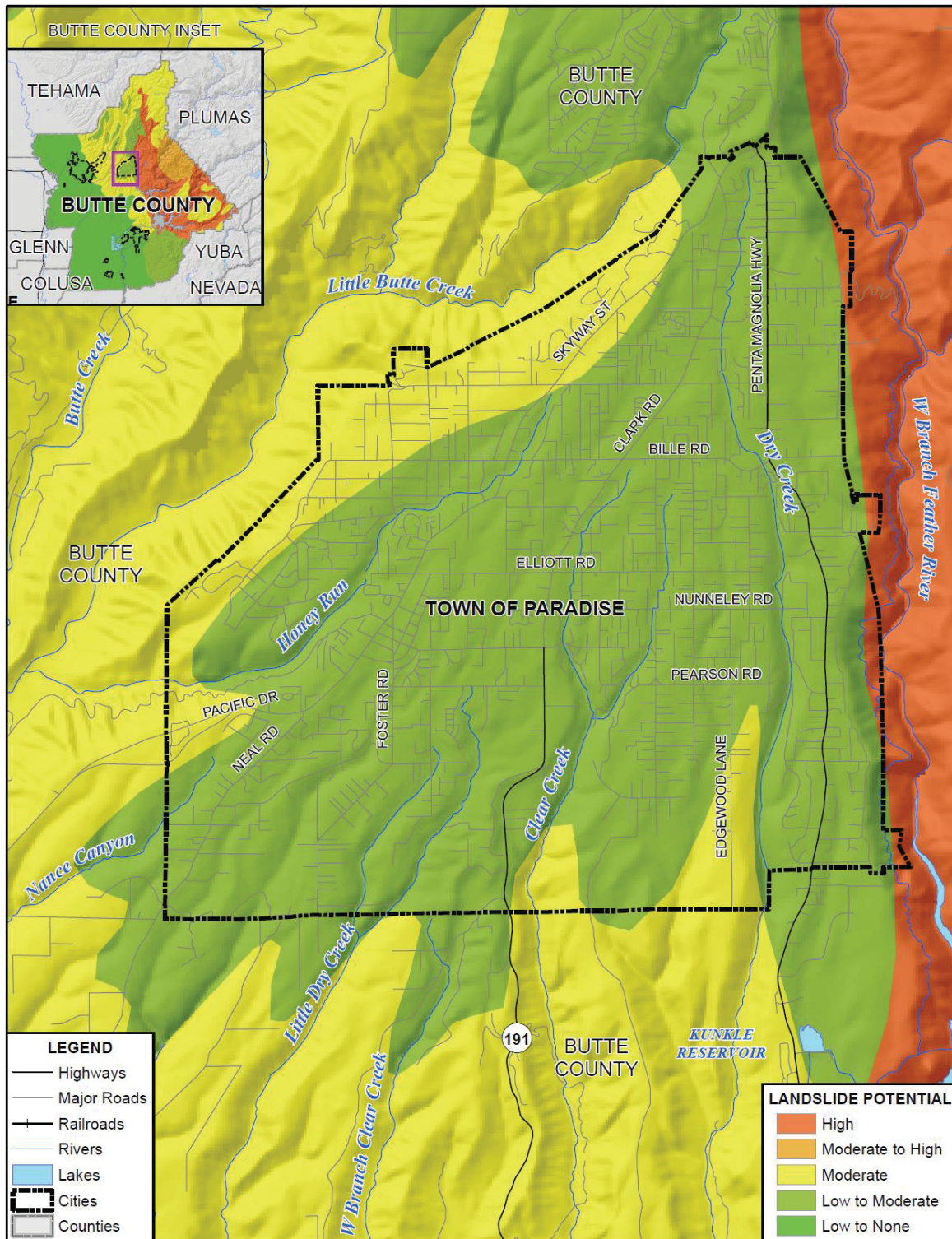
Impacts in the Town from landslide include property damage, critical facility damage, infrastructure damage, as well as risk of injury and death to residents of the Town.

Values at Risk

GIS was used to determine the possible impacts of landslide within the Town of Paradise. The methodology described in Section 4.3.12 of the Base Plan was followed in determining structures and values at risk to landslide. Figure E-9 shows the landslide potential areas in the Town of Paradise. Analysis results for pre-fire and post-fire landslide incidence and susceptibility areas in the Town are shown in the following four tables:

- Table E-27 shows pre-fire parcel counts, values, estimated contents, and total values in the Town by landslide incidence and susceptibility area.
- Table E-28 shows post-fire parcel counts, values, estimated contents, and total values in the Town by landslide incidence and susceptibility area.
- Table E-29 shows a comparison of pre-fire and post-fire improved structure values in the Town by landslide incidence and susceptibility area.
- Table E-30 breaks down Table E-28 and shows the property use, improved parcel count, improved values, estimated contents, and total values that fall in each landslide incidence and susceptibility area in the Town.

Figure E-9 Town of Paradise – Landslide Incidence and Susceptibility Areas



Data Source: Butte County General Plan 2030, Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Table E-27 Town of Paradise – Pre-Fire Count and Value of Parcels by Landslide Incidence and Susceptibility Area

Landslide Incidence and Susceptibility	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
High	15	9	\$850,153	\$2,083,777	\$0	\$1,041,889	\$3,975,819
Moderate	1,430	1,312	\$93,564,919	\$184,465,505	\$332,148	\$96,226,647	\$374,589,219
Low to Moderate	10,055	9,281	\$688,229,212	\$1,414,019,924	\$14,161,606	\$864,404,502	\$2,980,815,244
Town of Paradise Total	11,500	10,602	\$782,644,284	\$1,600,569,206	\$14,493,754	\$961,673,037	\$3,359,380,281

Source: Butte County 2030 General Plan, Butte County 2018 Parcel/Assessor’s Data

Table E-28 Town of Paradise – Post-Fire Count and Value of Parcels by Landslide Incidence and Susceptibility Area

Landslide Incidence and Susceptibility	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
High	15	9	\$850,153	\$893,297	\$0	\$446,649	\$2,162,251
Moderate	1,430	1,310	\$93,540,294	\$102,867,382	\$261,523	\$53,649,847	\$243,543,537
Low to Moderate	10,056	9,275	\$687,952,376	\$919,578,561	\$13,413,508	\$597,906,437	\$2,033,455,010
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: Butte County 2030 General Plan, Butte County 3/28/2019 Parcel/Assessor’s Data

Table E-29 Town of Paradise – Comparison of Pre-Fire and Post-Fire Improved Structure Values by Landslide Incidence and Susceptibility Area

Landslide Incidence and Susceptibility	Pre-fire Improved Structure Value	Post-fire Improved Structure Value	\$ change	% change
High	\$2,083,777	\$893,297	-\$1,190,480	-57.1%
Moderate	\$184,465,505	\$102,867,382	-\$81,598,123	-44.2%
Low to Moderate	\$1,414,019,924	\$919,578,561	-\$494,441,363	-35.0%
Grand Total	\$1,600,569,206	\$1,023,339,240	-\$577,229,966	-36.1%

Source: Butte County 2030 General Plan, Butte County 2018 and 3/28/2019 Parcel/Assessor’s Data

Table E-30 Town of Paradise – Post-Fire Count and Value of Parcels at Risk from Landslide by Property Type

Property Use / Incidence and Susceptibility	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
High							

Property Use / Incidence and Susceptibility	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Agricultural	0	0	\$0	\$0	\$0	\$0	\$0
Commercial	0	0	\$0	\$0	\$0	\$0	\$0
Industrial	0	0	\$0	\$0	\$0	\$0	\$0
Residential	15	9	\$850,153	\$893,297	\$0	\$446,649	\$2,162,251
Unknown	0	0	\$0	\$0	\$0	\$0	\$0
High Total	15	9	\$850,153	\$893,297	\$0	\$446,649	\$2,162,251
Moderate							
Agricultural	1	0	\$42,929	\$0	\$0	\$0	\$42,929
Commercial	40	32	\$3,694,410	\$4,228,301	\$226,913	\$4,228,301	\$11,878,297
Industrial	3	2	\$311,922	\$102,005	\$0	\$153,008	\$566,935
Residential	1,371	1,276	\$89,491,033	\$98,537,076	\$34,610	\$49,268,538	\$231,055,376
Unknown	15	0	\$0	\$0	\$0	\$0	\$0
Moderate Total	1,430	1,310	\$93,540,294	\$102,867,382	\$261,523	\$53,649,847	\$243,543,537
Low to Moderate							
Agricultural	4	1	\$118,922	\$24,379	\$11,631	\$24,379	\$179,311
Commercial	684	565	\$99,308,482	\$269,354,358	\$13,165,188	\$269,354,358	\$513,949,523
Industrial	13	12	\$2,213,296	\$3,496,531	\$165,000	\$5,244,797	\$11,215,624
Residential	9,260	8,694	\$585,885,004	\$646,565,806	\$71,689	\$323,282,903	\$1,507,548,355
Unknown	95	3	\$426,672	\$137,487	\$0	\$0	\$562,197
Low to Moderate Total	10,056	9,275	\$687,952,376	\$919,578,561	\$13,413,508	\$597,906,437	\$2,033,455,010
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: Butte County 2030 General Plan, Butte County 3/28/2019 Parcel/Assessor's Data

Population at Risk

The landslide potential zones were overlaid on the parcel layer. Those residential parcel centroids that intersect the landslide potential zones were counted and multiplied by the 2010 Census Bureau average household factors for Paradise – 2.17. According to this analysis, there is a total population of 963 in the moderate landslide potential, with none in the moderate to high landslide potential, and 19 in the high potential areas. This is shown in Table E-31.

Table E-31 City of Paradise – Count of Improved Residential Parcels and Population by Landslide Incidence and Susceptibility Potential

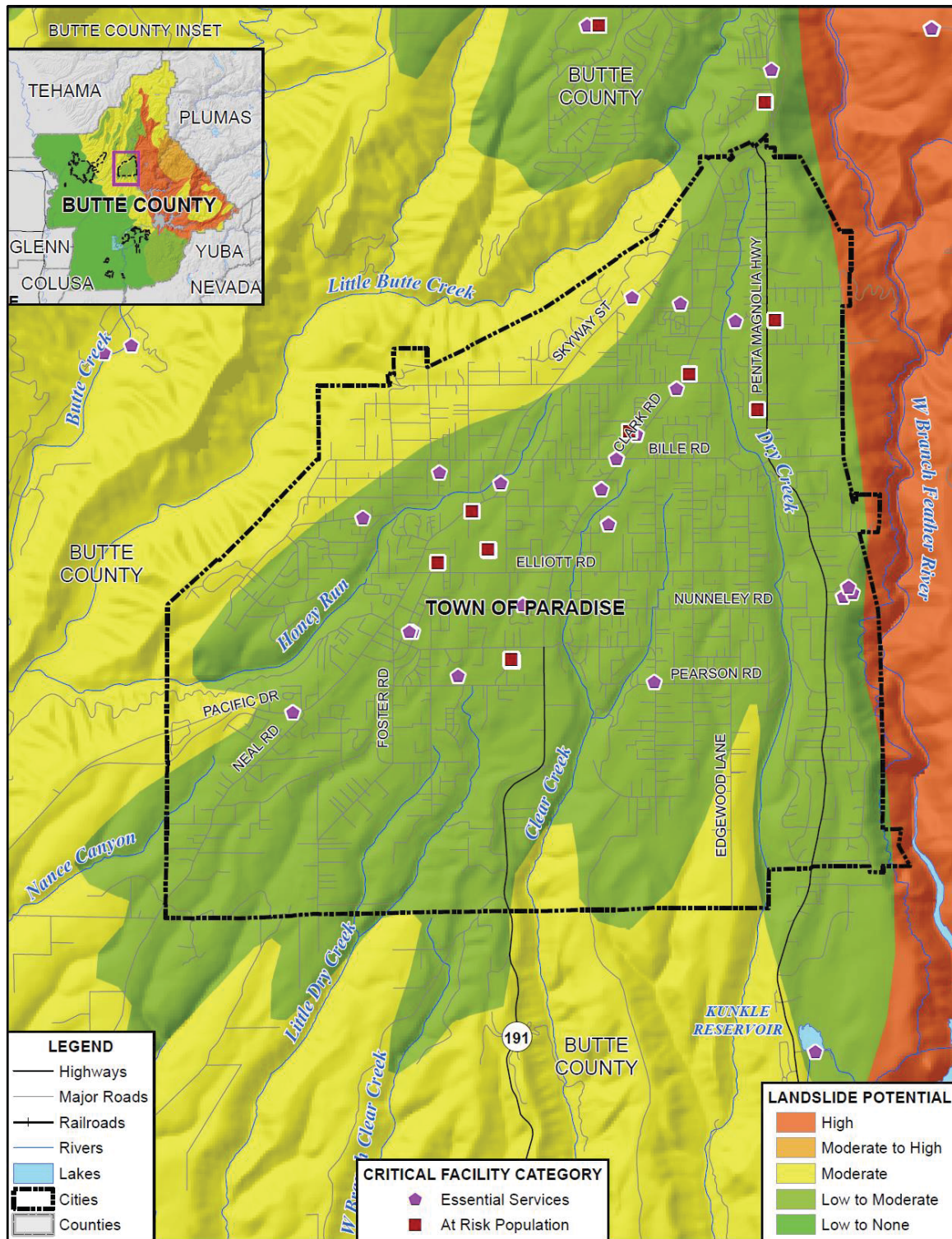
Jurisdiction	Moderate		Moderate to High		High	
	Improved Residential Parcels	Population	Improved Residential Parcels	Population	Improved Residential Parcels	Population
Paradise	1,278	2,773	0	0	9	19

Source: Butte County 2030 General Plan, Butte County 3/28/2019 Parcel/Assessor’s Data, US Census Bureau

Critical Facilities at Risk

To determine the critical facilities at risk from landslide, an analysis was performed using GIS to determine the facilities located within the landslide incidence and susceptibility areas in the Town. Using GIS, the landslide potential was overlaid on the critical facilities layer and results tabulated for the Town, shown in Figure E-10 and detail in Table E-32.

Figure E-10 Town of Paradise– Critical Facilities in Landslide Incidence and Susceptibility Areas



0 1 2 Miles



Data Source: Butte County General Plan 2030, Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Table E-32 Town of Paradise– Critical Facilities in Landslide Incidence and Susceptibility Areas

Landslide Incidence and Susceptibility Area / Critical Facility Category / Critical Facility Type	Facility Count
Moderate	
Essential Services Facilities	
Health Care	1
Essential Services Facilities Total	1
Moderate Total	1
Low to Moderate	
Essential Services Facilities	
Fire	3
Health Care	14
Law Enforcement	1
Public Assembly Point / Evacuation Center	2
Essential Services Facilities Total	20
At Risk Population Facilities	
School	12
At Risk Population Facilities Total	12
Low to Moderate Total	32
Grand Total	
	33

Source: Butte County General Plan, Butte County GIS

Future Development

As evidenced by the widespread devastation and loss of life in the 2018 Camp Fire, reseeding ground cover with quick-growing or native species is critical to, among other things, saving lives and property in restoration of the burn scar. Nearly the entire Town was impacted by the Camp Fire, and restoration of the burn scar through reseeding ground cover in public areas will reduce the risk of landslides, mudslides, and erosion of public areas throughout the Town. Although new growth and development corridors could fall in the area affected by moderate risk of landslide, given the small chance of a major landslide and the building codes and erosion ordinance in effect, development in the landslide area will continue to occur.

Severe Weather: Extreme Heat

Likelihood of Future Occurrence–Likely

Vulnerability–Medium

Hazard Profile and Problem Description

According to FEMA, extreme heat is defined as temperatures that hover 10 degrees or more above the average high temperature for the region and last for several weeks. Heat kills by taxing the human body beyond its abilities. In extreme heat and high humidity, evaporation is slowed and the body must work extra hard to maintain a normal temperature.” Most heat disorders occur because the victim has been overexposed to heat or has over-exercised for his or her age and physical condition. Older adults, young children, and those who are sick or overweight are more likely to succumb to extreme heat. Conditions that can induce heat-related illnesses include stagnant atmospheric conditions and poor air quality. Consequently, people living in urban areas may be at greater risk from the effects of a prolonged heat wave than those living in rural areas. Also, asphalt and concrete store heat longer and gradually release heat at night, which can produce higher nighttime temperatures known as the urban heat island effect.

Location and Extent

Heat is a regional phenomenon and affects the whole of the Town. Heat emergencies are often slower to develop, taking several days of continuous, oppressive heat before a significant or quantifiable impact is seen. Heat waves do not strike victims immediately, but rather their cumulative effects slowly take the lives of vulnerable populations. Heat waves do not generally cause damage or elicit the immediate response of floods, fires, earthquakes, or other more “typical” disaster scenarios.

The NWS has in place a system to initiate alert procedures (advisories or warnings) when extreme heat is expected to have a significant impact on public safety. The expected severity of the heat determines whether advisories or warnings are issued. The NWS HeatRisk forecast provides a quick view of heat risk potential over the upcoming seven days. The heat risk is portrayed in a numeric (0-4) and color (green/yellow/orange/red/magenta) scale which is similar in approach to the Air Quality Index (AQI) or the UV Index. This can be seen in Section 4.2.2 of the Base Plan.

Past Occurrences

The Town Planning Team note that since extreme heat is a regional phenomenon, events that affected the County also affected the Town. Those past occurrences were shown in the Base Plan in Section 4.2.2. The Town experiences temperatures in excess of 100°F during the summer and fall months. The temperature moves to 100-110°F in rather extreme situations.

Vulnerability to Extreme Heat and Impacts

Health impacts are the primary concern with this hazard, though economic impacts are also an issue. Heat can exacerbate drought and can increase wildfire risk.

Impacts

The elderly and individuals below the poverty level are the most vulnerable to extreme temperatures. Nursing homes and elder care facilities are especially vulnerable to extreme heat events if power outages occur and air conditioning is not available. In addition, individuals below the poverty level may be at increased risk to extreme heat if use of air conditioning is not affordable. This is especially true of homeless people and the transient population.

Reliance on air conditioning causes a strain on the electrical energy in the Town. Occasionally peak demands outweigh supply and a condition known as brown-out occurs. This is an extremely dangerous situation for electrical equipment as it operates without the needed electricity causing damage to the systems. Periods of extended heat and dryness (droughts) can have major economic, agricultural, and water resources impacts. Extreme heat can also dry out vegetations, making it more vulnerable to wildfire ignitions.

Future Development

Vulnerability to extreme heat will increase as the average age of the population in each City shifts. The residents of nursing homes and elder care facilities are especially vulnerable to extreme temperature events. It is encouraged that such facilities have emergency plans or backup power to address power failure during times of extreme heat and in the event of a Public Safety Power Shutoff. Low income residents and homeless populations are also vulnerable. Cooling centers for these populations should be utilized when necessary. However, many of the residents of the Town are accustomed to living with extreme heat and take precautions to guard against the threat of extreme heat. In addition, the shading providing the numerous trees around town will be significantly different with the loss of an estimated 350,000 trees

Severe Weather: Freeze and Winter Storm

Likelihood of Future Occurrence–Likely

Vulnerability–Medium

Hazard Profile and Problem Description

According to the National Weather Service (NWS) and the Western Regional Climate Center (WRCC), extreme cold often accompanies a winter storm or is left in its wake. Prolonged exposure to cold can cause frostbite or hypothermia and can be life-threatening. Winter snowstorms can include heavy snow, ice, and blizzard conditions.

Location and Extent

Freeze and winter storms are regional issues, meaning the entire Town is at risk to freeze and winter storm. While there is no scale (i.e. Richter, Enhanced Fujita) to measure the effects of freeze, temperature data from the County from the WRCC indicates that there are 21.8 days that fall below 32°F in eastern Butte County, with no days falling below 0°F. Freeze has a slow onset and can be generally be predicted in advance for the County. Freeze events can last for hours (in a cold overnight), or for days to weeks at a

time. Snowfall is measured in snow depths. It is rare for snow to fall in the Town, and even rarer that snow accumulates in the Town. Snowfall has an onset that is similar to freeze in the Town.

Past Occurrences

The Town Planning Team note that since freeze and winter storm is a regional phenomenon, events that affected the lower elevations of the County also affected the Town. Those past occurrences were shown in the Base Plan in Section 4.2.3. In addition, the following freeze and winter storms were noted:

- 2/22/2018 Snowstorm/Winter Storm (Road closures)
- 2/23/17 Freezing Temperatures

Vulnerability to Severe Weather: Freeze and Winter Storms and Impacts

The Town experiences temperatures below 32 degrees during the winter months. The temperature moves to the teens in rather extreme situations. Freeze normally does not impact structures, but is a life safety issue. Secondary impacts of extreme cold can affect the supporting mechanisms or systems of a community's infrastructure. For example, when extreme cold is coupled with high winds or ice storms, power lines may be downed, resulting in an interruption in the transmission of that power shutting down electric furnaces, which may lead to frozen pipes in homes and businesses.

Occasionally, winter storms with snow and ice can affect the City. Transportation networks, communications, and utilities infrastructure are the most vulnerable physical assets in the City. The ability for the City to continue to operate during periods of winter storm and freeze is paramount. The elderly population in the planning area is most vulnerable to temperature extremes. The residents of nursing homes and elder care facilities are especially vulnerable to extreme temperature events. It is encouraged that such facilities have emergency plans or backup power to address power failure during times of extreme cold. Transient and homeless populations are also at risk to freeze.

The elderly population in the planning area is most vulnerable to temperature extremes. The residents of nursing homes and elder care facilities are especially vulnerable to extreme temperature events. It is encouraged that such facilities have emergency plans or backup power to address power failure during times of extreme cold. Transient and homeless populations are also at risk to freeze.

Future Development

Future development built to code should be able to withstand snow loads from severe winter storms. Pipes at risk of freezing should be mitigated by either burying or insulating them from freeze as new facilities are improved or added. Vulnerability to extreme cold will increase as the average age of the population in the County shifts. Greater numbers of future senior citizens will result from the large number of baby boomers in the planning area. The elderly are more at risk to the effects of freeze. However, many of the residents of the City are accustomed to living with freeze and take precautions to guard against the threat of freeze.

Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind)

Likelihood of Future Occurrence–Likely

Vulnerability–Medium

Hazard Profile and Problem Description

Storms in the Town of Paradise occur annually and are generally characterized by heavy rain often accompanied by strong winds and sometimes lightning and hail. Approximately 10 percent of the thunderstorms that occur each year in the United States are classified as severe. A thunderstorm is classified as severe when it contains one or more of the following phenomena: hail that is three-quarters of an inch or greater, winds in excess of 50 knots (57.5 mph), or a tornado. Heavy precipitation in the Town falls mainly in the fall, winter, and spring months.

Location and Extent

Heavy rain events occur on a regional basis. Rains and storms can occur in any location of the Town. All portions of the Town are at risk to heavy rains. Most of the severe rains occur during the winter months. There is no scale by which heavy rains and severe storms are measured. Magnitude of storms is measured often in rainfall and damages. The speed of onset of heavy rains can be short, but accurate weather prediction mechanisms often let the public know of upcoming events. Duration of severe storms in California, Butte County, and the Town is often short, ranging from minutes to hours. In some cases, rains can continue for days at a time. Information on precipitation extremes can be found in Section 4.2.4 of the Base Plan.

Past Occurrences

According to historical hazard data, severe weather is an annual occurrence in the Town of Paradise.

Vulnerability to Heavy Rain and Storms and Impacts

According to historical hazard data, severe weather is an annual occurrence in the Town. Damage and disaster declarations related to heavy rains and storms have occurred and will continue to occur in the future. Heavy rain and severe storms are the most frequent type of severe weather occurrences in the Town. Wind and lightning often accompany these storms and have caused damage in the past. Hail is rare in the Town.

Actual damage associated with the primary effects of severe weather have been limited. It is the secondary hazards caused by weather, such fire, that have had the greatest impact on the Town. Impacts to property, critical facilities (such as utilities), and life safety can be expected. The risk and vulnerability associated with these secondary hazards are discussed in the flood and localized flood sections of this Annex.

Future Development

New critical facilities such as communications towers and others should be built to withstand hail damage, lightning, and thunderstorm winds. While deaths have occurred in the planning area in the past due to

lightning, it is difficult to quantify future deaths and injuries due to lightning. Future losses to new development should be minimal.

Severe Weather: Wind and Tornado

Likelihood of Future Occurrence–Likely

Vulnerability–High

Hazard Profile and Problem Description

High winds can cause significant property and crop damage, threaten public safety, and have adverse economic impacts from business closures and power loss. High winds, as defined by the NWS glossary, are sustained wind speeds of 40 mph or greater lasting for 1 hour or longer, or winds of 58 mph or greater for any duration. These winds may occur as part of a seasonal climate pattern or in relation to other severe weather events such as thunderstorms.

Tornadoes are rare in the upper elevations and are not considered to be a threat to the Town.

Location and Extent

The entire Town is subject to significant, non-tornadic (straight-line), winds. Each area of the Town is at risk to high winds. Magnitude of winds is measured often in speed and damages. These events are often part of a heavy rain and storm event, but can occur outside of storms. The speed of onset of winds can be short, but accurate weather prediction mechanisms often let the public know of upcoming events. Duration of winds in California is often short, ranging from minutes to hours. The Beaufort scale is an empirical measure that relates wind speed to observed conditions at sea or on land. Its full name is the Beaufort wind force scale. It can be seen in Section 4.2.5 of the Base Plan.

Past Occurrences

According to historical hazard data, high winds are an annual occurrence in the Town of Paradise. These high wind events are typically expected 7-8 times year. The following severe storms were noted by the Town:

- 10/8/17 Wind event
- 4/6/2017 Wind event (Downed trees, localized Flooding)
- 1/20/2017 Wind event (Downed trees)
- 3/5/2016 Wind event (Downed trees)
- 10/3/2015 Wind event (Downed trees)
- 12/30/2014 Wind event (Downed trees, 2 fatalities, 17 blocked roads)
- 11/1/2014 Wind event (Downed trees)

Vulnerability to High Winds and Impacts

High winds are common occurrences in the City throughout the entire year. Straight line winds are primarily a public safety and economic concern. Windstorm can cause damage to structures and power lines which in turn can create hazardous conditions for people. Debris flying from high wind events can

shatter windows in structures and vehicles and can harm people that are not adequately sheltered. Wind can also drive wildfire flames, spreading wildfires quickly. However, when high winds happen during times of wildfire, winds can fan the flames and spread fire quickly. This was the case during the 2018 Camp Fire. High winds are also a precursor to red flag days, which can cause PG&E to enact the Public Safety Power Shutdowns.

Impacts from straight line winds include:

- Increased wildfire risk
- Windblown weeds
- Downed trees
- Power line impacts and economic losses from power outages
- Occasional building damage, primarily to roofs

Future Development

The Town enforces the state building code and other ordinances, which regulate construction techniques that minimize damage from high winds. Future development in the Town is subject to these building codes. New critical facilities such as communications towers should be built to withstand high winds.

Wildfire

Likelihood of Future Occurrence–Likely

Vulnerability–Extremely High

Hazard Profile and Problem Description

Wildland fire is an ongoing concern for the Town of Paradise, as exemplified by the Camp Fire in 20108. Generally, the fire season extends from early spring through late fall of each year during the hotter, dryer months. Fire conditions arise from a combination of high temperatures, low moisture content in the air and fuel, accumulation of vegetation, and high winds. Throughout California, communities are increasingly concerned about wildfire safety as increased development in the foothills and mountain areas and subsequent fire suppression practices have affected the natural cycle of the ecosystem.

The Town of Paradise is located in central Butte County; it's flanked by steep canyons to the northwest and east sides of the community and intermediary drainages to the south. At the southern end of Paradise, 1,600-foot elevation wildland fuels consist of light grass and brush with residential structures intermixed within the wildland fuels. The wildland fuels transition to heavy brush in the adjoining canyons and conifer forests through the majority of Town to the northern extent at 2,300-foot elevation. The climate in Butte County is Mediterranean which means summer conditions are warm, dry and often accompanied with wind. The topography, fuel conditions and Mediterranean climate combine to make the Town of Paradise and surrounding areas of Butte County a very high fire hazard severity zone. This coupled with the moderate to high density residential population of Paradise and the surrounding area present a unique wildland urban interface firefighting problem. The Town can best be described as a mix of high density wildland urban interface environment where structures on the northwest and eastern sides of Town abruptly adjoin the

wildland, and on the southern end of Town a moderate density wildland urban intermix where homes are intermixed with the wildland vegetation.

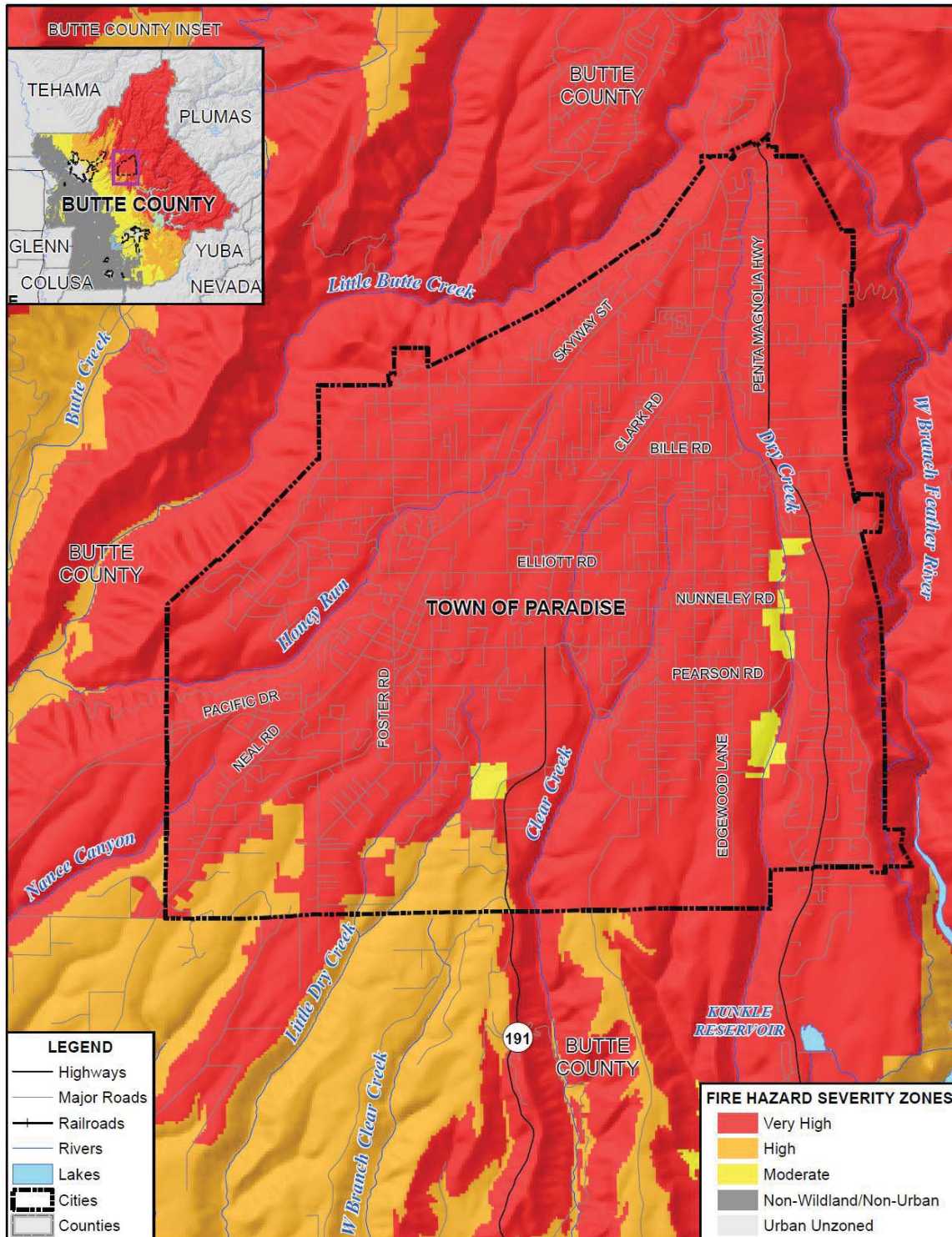
Location and Extent

Wildfire can affect all areas of the Town. CAL FIRE has estimated that the risk varies across the Town and has created maps showing risk variance. Following the methodology described in Section 4.3.16, two wildfire maps for the Town were created.

- Figure E-11 shows the CAL FIRE FHSZ in the Town. On this map, all zones are depicted.
- Figure E-12 shows only the Very High FHSZ (VHFSZ) in the City. California Government Code Section 51178 requires the California Department of Forestry and Fire Protection (CAL FIRE) to identify and map very high fire hazard areas statewide. The VHFSZ areas are subject to more stringent requirements. California Government Code Section 51179 states, “*A local agency shall designate, by ordinance, very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the director pursuant to subdivisions (b) and (c) of Section 51178. A local agency shall be exempt from this requirement if ordinances of the local agency, adopted on or before December 31, 1992, impose standards that are equivalent to, or more restrictive than, the standards imposed by this chapter.*”

As shown on the maps, wildfire threat within the Town ranges from high to very high, with most of the City in a Very High FHSZ.

Figure E-11 Town of Paradise – Fire Hazard Severity Zones

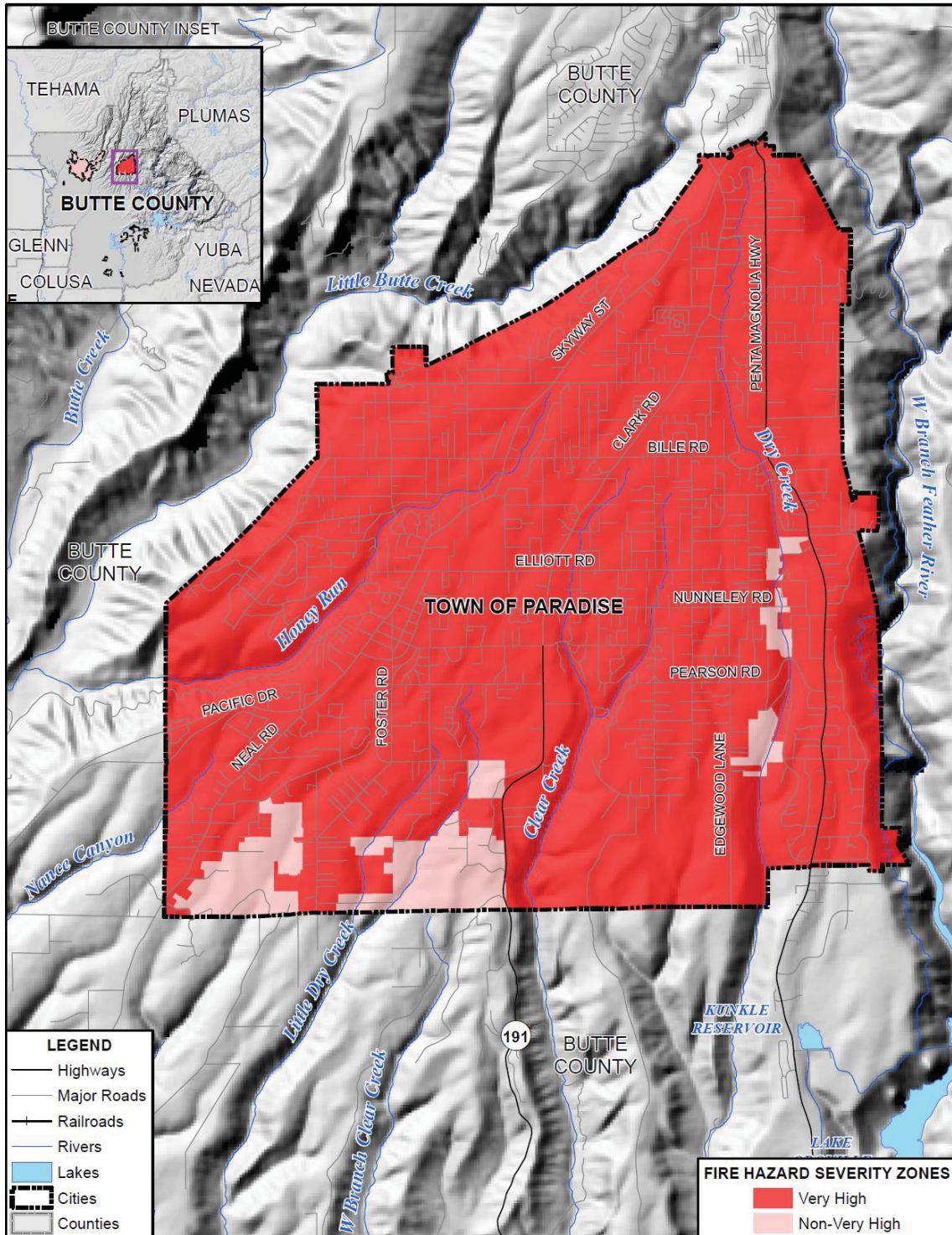


0 1 2 Miles



Data Source: CAL FIRE (Adopted SRA 11/2007 - fhszs06_3_4, Draft 9/2007 - c4fhszl06_1), Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Figure E-12 Town of Paradise – Very High Fire Hazard Severity Zones



Data Source: CAL FIRE (Recommended LRA 5/2008 - c4fhszl06_3, Adopted SRA 11/2007 - fhszs06_3_4, and Draft 9/2007 - c4fhszl06_1), Butte County GIS, Cal-Atlas; Map Date: 3/1/2019.

Wildfires tend to be measured in structure damages, injuries, and loss of life as well as acres burned. Fires can have a quick speed of onset, especially during periods of drought. Fires can burn for a short period of time, or may have durations lasting for a week or more. Aerial FHSZ extent from CAL FIRE is shown in Table E-33.

Table E-33 Town of Paradise – Geographical FHSZ Extents

Fire Hazard Severity Zones	Total Acres	% of Total Acres	Improved Acres	% of Total Improved Acres	Unimproved Acres	% of Total Unimproved Acres
Very High	10,113	92.78%	8,046	73.82%	0	0.00%
High	528	4.84%	322	2.95%	0	0.00%
Moderate	140	1.28%	63	0.58%	0	0.00%
Non-Wildland/Non-Urban	236	2.17%	0	0.00%	236	2.17%
Urban Unzoned	0	0.00%	0	0.00%	252	2.31%

Source: CAL FIRE

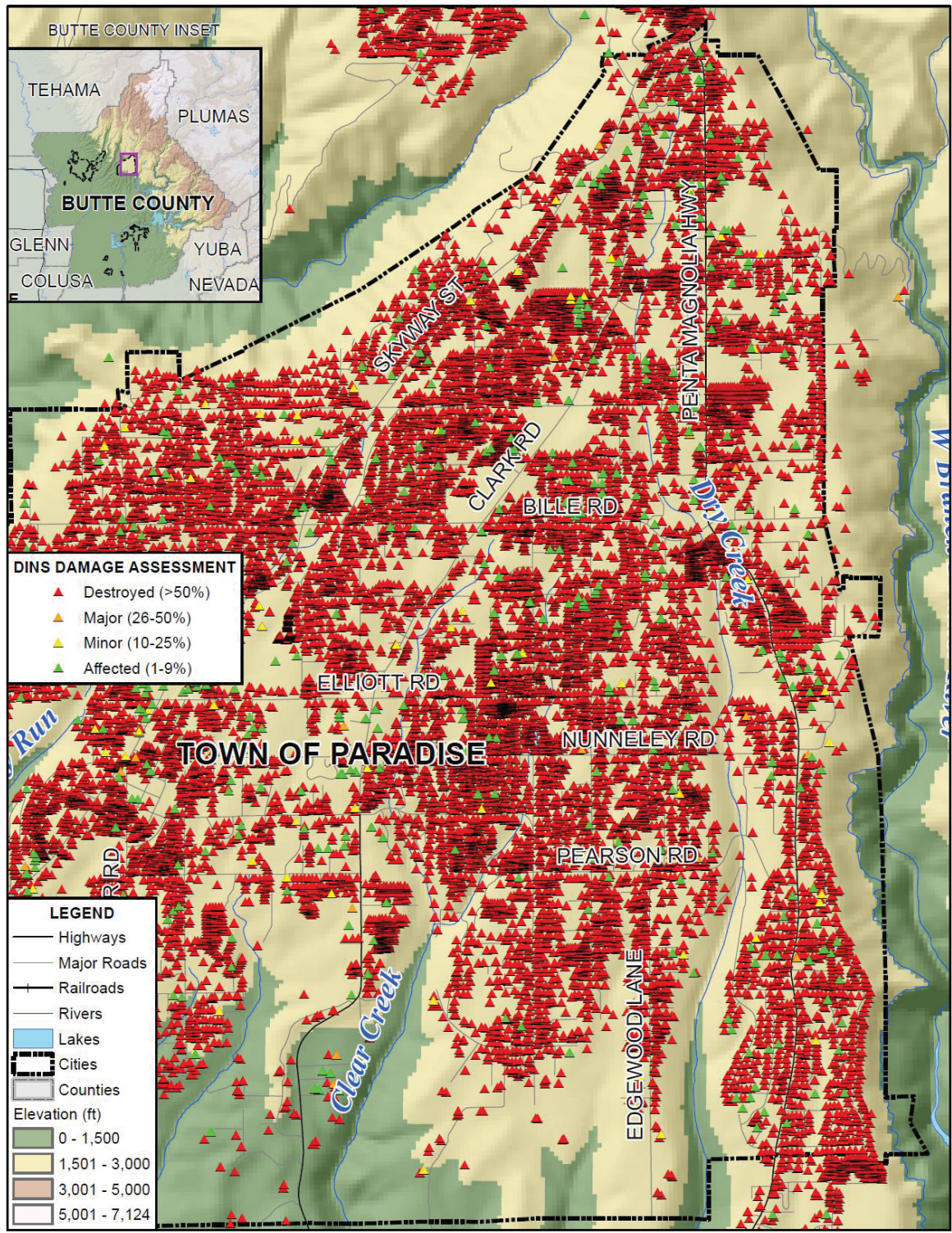
Past Occurrences

Additional past occurrences are shown in Section 4.2.19 of the Base Plan. The Planning Team noted that there have been multiple wildfires throughout Butte County’s Wildland Urban Interface over the years. In addition to the recent Camp Fire, the Planning Team noted the following fires in the immediate vicinity of the Town:

- August 26, 2016 - Santos Incident – A small fire occurred off Highway 32 at Santos Ranch Road, south of Forest Ranch. Evacuation warnings were issued, but the fire was extinguished before evacuations became necessary.
- September 6, 2016 - Saddle Fire – On September 5th, a fire was started off Pentz Road and Lime Saddle Road south of the Town of Paradise. Sparks from a malfunctioning exhaust started the blaze. Evacuation orders were issued for residents on both sides of Pentz Road from Logo Vista to Messilla Valley Road. Evacuation shelters were opened, as were animal shelters. The blaze consumed 850 acres before being extinguished, causing 3 injuries and destroying 3 structures.
- July 2, 2017 – De Sabla Incident – A small fire occurring in the vicinity of De Sabla Powerhouse Rd and Humbug Rd. The fire burned 14 acres.
- 10/9/2017 Honey Fire (Active for 91 days, 150 acres burned)
- December 12, 2017 Fire (vicinity of Clark and Billie)
- September 24, 2018 – Minshew Incident – A small fire occurred in the vicinity of Nimshew Rd and Centerville Rd. the fire burned 33 acres and was active for 102 days.
- November 8, 2018 Camp Fire (Active for 229 days, 153,336 acres burned, 18,793 structures, 86 fatalities)

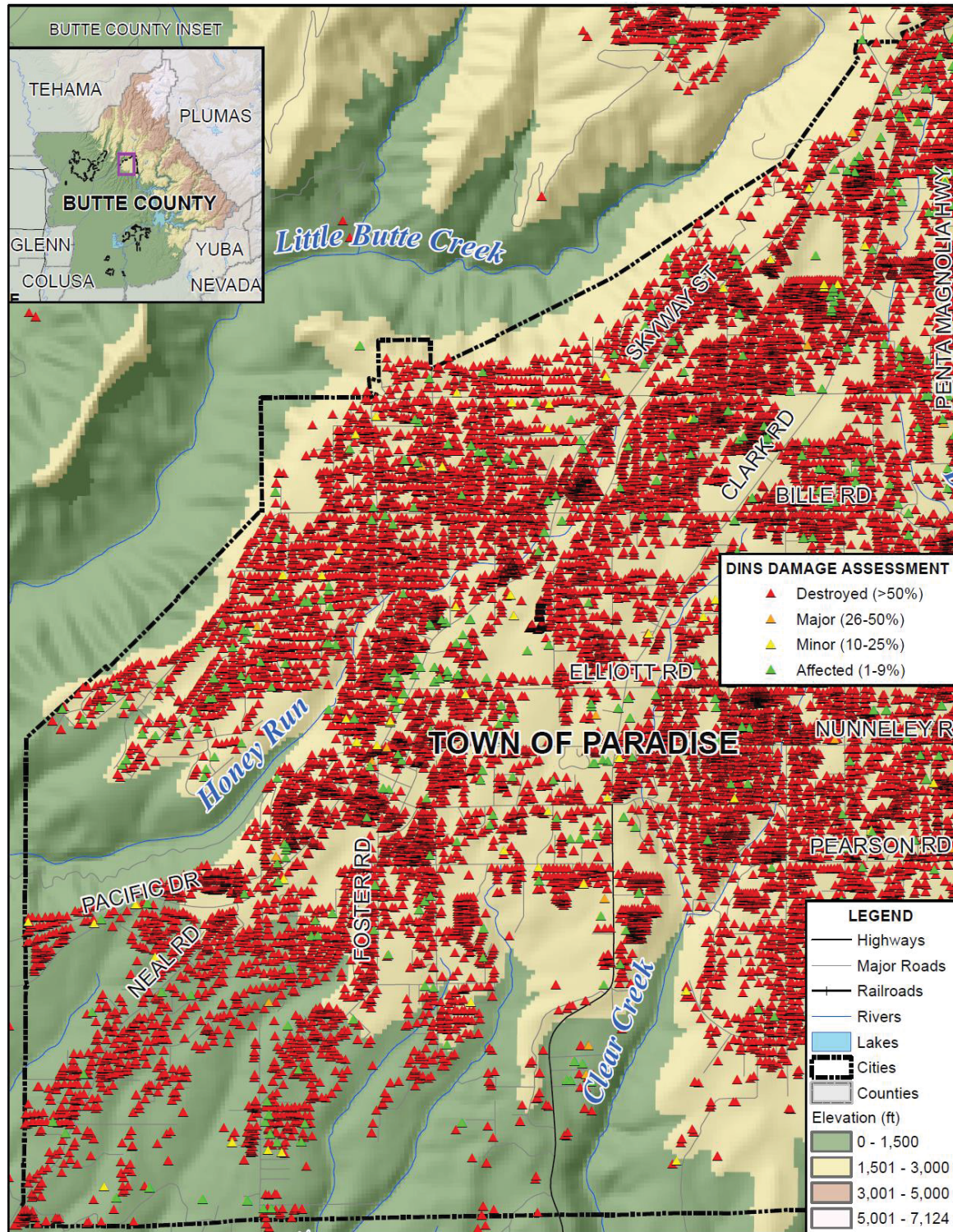
Using the DINS data, as discussed in Section 4.2.19 of the Base Plan, data for the Camp Fire was mapped in GIS and tabular analysis was created. Figure E-13 and Figure E-14 shows how the Camp Fire affected the east and west side of Paradise, respectively. Table E-34 shows the DINS criteria broken into a structure count by damage.

Figure E-13 Town of Paradise (East) – DINS Damage Assessment



Data Source: California DINS Data 11/2018, Camp Fire Perimeter 11/19/2018, Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Figure E-14 Town of Paradise (West) – DINS Damage Assessment



0 0.6 1.2 Miles



Data Source: California DINS Data 11/2018, Camp Fire Perimeter 11/19/2018, Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Table E-34 Town of Paradise – Structures Damaged in the Camp Fire by Level of Damage

Damage Assessment	Damaged Structure Count	% of Total Damaged Structure Count
Town of Paradise		
Destroyed (>50%)	16,845	64.0%
Major (26-50%)	26	0.1%
Minor (10-25%)	87	0.3%
Affected (1-9%)	545	2.1%
No Damage	1,633	6.2%
Town of Paradise Total	19,136	72.7%

Source: California DINS Data

Vulnerability to Wildfire and Impacts

Since the Town sits between various intermediate drainage and at the mouth of a major drainage, the Feather River Canyon which enhances foehn winds, it is extremely susceptible to rapidly moving wildfires. Couple with the it's interface with wildland vegetation and a large population base, the Town is at extreme risk of damaging and destructive wildfires. The 2018 Camp Fire has demonstrated the vulnerability wildfire.

Compounding the problem of susceptibility to wildfire is the lack of egress and ingress in the Town. Due to the sheer volume of people that can be affected at one time by a wildland fire, a number of potential traffic flow problems exist. These are complicated by the existence of only one north route out of town; only four south routes out of town, two of which could easily be affected by a single fire; and only three through east-west streets. The plan concludes that any fire in the Magalia area would have a major impact on the roads in Paradise because access is via a two-lane road. These issues proved true during the 2018 Camp Fire. The evacuation planning has been identified in the Town's Recovery Plan to study and improve the evacuation routes throughout the Town.

After the Camp Fire, the threat from a wildfire remains equally high. As the rebuilding of the community continues the threat (life safety, property damage) associated with a wildfire increases exponentially. Without comprehensive mitigation actions, Paradise's wildland urban interface/intermix problem will continue to pose a significant threat to the Town's residences, private property, infrastructure and economic sustainability.

Wildfires can cause short-term and long-term disruption to the County and Town of Paradise, as evidenced by the Camp Fire in Paradise and the resultant decrease in the population in Paradise. Fires can have devastating effects on watersheds through loss of vegetation and soil erosion, which may impact the County by changing runoff patterns, increasing sedimentation, reducing natural and reservoir water storage capacity, and degrading water quality. Fires may result in casualties and can destroy buildings and infrastructure.

Although the physical damages and casualties arising from wildland-urban interface fires may be severe, it is important to recognize that they also cause significant economic impacts by resulting in a loss of function of buildings and infrastructure. In some cases, the economic impact of this loss of services may be comparable to the economic impact of physical damages or, in some cases, even greater. Economic impacts

of loss of transportation and utility services may include traffic delays/detours from road and bridge closures and loss of electric power, potable water, and wastewater services. Additional economic impacts to the Town stem from the loss of much of the property tax revenue the Town needs to operate. Fires can also cause major damage to power plants and power lines needed to distribute electricity to operate facilities.

Based on the vulnerability of the Town of Paradise to the wildfire hazard, the sections that follow describes significant assets at risk in the Town.

Values at Risk

GIS was used to determine the possible impacts of flooding within the Town of Paradise. The methodology described in Section 4.3.19 of the Base Plan was followed in determining structures and values at risk in fire hazard severity zones. Analysis results for Paradise are shown in the following 4 tables:

- Table E-35 summarizes pre-fire total parcel counts, improved parcel counts and their structure values by fire hazard severity zone.
- Table E-36 summarizes post-fire total parcel counts, improved parcel counts and their structure values by fire hazard severity zone.
- Table E-37 compares pre-fire and post-fire improved structure values by fire hazard severity zone.
- Table E-38 breaks out the Table E-36 by adding the property use details by fire hazard severity zone for the Town.

Table E-35 Town of Paradise – Pre-Fire Count and Value of Parcels by Fire Hazard Severity Zone

Fire Hazard Severity Zone	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Very High	11,381	10,515	\$772,241,810	\$1,578,239,440	\$14,483,408	\$950,329,461	\$3,315,294,119
High	75	56	\$6,355,387	\$13,842,961	\$10,346	\$6,945,174	\$27,153,868
Moderate	44	31	\$4,047,087	\$8,486,805	\$0	\$4,398,403	\$16,932,295
Town of Paradise Total	11,500	10,602	\$782,644,284	\$1,600,569,206	\$14,493,754	\$961,673,037	\$3,359,380,281

Source: CAL FIRE, Butte County 3/28/2019 Parcel/Assessor's Data

Table E-36 Town of Paradise – Post-Fire Count and Value of Parcels by Fire Hazard Severity Zone

Fire Hazard Severity Zone	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Very High	11,382	10,507	\$771,940,349	\$1,005,115,678	\$13,675,031	\$642,723,961	\$2,241,782,496
High	75	56	\$6,355,387	\$11,866,158	\$0	\$5,945,269	\$23,900,814
Moderate	44	31	\$4,047,087	\$6,357,404	\$0	\$3,333,702	\$13,477,487
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: CAL FIRE, Butte County 3/28/2019 Parcel/Assessor's Data

Table E-37 Town of Paradise – Comparison of Pre-Fire and Post-Fire Improved Structure Values by Fire Hazard Severity Zone

Fire Hazard Severity Zone	Pre-Fire Improved Structure Value	Post Fire Improved Structure Value	\$ change	% Change
Very High	\$1,578,239,440	\$1,005,115,678	-\$573,123,762	-36.3%
High	\$13,842,961	\$11,866,158	-\$1,976,803	-14.3%
Moderate	\$8,486,805	\$6,357,404	-\$2,129,401	-25.1%
Town of Paradise Total	\$1,600,569,206	\$1,023,339,240	-\$577,229,966	-36.1%

Source: CAL FIRE, Butte County 2018 and 3/28/2019 Parcel/Assessor's Data

Table E-38 Town of Paradise – Count and Value of Parcels by Fire Hazard Severity Zone and Property Use

Fire Hazard Severity Zone / Property Use	Total Parcel Count	Improved Parcel Count	Total Land Value	Improved Structure Value	Other Value	Estimated Contents Value	Total Value
Very High							
Agricultural	4	0	\$130,248	\$0	\$11,631	\$0	\$141,879
Commercial	722	596	\$102,599,032	\$273,272,659	\$13,392,101	\$273,272,659	\$524,803,960
Industrial	16	14	\$2,525,218	\$3,598,536	\$165,000	\$5,397,804	\$11,782,558
Residential	10,532	9,894	\$666,259,179	\$728,106,996	\$106,299	\$364,053,498	\$1,704,491,902
Unknown	108	3	\$426,672	\$137,487	\$0	\$0	\$562,197
Very High Total	11,382	10,507	\$771,940,349	\$1,005,115,678	\$13,675,031	\$642,723,961	\$2,241,782,496
High							
Agricultural	1	1	\$31,603	\$24,379	\$0	\$24,379	\$80,361
Commercial	0	0	\$0	\$0	\$0	\$0	\$0
Industrial	0	0	\$0	\$0	\$0	\$0	\$0
Residential	73	55	\$6,323,784	\$11,841,779	\$0	\$5,920,890	\$23,820,453
Unknown	1	0	\$0	\$0	\$0	\$0	\$0
High Total	75	56	\$6,355,387	\$11,866,158	\$0	\$5,945,269	\$23,900,814
Moderate							
Agricultural	0	0	\$0	\$0	\$0	\$0	\$0
Commercial	2	1	\$403,860	\$310,000	\$0	\$310,000	\$1,023,860
Industrial	0	0	\$0	\$0	\$0	\$0	\$0
Residential	41	30	\$3,643,227	\$6,047,404	\$0	\$3,023,702	\$12,453,627
Unknown	1	0	\$0	\$0	\$0	\$0	\$0
Moderate Total	44	31	\$4,047,087	\$6,357,404	\$0	\$3,333,702	\$13,477,487
Town of Paradise Total	11,501	10,594	\$782,342,823	\$1,023,339,240	\$13,675,031	\$652,002,932	\$2,279,160,797

Source: CAL FIRE, Butte County 3/28/2019 Parcel/Assessor's Data

Population at Risk

The Fire Hazard Severity Zone dataset was overlaid on the parcel layer. Those residential parcel centroids that intersect the severity zones were counted and multiplied by the 2010 Census Bureau average household factors for the Town of Paradise – 2.17. According to this analysis, there is a total population in 21,654 residents of Paradise at risk to moderate or higher FHSZs. This is shown in Table E-39.

Table E-39 Town of Paradise – Count of Improved Residential Parcels and Population by Fire Hazard Severity Zone

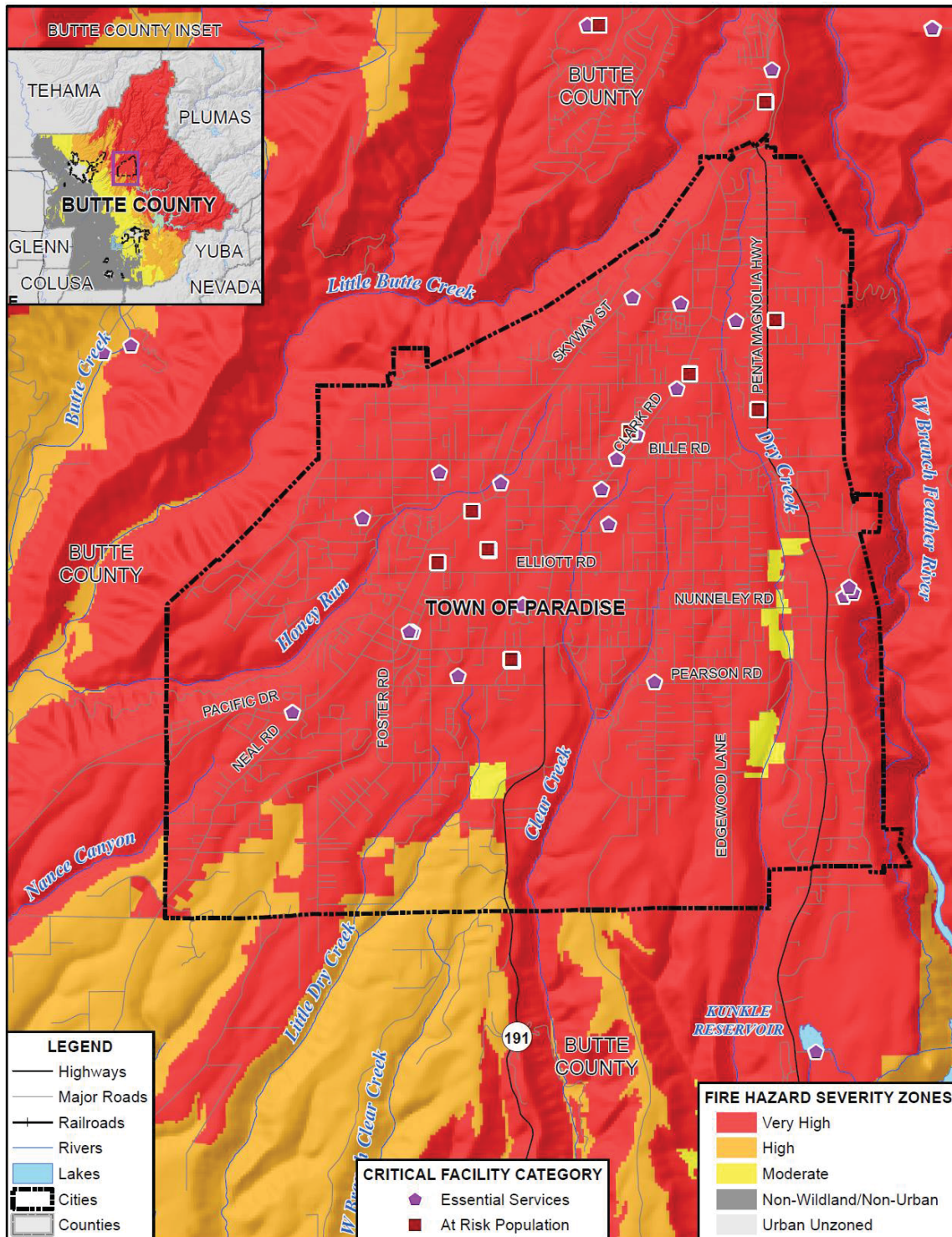
Jurisdiction	Moderate		High		Very High	
	Improved Residential Parcels	Population	Improved Residential Parcels	Population	Improved Residential Parcels	Population
Paradise	30	65	55	119	9,894	21,470

Source: Butte County 3/28/2019 Parcel/Assessor's Data, CAL FIRE

Critical Facilities at Risk

An analysis was performed on the critical facility inventory in Paradise in identified FHSZs facilities in a FHSZ in the Town of Paradise are shown in Figure E-15 and detailed in Table E-40. Details of critical facility definition, type, name and address and jurisdiction by FHSZ are listed in Appendix F.

Figure E-15 Town of Paradise – Critical Facilities in Fire Hazard Severity Zones



Data Source: CAL FIRE (Adopted SRA 11/2007 - fhszs06_3_4, Draft 9/2007 - c4fhszl06_1),
Butte County GIS, Cal-Atlas; Map Date: 7/1/2019.

Table E-40 Town of Paradise – Critical Facilities by Fire Hazard Severity Zone

Fire Hazard Severity Zone/ Critical Facility Category / Critical Facility Type	Facility Count
Very High	
Essential Services Facilities	
Fire	3
Health Care	15
Law Enforcement	1
Public Assembly Point / Evacuation Center	2
Essential Services Facilities Total	21
At Risk Population Facilities	
School	12
At Risk Population Facilities Total	12
Very High Total	33
Grand Total	
	33

Source: CAL FIRE, Butte County

Future Development

The Town has developed a Recovery Plan that will address the Camp Fire recovery and includes projects focused removal the standing burnt trees, improving building codes and standards, improving Town awareness of related to defensible space requirements, enforcement and education. The Town is also evaluating improvements to the building code post-Camp Fire. A significant contributor to rapid spread of the fire, as well as the destructive nature of the fire, was fuel on roofs and in eaves of residential homes. As a result, the Town is taking proactive steps to enhance the resilience of residential buildings by enhancing building codes and incentivizing residents to modify existing structures and rebuilding to higher standards to mitigate the risk of such a deadly event in the future.

E.6 Capability Assessment

Capabilities are the programs and policies currently in use to reduce hazard impacts or that could be used to implement hazard mitigation activities. This capabilities assessment is divided into five sections: regulatory mitigation capabilities, administrative and technical mitigation capabilities, fiscal mitigation capabilities, mitigation education, outreach, and partnerships, and other mitigation efforts.

E.6.1. Regulatory Mitigation Capabilities

Table E-41 lists regulatory mitigation capabilities, including planning and land management tools, typically used by local jurisdictions to implement hazard mitigation activities and indicates those that are in place in the Town of Paradise.

Table E-41 Town of Paradise Regulatory Mitigation Capabilities

Plans	Y/N Year	Does the plan/program address hazards? Does the plan identify projects to include in the mitigation strategy? Can the plan be used to implement mitigation actions?
Comprehensive/Master Plan/General Plan	Yes 2014	Adopted 1994 the Housing Element was updated 2014 and the Safety Element in 2019. While the General Plan does address some hazards, this is an identified project in the Town’s Recovery Plan to update the General Plan, which will assist the Town in long term implementation of mitigation actions.
Capital Improvements Plan	Yes	The 2019-2020 Capital Improvements Program addresses various projects throughout the Town such as roads improvements, development of a sewer system for the downtown area, public communication systems and other related projects
Economic Development Plan	No	
Local Emergency Operations Plan	Yes 2012	The Emergency Operations Plan does address all hazards and can be used in strategic alignment and implementation of mitigation actions.
Continuity of Operations Plan	Yes	The Town has a line of succession adopted by resolution.
Transportation Plan	No	
Stormwater Management Plan/Program	Yes 1979	Yes, the plan does address the hazard, however the plan is outdated. Yes, one of the projects identified is updating the Storm Drain Master Plan. Yes, the updated plan will assist the Town in implementing mitigation actions.
Engineering Studies for Streams	No	While the Town does not have engineering studies for streams, the Storm Drain Master Plan would provide adequate data in management of storm water.
Community Wildfire Protection Plan	Yes 2015	The Community Wildfire Protection Plan does address wildfire and some related projects. Yes, the plan can be used for strategic planning and implementation of mitigation actions.
Other special plans (e.g., brownfields redevelopment, disaster recovery, coastal zone management, climate change adaptation)	Yes 2019	The Long-Term Community Recovery Plan was developed in June 2019, following the devastating impacts of the Camp Fire. This plan does address multiple hazards, especially wildfire. It includes projects for the long-term recovery of the Town, both in recovery and economically. The Recovery plan sets the priorities in implementing mitigation actions.
Building Code, Permitting, and Inspections		Are codes adequately enforced?
Building Code	Yes	Version/Year: State of California 2016 Building Code. The Town is the process adapting the 2019 Building Codes. Yes, the town has an inspection and enforcement component of the Planning Department for Town wide oversight of building codes.
Building Code Effectiveness Grading Schedule (BCEGS) Score	Y	Score: 3
Fire department ISO rating:	Yes	Rating: 2-2x

Site plan review requirements	Yes	Site plans are review through the permitting process through the Planning Department, which ensures enforcement of the zoning requirements.
Is the ordinance an effective measure for reducing hazard impacts?		
Land Use Planning and Ordinances	Y/N	Is the ordinance adequately administered and enforced?
Zoning ordinance	Yes	These ordinances are enforced through permitting and code enforcement by the Planning Department, which ensures adequate administration of Town requirements.
Subdivision ordinance	Yes	These ordinances are enforced through permitting and code inspection and enforcement by the Planning Department.
Floodplain ordinance	Yes	The Town has an ordinance that address development of land areas prone to flood hazards. It is the purpose of the ordinance to promote the public health, safety and general welfare, and to minimize public and private losses due to flood conditions. The Engineering Division administers and enforces the Town's ordinance.
Natural hazard specific ordinance (stormwater, steep slope, wildfire)	Yes	The Town has policies that address storm water and wildfire. These are effective in reducing impacts from natural disasters, administered, and enforced.
Flood insurance rate maps	Yes	The Town participates in the NFIP even though the entire Town of Paradise is located outside both the 1% and 0.2% annual chance flood zone as defined by the Federal Emergency Management Agency (FEMA).
Elevation Certificates	Yes	Required for building permits within identified special permit zones in the Town. Enforcement is adequately administered through the planning.
Acquisition of land for open space and public recreation uses	No	
Erosion or sediment control program	No	
Other	No	
How can these capabilities be expanded and improved to reduce risk?		
The Town has included projects in the Long-Term Recovery Plan that include updating the General Plan, several of the wildfire related building codes, and updating the storm water master plan. Updating these plans are priorities for the Town to expand and improve Town ordinances and guidance.		

Source: Town of Paradise

Town of Paradise 2030 General Plan

California Law requires that every City and County in the State have a General Plan. The Town of Paradise General Plan was adopted in 1994. The Housing Element was updated in 2014. The General Plan is the most important policy and planning document in the Town, and is used by virtually every department. The General Plan is the Town's statement of its vision for the future. The General Plan contains policies covering every aspect of the Town: land use (how land can be developed), circulation, noise, air quality, housing, open space and conservation, and health and safety.

Mitigation Related Ordinances

The Town of Paradise has many ordinances related to mitigation.

Zoning (Title 17)

The zoning ordinance is enacted for the following purposes:

- To promote and ensure the public health, safety and general welfare of the town and its residents;
- To attain and implement the goals, objectives and policies of the general plan by providing a precise delineation of permitted land uses, precluding land-use conflicts, and by establishing general site development standards.

The intent of the Town is that this ordinance be consistent with the general plan, and with any supplemental land use and community development policies which may be adopted by the Town Council.

Slope Limitations (Title 17, Chapter 6.8)

Site development regulations modifying the basic provisions applicable to a steeply sloping site are intended to alleviate or mitigate potentially harmful effects of soil erosion, increased stormwater runoff, and excessive grading, and to ensure development that is consistent with acceptable environmental standards.

Subdivision (Title 16)

The purpose and intent of these regulations are to provide for regulation and control of design and improvement of subdivisions with proper consideration of its relation to surrounding areas, to permit orderly, reasonable, and beneficial growth, to discourage overdevelopment, to protect and enhance in every way possible the public health, safety and general welfare of the citizens, to conserve the outstanding resources of land, water, air, forest, scenic beauty, and to require the subdivider to do original work placing streets in proper condition before maintenance thereof is taken over by the town, and to relieve the public to this extent of burden that would otherwise exist.

The provisions of this title are adopted to regulate the subdivision of land and real property within the town for the purposes of sale, lease or financing in all instances except those which are exempt under the provisions of the Subdivision Map Act of the state of California as set forth in Title 7 of the California Government Code.

Building Code (Title 15)

The 2016 California Building Standards Code, Part 2, Volumes 1 and 2, including Appendix "B", "F", "G", "H", "I", "J", known as the California Building Code, as published and adopted by the California Building Standards Commission, including the town's amendments set forth in this chapter, is hereby adopted by this section of the Town of Paradise Municipal Code.

Fire Code (Title 15, Chapter 9)

The 2016 California Building Standards Code, Title 24, Part 9, including Appendix "B", "C", "D", "I", known as the California Fire Code, as published and adopted by the California Building Standards Commission, including the town's amendments, is hereby adopted by reference and incorporated herein as if fully set forth.

Floodplain (Title 8, Chapter 55)

It is the purpose of this chapter to promote the public health, safety and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- Protect human life and health;
- Minimize expenditure of public money for costly flood control projects;
- Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- Minimize prolonged business interruptions;
- Minimize damage to public facilities and utilities such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in areas of special flood hazard;
- Help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future blighted areas caused by flood damage;
- Ensure that potential buyers are notified that property is in an area of special flood hazard; and
- Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions

E.6.2. Administrative/Technical Mitigation Capabilities

Table E-42 identifies the Town department(s) responsible for activities related to mitigation and loss prevention in Paradise.

Table E-42 Town of Paradise's Administrative and Technical Mitigation Capabilities

Administration	Y/N	Describe capability Is coordination effective?
Planning Commission	Yes	The Planning Commission meets monthly and engaged in improved zoning and ordinance development.
Mitigation Planning Committee	No	
Maintenance programs to reduce risk (e.g., tree trimming, clearing drainage systems)	Yes	The Public Works Department has regular maintenance programs ranging from Town infrastructure to fuel reduction.
Mutual aid agreements	Yes	The Town used extensive Mutual Aid during the Camp Fire response.
Other	No	
Staff	Y/N FT/PT	Is staffing adequate to enforce regulations? Is staff trained on hazards and mitigation? Is coordination between agencies and staff effective?
Chief Building Official	Yes FT	The Chief Building Official serves in this role and is trained, coordinates with other departments, and provides enforcement of regulations.

Floodplain Administrator	Yes	While the Town does not have any Special Flood Hazard Areas, the Town's Engineers serves as the Floodplain Administrator.
Emergency Manager	Yes FT	The Town Manager serves this role. In addition, the Town recently hired a Disaster Recovery Manager to coordinate the Camp Fire recovery and a consulting firm to provide Recovery assistance across the various grant programs. These components bring coordination, mitigation, and effective oversight to the various programs.
Community Planner	Yes FT	The Planning Department Manager serves in this role and is trained, coordinates with other departments, and provides enforcement of regulations.
Civil Engineer	Yes FT	Public Works Director is a Civil Engineer and coordinates with other departments and provides enforcement of regulations.
GIS Coordinator	Yes	Through a cooperative agreement with Chico State University
Other	No	
Technical		
Warning systems/services (Reverse 911, outdoor warning signals)	Yes	Code Red Warning System and AM radio warning system (Not operational due to Camp Fire) are the two systems currently in place. The Town has identified an Early Warning System has a high priority project in the Town's Recovery Plan.
Hazard data and information	No	
Grant writing	Yes	Grant writing is performed by various department is effective in the right staff is working on grants applicable their department.
Hazus analysis	No	
Other	No	
How can these capabilities be expanded and improved to reduce risk?		
The Town's Recovery Plan identified an Early Warning System as a top priority project to enhance the early warning capability throughout the Town.		

Source: Town of Paradise

E.6.3. Fiscal Mitigation Capabilities

Table E-43 identifies financial tools or resources that the Town could potentially use to help fund mitigation activities.

Table E-43 Town of Paradise's Fiscal Mitigation Capabilities

Funding Resource	Access/ Eligibility (Y/N)	Has the funding resource been used in past and for what type of activities? Could the resource be used to fund future mitigation actions?
Capital improvements project funding	Yes	The Town has an establish Capital Improvement Plan for road improvements, public communication systems, development of a sewer system, and various other projects throughout the Town. Additional funding would expedite and expand these opportunities.

Funding Resource	Access/ Eligibility (Y/N)	Has the funding resource been used in past and for what type of activities? Could the resource be used to fund future mitigation actions?
Authority to levy taxes for specific purposes	Yes	The Town has passed an additional Tax, Measure V, which was passed in November 2018, to increase Town revenue. Currently, Measure V is approximately 9% of the Town's operating budget. These funding does provide significant funding for the Capital Improvement Plan budget.
Fees for water, sewer, gas, or electric services	No	Currently, the Town does not provide these services.
Impact fees for new development	Yes	Development Impact Fees generate provide funding for Capital improvement projects included above.
Storm water utility fee	Yes	Water Shed Drainage revenue for maintenance and improvements to the Storm Water systems throughout Town, typically coupled with road projects in culvert modifications or changes.
Incur debt through general obligation bonds and/or special tax bonds	No	
Incur debt through private activities	No	
Community Development Block Grant	Yes	The Town does manage CDBG funds for multiple programs throughout the Town. This includes housing programs, several law enforcement programs, and several road programs
Other federal funding programs	Yes	Public Assistance through DR-4407-CA, including potential 406 mitigation opportunities
State funding programs	Yes	The State has provided a Property Tax backfill for lost revenue. This funding will be used for the operating costs of the Town.
Other	No	
How can these capabilities be expanded and improved to reduce risk?		
This funding does fund many capital improvement projects throughout the Town. While the various funding sources do provide the needed revenue for these capital improvements, the budget is small with significant needs and opportunities for improvements in the Town. Expanding funding will greatly expand the opportunities for mitigation and betterment projects.		

Source: Town of Paradise

E.6.4. Mitigation Education, Outreach, and Partnerships

Table E-44 identifies education and outreach programs and methods already in place that could be/or are used to implement mitigation activities and communicate hazard-related information.

Table E-44 Town of Paradise’s Mitigation Education, Outreach, and Partnerships

Program/Organization	Yes/No	Describe program/organization and how relates to disaster resilience and mitigation. Could the program/organization help implement future mitigation activities?
Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.	Yes	The Town has Zone Captains that blanket the Town and are focused on communication, cooperation, and community involvement following the Camp Fire. This communication has led to greater resiliency following the Camp Fire.
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	Yes	Typically, education and outreach through the Fire Safe Council. Post Camp Fire Cal Fire has provided education and outreach through training and education at community meetings. In addition, the Town has submitted a HMGP Project to provide additional education and training to the community at large.
Natural disaster or safety related school programs	No	
StormReady certification	No	
Firewise Communities certification	Yes 2016	In cooperation with the Butte County Fire Safe Council, the Town is certified as a Firewise Community. These is enhanced through the active partnership with the Fire Safe Council and helps identify and implement mitigation measures in the Town.
Public-private partnership initiatives addressing disaster-related issues	No	
Other	No	
How can these capabilities be expanded and improved to reduce risk?		
Additional Staffing would provide additional resources for expanding education and training opportunities.		

Source: Town of Paradise

E.6.5. Other Mitigation Efforts

The Town of Paradise has many other completed or ongoing mitigation efforts that include the following:

- The Town partners with both the Paradise Irrigation District and the Butte Fire Safe Council on hazard reduction activities.
- Road improvement and storm water drainage projects to mitigate ongoing problems through the Town. In addition, the Town submitted applications for 12 projects that are critical to the Town recovery from the Camp Fire

E.7 Mitigation Strategy

E.7.1. Mitigation Goals and Objectives

The Town of Paradise adopts the hazard mitigation goals and objectives developed by the HMPC and described in Chapter 5 Mitigation Strategy.

E.7.2. NFIP Mitigation Strategy

The Town of Paradise joined the National Flood Insurance Program (NFIP) on September 24, 1984. As a participant of the NFIP, the Town of Paradise has administered floodplain management regulations that meet the minimum requirements of the NFIP. The management program objective is to protect people and property within the Town. The Town of Paradise will continue to comply with the requirements of the NFIP in the future.

As a participant of the National Flood Insurance Program (NFIP), the Town of Paradise has administered floodplain management regulations that meet the minimum requirements of the NFIP. The management program objective is to protect people and property within the Town. The Town of Paradise will continue to comply with the requirements of the NFIP in the future.

With no mapped floodplains, most flood concerns are related to stormwater flooding issues. The Town will continue to monitor compliance with the NFIP and will evaluate the expansion of their floodplain management program as changing conditions may warrant.

The National Flood Insurance Program’s (NFIP) Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. As a result, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS which are to reduce flood losses, facilitate accurate insurance rating, and promote the awareness of flood insurance. The Town of Paradise is not a current participant in the CRS program.

More information about the floodplain administration in the Town of Paradise can be found in Table E-45.

Table E-45 Town of Paradise Compliance with NFIP

NFIP Topic	Comments
Insurance Summary	
How many NFIP policies are in the community? What is the total premium and coverage?	13 policies \$6,033 in premiums \$4,170,000 in coverage
How many claims have been paid in the community? What is the total amount of paid claims? How many of the claims were for substantial damage?	1 paid claim \$14,957.23 in paid claims 0 substantial damage claims
How many structures are exposed to flood risk within the community?	0 in 1% annual chance floodplain 0 in 0.2% annual chance floodplain

NFIP Topic	Comments
Repetitive Loss (RL) and Severe Repetitive Loss Properties (SRL)	0 RL 0 SRL
Describe any areas of flood risk with limited NFIP policy coverage	No SFHA in the Town
Staff Resources	
Is the Community Floodplain Administrator or NFIP Coordinator certified?	No, The Town does not have any Special Flood Hazard Areas.
Provide an explanation of NFIP administration services (e.g., permit review, GIS, education or outreach, inspections, engineering capability)	Not Applicable
What are the barriers to running an effective NFIP program in the community, if any?	No
Compliance History	
Is the community in good standing with the NFIP?	Y
Are there any outstanding compliance issues (i.e., current violations)?	N
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?	CAV 3/5/2003 GTA 9/12/2016
Is a CAV or CAC scheduled or needed?	N
Regulation	
When did the community enter the NFIP?	6/8/1998
Are the FIRMs digital or paper?	Digital
Do floodplain development regulations meet or exceed FEMA or State minimum requirements? If so, in what ways?	No
Provide an explanation of the permitting process.	Permits are issued through the Building Division and included site plan reviews, which would be applicable to a review for any Special Permit Zones.
Community Rating System	
Does the community participate in CRS?	No
What is the community's CRS Class Ranking?	N/A
What categories and activities provide CRS points and how can the class be improved?	N/A
Does the plan include CRS planning requirements?	N/A

E.7.3. Mitigation Actions

The planning team for the Town of Paradise identified and prioritized the following mitigation actions based on the risk assessment. Background information and information on how each action will be implemented and administered, such as ideas for implementation, responsible office, potential funding, estimated cost, and timeline are also included.

The following hazards were considered a priority for purposes of mitigation action planning:

- Drought and Water Shortage
- Earthquake and Liquefaction
- Floods: Localized Stormwater
- Invasive Species: Pests/Plants
- Landslide, Mudslide, and Debris Flow
- Severe Weather: Extreme Heat
- Severe Weather: Freeze and Winter Storm
- Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind)
- Severe Weather: Wind and Tornado
- Wildfire

It should be noted that many of the projects submitted by each jurisdiction in Table 5-2 in the Base Plan benefit all jurisdictions whether or not they are the lead agency. Further, many of these mitigation efforts are collaborative efforts among multiple local, state, and federal agencies. In addition, the countywide public outreach action, as well as many of the emergency services actions, apply to all hazards of priority. Collectively, this multi-jurisdictional mitigation strategy includes only those actions and projects which reflect the actual priorities and capabilities of the Town to implement over the next 5-years covered by this plan. It should further be noted, that although a jurisdiction may not have specific projects identified for each priority hazard for the five year coverage of this planning process, each jurisdiction has focused on identifying those projects which are realistic and reasonable for them to implement and would like to preserve their hazard priorities should future projects be identified where the implementing jurisdiction has the future capabilities of the Town to implement.

Multi-Hazard Actions

Action 1. Integrate Local Hazard Mitigation Plan into Safety Element of General Plan

Hazards Addressed: Multi-hazard (Drought and Water Shortage, Earthquake and Liquefaction, Floods: Localized Stormwater, Invasive Species: Pests/Plants, Landslide, Mudslide, and Debris Flow, Severe Weather: Extreme Heat, Severe Weather: Freeze and Winter Storm, Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind), Severe Weather: Wind and Tornado, Wildfire)

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8

Issue/Background: Local jurisdictional reimbursement for mitigation projects and cost recovery after a disaster is guided by Government Code Section 8685.9 (AB 2140). Specifically, this section requires that each jurisdiction adopt a local hazard mitigation plan (LHMP) in accordance with the federal Disaster Mitigation Act of 2000 as part of the Safety Element of its General Plan. Adoption of the LHMP into the Safety Element of the General Plan may be by reference or incorporation.

Other Alternatives: No action

Existing Planning Mechanisms through which Action will be Implemented: Safety Element of General Plan

Responsible Office: Town of Paradise Planning Department

Priority (H, M, L): High

Cost Estimate: Jurisdictional board/staff time

Potential Funding: Local budgets

Benefits (avoided Losses): Incorporation of an adopted LHMP into the Safety Element of the General Plan will help jurisdictions maximize the cost recovery potential following a disaster.

Schedule: As soon as possible

Action 2. Enhance Public Education and Awareness of Natural Hazards and Public Understanding of Disaster Preparedness

Hazards Addressed: Agricultural Hazards; Climate Change; Dam Failure; Drought & Water Shortage; Earthquake (non-priority County hazard; primary CA hazard); Flood: 1%/0.2% annual chance; Flood: Localized/Stormwater; Hazardous Materials Transportation; Landslides, Mudslide, and Debris Flows; Levee Failure; Severe Weather: Extreme Cold and Freeze; Severe Weather: Heavy Rains and Storms (wind, hail, lightning); Severe Weather: High Winds and Tornadoes; Severe Weather: Extreme Heat; Stream Bank Erosion; Subsidence; Volcano; Wildfire

Goals Addressed: 1, 2, 3, 4, 5

Issue/Background: The City and County play a key role in public outreach/education efforts to communicate the potential risk and vulnerability of their community to the effects of natural hazards. A comprehensive multi-hazard public education program will better inform the community of natural hazards of concern and actions the public can take to be better prepared for the next natural disaster event.

Project Description: A comprehensive multi-hazard outreach program will ascertain both broad and targeted educational needs throughout the community. The City will work with the County and other agencies as appropriate to develop timely and consistent annual outreach messages in order to communicate the risk and vulnerability of natural hazards of concern to the community. This includes measures the public can take to be better prepared and to reduce the damages and other impacts from a hazard event. The public outreach effort will leverage and build upon existing mechanisms, will include elements to meet the objectives of Goal 3 of this LHMP Update, and will consider:

- Using a variety of information outlets, including websites, local radio stations, news media, schools, and local, public sponsored events;
- Creating and distributing (where applicable) brochures, leaflets, water bill inserts, websites, and public service announcements;
- Displaying public outreach information in County office buildings, libraries, and other public places and events;
- Developing public-private partnerships and incentives to support public education activities.

Location of Project: Citywide

Other Alternatives: Continue public information activities currently in place.

Existing Planning Mechanism(s) through which Action Will Be Implemented: Existing County outreach programs will be reviewed for effectiveness and leveraged and expanded upon to reach the broader region.

Responsible Office: City of Biggs in partnership with the County

Participating Jurisdictions: County and all cities.

Priority (H, M, L): High

Cost Estimate: Annual costs to be determined, and will depend on the scope and frequency of activities and events as well as volunteer participation

Benefits (Losses Avoided): Increase residents' knowledge of potential hazards and activities required to mitigate hazards and be better prepared. Protect lives and reduce damages, relatively low cost to implement.

Potential Funding: Local budgets, grant funds

Timeline: Ongoing/Annual public awareness campaign

Action 3. Early Warning System

Hazards Addressed: Multi-hazard (Drought and Water Shortage, Earthquake and Liquefaction, Floods: Localized Stormwater, Invasive Species: Pests/Plants, Landslide, Mudslide, and Debris Flow, Severe Weather: Extreme Heat, Severe Weather: Freeze and Winter Storm, Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind), Severe Weather: Wind and Tornado, Wildfire)

Goals Addressed: 1, 2, 3, 4, 5, 6, 7

Issue/Background: As evidenced by the widespread devastation and loss of life in the 2018 Camp Fire, early detection and rapid notification of impending wildfire is critical to, among other things, saving lives and property. Wildfires often grow and move rapidly and unpredictably, and relying upon word of mouth, reverse 9-1-1 and public media is inadequate when vulnerable populations must be warned rapidly. For this threat and others, more methods of alert and notification will greatly increase the chances of alerting the public and allowing the residents of Paradise to seek safety.

Project Description: Install and implement a network of emergency warning systems for the purpose of rapid hazard notification. The system will be linked to a hazard monitoring and warning implementation operation managed by the Town of Paradise's Fire Department (Cal Fire), which will be responsible for implementing warnings. The system will be effective at providing real-time warnings of impending wildfire (and other) hazards to vulnerable populations.

Other Alternatives: The Town of Paradise can rely on word of mouth, reverse 9-1-1 and public media (TV & radio) for emergency alerts. However, these methods are inadequate and put public safety in great danger.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$120,000

Benefits (Losses Avoided): By installing and implementing a network of emergency warning systems for the purpose of rapid hazard notification, the Town can effectively provide real-time warnings of impending wildfire (and other) hazards to vulnerable populations, and protect and save life and property.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: Medium

Action 4. Public Works Signs

Hazards Addressed: Multi-hazard (Drought and Water Shortage, Earthquake and Liquefaction, Floods: Localized Stormwater, Invasive Species: Pests/Plants, Landslide, Mudslide, and Debris Flow, Severe Weather: Extreme Heat, Severe Weather: Freeze and Winter Storm, Severe Weather: Heavy Rain and Storms (Hail, Lightning, Wind), Severe Weather: Wind and Tornado, Wildfire)

Goals Addressed: 1, 2, 3, 4, 5

Issue/Background: The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

Numerous public works signs that are instrumental to the Town of Paradise were damaged or destroyed during the wildfire. Without the presence of these signs, especially during an emergency, significant issues can occur, such as uncontrolled traffic, citizens not being warned of dangers, and the inability to have an effective evacuation.

Project Description: In order to ensure that public works signage is continuously present and functioning through a variety of challenging conditions and especially during an emergency, the Town of Paradise plans to augment signage around the Town with mobile, electronic signage. This supports a stronger and more resilient type of system to support and mitigate messaging to the public to augment fixed signage. For signs involving electronics, there will be installations of protection such as surge suppressors and wiring able to sustain water submersion.

Other Alternatives: The Second Action alternative is to replace the public works signs with the same materials. The Camp Fire has proved that the previous public works signs were not resilient enough, and it has caused 85 civilian fatalities.

Existing Planning Mechanism(s) through which Action Will Be Implemented: Unknown

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$270,000

Benefits (Losses Avoided): Life-safety

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 28 months

Project Priority: Low

Flood and Localized Flood Actions

Action 5. Storm Drain Master Plan

Hazards Addressed: Flood and Localized Flood

Goals Addressed: 1, 2, 3, 6

Issue/Background: The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

Numerous culverts within the Town of Paradise were destroyed as a result of the wildfire. These culverts are imperative for controlling the flow of storm water through roads and other areas. Without the proper functioning of culverts, the Town of Paradise faces significant risks, such as roadways becoming compromised, large amounts of flooding, and danger to people and property.

As described in the LHMP, floods in the planning area are a result of heavy rains, limited drainage routes and along creeks that are prone to flash flooding in rain events up to and including a 100-year storm event. These smaller, more frequent storm events, while not mapped by FEMA as a flood event, have led to flooding of streets, homes, and buildings. Floods can be powerful enough to move large objects, such as branches and trees, swiftly into other objects, such as banks and bridges, cause damage to buildings and infrastructure, and weaken foundations and soils. Secondary impacts of flooding, including saturated soils and erosion from flooding events, can cause trees to weaken and collapse, increasing the potential for property damage and loss of life. All of these impacts make infrastructure more susceptible to sustained damage or collapse.

In a flash flood event, large volumes of water have the potential to cause extreme erosion over a short period of time. This can lead to road failure, bank destabilization and loss of property. In addition, increased sedimentation from heavy erosion can cause clogging and other issues in storm drain infrastructure and increase turbidity of the water, which damages the quality of the creek for fish and other wildlife.

The Town currently lacks any type of comprehensive understanding of the physical condition of the 100 miles of underground storm drain pipe and nearly 1,000 storm drain inlets and drainage structures. This lack of information prevents the Town from making informed strategic decisions to effectively reduce flooding risks and protect public safety, property and infrastructure.

Project Description: Over 80% of the Town burned during the Camp Fire, the associated increased risk of flooding within the burn areas and downstream due to the fire related impacts amplifies the need for the completion of a SDMP. The Town of Paradise needs to fully understand the risk to public safety, property and infrastructure and determine appropriate mitigation measures in order protect the public and reduce

those risks. The proposed SDMP would evaluate the current condition of Paradise's 100 miles of storm drain pipe that make up the Town's drainage system.

The project would include a field condition assessment by Closed Circuit TV (CCTV), data computation, development of issue ranking and project prioritization criteria, updated and additional flood risk modeling for 10 and 100-year storm events, evaluation of drainage system condition and capacity deficiencies, and preparation of the SDMP report. The field evaluation and modeling effort would be conducted on a representative portion of the Town to allow for the timely completion of the SDMP. The flood risk modeling for high-frequency storms is particularly important to the Town as it recovers from the fires and begins to update and re-evaluate its flood mitigation strategies after the fire. Such modeling can and will be used to support a much more rigorous, risk-based approach to identifying and developing mitigation projects that are appropriate to the current situation in the Town.

Development of a SDMP for the Town of Paradise is essential in order to determine the most beneficial actions to implement in order to effectively reduce the risk of flooding of existing properties and guide future development in Paradise; and providing essential protection of life, health, safety, property and critical infrastructure in our community.

In order to ensure the proper functioning of culverts through disasters such as a wildfire, the Town of Paradise would repair and replace damaged culverts with stronger and more durable materials. In addition, relief culverts would be added where necessary in order to provide alternate routes for the flow of water when the main culverts reach over capacity.

Additional measures to be taken include the following:

- Where the alignment of a culvert is inconsistent with existing water flow, realign the culvert vertically or horizontally or relocate the culvert to improve hydraulics and minimize erosion and scour.
- Extend the culvert discharge to mitigate erosion and scour by extending the discharge end beyond the toe of the embankment.
- Install a debris barrier to prevent debris blockage or fins designed to orient floating debris for passage through the culvert.
- Install a debris barrier riser to allow debris to float up with the rising floodwaters without blocking flow into the culvert.

Other Alternatives: The Second Action alternative is to reduce the scale of flood risk modeling by conducting the assessment on a smaller representative portion of the Town. The reduced scale is risky to the accuracy of the flood risk modeling, and might produce predictions that mislead the Town's efforts in mitigating flood risks by selecting the less effective mitigation projects. The Town of Paradise needs to fully understand the risk to public safety, property and infrastructure and determine appropriate mitigation measures in order to protect the public and reduce those risks. A relatively comprehensive assessment is essential for the effectiveness of the flood mitigation projects.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$6,000,000

Benefits (Losses Avoided): Development of a SDMP for the Town of Paradise is essential in order to determine the most beneficial actions to implement in order to effectively reduce the risk of flooding of existing properties and guide future development in Paradise; and providing essential protection of life, health, safety, property and critical infrastructure in our community.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: High

Landslide and Mudslide Actions

Action 6. Reseeding Program

Hazards Addressed: Landslides and Mudslides

Goals Addressed: 1, 2, 3, 4, 5, 6, 7

Issue/Background: As evidenced by the widespread devastation and loss of life in the 2018 Camp Fire, reseeding ground cover with quick-growing or native species is critical to, among other things, saving lives and property in restoration of the burn scar. Nearly the entire Town was impacted by the Camp Fire, and restoration of the burn scar through reseeding ground cover in public areas will reduce the risk of landslides, mudslides, and erosion of public areas throughout the town. The Disaster Recovery Reform Act of 2018 authorized this in order to conduct activities to help reduce the risk of future damage, hardship, loss, or suffering in any area affected by a wildfire.

Project Description: Phase I of the project would scope the areas for reseeding and the types and methods to be used for reseeding. In addition, this phase would prioritize critical areas to be reseeded throughout the Town. Phase II would be coordinating and performing the reseeding activities and maintenance of reseeded areas for success growth of the new planted seed.

Other Alternatives: The second action alternative is to reduce the reseeding area. The reduced scale of the project will be less optimal as the Town has been severely burnt.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$850,000

Benefits (Losses Avoided): Restoration of the burn scar through reseeding ground cover in public areas will reduce the risk of landslides, mudslides, and erosion of public areas throughout the town.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: Low

Wildfire Actions

Action 7. Building Inspectors

Hazards Addressed: Fire

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8

Issue/Background: On November 8, 2018, the most destructive wildfire in California history began in Butte County, California and quickly spread to the Town of Paradise. After burning for over three weeks, the fire ultimately destroyed, within the Town limits alone, over 9,000 residential structures, 400 commercial structures and 3,000 accessory structures with an estimated property loss of over \$9 billion.

The Town of Paradise (Town) is Butte County's second largest incorporated jurisdiction with a population of 26,682. This loss of housing displaced over 10 percent of the entire county's population. It is critical the Town expeditiously facilitate the rebuilding of destroyed homes and businesses.

With normal staffing conditions for the Town's Community Development Department would support review and processing of 25-35 single family homes and a handful of commercial permits annually. Currently, the Town's in-house staffing is far less than normal and seeks support from qualified professionals to deliver a successful rebuild in the most resident-focused, expedient, and cost-effective manner.

Project Description: The proposed plan would be to have qualified building inspectors perform plan reviews and regular inspections of buildings and structures throughout the Town of Paradise in order to enforce compliance with applicable codes for fire hazards. This system will be effective at identifying noncompliance with codes and providing insight into the Town of Paradise's exposure to fire hazards.

Other Alternatives: The second action alternative is to reduce the proposed staffing budget in half. The building permit issuance will may have significant delays and hinder the Town's recovery process.

Existing Planning Mechanism(s) through which Action Will Be Implemented: Expanding the implementation of the current building permit processes.

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$7,000,000

Benefits (Losses Avoided): The additional staffing resources for the Town's Community Development Department will support review and processing residential and commercial permits for the rebuilding of destroyed homes and business. The project will expedite the Town's recovery progress by delivering a successful rebuild in the most resident-focused, expedient, and cost-effective manner.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 8 years

Project Priority: High

Action 8. *Standing Burnt Tree Removal*

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5, 6, 7

Issue/Background: The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

Removing standing burned trees was authorized through the Disaster Recovery Reform Act of 2018 and will be critical to the Town of Paradise's Recovery as there are numerous standing burned trees throughout the Town. The remaining standing burned trees are predominately on private property. In order for the Town to recover, including property owners that can safely rebuild homes on their properties, these standing burned trees will have to be removed.

Project Description: This project will be focused on removing standing burned trees on private property that threaten improved property (e.g. Homes). This includes numerous trees throughout the town and defining the number of trees in this category will be defined in the scoping of this project.

- Phase 1 will be the scoping of the universe of trees, geo coding the trees, and an arborist assessment of the health of the tree. The intent is to remove the trees that are dying and will fall in the next 1 to 5 years.
- Phase 2 will be the felling and removal of the trees.

Other Alternatives: The second action alternative would be to remove 50% of the trees in scope. The reduced scale will further reduce the area of the community and limit the residents' choice of location for reconstruction. The public will continue to have serious concerns about individual and property safety, and will be unwilling to move back to the Town.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$200,000,000

Benefits (Losses Avoided): Removing standing burned trees was authorized through the Disaster Recovery Reform Act of 2018 and will be critical to the Town of Paradise's Recovery as there are numerous standing burned trees throughout the Town. The remaining standing burned trees are predominately on

private property. In order for the Town to recover, including property owners that can safely rebuild homes on their properties, these standing burned trees will have to be removed.

Potential Funding: Donated Resources, FEMA Public Assistance, FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: High

Action 9. Chipper Program

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5, 6, 7

Issue/Background: The Town of Paradise has identified significant issues regarding the defensible space of properties located in the Town limits. Defensible space is an area around a home where trees, shrubs and other vegetation are cleared or reduced to slow the spread of wildfire toward the building. Defensible space creates a safe zone for firefighters to carry out their work, and it reduces the chance that a structure fire will move to the surrounding forest. The Camp Fire destroyed or damaged a significant portion of residential and non-residential structures across the Town. The establishment of a formal vegetation management and inspection program will help public safety personnel, Town executives, emergency managers, and citizens to plan and prepare for wildfire hazards thereby protecting and saving life and property. There are a number of cities and counties in California that have implemented successful chipping and vegetation management programs which have reduced the number of wildfire casualties and property destruction. The program that the Town hopes to implement will include the chipping aspect along with education and inspections to mitigate losses in the future.

Project Description: In the wake of the most destructive wildfires in California's history, the Town of Paradise will establish a vegetation management and Inspection Program to help protect Town properties. The target location would be the Wildland-Urban Interface areas which encompasses the entire Town. This includes over 11,500 parcels with an estimated pre-fire population of 26,000.

In the aftermath of the Camp Fire, the fire prevention techniques and mitigation measures will have completely changed. The Town will need to use more mechanical measures versus chemical of clearing brush and creating defensible space throughout the Town. The vegetative landscape will be grasses, brush, and small trees as opposed to the pre-fire state of large trees. This change throughout makes this project even more important in creating a chipper program to manage hazardous fuels and creating defensible space.

The mitigation program will be established in two phases as described below:

- Phase I of the project is scoping and inspections of properties throughout the town in order to establish the normal inspection process and assessing the defensible space around standing structures throughout the town. In addition, through the assessing and scoping, the equipment needed to conduct phase II

would be defined and purchased, including chippers and masticators in order to execute the project in clearing and mitigating vegetative growth that would infringe on defensible space and reducing hazardous fuels.

- Phase II would be conducting inspections throughout the Town and clearing and mitigating vegetative growth that would infringe on defensible space and reducing hazardous fuels.

Other Alternatives: The second action alternative would be to create defensible space via chemical and biological methods. While this is a possible solution to the rapid spread of wildfires, it can be more costly and difficult to implement than the mechanical approach that is the subject of the proposed action.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$2,500,000

Benefits (Losses Avoided): A significant contributor to the rapid spread of the fire, as well as the destructive nature of the fire, was the hazardous fuels and vegetation surrounding structures within the Town. By implementing a program that tries to create defensible space throughout the Town, the risk to life and property can be effectively reduced in the event of disaster such as a wildfire.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: Medium

Action 10. Commercial Ignition Resistant Improvement Program

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8

Issue/Background: The Wildland-Urban Interface (WUI) aims to mitigate wildfire risks, reduce risks to people, and help minimize property loss to wildfire. The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

A significant contributor to rapid spread of the fire, as well as the destructive nature of the fire, was fuel on roofs and in eaves of residential homes. As a result, the Town is taking proactive steps to enhance the resilience of commercial buildings by enhancing building codes and incentivizing commercial property

owners to modify existing structures and rebuilding to higher standards to mitigate the risk of such a deadly event in the future.

Project Description: This project is split between two phases. Phase one is to scope the codes and standards that will be required by the town. This will, in part, be defined by the Recovery Strategy that is in the process of being drafted to establish comprehensive codes and standards that will be required in the massive rebuilding effort across the Town. In addition, this phase will establish the process required to accept applications, establish priorities and the criteria in accepting applications, and submitting approved applications to Cal OES and FEMA for approval of each application.

Phase Two would include accepting and approval of applications through completion of the actual project. This phase would include an outreach program to educate the community of the program, open the application period to receive applications from residents of the Town of Paradise. The Town will vet the applications, prepare a parcel packet that will include a specific scope of work for each property, and then submit each packet to CalOES and FEMA for program eligibility and Environmental & Historic Preservation (EHP) review. This will allow FEMA to determine eligibility and EHP to formally approve and clear each property on a case by case basis. Upon Town receipt of FEMA approval of a property, the Town will notify the business owner to proceed with the approved scope of work. With FEMA approval and Town's notification, the application would be approved and the business owner could begin the work on their structure.

Ignition Resistant Improvements would be eligible for the incentive program as long as the mitigation measures meet or exceed the specifications set forth by the Town of Paradise, through the Town's Recovery Strategy and establish codes and standards, and compliant with the Wildfire Urban Interface Standards. Applicants may have ignition resistant enhancements installed in a new or existing structure. The program will be limited to \$40,000 per applicant based on specified ignition resistant improvements, such as ignition resistant roofs, permanent foundations for manufactured housing, and fire-resistant windows, as an example. Each component of the program would be limited to a dollar figure and each applicant would be limited to the program limit. For example, if the fire-resistant roof component was limited to \$30,000 and the fire-resistant windows was limited to \$15,000 (as defined in phase 1 of the program), the applicant could include both components in their application, but the overall limit would be the program limit of \$25,000 per applicant. As previously addressed, phase 1 of the project would determine the exact limitations. The program limit reimbursement would be based on actual cost up to the program limit of \$40,000 per application.

The program would be limited to 500 approved applications in order to complete the program within a four-year time period.

The eligibility rules for the Commercial Ignition Resistant Improvement Program would establish guidelines, rules, and criteria for administering the program and accepting applications that will be defined in phase one of the Program.

- To be eligible, the Commercial Ignition Resistant Improvements must be installed on property owned by the applicant.
- Retrofitting or repairing an existing structure to meet Town specifications is eligible for the Commercial Ignition Resistant Improvement Program.

- Commercial structures in a floodplain that have flood insurance may be eligible for the Ignition Resistant Improvement Program. However, more information may be required for FEMA approval of the specific situation
- Commercial structures on historic property, or in a historic district may be eligible for the Ignition Resistant Improvement Program. However, FEMA will have to approve each specific situation.
- If your commercial structures were destroyed in by the Camp Fire and you plan to rebuild your business in a different location than your previous location, an applicant could be eligible for this Commercial Ignition Resistant Improvement Program, as long as they are building in the Town of Paradise.
- The applicant must pay the total invoice for the Ignition Resistant Improvement Program and installation in order to receive reimbursement, as well as provide copies of the cleared check or credit card statement.

Other Alternatives: No alternatives identified.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$20,000,000

Benefits (Losses Avoided): By incentivizing commercial property owners to modify existing structures and rebuilding to higher standards, the Town will mitigate the risk of deadly wildfire in the future.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 48 months

Project Priority: High

Action 11. Education and Outreach Program

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5, 6, 7

Issue/Background: The Town of Paradise has identified significant issues regarding the defensible space of properties located in the Town limits. Defensible space is an area around a home where trees, shrubs and other vegetation are cleared or reduced to slow the spread of wildfire toward the building. Defensible space creates a safe zone for firefighters to carry out their work, and it reduces the chance that a structure fire will move to the surrounding forest. The Camp Fire destroyed or damaged a significant portion of residential and non-residential structures across the Town. The establishment of a formal vegetation management and inspection program will help public safety personnel, Town executives, emergency managers, and citizens to plan and prepare for wildfire hazards thereby protecting and saving life and property. There are a number of cities and counties in California that have implemented successful education and outreach programs for vegetation management which have reduced the number of wildfire casualties and property destruction. The program that the Town hopes to implement will include the chipping aspect along with education and outreach to mitigate losses in the future.

Project Description: In the wake of the most destructive wildfires in California’s history, the Town of Paradise will establish a vegetation management and Inspection Program to help protect Town properties. The target location would be the Wildland-Urban Interface areas which encompasses the entire Town. This includes over 11,500 parcels with an estimated pre-fire population of 26,000. The mitigation program will be established on a three-year plan as described below.

The first year of the program will consist of education provided to Home Owner Associations, neighborhoods, schools and senior communities. The focus of the education will be geared towards fuel modification, establishing and maintaining defensible spaces, home hardening techniques, preparedness and evacuation planning as well as discussing the Ready Set Go program based on a California State preparedness and prevention program and discussing the Firewise Community program based on the National Fire Protection Association program. History and lessons learned will be shared, educating all the target groups about forest management techniques and encouraging neighborhoods to look to become Firewise Communities and to focus on a long-term effort within their community, creating behavior change at a community level. This year will conclude with an evaluation/survey of the program delivery and requests for suggestions of how we can better serve or address the needs of residents within the WUI areas.

The second year of the program will be focused on the inspection of properties. The outreach coordinator will instruct property owners and residents in self-inspection techniques for their properties or shared properties. This year will key in on actions property owners can take to establish fuel zones around their homes. Starting at the home or the Home Ignition Zone and working out 10 feet, there will be removal of combustible vegetation and combustible materials. The inspection program will be looking for replacement items that are designed to resist ember and flame intrusion from an approaching vegetation fire. Home hardening techniques and materials will be re-introduced to help homeowners with formulating plans for modifying their structures with current building materials that comply with WUI building code requirements. There will also be further meetings provided to discuss disaster planning and emergency responder access to all areas of the WUI. The outreach coordinator will look at the establishment of defensible spaces for shared common areas and individual properties as a component of the inspection program, and provide planning strategies and management techniques for the future. This year will conclude with input from all willing members of these WUI areas completing a survey, and gauging the level of community interest in the Fire Department establishing a Vegetation Management Ordinance that would provide for defined requirements to be met by property owners within the WUI areas.

The third year of the program will be dedicated to revisiting all the WUI areas; following up with Home Owner Associations, neighborhoods, property owners, schools and senior community. We will also look to leverage communities who have become Firewise Communities over this grant period to seek more participation to formulate more Firewise Communities. Sustainability of the fuel modification program and chipper services will continue to be a focus, also home hardening and evacuation planning will be a key takeaway from the successful implementation of this program. The final step will be a conclusive report that addresses the actions taken over the three-year period, listing failures and successes of the program as well as recognition of key figures who helped to deliver this vital community program.

Other Alternatives: No alternatives identified.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$200,000

Benefits (Losses Avoided): The Program will help citizens to plan and prepare for wildfire hazards thereby protecting and saving life and property. There are a number of cities and counties in California that have implemented successful education and outreach programs for vegetation management which have reduced the number of wildfire casualties and property destruction.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: Medium

Action 12. Generator for Fire Station #82

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5

Issue/Background: The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

Fire Station #82 would greatly benefit from a generator in order to provide essential and continued supply of power to the station during emergencies. If power to this fire station is compromised during an emergency, the fire station may lose its ability to properly function, and the fire department may not be able to effectively respond to hazards to people and property within the Town of Paradise.

Project Description: In order to ensure the continuous supply of power to Fire Station #82 during disasters such as a wildfire or flood, a whole house emergency power will be installed to provide a suitable back up power source during instances of the commercial power loss. The project will require the engagement of professional engineering to accurately determine the need. An analysis will be completed by a qualified and experienced electrical company using a year of peak usage data from the local power company and a meter recording of use over a period of three days and it is estimated that the generator must supply an appropriate power supply as defined by the analysis. The design to include the installation of a standby generator system and the replacement and update of the automatic power transfer switch and panel.

Other Alternatives: No alternatives identified.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$200,000

Benefits (Losses Avoided): The project reduces the risk of the fire station being compromised in the hazardous events. A back-up generator will enhance the Town's capacity to protect its citizens and properties.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 36 months

Project Priority: Low

Action 13. Fire Station #3

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5

Issue/Background: Fire Station #3, which is currently located at 1250 Wagstaff Road, was completely destroyed by the 2018 Camp Fire. This station, among the other fire stations, serves a pivotal role in emergency situations. Without the proper functioning of this fire station, firefighters and emergency response teams are limited in their ability to effectively respond to hazards. For example, a compromised fire station can severely limit the use of emergency apparatus necessary for public safety and the prevention of damage to property. In addition, a firehouse susceptible to hazards, such as fire and flooding, can create extremely dangerous situations for personnel occupying the building.

Project Description: The first part of the proposed plan is to relocate Fire Station #3 to the intersection of Pentz Road and Pearson Road, which will be funded by other assistance programs, including insurance and public assistance. The second part is to rebuild Fire Station #3 with newer, stronger ignition resistant materials. This new location and rebuild can potentially reduce Fire Station #3 and its inhabitants' exposure to hazards including fire and flood.

The third part of the plan is to equip the fire station with a backup generator in the event of a power outage. Implementing these items into the fire station can ensure the effective operation and functioning of the fire station during an emergency.

Other Alternatives: The second action alternative is to reduce the budget on ignition resistant materials.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$500,000

Benefits (Losses Avoided): The project reduces the risk of the fire station being compromised in the hazardous events. This new location and rebuild of Fire Station #3 will enhance the Town’s capacity to protect its citizens and properties.

Potential Funding: FEMA Public Assistance, FEMA Hazard Mitigation Grant Program, Insurance

Timeline: 36 months

Project Priority: Medium

Action 14. Residential Ignition Resistant Improvement Program

Hazards Addressed: Fire, High Winds, Extreme Heat, Drought, Invasive Species

Goals Addressed: 1, 2, 3, 4, 5

Issue/Background: The Wildland-Urban Interface (WUI) aims to mitigate wildfire risks, reduce risks to people, and help minimize property loss to wildfire. The Camp Fire was the deadliest and most destructive wildfire in California history. It is also the deadliest wildfire in the United States since the Cloquet fire in 1918, and is high on the list of the world's deadliest wildfires; it is the sixth-deadliest U.S. wildfire overall. It was the world's costliest natural disaster in 2018. The fire started on November 8, 2018 in Butte County. After exhibiting extreme fire behavior through the community of Concow, an urban firestorm formed in the densely populated foothill town of Paradise. The fire caused at least 85 civilian fatalities, and covered an area of 153,336 acres (almost 240 sq. miles), and destroyed 18,804 structures, with most of the damage occurring within the first four hours. Total damage from the Camp Fire is estimated at \$16.5 billion.

A significant contributor to rapid spread of the fire, as well as the destructive nature of the fire, was fuel on roofs and in eaves of residential homes. As a result, the Town is taking proactive steps to enhance the resilience of residential buildings by enhancing building codes and incentivizing residents to modify existing structures and rebuilding to higher standards to mitigate the risk of such a deadly event in the future.

Project Description: This project is split between two phases. Phase one is to scope the codes and standards that will be required by the town. This will, in part, be defined by the Recovery Strategy that is in the process of being drafted to establish comprehensive codes and standards that will be required in the massive rebuilding effort across the Town. In addition, this phase will establish the process required to accept applications, establish priorities and the criteria in accepting applications, and submitting approved applications to Cal OES and FEMA for approval of each application.

Phase Two would include accepting and approval of applications through completion of the actual project. This phase would include an outreach program to educate the community of the program, open the application period to receive applications from residents of the Town of Paradise. The Town will vet the applications, prepare a parcel packet that will include a specific scope of work for each property, and then submit each packet to CalOES and FEMA for program eligibility and Environmental & Historic Preservation (EHP) review. This will allow FEMA to determine eligibility and EHP to formally approve and clear each property on a case by case basis. Upon Town receipt of FEMA approval of a property, the

Town will notify the homeowner to proceed with the approved scope of work. With FEMA approval and Town's notification, the application would be approved and the homeowner could begin the work on their residence.

Ignition Resistant Improvements would be eligible for the incentive program as long as the mitigation measures meet or exceed the specifications set forth by the Town of Paradise. These specifications are in the process of being established through the Town's Recovery Strategy enhance the Town's codes and standards, and be compliant with the Wildfire Urban Interface Standards. Applicants may have ignition resistant enhancements installed in a new or existing home. The program will be limited to \$40,000 per applicant based on specified ignition resistant improvements, such as ignition resistant roofs, permanent foundations for manufactured housing, and fire-resistant windows, as an example. Each component of the program would be limited to a dollar figure and each applicant would be limited to the program limit. For example, if the fire resistant roof component was limited to \$30,000 and the fire resistant windows were limited to \$16,000 (as defined in phase 1 of the program), the applicant could include both components in their application, but the overall limit would be the program limit of \$25,000 per applicant. As previously addressed, phase 1 of the project would determine the exact limitations and the reimbursement would be based on actual cost up to the program limit.

The program would be limited to 2,000 approved applications in order to complete the program within a four-year time period.

Other Alternatives: No alternatives identified.

Existing Planning Mechanism(s) through which Action Will Be Implemented: N/A

Responsible Office/Partners: Town of Paradise

Cost Estimate: \$56,000,000

Benefits (Losses Avoided): By incentivizing homeowners to modify existing structures and rebuilding to higher standards, the Town will mitigate the risk of deadly wildfire in the future.

Potential Funding: FEMA Hazard Mitigation Grant Program

Timeline: 48 months

Project Priority: High

Action 15. Firewise Communities and Education Program

Hazards Addressed: Fire hazard / Fuel reduction

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9

Issue/Background: Butte County has experienced many damaging wildland fires during the past century. Dense vegetative fuel loading provides the potential for future catastrophic wildland fires and damage to communities and assets at risk.

Project Description: Provide multiple forms of community outreach to youth, families and wildland urban interface residents about defensible space, evacuation preparedness, home hardening, ember storms, forest health, Firewise USA program and fire safe council programs.

Other Alternatives:

- Increased number of initial attack resources
- Public education to reduce ignitions
- Nothing

Existing Planning Mechanism(s) through which Action Will Be Implemented: Butte Unit Fire Plan/Community Wildfire Protection Plan

Responsible Office/Partners: CAL FIRE/Butte County Fire Department in cooperation with the Butte County Fire Safe Council

Cost Estimate: \$80,000 for prevention staffing

Benefits (Losses Avoided):

- Reduced fire intensity within the fuel reduction zone.
- Increased probability of containing a fire within the fuel reduction zone.
- Reduced risk to public safety, property, environment and other assets at risk.

Potential Funding: Grant funding

Timeline: 2019 and ongoing

Project Priority: High

Action 16. Fuels Reduction Chipper Program

Hazards Addressed: Fire hazard / Fuel reduction

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9

Issue/Background: Butte County has experienced many damaging wildland fires during the past century. Dense vegetative fuel loading provides the potential for future catastrophic wildland fires and damage to communities and assets at risk.

Project Description: Provide no cost or low cost service for chipping fire hazardous vegetation throughout the Wildland Urban Interface to improve defensible space and ingress/egress.

Other Alternatives:

- Increased number of initial attack resources
- Public education to reduce ignitions
- Nothing

Existing Planning Mechanism(s) through which Action Will Be Implemented: Butte Unit Fire Plan/Community Wildfire Protection Plan

Responsible Office/Partners: CAL FIRE/Butte County Fire Department in cooperation with the Butte County Fire Safe Council

Cost Estimate: 500 acres at total of \$500,000

Benefits (Losses Avoided):

- Reduced fire intensity within the fuel reduction zone.
- Increased probability of containing a fire within the fuel reduction zone.
- Reduced risk to public safety, property, environment and other assets at risk.

Potential Funding: Grant funding

Timeline: 2019 and ongoing

Project Priority: High

Action 17. Residents Assistance Program - Fuels Reduction and Defensible Space

Hazards Addressed: Fire hazard / Fuel reduction

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9

Issue/Background: Butte County has experienced many damaging wildland fires during the past century. Dense vegetative fuel loading provides the potential for future catastrophic wildland fires and damage to communities and assets at risk.

Project Description: Provide no cost or low cost service for creating and improving defensible space and ingress/egress for elderly, low income and disabled residents in the Wildland Urban Interface.

Other Alternatives:

- Increased number of initial attack resources
- Public education to reduce ignitions
- Nothing

Existing Planning Mechanism(s) through which Action Will Be Implemented: Butte Unit Fire Plan/Community Wildfire Protection Plan

Responsible Office/Partners: CAL FIRE/Butte County Fire Department in cooperation with the Butte County Fire Safe Council

Cost Estimate: 150 acres at total of \$300,000

Benefits (Losses Avoided):

- Reduced fire intensity within the fuel reduction zone.
- Increased probability of containing a fire within the fuel reduction zone.
- Reduced risk to public safety, property, environment and other assets at risk.

Potential Funding: Grant funding

Timeline: 2019 and ongoing

Project Priority: High

Action 18. Camp Fire Hazard Tree Removal - Fuels Reduction

Hazards Addressed: Fire hazard / Fuel reduction

Goals Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9

Issue/Background: Butte County has experienced many damaging wildland fires during the past century. Dense vegetative fuel loading provides the potential for future catastrophic wildland fires and damage to communities and assets at risk.

Project Description: Assist in efforts to improve community safety from hazard trees caused by the November 8, 2018 Camp Fire by cutting small and large diameter dead and dying trees near homes, roadways and community locations. As well as removal of brush and stump regrowth from trees killed or removed.

Other Alternatives:

- Increased number of initial attack resources
- Public education to reduce ignitions
- Nothing

Existing Planning Mechanism(s) through which Action Will Be Implemented: Butte Unit Fire Plan/Community Wildfire Protection Plan

Responsible Office/Partners: CAL FIRE/Butte County Fire Department in cooperation with the Butte County Fire Safe Council

Cost Estimate: 200,000 trees estimated at 60 million dollars in removal and processing

Benefits (Losses Avoided):

- Reduced fire intensity within the fuel reduction zone.
- Increased probability of containing a fire within the fuel reduction zone.
- Reduced risk to public safety, property, environment and other assets at risk.

Potential Funding: FEMA, Local, State and Private Grant funding

Timeline: 2019 and ongoing

Project Priority: High



Town of Paradise

Council Agenda Summary

Agenda Item: 6 **(b)**

Date: November 12, 2019

ORIGINATED BY: Susan Hartman, Community Development Director
REVIEWED BY: Lauren M. Gill, Town Manager
SUBJECT: Summary Vacation of the Existing Twelve Foot Public Utility Easement along the east property line of Lot 15 of the Shay Acres Subdivision; APN 050-230-022

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 19_____, "A Resolution of the Town Council of the Town of Paradise Providing for the Summary Vacation of the existing 12-foot Public Utility Easement along the east property line of Lot 15 of the Shay Acres Subdivision and located at 6676 Shay Lane; APN 050-230-022," **OR**
2. Decline to vacate the public utility easement.

NOTE: Action Item No. 1 is the staff recommendation.

BACKGROUND:

The "SHAY ACRES SUBDIVISION" which was filed for record on June 28, 1960, depicts a 12-foot public utility easement along the rear property line of all properties within the subdivision. This subdivision map was filed for public record on June 28, 1960, in Map Book 24, page 47.

The applicants, Donald and Deborah Cook are attempting to facilitate a rebuild design of a single-family residence that they lost due to the Camp Fire [Lot 15 of the Shay Acres Subdivision] that necessitates the vacation of the above-referenced public utility easement as it affects their property.

DISCUSSION:

The specific application request is for the following:

- a) Abandon the public utility easement over the easterly 12 feet of Lot 15 as shown on that certain recorded map entitled "SHAY ACRES SUBDIVISION" filed in Book 24 of Maps at page 47, in the office of the Recorder of Butte County, California.

The applicants have filed an application request of the proposed abandonment to the Paradise Irrigation District, Comcast Cable, AT&T, and Pacific Gas & Electric. The responses received from all the utility companies indicated they have no objection to the proposed public utility easements abandonment **(see attached letters)**.

The Town of Paradise has no facilities within the easements, and no new facilities are planned within the easements proposed to be abandoned. Additionally, the Town has not utilized these easements and has not expended any public funding on facilities within these easements.

The summary vacation was prepared for town council consideration in accordance with Streets and Highways Code Sections 8333, 8335, and 8336.

FINANCIAL IMPACT: There is no financial impact associated with this abandonment. The costs associated with the processing of this abandonment application have been borne by the applicants.

Attachments

LIST OF ATTACHMENTS

1. Letter dated July 22, 2019, received from Comcast Cable.
2. Letter dated July 22, 2019, received from Pacific Gas & Electric Company.
3. Letter dated July 24, 2019, received from AT&T.
4. Letter dated August 8, 2019, received from the Paradise Irrigation District.
5. Town of Paradise Resolution No. 19-_____ "A Resolution of the Town Council of the Town of Paradise providing for the Summary Vacation of the Existing 12-foot wide public Utility Easement along the East Property Line of Lot 15 of the Shay Acres Subdivision and located at 6676 Shay Lane; APN 050-230-022."



California Region
427 Eaton Rd
Chico, CA 95973

July 22, 2019

Susan Hartman
Acting CDD Director
Town of Paradise

Subject: Abandonment of 12 Foot Wide Public Easement Located on Lot 15 of Shay Acres Subdivision, 6676 Shay Lane, Paradise, CA. APN 050-230-022.

Dear Ms. Hartman,

Pursuant to a request regarding the public right of way, and based on provided support documentation, Comcast Cable does not object to the abandonment of public right of way as described.

If additional information needed please e-mail me (Brandon_stokes@cable.comcast.com), or call me at the phone number listed below.

Sincerely,

Brandon Stokes
Comcast Cable
427 Eaton Rd
Chico, CA 95973
(530) 332-5993
Brandon_stokes@cable.comcast.com



**Pacific Gas and
Electric Company**

Land Services Office
Phone: 530.896-4258
Email: LR02@pge.com

350 Salem Street
Chico, CA 95928
Fax: 530.896-4254

July 22, 2019

Town of Paradise
Attn: Mr. Al McGreehan
Planning Consultant

RE: REQUESTING PG&E'S APPROVAL FOR THE 12-FOOT WIDE P.U.E. ABANDONMENT LOCATED ON LOT 15 OF THE SHAY ACRES SUBDIVISION MAP RECORDED JUNE 28, 1960 IN MAP BOOK 24 AT PAGE 47, BUTTE COUNTY RECORDS.
ADDRESS: 6676 SHAY LANE - PARADISE, CA (APN: 050-230-022).

Dear Mr. McGreehan:

This letter is in response to the email I received from you on July 22, 2019 requesting PG&E's approval of the proposed abandonment of the 12-foot wide P.U.E. referenced above.

PG&E has no objection to this 12-foot wide P.U.E. abandonment.

Please be aware if you conduct activities which penetrates or alters the natural surface of the ground anywhere on this property, you are required by law to notify Underground Service Alert (USA) by calling **811** or 1-800-227-2600 at least two working days prior to starting. This is a "Free" service.

Upon approval of the vacation by the City Council/Board of Supervisors, please send a copy of the Resolution of Vacation to:

Pacific Gas and Electric Company
Attn: Laird R. Oelrichs
Land Management
350 Salem Street
Chico, CA 95928

If you have any questions, please contact me at (530) 896-4258. Thank you for your cooperation.

Sincerely,

Laird R. Oelrichs

Laird R. Oelrichs
Land Agent



Cort Schreiber
Manager
Right of Way

AT&T California
518 W. 4th Street
Room 302
Chico, CA 95928

Office: 530.891.2392
Cell: 530.519.0710
cs2345@att.com

July 24, 2019

Town of Paradise
Attn: Susan Hartman
Acting Planning Director

RE: 12 FOOT WIDE P.U.E. ABANDONMENT LOCATED ON LOT 15 (6676 SHAY LANE, PARADISE – APN 050-230-022) OF THE SHAY ACRES SUBDIVISION MAP RECORDED JUNE 28, 1960 IN MAP BOOK 24 AT PAGE 47, BUTTE COUNTY RECORDS

Dear Susan:

AT&T California has no objection to abandoning the 12' PUE for the above referenced property. AT&T has no facilities within this section of the P.U.E.

If you have any questions, please call me on (530) 891-2392.

Sincerely,

Cort C. Schreiber
Right of Way Manager
AT&T California
518 W. 4th Street, Room 302
Chico, Ca. 95928
(530) 891-2392



PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

Town of Paradise
Community Development Dept

AUG 08 2019

RECEIVED

Date: August 6, 2019

To: Debbie Cook
6276 Shay Lane
Paradise CA 95969

Subject: APN: 050-230-022, Abandonment of 12' wide Public Utility Easement

Dear Mrs. Cook,

Paradise Irrigation District does not have facilities within this section of the Public Utility Easement within the above referenced parcel and have no objection to the abandonment of the specified P.U.E.

If you have any questions regarding this letter, please contact me at 530-876-2042.

Sincerely,

Jim Ladrini

Jim Ladrini
Field Superintendent
Paradise Irrigation District
530-876-2042
jladrini@paradiseirrigation.com

**TOWN OF PARADISE
RESOLUTION NO. 19-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE PROVIDING FOR
THE SUMMARY VACATION OF THE EXISTING 12-FOOT WIDE PUBLIC UTILITY
EASEMENT ALONG THE EAST PROPERTY LINE OF LOT 15 OF THE SHAY ACRES
SUBDIVISION AND LOCATED AT 6676 SHAY LANE, PARADISE CALIFORNIA ; APN 050-
230-022**

WHEREAS, the Town of Paradise has received an application from Donald & Deborah Cook, requesting the abandonment of an existing 12-foot public utility easement described in Exhibits A and B; and

WHEREAS, a public service easement may be summarily vacated pursuant to the provisions of Streets and Highway Code Sections 8333 and 8335 if subject easement(s) have not been used for its intended purpose for five years immediately preceding the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Council finds, from all evidence submitted, that the 12-foot public utility easement along the east property line of Lot 15 of the Shay Acres Subdivision map filed for record on June 28, 1960, in Map Book 24, at page 47 has not been used for its intended purpose for the preceding five years and that it is unnecessary for present or prospective use.

Section 2. That no public funds have been expended on this easement within the past 5 years.

Section 3. That this vacation is made under Division 9, Part 3, Chapter 4 of the Streets and Highways Code.

Section 4. That the 12-foot public utility easement described within Exhibits "A" and "B" attached is hereby vacated.

Section 5. That the Town Clerk shall cause a certified copy of this resolution, attested by the Clerk under seal, to be recorded without acknowledgement, or further proof in the Office of the Recorder of the County of Butte. Upon such recordation the vacation shall be complete.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney

EXHIBIT "A"

Situate in the Town of Paradise, County of Butte, State of California, and lying within the Southeast 1/4 of the Northwest 1/4 of Section 7, Township 22 North, Range 4 East, M.D.M., and being more particularly described as follows:

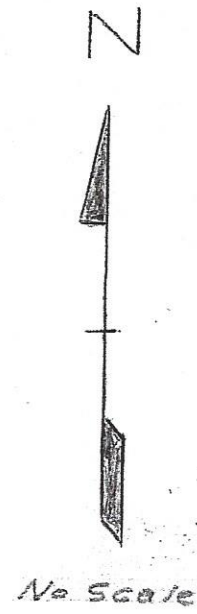
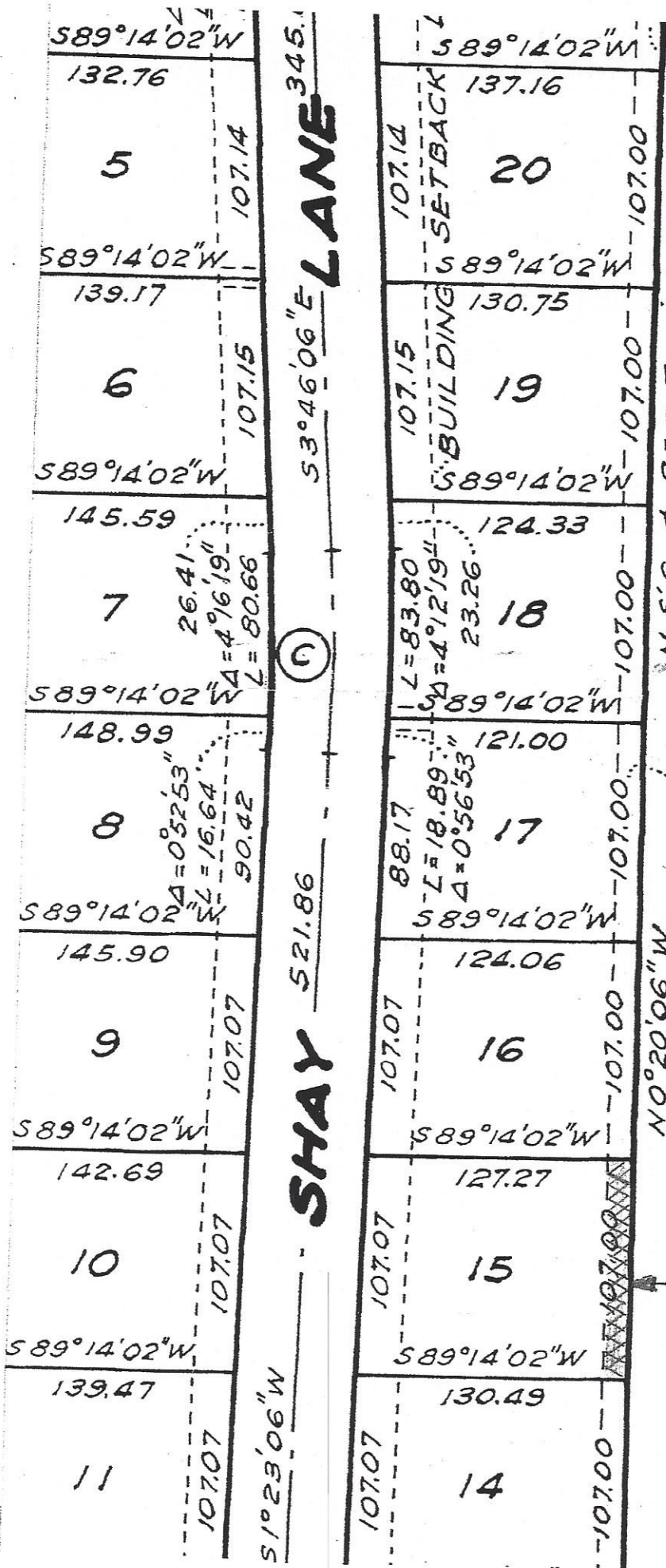
Being all that certain "12' PUBLIC UTILITIES EASEMENT" lying Westerly of, contiguous and adjacent to the Easterly Line of Lot 15, as said Easement and Lot are shown and so designated on that certain map entitled "SHAY ACRES SUBDIVISION - - -", filed for record June 28, 1960 in Map Book 24, at page 47, in the office of the County Recorder of Butte County, California.

A portion of AP# 050-230-022



James S. Riotto
James S. Riotto

LS # 3911



SHAY ACRES SUBDIVISION

PART OF S.E. 1/4 OF N.W. 1/4 OF
SEC. 7, T. 22 N., R. 4 E., M. D. B. & M.



Town of Paradise

Council Agenda Summary

Agenda Item: 6 (c)

Date: November 12, 2019

ORIGINATED BY: Susan Hartman, Community Development Director
REVIEWED BY: Lauren M. Gill, Town Manager
SUBJECT: Summary Vacation of two, 6-Foot Public Utility Easements along the common property line boundaries between lots 21, 22, & 23 of the Griggs Subdivision; APNs 055-410-022, 023, & 026

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 19_____, "A Resolution of the Town Council of the Town of Paradise Providing for the Summary Vacation of Two 6-foot Public Utility Easements along the Common Property Line Boundaries of Lots 21, 22, & 23 of the Griggs Subdivision and located at 92, 94, & 96 Grinding Rock Road; APN 055-410-022, -023, & -026" **OR**
2. Decline to vacate the two public utility easements.

NOTE: Action Item No. 1 is the staff recommendation.

BACKGROUND:

The "GRIGGS SUBDIVISION", which was filed for record on February 27, 1980, depicts 6-foot public utility easements shown along the common property line boundaries between lots 21, 22, & 23 of the subdivision. This subdivision map was filed for public record on February 27, 1980, in Map Book 72, at pages 36 & 37.

The applicants, Joseph and Marina Hawkins & Jake and Katherine Guild are attempting to facilitate a lot line adjustment affecting their respective properties that necessitates the vacation of the above-referenced public utility easements.

DISCUSSION:

The specific application request is for the following:

- a) Abandon the public utility easements along the common property line boundaries between lots 21, 22, & 23 as shown on that certain recorded map entitled "GRIGGS SUBDIVISION" filed in Book 72 of Maps at pages 36 & 37, in the office of the Recorder of Butte County, California.

The applicants have filed an application request of the proposed abandonment to the Paradise Irrigation District, Comcast Cable, AT&T, and Pacific Gas & Electric. The responses received from all the utility companies indicated they have no objection to the proposed public utility easements abandonment **(see attached letters)**.

The Town of Paradise has no drainage facilities within the noted easements, and no new facilities are planned within the easements proposed to be abandoned. Additionally, the Town has not utilized these easements and has not expended any public funding on facilities within these easements.

The summary vacation was prepared for town council consideration in accordance with Streets and Highways Code Sections 8333, 8335 and 8336.

FINANCIAL IMPACT: There is no financial impact associated with this abandonment. The costs associated with the processing of this abandonment application have been borne by the applicants.

LIST OF ATTACHMENTS

1. Letters dated August 5, 2019, received from Pacific Gas & Electric Company.
2. Letter dated August 6, 2019, received from AT&T.
3. Letter dated August 6, 2019, received from Paradise Irrigation District.
4. Letter dated August 6, 2019, received from Comcast Cable.
5. Town of Paradise Resolution No. 19_____, "A Resolution of the Town Council of the Town of Paradise Providing for the Summary Vacation of Two 6-foot Public Utility Easements along the Common Property Line Boundaries of Lots 21, 22, & 23 of the Griggs Subdivision and located at 92, 94, & 96 Grinding Rock Road; APN 055-410-022, -023, & -026"



Pacific Gas and
Electric Company™

Land Services Office
Phone: (530) 896-4258
Email: LR02@pge.com

350 Salem Street
Chico, CA 95928
Fax: (530) 896-4254

August 5, 2019

Ms. Marina Hawkins
96 Grinding Rock Road
Paradise, CA 95969

RE: REQUEST FOR PG&E'S APPROVAL FOR THE ABANDONMENT OF TWO SEPARATE 6-FOOT WIDE PUE'S LABELLED "LINES TO BE DELETED" ON THE ATTACHED LOT LINE ADJUSTMENT PLAT, PREPARED BY DOMINICK'S CIVIL ENGINEERING AND SURVEYING, DATED JULY, 2019.
APN's: 055-410-026, 022, 023, BUTTE COUNTY, CA.

Dear Ms. Hawkins:

This letter is in response to the email I received from you on July 22, 2019 requesting PG&E's approval for your requested abandonment of the two 6-foot wide P.U.E.'s referenced above.

PG&E has no objection to this request.

Please be aware if you conduct activities which penetrates or alters the natural surface of the ground anywhere on the property, you are required by law to notify Underground Service Alert (USA) by calling **811** or 1-800-227-2600 at least two working days prior to starting. This is a "Free" service.

Upon approval of the abandonment by the Town Council/Board of Supervisors, please send a copy of the Resolution to:

Pacific Gas and Electric Company
Attn: Land Agent
350 Salem Street
Chico, CA 95928

If you have any questions, please contact me at (530) 896-4258. Thank you for your cooperation.

Sincerely,

Laird R. Oelrichs

Laird R. Oelrichs
Land Agent



Cort Schreiber
Manager
Right of Way

AT&T California
518 W. 4th Street
Room 302
Chico, CA 95928

Office: 530.891.2392
Cell: 530.519.0710
cs2345@att.com

August 6, 2019

Marina Hawkins
94&96 Grinding Rock
Paradise, CA.

**Re: Merger & Extinguishment – 6' PUE'S Between Lots 21 & 22 & 22 & 23
Grinding Rock.**

Dear Marina:

AT&T California has no objection to the Lot Line Adjustments of APN #'s 055-410-022, 023 & 026 and the extinguishment of the existing 6' wide public utility easements along the common line between lots 21 & 22 & 22 & 23 Grinding Rock, Paradise, CA.

If you have any questions, please call me on (530) 891-2392.

Sincerely,

Cort C. Schreiber
Right of Way Manager
AT&T California
518 W. 4th Street, Room 302
Chico, Ca. 95928
(530) 891-2392



PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

Date: August 6, 2019

To: Joseph and Marina Hawkins
702 Mangrove Ave
PMB 224
Chico CA 95926

Subject: APN 055-410-023, APN 055-410-022

Dear Mr. and Mrs. Hawkins,

In consideration of final and recorded lot line adjustment occurring with the above listed parcels and associated parcel APN 055-410-026 Paradise Irrigation District does not have facilities within this section of the Public Utility Easement(s) within the above referenced parcel(s) and have no objection to the abandonment of the specified P.U.E.

If you have any questions regarding this letter, please contact me at 530-876-2042.

Sincerely,

Jim Ladrini

Jim Ladrini
Field Superintendent
Paradise Irrigation District
530-876-2042
jladrini@paradiseirrigation.com



California Region
427 Eaton Rd
Chico, CA 95973

August 6, 2019

ATTN: Marina Hawkins
92 Grinding Rock Road,
Paradise, CA 95969

Subject: Abandonment of 6' Wide Public Utility Easements, Separating the North/South Boundaries of Lots 21 & 22 and Lots 22 & 23, of Griggs Subdivision, Recorded 2/27/1980 in Book 72 of Maps – Pages 36 and 37, APN's 055-410-026, 055-410-023, and 055-410-022 Paradise, Butte County, CA.

Dear Marina Hawkins,

Pursuant to a request regarding the subject easements and based on provided support documentation, Comcast Cable does not object to the proposed abandonment of the easements.

If additional information is needed, please e-mail me (brandon_stokes@cable.comcast.com), or call me at the phone number listed below.

Sincerely,

Brandon Stokes
Comcast Cable
427 Eaton Rd
Chico, CA 95973
(530) 332-5993
Brandon_stokes@cable.comcast.com

**TOWN OF PARADISE
RESOLUTION NO. 19-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE PROVIDING FOR
THE SUMMARY VACATION OF TWO 6-FOOT PUBLIC UTILITY EASEMENTS ALONG THE
COMMON PROPERTY LINE BOUNDARIES OF LOTS 21, 22, & 23 OF THE GRIGGS
SUBDIVISION AND LOCATED AT 92, 94, & 96 GRINDING ROCK ROAD, PARADISE
CALIFORNIA; APN 055-410-022, -023, & -026**

WHEREAS, the Town of Paradise has received an application from Joseph & Marina Hawkins, et. al, requesting the abandonment of two 6-foot public utility easements described in Exhibits A and B; and

WHEREAS, a public service easement may be summarily vacated pursuant to the provisions of Streets and Highway Code Sections 8333 and 8335 if subject easement(s) have not been used for its intended purpose for five years immediately preceding the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Council finds, from all evidence submitted, that the two 6-foot public utility easements along the common property line boundaries between lots 21, 22, & 23 of the Griggs Subdivision map filed for record on February 27, 1980, in Map Book 72, at pages 36 & 37 have not been used for its intended purpose for the preceding five years and that it is unnecessary for present or prospective use.

Section 2. That no public funds have been expended on these easements within the past 5 years.

Section 3. That this vacation is made under Division 9, Part 3, Chapter 4 of the Streets and Highways Code.

Section 4. That the 6-foot public utility easements described within Exhibits "A" and "B" attached are hereby vacated.

Section 5. That the Town Clerk shall cause a certified copy of this resolution, attested by the Clerk under seal, to be recorded without acknowledgement, or further proof in the Office of the Recorder of the County of Butte. Upon such recordation the vacation shall be complete.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney

EXHIBIT "A"

Situate in the Town of Paradise, County of Butte, State of California, and lying within the Northwest 1/4 of the Southwest 1/4 of Section 28, Township 22 North, Range 3 East, M.D.M., and being more particularly described as follows

Being all of those certain "6' P.U.E" (Public Utilities Easements), lying adjacent and contiguous to the common boundary lines between Lots 21 and 22 and between Lots 22 and 23 as said P.U.E. Easements and Lots are shown and so designated on that certain map entitled "Griggs Subdivision - - -", filed for record February 27, 1980 in Map Book 72, at pages 36 and 37, in the office of the County Recorder of Butte County, California.

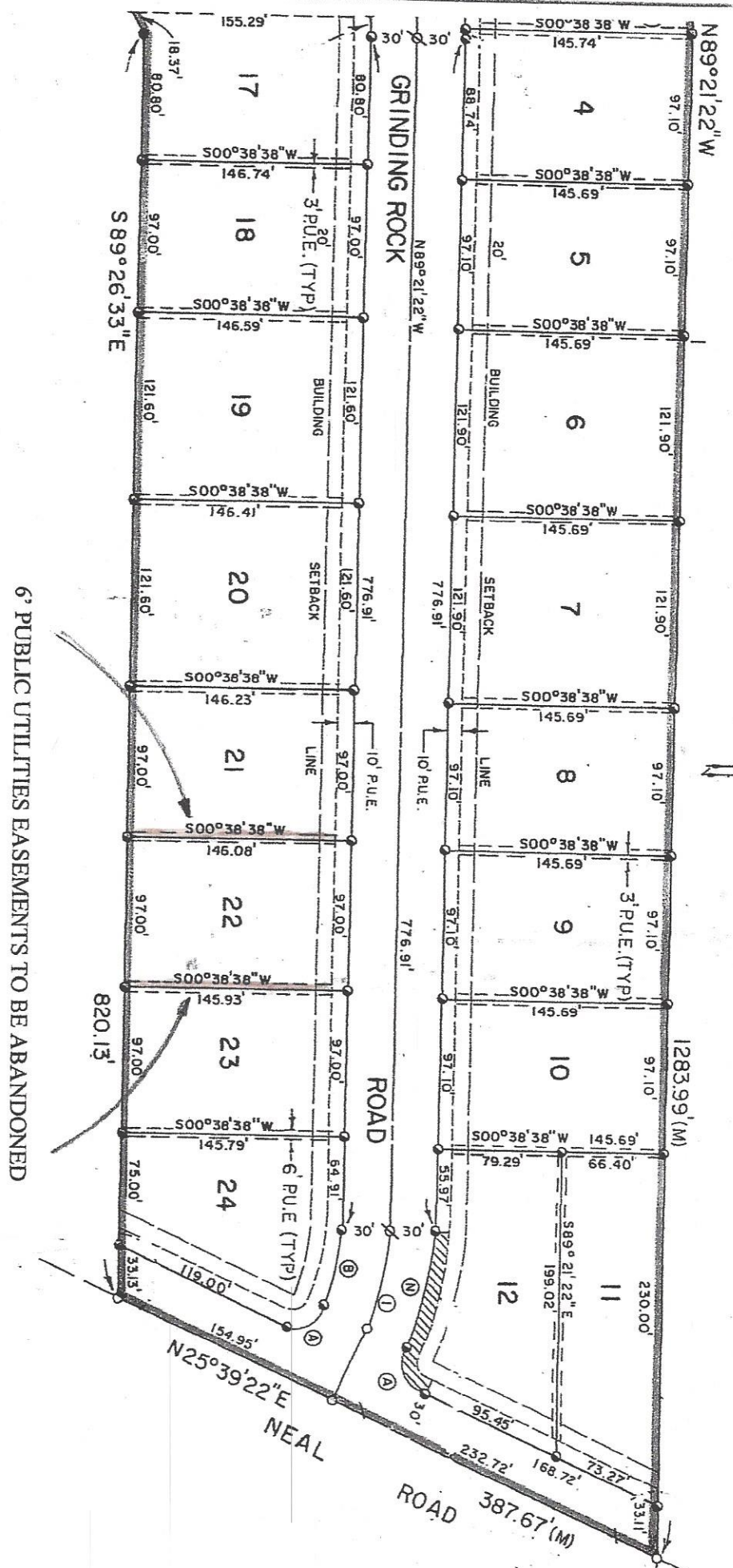
EXCEPTING THEREFROM, all that portion of said "6' P.U.E." lying within the limits of that certain "10' P.U.E." as shown on the above mentioned filed Griggs Subdivision Map.

A portion of AP# 055-410-022, 055-410-023 and 055-410-026



James S. Riotto
James S. Riotto

LS # 3911



6' PUBLIC UTILITIES EASEMENTS TO BE ABANDONED

GRIGGS SUBDIVISION

A POR. OF THE NW 1/4 OF THE SW 1/4 OF SECTION 28, T22N, R3E, MDB, & M. TOWN OF PARADISE, BUTTE COUNTY, CALIFORNIA



**Town of Paradise
Council Agenda Summary
Date: November 12, 2019**

Agenda Item:6(d)

Laura Page, Disaster Recovery Director

Originated by:

Reviewed by: Lauren Gill, Town Manager

Subject: Urgency Ordinance – Mandatory Hazard Tree Removal Program

Council Action Requested:

Consider repealing Urgency Ordinance No. 587 and adopting Urgency Ordinance No. 588. The proposed Urgency Ordinance No. 588 revises Section 2.7 of the existing Urgency Ordinance, which includes the ability for residents to process and utilize the wood from felled trees.

Alternatives:

- (1) Change the wording in the draft ordinance; or
- (2) Do not adopt the revisions to the Mandatory Hazard Tree Removal Program Urgency Ordinance, which would not allow residents to process and utilize wood from felled standing burnt trees.

Background:

FEMA's September 24, 2019 letter approved a Private Property Debris Removal (PPDR) for the removal of trees that posed "a safety hazard to debris removal crews and the public at large," which includes trees that threaten public roads. The resulting program is defined in Section 2 of the Urgency Ordinance for the Town Council's consideration.

The Town Council adopted Urgency Ordinance No. 587 on October 22, 2019.

Discussion:

The Town Council adopted Urgency Ordinance No. 587 on October 22, 2019. The proposed revisions to the Urgency Ordinance would provide the ability for residents to process and utilize felled trees in the Private Hazard Tree Removal Program. The only changes are in Section 2.7, which would allow residents to process and utilize the wood from felled trees in such a way not to create a fire hazard.

Fiscal Analysis:

The fiscal requirements are unchanged from Urgency Ordinance No. 587. There is a fee to publish the ordinance in the newspaper.

1 existence of a local emergency when the Town is affected or
2 likely to be affected by a public calamity, subject to
3 ratification by the Town Council at the earliest practicable
4 time.

5 C. On November 8, 2018, the Director (Town Manager) proclaimed the
6 existence of a local emergency within the Town of Paradise due
7 to the Camp Fire.

8 D. On November 8, 2018, the Acting Governor of the State of
9 California proclaimed a State of Emergency for Butte County
10 pursuant to the California Emergency Services Act, commencing
11 with Section 8550 of the Government Code, and on November 14,
12 2018, the Governor issued Executive Order B-57-18 concerning the
13 Camp Fire.

14 E. On November 9, 2018, the Camp Fire was still burning through the
15 Town and despite firefighters' best efforts, the wildfire was
16 not contained. Evacuation orders were in place and numerous
17 severe public health and safety hazards were present in the Camp
18 Fire area, including many blocked roads from fallen power lines,
19 burned trees and vehicles, numerous burned vehicles were left
20 throughout the Camp Fire area due to survivors fleeing their
21 vehicles in efforts to survive the wildfire, no available
22 utilities, no available public services and the presence of
23 human remains and animal carcasses. At the time, the County
24 estimated that 2,000 structures had burned in the Camp Fire.

25

1 F. On November 9, 2018, Dr. Andrew Miller, Butte County's Local
2 Health Officer, issued a Declaration of Health Emergency
3 pursuant to California Health and Safety Code section 101080.
4 Dr. Miller's declaration stated that the local health emergency
5 was a consequence of the debris resulting from the Camp Fire
6 that contains hazardous material in the ash of the burned
7 qualifying structures. The purpose of the Declaration was to
8 address the immediate threat to the public health and the
9 imminent and proximate threat of the introduction of contagious,
10 infectious or communicable disease, chemical agents, non-
11 communicable biologic agents, toxins and/or radioactive agents
12 present at the time in the Camp Fire area. The threats included
13 (1) the enormous amount of fire debris present in the Camp Fire
14 area, including ash and debris containing hazardous materials
15 and probable radioactive materials present in ash and debris
16 from qualifying structures, (2) the threat of infectious or
17 communicable disease and/or non-communicable biologic agents due
18 to animal carcasses, radioactive waste and perishable foods, (3)
19 the potential contamination or destruction of the residential
20 and commercial water supply in the Camp Fire area and (4) the
21 potential pollution of the drinking water downstream from the
22 Camp Fire area if weather conditions caused the spread of the
23 hazardous materials in the ash and debris of burned qualifying
24 structures.
25

1 G. On November 12, 2018, the President of the United States declared
2 the existence of a major disaster in the State of California,
3 providing assistance from many federal agencies, including the
4 Federal Emergency Management Agency (FEMA).

5 H. On November 13, 2018, the Town Council adopted Resolution No.
6 18-42 ratifying the Director's proclamation of the existence of
7 a local emergency in the Town. The resolution also requested
8 that the State of California waive regulations that may hinder
9 response and recovery efforts, as well as make available
10 assistance under the California Disaster Assistance Act or any
11 other state funding, and that the Federal Government expedite
12 access to federal resources and any other appropriate federal
13 disaster relief program.

14 I. On November 21, 2018, the status of the Camp Fire area was as
15 follows: firefighters had contained the Camp Fire; the Sheriff
16 had lifted some evacuation orders; work crews had removed fallen
17 power lines, burned vehicles and trees blocking the roads;
18 utilities including electric power, gas and non-potable water
19 had become available; no local businesses were open to serve the
20 public; and no public services were available. Further,
21 preliminary actions had been taken to mitigate the risk from
22 animal carcasses, radioactive waste and perishable foods in the
23 Camp Fire area, however, concerns regarding the threats
24 remained. The public health hazards present in the Camp Fire
25 area included (1) the public health hazards from the enormous

1 amount of fire debris, (2) the public health hazard from the
2 hazardous materials and probable radioactive materials present
3 in the ash and debris from destroyed qualifying structures, (3)
4 the threat of infectious or communicable disease and/or non-
5 communicable biologic agent due to the presence of animal
6 carcasses, perishable foods and radioactive waste and (4) the
7 potential pollution of the drinking water downstream from the
8 Camp Fire area if weather conditions caused the spread of the
9 hazardous materials in the ash and debris of burned qualifying
10 structures. At the time, the County of Butte estimated that the
11 Camp Fire had destroyed 18,000 structures.

12 J. On November 21, 2018, Dr. Miller issued a Hazard Advisory
13 strongly suggesting residents should not reside on property with
14 qualifying structures damaged or destroyed by the Camp Fire
15 until the property had been cleared of hazardous waste, ash and
16 debris and certified clean by the Department of Public Health,
17 Environmental Health Division. When the evacuation orders were
18 lifted, the Department of Public Health provided residents who
19 chose to visit their property to collect valuables with re-entry
20 packets to improve their safety during the visit. The re-entry
21 packets included personal protective equipment and information
22 on the dangerous conditions and toxic materials present in the
23 Camp Fire area. The re-entry packets were intended to improve
24 public safety from the public health hazards encountered during
25 the visit, but was not intended to encourage long-term

1 habitation. The purpose of the Hazard Advisory was to address
2 the public health hazards present at the time in the Camp Fire
3 area, including (1) the enormous amount of fire debris present
4 in the Camp Fire area, (2) the hazardous materials and probable
5 radioactive materials present in ash and debris from qualifying
6 structures, (3) the lessened but still present threat of
7 infectious or communicable disease and/or non-communicable
8 biologic agents due to animal carcasses, radioactive waste and
9 perishable foods, (4) the potential contamination or destruction
10 of the residential and commercial water supply in the Camp Fire
11 area and (5) the potential pollution of the drinking water
12 downstream from the Camp Fire area if weather conditions caused
13 the spread of the hazardous materials in the ash and debris of
14 burned qualifying structures.

15 K. The Camp Fire to date has consumed 153,336 acres and has led to
16 the destruction of 13,696 residences, damage to 462 residences,
17 the destruction of 276 multiple family residences, the
18 destruction of 528 commercial buildings, damage to 102
19 commercial buildings, the destruction of 4,293 other minor
20 structures, and resulted in the evacuation of over 50,000
21 people. As a result, the Camp Fire has created an enormous number
22 of dead or dying trees.

23 L. The Town is located in a Very High Fire Hazard Severity Zone as
24 shown on the California Department of Forestry and Fire
25

1 Protection's Fire and Resource Assessment Program map dated
2 November 7, 2007.

3 M. The Town generally has a climate conducive to wildfires and is
4 prone to periodic dry summers and wind events. Hazard trees pose
5 a significant danger to the health, safety and welfare of the
6 public by fueling and propelling wildfires, thereby increasing
7 the potential for a severe fire and endangering lives, property
8 and the environment. Increasingly dry summers and severe wind
9 events further exacerbate the fire danger and have the potential
10 to result in catastrophic fire losses to life, property and the
11 environment.

12 N. Additionally, the Camp Fire created a fuel type conversion
13 whereby the Ponderosa Pine and mixed conifer forests have now
14 been converted to predominantly open land with grass and brush
15 regrowth. The understory grass and brush can precipitate the
16 start and spread of fire with hundreds of thousands of dead
17 trees still standing, many of which are within the urban
18 interface, to further add to the fire threat and intensity.
19 Dead trees that fall on the forest floor over time further
20 complicate the fire environment by adding large down, dead fuel
21 that will add to surface fire intensity and make control efforts
22 difficult.

23 O. Dead and dying trees pose a life hazard to firefighters, first
24 responders and the general public if exposed to fire or high
25 wind storm events. Standing trees that are dead or dying and

1 are adjacent to roads have an increased risk of falling onto the
2 roads during a wildfire disaster or high wind storm event as
3 compared to healthy trees. This endangers primary and secondary
4 evacuation routes in the Camp Fire area, which could lead to
5 increased loss of life during a future fire.

6 P. Of paramount importance to the Town Council and the residents
7 of the Town is the protection of lives and property from the
8 threat of fire, including proper maintenance of evacuation
9 routes and the safety of fire and law enforcement personnel
10 during wildfires.

11 Q. Dead and dying trees suffer an increased risk of pest
12 infestation, such as bark beetles. When dead or dying trees are
13 infested with pests, this also exposes the healthy trees in
14 close proximity. The healthy trees are then endangered by the
15 pests, which potentially creates more fuel for future fires,
16 which increases the future fire risks in the Camp Fire area.

17 R. The Town estimates 99,000 trees must be removed from
18 approximately 7,000 private parcels adjacent to the Town's
19 rights-of-way for Town-maintained roads.

20 S. 100 percent of businesses in the burn area were shut down after
21 the Camp Fire. Approximately 150 out of the 1,200 businesses
22 reopened 6 months later. This number does not include all home-
23 based businesses that were displaced as a result of the
24 residential structure burning in the Camp Fire. The survival
25 of new and existing businesses depends primarily on the

1 restoration of the purchasing power in the community. The loss
2 of 10,000 homes in the Camp Fire area and the subsequent
3 displacement of the residents severely reduces the customers for
4 businesses that sell goods and services locally and the
5 workforce available for businesses that produce goods and
6 services for export out of the Town. The severe reduction in
7 population dramatically reduces the ability for businesses to
8 recover, including the ability to remain a viable business
9 interest in the community.

10 T. State law provides property tax relief to homeowners impacted
11 by a natural disaster by reducing their assessed value. This
12 process provides for the removal of the value of the damaged
13 structure effective as of the date of the disaster. The fiscal
14 year 2019-20 roll will reflect 12 months of reduced value as
15 well as additional reductions to land value which could not be
16 adjusted mid-year. Over 50 percent of property tax revenues
17 support schools while the remaining taxes provide revenue to
18 local jurisdictions and special districts to provide critical
19 local services. The Town receives about 20% of total property
20 tax revenues. The State of California has committed to
21 backfilling property taxes for three years to account for the
22 substantial reduction in revenue to these agencies. The only
23 way for this critical revenue source to recover is for homes and
24 structures to be rebuilt and property values, and therefore
25

1 property taxes, to increase. Property tax is the primary
2 discretionary revenue source for the Town.

3 U. The health of the communities and local economies largely
4 depends upon repopulation; repopulation largely depends upon the
5 mindset of the public and their sense of security moving back
6 to their land. For example, if evacuation routes continue to
7 suffer from falling trees, residents will not have confidence
8 in their ability to evacuate safely during a future fire, and
9 will choose not to rebuild in the Camp Fire area. Without that
10 sense of security, people are moving elsewhere - which
11 negatively impacts the economy recovery of the region - both the
12 commercial economy and the property tax base for the Town.

13 V. The Town has received information from a certified arborist and
14 tree health expert company that has assessed trees rooted in the
15 public rights-of-way for tree mortality risk rating. The
16 arborists have generated a report and forms memorializing the
17 tree mortality data at the time of field reconnaissance and
18 inventory efforts on May 1, 2019 through August 31, 2019. One
19 of the purposes of the field reconnaissance effort was to
20 identify, inventory, and assess the risk of trees rooted in the
21 public rights-of-way within the Town that:

- 22 • Were damaged by the Camp Fire;
- 23 • Have a diameter of six inches or greater measured 4.5 feet
24 above ground level;

- 1 • Pose an immediate threat to life, public health and safety,
2 as a result of threatening public rights-of-way;
- 3 • Meet one or more of the following criteria:
 - 4 1. Have a split trunk;
 - 5 2. Have a broken canopy; or
 - 6 3. Is leaning at an angle greater than 30 degrees;
 - 7 and
- 8 • Is determined, under the professional opinion of the
9 arborist, that the tree is a hazard consistent with
10 criteria set forth in ANSI A300 (Part 9) known as the Tree
11 Risk Assessment Standard.

12 W. For those trees which met the defined criteria, the arborists
13 employed the ISA's Tree Risk Assessment methods to assess a tree's
14 risk ratings, which was based on the health of the tree and the
15 tree's relation to public rights-of-way.

16 X. Field reconnaissance and inventory efforts have found
17 approximately 4,700 trees which met the defined criteria.

18 Y. The arborists have recommended removal of all hazard trees which
19 meet the defined criteria and are rooted along the Town's rights-
20 of-way.

21 Z. It is the opinion of the Town Fire Chief that the unprecedented
22 level of hazard trees presents the following risks to life, public
23 health and safety: (1) the risks of injury and/or death to Town
24 residents who use Town-maintained roads due to falling trees; and
25

1 (2) the increased threat of catastrophic wildfire to the Camp Fire
2 area and surrounding area.

3 AA. A purpose of this Ordinance is to establish a Hazard Tree
4 abatement program that protects the lives and property of the
5 public living in and traveling through the Town, and the
6 environment.

7 BB. The Town Council finds that Hazard Trees pose a danger to the
8 health, safety and welfare of the residents in the vicinity of
9 any real property located throughout the Town for the reasons
10 set forth above. Therefore, all Hazard Trees located on real
11 property within the Town are deemed a public nuisance and pose
12 a hazard to the safety of the landowners, residents in the
13 vicinity, users of roads and to the public generally.

14 CC. It is imperative that the Town implement immediate and
15 aggressive measures to identify and fell the trees that are dead
16 and dying as a result of the Camp Fire to immediately eliminate
17 or reduce the risks to life, public health and safety,
18 infrastructure, forest health and the community at large.

19 DD. The Town Council has the authority to take action to protect
20 health, safety and welfare of the residents of the Town pursuant
21 to its police powers granted by Article XI, Section 7 of the
22 California Constitution.

23 EE. Hazard Trees as defined in Section 2.3 of this Ordinance include
24 trees that:

25 (1) are rooted on private property; and

1 (2) threaten roads and/or rights-of-way of Town-maintained roads
2 in the Town; and

3 (3) may cause physical injury or damage to persons or property
4 creates a serious public health and safety crisis and therefore
5 constitutes a public nuisance.

6 FF. It is essential that this Ordinance become immediately effective
7 (1) to mitigate the harm that could be caused to the public
8 health and safety and to the environment from the failure to
9 remove Hazard Trees and to facilitate the orderly response to
10 the Camp Fire disaster; and (2) to allow the fastest possible
11 transition of homeless and displaced residents to repopulate the
12 Camp Fire area.

13 Section 3. **MANDATORY GOVERNMENT HAZARD TREE REMOVAL PROGRAM,**

14 is hereby added to read as follows:

15 **Section 3.1. Government Hazard Tree Removal Program.**

16 Any tree that was fire damaged in the Camp Fire and that is in
17 immediate danger of falling onto a public road and/or right-of-way
18 or improved public property is a hazardous tree that must be removed
19 to eliminate the immediate threat to the public at large. This
20 Ordinance establishes a Hazard Tree removal program that is mandatory
21 and sets forth the manner in which hazardous trees will be identified
22 and removed.

23
24 **Section 3.2. Effective Period.**
25

1 Hazard Tree removal program shall take effect immediately upon
2 adoption of this Ordinance and shall remain in effect until the
3 removal of Hazard Trees has been completed.

4 **Section 3.3 Definitions.**

5 "Town Council." The term "Town Council" shall be defined as the Town
6 Council of the Town of Paradise.

7 "Enforcement Officer." The term "Enforcement Officer" shall be
8 defined as the Town Manager of the Town or his/her designee(s). Such
9 designee(s) may be a Town employee(s) or third-party provider(s).

10 "Town." The term "Town" shall be defined as the Town of Paradise.

11 "Government Hazard Tree Removal Program." The term "Government Hazard
12 Tree Removal Program" shall be defined as the Hazard Tree Removal
13 Program operated by the California Office of Emergency Services
14 (CalOES) for the Camp Fire area in conjunction with Butte County, the
15 Town of Paradise, and other state and federal agencies.

16 "Government Hazard Tree Removal Program Right of Entry Permit." The
17 term "Government Hazard Tree Removal Program Right of Entry Permit"
18 shall be defined as the permit for providing Hazard Tree removal on
19 private property approved by CalOES for use in the cleanup after the
20 Camp Fire.

21 "Hazard Tree." The term "Hazard Tree" shall be defined as:
22 A wildfire-damaged tree that in the professional opinion of an
23 arborist and/or forester:

- 24 A. has been so severely damaged by the Camp Fire that its
25 structural integrity is compromised; and

1 B. poses an imminent danger of falling onto a public right-of-way
2 or other public improved property. For purposes of this
3 Ordinance, "imminent danger" means the threat of additional
4 damage or destruction from an event which can reasonably be
5 expected to occur within five years.

6 A map reflecting Town-maintained roads in the Town is attached hereto
7 as Exhibit A.

8 "Inspection Access Form." The term "Inspection Access Form" shall
9 be defined as the permit for providing access to the Enforcement
10 Officer to inspect private property of owners opting to use the
11 Private Hazard Tree Removal Program approved by the Town for use in
12 the cleanup after the Camp Fire.

13 "Private Hazard Tree Removal Program." The term "Private Hazard Tree
14 Removal Program" shall be defined as an alternative to the Government
15 Hazard Tree Removal Program, which provides the property owner with
16 the option of identifying and removing Hazard Tree(s) on their
17 property at their own cost.

18 **Section 3.4. Government Hazard Tree Removal Program.**

19 A. The Government Hazard Tree Removal Program will remove all Hazard
20 Trees at no out-of-pocket cost to the property owner. If a property
21 owner does not participate in the Government Hazard Tree Removal
22 Program, and there are Hazard Trees on their property, the owners
23 are required to remove such trees at their own cost.

24 B. To participate in the Government Hazard Tree Removal Program,
25 property owners must complete and submit a Government Hazard Tree

1 Removal Program Right of Entry Permit. The Government Hazard Tree
2 Removal Program Right of Entry Permit shall function as the sole
3 permit and authorization for participation in the Government Hazard
4 Tree Removal Program. Notwithstanding any contrary provision in
5 Paradise Municipal Code, no Town approvals or permits for Hazard
6 Tree removal are required for properties participating in the
7 Government Hazard Tree Removal Program, other than the Government
8 Hazard Tree Removal Program Right of Entry Permit.

9 C. If property owners whose property contains Hazard Trees do not
10 participate in the Government Hazard Tree Removal Program (at no
11 out-of-pocket cost to owner) or the Private Hazard Tree Removal
12 Program (all costs paid by owner), the Town Council will enforce
13 this Ordinance and charge the owners with any administrative and
14 abatement costs related to such enforcement as described below.

15 D. In implementing this program, property owners who have applied for
16 building permits shall be given priority in the Government Hazard
17 Tree Removal Program.

18 **Section 3.5. Public nuisance; violations.**

19 Maintaining a Hazard Tree is prohibited and constitutes a public
20 nuisance subject to this Ordinance. A violation of any provision of
21 this Ordinance shall be deemed to be a public nuisance and subject
22 to any enforcement process available at law.

23 **Section 3.6. Purpose.**

24 It is the intent of the Town Council that this Ordinance may apply
25 to the abatement of Hazard Trees threatening the roads and/or rights-

1 of-way of Town-maintained roads or publicly improved property within
2 the Town.

3 **Section 3.7. Private Hazard Tree Removal Program.**

4 A. As an alternative to the Government Hazard Tree Removal Program,
5 the Private Hazard Tree Removal Program provides the property owner
6 with the option of identifying and removing Hazard Tree(s) on their
7 property at their own cost. To participate in the Private Hazard
8 Tree Removal Program, property owners shall submit an Inspection
9 Access Form for their property to the Butte County Right of Entry
10 (ROE) Center. Following the property owner's identification and
11 removal of Hazard Trees, the Private Hazard Tree Removal Program
12 shall require the Enforcement Officer to make a visual confirmation
13 of the removal of the Hazard Trees on the subject property. This
14 visual inspection of compliance with the Private Hazard Tree
15 Removal Program shall be sufficient for meeting the requirements
16 of this Section. Whether the Hazard Tree removal is adequate shall
17 be in the sole discretion of the Enforcement Officer.

18 B. Notwithstanding anything herein to the contrary, in the Private
19 Tree Program, owners may choose to temporarily retain and process
20 felled Hazard Trees which were standing on their property. This
21 temporary retention and utilization by the owner shall be permitted
22 only to the extent felled Hazard Trees and incidental foliage,
23 slash, tree branches or limbs and chipped or mulched vegetation do
24 not constitute a fire hazard as prohibited by applicable law,
25 including but not limited to California Public Resources Code

1 section 4291 et seq., Title 19 of the California Code of
2 Regulations and Chapter 15.09 of the Paradise Municipal Code. Such
3 requirements include but are not limited to the following:

4 (1) In storing such Hazard Trees prior to utilization, an owner
5 shall be required to:

6 (a) maintain a setback of no less than 100 feet from any
7 inhabited building or structure;

8 (b) maintain a setback of no less than 30 feet from any
9 uninhabited building or structure; and

10 (c) maintain a setback around the parcel's property lines of
11 no less than 30 feet wide.

12 (2) If an owner utilizes felled Hazard Trees for wood chips, the
13 owner shall be required to spread the wood chips to a depth of no
14 greater than 3 inches while maintaining a setback of no less than
15 5 feet from any building or structure.

16 (3) If owner utilizes felled Hazard Trees for firewood, the
17 owner shall be required to cut and neatly stack firewood that is
18 ready for use in standard size wood stove or fireplace while
19 maintaining a setback of no less than 10 feet from any building or
20 structure.

21 If any temporary retention and utilization of Hazard Trees
22 constitutes a fire hazard, it is a public nuisance and may be
23 abated using any available legal remedy. If the owner chooses to
24 temporarily retain and process the felled Hazard Trees, the owner
25 is required to utilize such Hazard Trees prior to the Enforcing

1 Officer's visit to the property to confirm compliance with the
2 Private Tree Program.

3 For the purposes of this section, any temporary retention and
4 utilization of felled Hazard Trees by the property owner is not a
5 Temporary Log Storage Yard (AKA: Log Deck) as described in Chapter
6 15.09 of the Paradise Municipal Code. Owners may not receive felled
7 trees from other properties.

8 C. The County and the Town shall utilize the state and federal
9 standards and cleanup goals of the Government Hazard Tree Removal
10 Program as the standards for the Private Hazard Tree Removal
11 Program, including but not limited to the criteria for determining
12 whether a tree is a Hazard Tree. Under the supervision of the
13 Enforcement Officer, the Town may administratively update these
14 standards as necessary to address ongoing changes in the
15 administration of the Government Hazard Tree Removal Program and
16 the need to efficiently remove Hazard Trees from the community.

17 **Section 3.8. Town Development Permits.**

18 No application for a Town Development permit with Hazard Trees shall
19 be considered complete until the applicant has entered into a
20 Government Hazard Tree Removal Program or a Private Hazard Tree
21 Removal Program. This section shall not apply to permits relating to
22 power, sewer or other utilities for temporary dwellings.

23 **Section 3.9. Deadlines and Enforcement.**

24 A. Properties that contain Hazard Trees and that have neither an
25 approved Government Hazard Tree Removal Program Right of Entry

1 Permit nor an approved Inspection Access Form for the Private
2 Hazard Tree Removal Program by the deadline set by the Town
3 Council, are declared a public nuisance and health hazard and
4 such properties may be abated pursuant to this Ordinance.

5 B. The Town Council may set a deadline for the completion of Hazard
6 Tree removal by resolution. Properties that have Hazard Trees
7 after that deadline are declared a public nuisance and health
8 hazard and such properties may be abated pursuant to this
9 Ordinance.

10 The Town Council's intent is to facilitate orderly remediation
11 of a large-scale disaster. Nothing in these deadlines shall
12 limit the authority of the Town to abate hazards more quickly
13 where required by exigent circumstances.

14 **Section 3.10. Enforcement.**

15 A. Whenever the Enforcement Officer determines that a public
16 nuisance (as specified in this Ordinance) exists, he or she may
17 use any legal remedies available under California law and this
18 Ordinance to address and abate the public nuisance, including
19 but not limited to the abatement procedures set forth in Section
20 2.11 of this Ordinance.

21 B. The Town may, in its sole discretion, abate a violation of this
22 Ordinance by the prosecution of a civil action, including an
23 action for injunctive relief, without first going through the
24 administrative procedures set forth herein. The remedy of
25 injunctive relief may take the form of a court order,

1 enforceable through civil contempt proceedings, prohibiting the
2 maintenance of a violation of this Ordinance, or requiring
3 compliance with other terms.

4 C. If a public nuisance is found to be present on the property in
5 violation of this Ordinance, (1) The Town may also abate a
6 violation of this Ordinance through the abatement process
7 established by this Ordinance or by Government Code Sections
8 38773 and 38773.5; (2) the Enforcement Officer shall pursue
9 payment for Abatement and Administrative Costs from the owner
10 and the owner of the property shall be responsible for paying
11 all of the Town's Abatement Costs and Administrative Costs.

12 **Section 3.11. Abatement procedures.**

13 A. Whenever the Enforcement Officer determines that a public
14 nuisance (as defined in this Ordinance) exists, he or she shall
15 implement the following procedures:

16 (1) General Enforcement action. When the Enforcement Officer
17 determines that an activity is being performed in
18 violation of this Ordinance, the Enforcement Officer may
19 initiate an enforcement action using the process set forth
20 in the Paradise Municipal Code and may seek the imposition
21 of costs and civil penalties pursuant to this ordinance
22 and in the Paradise Municipal Code. Nothing in this
23 provision is intended to prevent alternate enforcement
24 mechanisms.

1 (2) Abatement. Pursuant to the authority of California
2 Constitution., art. XI, Section 7; California Government
3 Code Section 38773 and 38773.5, and this Ordinance, if the
4 Enforcement Officer determines that a violation of this
5 Ordinance has created an emergency condition which
6 seriously endangers the public health or safety, the Town
7 may abate the condition within the Town. The costs shall
8 be charged to the property owners(s) and the Town may, at
9 its option, recover the same in an administrative or civil
10 action.

11 B. Such charges shall be in addition to any penalty for a violation
12 of this Ordinance.

13 (1) Pre-Abatement Notice. Unless emergency conditions
14 preclude doing so, the Enforcement Officer shall issue an
15 Abatement Notice and Order with reasonable notice. The Notice
16 and Order shall be mailed to the property owner(s) as listed
17 on the last equalized tax roll. A summary of the Notice and
18 Order shall be posted in a conspicuous location on the property
19 to be abated at least 10 calendar days prior to the abatement
20 action.

21 (2) Appeal and Waiver. The property owner(s) or any person or
22 entity having a legal interest in the property may submit a
23 written appeal of the Enforcement Officer's Order to the Town
24 Council no later than 10 calendar days from the date of mailing
25

1 of the Notice and Order. The written appeal shall state the
2 basis for the appeal. The appeal shall be heard by a Town-
3 appointed hearing officer regarding the appeal and shall issue
4 a written decision (the "Decision") no later than 10 calendar
5 days after receipt. The Decision shall uphold, rescind or
6 modify the determination of the Notice and Order. The Decision
7 on the appeal shall be final. Failure to appeal within the time
8 prescribed shall constitute a waiver of the right to contest
9 the abatement.

10 (3) Post Abatement Notice. After the abatement is completed,
11 the Enforcement Officer shall serve the property owner(s) with
12 a post abatement notice that sets forth: (a) the actions taken
13 by the Town; (b) the reasons for the actions; (c) a statement
14 of the costs, expenses and attorney's fees, if any, of the
15 abatement and notice of the Town's intent to collect those
16 costs; and (d) right to appeal the costs determination within
17 ten (10) calendar days of the notice. If the property owner is
18 responsible for any costs, expenses or attorney's fees, such
19 costs shall become a lien against the property and a Notice of
20 Abatement Lien may be recorded with the Butte County Recorder.

21 (4) Post Abatement Costs Appeal. If the property owner(s) or
22 anyone with a legal interest in the property submits a timely
23 costs appeal, the Town shall schedule an administrative hearing
24 on the matter and provide the appeal party with reasonable
25

1 notice of the hearing. The hearing officer shall conduct an
2 administrative hearing where each party shall have the
3 opportunity to present evidence and the Town shall have the
4 obligation to establish that the costs, including expenses and
5 attorney's fees, if any, incurred for the abatement were
6 necessary by a preponderance of the evidence. After the
7 hearing, the hearing officer shall issue a written decision and
8 order that shall be served upon the appealing party within 30
9 calendar days of the hearing unless extended by agreement of
10 the parties.

11 **Section 3.12. Abatement costs; administrative costs.**

12 A. The term "Abatement Costs" means any costs or expenses
13 reasonably related to the abatement of conditions which violate
14 this Ordinance, and shall include, but not be limited to,
15 enforcement, investigation, collection and administrative
16 costs, and the costs associated with the removal or correction
17 of the violation.

18 B. The term "Administrative Costs," shall include the cost of Town
19 staff time reasonably related to enforcement, for items
20 including, but not limited to, site inspections, travel time,
21 investigations, telephone contacts and time spent preparing
22 summaries, reports, notices, correspondence, warrants and
23 hearing packets. The time expended by the Enforcement Officer
24 to calculate the above costs and prepare itemized invoices, may
25 also be recovered.

1 **Section 3.13. Non-exclusive remedy.**

2 This Ordinance is cumulative to all other remedies now or hereafter
3 available to abate or otherwise regulate or prevent public nuisances.
4 The Town Attorney is authorized to initiate judicial enforcement as
5 to a violation of any provision of this Ordinance without further
6 Town Council approval.

7 **Section 3.14. Summary abatement.**

8 Notwithstanding any other provision of this Ordinance, when any
9 Hazard Tree constitutes an immediate threat to the public health or
10 safety, and where alternate procedures would not result in abatement
11 of that public nuisance within a short enough time period to avoid
12 that threat, the Enforcement Officer may direct any officer or
13 employee of the Town or third-party provider to summarily abate the
14 public nuisance. The Enforcement Officer shall make reasonable
15 efforts to notify the property owner of the property, but the formal
16 notice and hearing procedures set forth in this Ordinance shall not
17 apply. No summary abatement shall occur prior to consultation with
18 the Town Attorney. The Town may nevertheless recover its costs for
19 abating that public nuisance in the manner set forth in this
20 Ordinance.

21 Section 4. CEQA Exemption.

22 Adoption of this Ordinance is exempt from the provisions of the
23 California Environmental Quality Act (CEQA) pursuant to California
24 Public Resources Code section 21080(b)(3) regarding projects to
25 maintain, repair, restore, or replace property or facilities damaged

1 or destroyed as a result of a declared disaster and Section
2 21080(b)(4) regarding actions to mitigate or prevent an emergency,
3 and CEQA Guidelines Section 15269(a) regarding maintaining,
4 repairing, restoring, demolishing, or replacing property or
5 facilities damages or destroyed as a result of a disaster-stricken
6 area in which a state of emergency has been proclaimed by the Governor
7 pursuant to the California Emergency Services Act, commencing with
8 Section 8550 of the California Government Code.

9 Section 5. Severability.

10 If any section, subsection, sentence, clause, or phrase of this
11 Ordinance is for any reason held to be unconstitutional or invalid,
12 such decision shall not affect the validity of the remaining portion
13 of this Ordinance. The Town Council hereby declares that it would
14 have passed this Ordinance and every section, subsection, sentence,
15 clause or phrase thereof irrespective of the fact that any one or
16 more sections, subsections, sentences, clauses or phrases be declared
17 unconstitutional or invalid.

18 Section 6. Effective Date and Publication.

19 This Ordinance shall be and the same is hereby declared to be in full
20 force and effect immediately upon its passage by a four-fifths (4/5)
21 or greater vote. The Town Clerk is authorized and directed to publish
22 this Ordinance before the expiration of fifteen (15) days after its
23 passage. This Ordinance shall be published once, with the names of
24 the members of the Town Council voting for and against it, in a
25 newspaper of general circulation published in the Town of Paradise,

1 State of California. A complete copy of this Ordinance is on file
2 with the Town Clerk and is available for public inspection and copying
3 during regular business hours in the office of the Town Clerk, 5555
4 Skyway, Paradise, California.

5

6 **PASSED AND ADOPTED** BY THE Town Council of the Town of Paradise,
7 County of Butte, State of California, on this 12th day of November
8 2019, by the following vote:

9

10 AYES:

11 NOES:

12 ABSENT:

13 NOT VOTING:

14

15

Jody Jones, Mayor

16 ATTEST:

17

18 _____
DINA VOLENSKI, Town Clerk

19

20 APPROVED AS TO FORM:

21

22 _____
DWIGHT L. MOORE, Town Attorney

23

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EXHIBIT A

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**Town of Paradise
Council Agenda Summary
Date: November 12, 2019**

Agenda Item: 6(e)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Approved by: Lauren Gill, Town Manager
Subject: 2019/20 Operating and Capital Budget Update

Council Action Requested:

1. Adopt Resolution 19 __ approving the amended position control and salary pay plan for the 2019/20 fiscal year; and
2. Authorize flexibility in the hiring of up to two engineers and revised job classification descriptions; and
3. Approve job classification descriptions inadvertently left off September 10, 2019 classification study agenda summary (descriptions starting with C, Management Analyst I/II and Police Officer); and
4. Approve recommended budget adjustments; or

Alternatives:

Approve alternative personnel and budget adjustments, or request additional information.

Background:

It is a best practice of the Town of Paradise to adopt the Capital and Operating Budget for the next fiscal year prior to, June 30th, the end of the fiscal year. However, the Camp Fire of November 2018, and the financial impacts that were caused, required additional time to compile a meaningful budget by the normal deadline. The 2019/20 Budget was adopted August 13, 2019.

On September 10, 2019, Town Council accepted a Classification and Total Compensation Study which was incorporated into a negotiation settlement with all employee bargaining groups. It is also an important tool in recruiting and retaining mission critical personnel.

As the Town's finances and budget are evolving quickly, staff will prepare budget updates frequently to keep the Town Council and the community informed on the most significant changes.

Discussion:

Personnel

Competitive salaries are generating interest in current vacancies, but the regional housing and skilled worker shortage created by the Camp Fire continue to make hiring a challenge. Following is the list of previously authorized positions for which the Town is actively recruiting:

Position	Status
Housing Program Technician	Function currently supported through contracted temporary hire
Maintenance Worker II	New vacancy as of 11/01/19
Senior Mechanic	New vacancy as of 10/15/19 – temporary outsource repairs and maintenance
Police Officers (3)	Recruitment, backgrounds and trainees in progress
Police Sergeant	Recruitment in progress
Public Works Director/Town Engineer	1 st Interview complete

In addition to the Classification and Compensation Study completed by Koff and Associates, Town Council approved an Organizational Study. That Study has officially started, but will take four to five months to complete as it will attempt to provide staffing recommendations based on current and projected needs. It will identify quantitative metrics for key functions that will be compared to other cities in order to identify staffing requirements.

It is already known that every department in the Town has been impacted by the Camp Fire. For example, activities within Building Safety and Wastewater have increased 1200%. This has a ripple effect throughout the organization especially in the administrative functions. While, it is important that the Organizational Study be completed before any major staffing adjustments are implemented, there are a few key positions that staff recommends authorizing in order that grants and recovery can continue to move forward. They are as follows:

Position	Funding Source	Description
Associate Planner	Planning & Building Safety Wastewater	Work on general plan update and development ordinances
Code Enforcement Officer II (Hourly/Part Time)	Business & Housing Grants	Identify homes and properties with code enforcement issues
Management Analyst	General Fund	Support Town Manager & Administrative Services while Senior Management Analyst focuses on Grants & Recovery Projects

Police Administrative Sergeant	General Fund	In lieu of 2 nd Lieutenant, assists with supervision of junior officers and administration
Procurement Officer	Proportionally Shared by All Funds	Implement centralized purchasing for commodities and services above \$10,000 including contract management

Also, the Town successfully recruited a pool of candidates for the Public Works Director/Town Engineer position. Initial interviews have been completed and as the Town moves into next steps, staff seeks authority for flexibility in the hiring. Ultimately, Town staff believes during recovery, two engineers are needed for the multitude of projects to be developed and supervised. One engineer to lead projects related to street restoration and capital improvements, and one to lead Town facility replacement and public works. Most of the personnel costs associated with these positions will be charged to the projects they are overseeing. This budget adjustment conservatively assumes the expenditures without the reimbursements for now. Depending on the qualifications and experience discovered during further interviews and the background process, the following different hiring scenarios are requested for authorization:

Scenario 1*	Scenario 2	Scenario 3
Hire Public Works Director & Hire Director of Engineering	Hire Public Works Director/ Town Engineer & Hire Assistant Engineer or Hire Associate Engineer	Hire Public Works Director/ Town Engineer
Same Classification	Different Classifications depending on qualifications	One classification
One to Lead Public Works & One to Lead CIP & Recovery	One to lead all projects and delegate tasks to Assistant or Associate	Wait to hire additional support until new Public Works Director/Town Engineer has a chance to develop a staffing plan

*included in the salary pay plan

In addition to the positions discussed above, the Salary Pay Plan attached for review and approval includes the following amendments:

- Administrative Assistant (Police) – increase hours from 36 to 40 per week
- Code Enforcement Officer II (Hourly/Part Time) – match hourly rate of full time Code Enforcement Officer II
- Police Officer Trainee – per compensation study, increase hourly rate to 15% below police officer

This salary pay plan authorizes 59.86 full time equivalent employees (FTE) and estimates that 53.26 FTE will be achieved for the 2019/20 fiscal year. For perspective, 67.98 FTE were authorized for 2018/19 and 68.08 FTE for 2017/18.

Finally, some classification descriptions were inadvertently left off the September 10, 2019 classification and compensation study agenda summary. They have been attached to this agenda summary and are requested for approval.

1010 - General Fund

A complete budget performance report is attached for review. The most significant general fund budget developments and recommended adjustments are indicated below.

Revenue:

- Real Property Transfer Taxes are trending about \$14,500 higher than estimated.
- The Town received a \$3.2 million advance against its \$5 million insurance settlement for lost tax revenue. It is estimated to use \$129,053 less than budgeted for 2019/20 in order to maintain cash flow reserves, but will need to request another \$370,044. Following is a summary of remaining insurance:

\$5,000,000 lost tax insurance proceeds
(741,084) estimate used in 2018/19
(2,866,005) estimate used in 2019/20
\$1,392,911 balance remaining

- The SAFER grant will reimburse the Town about \$241,459 in 2019/20 for four firefighters.
- CDD Planning Temporary Use Permits will generate about \$27,000 more than expected.
- Engineering fees, especially lot merger reviews, will generate about \$9,000 more than expected.

Expenditures:

- Measure C Budget
 - The purchase and equipping of three police vehicles out of last year's Measure C budget was not finalized by the end of the year. \$22,851 of the expense will be carried over to the 2019/20 fiscal year.
 - It is estimated that Animal Control Services will use an additional \$49,502 to maintain staffing and operations during 2019/20.

- Town Management and Administrative Service functions will be about \$268,000 more due to personnel negotiations settlements and the personnel changes requested above.
- Police Administration, Operations and Communications will be about \$192,938 more due to personnel negotiations settlements and the personnel changes requested above.
 - Police administration authorized positions are fully staffed and consist of a Chief, a Lieutenant, and an Administrative Assistant.
 - The goal for Police Operations was to have 11 police officers; it is expected that 8.83 officers will be realized for the fiscal year. It is requested to move from 4 to 5 authorized sergeants. The 5th sergeant will provide additional supervision to the inexperienced officers and will also provide administrative support for the Chief and Lieutenant in lieu of a 2nd Lieutenant. Of the 5 authorized sergeants it is estimated that 4.09 FTE will be realized.
 - The Communications division is down to a Support Services Supervisor, a Property & Evidence Technician, and 1 Public Safety Dispatcher. The dispatch function is in the process of being fully transitioned to the Butte County Sheriff. The remaining employees are critical to the records management portion of the police department.
- Fire Administration, Suppression and Volunteers will be about \$98,062 more than expected.
 - 37,416 less than expected after personnel negotiation settlements and as CalPERS expenses are reallocated based on authorized positions.
 - After further discussions with U.S. Department of Homeland Security regarding the SAFER award, there will be less savings to the budget than originally believed. While the award includes a non-supplanting waiver, it only allows supplanting of dollars not positions. "SAFER grant funds may be used to replace funds that would be available from State or local sources."

At the time of award, Fire Suppression had 14 filled positions and 1 vacancy. With the 4 firefighters from the SAFER grant, the department will be required to maintain 18 positions for three years. 1 of the SAFER firefighters will be used to fill the vacancy creating about \$200,000 per year of savings. The other 3 SAFER firefighters will be used, as much as possible, to backfill behind training days, vacations and sick leave. This is estimated to save about \$150,000 per year.

Most importantly, the SAFER grant will allow the department to be even more proactive with fire prevention. They will have more resources to do community outreach and education on defensible space requirements. They can assist code enforcement with identifying hazardous properties.

The added cost of \$135,478 for the 2019/20 fiscal year is offset by the \$241,459 in reimbursements that the Town will receive.

- Community Development functions will be about \$15,286 more due to personnel negotiations settlements and the personnel changes requested above.
- Public Works functions will be about \$67,673 more due to personnel negotiations settlements and the personnel changes requested above.

Ending Fund Balance and Reserves:

- The Town will maintain general fund cash flow reserves of \$1.55 million and a Measure C contingency reserve of \$962,000.

2030 – Building Safety and Wastewater Services

A complete budget performance report is attached for review. The most significant building safety and wastewater services budget developments and recommended adjustments are indicated below.

- Revenues are trending to be about \$907,000 more than the original conservative estimates as follows:

	2019/20 Budget	2019/20 Actual to Date	2019/20 Proposed Budget	2019/20 Budget Adjustment
Plan Checks	700,000	497,349	1,000,000	300,000
Building Permits	650,000	602,953	1,200,000	550,000
Onsite Alterations	8,000	11,648	15,000	7,000
Fire Code Inspections	50,000	67,874	100,000	50,000

- As a reminder, North Valley Foundation Butte Strong Fund provided a grant of \$1 million to offset the cost of permit fees to citizens rebuilding. It pays half of the permit fees up to \$3,500. Through October 28, 2019, citizens have used \$544,723 for 291 permits.
- Expenditures are trending about \$1,009,980 higher.
 - \$78,105 is a result of personnel negotiation settlements and recommended personnel changes indicated above
 - \$931,875 is an increase in the professional service contract associated with plan checks and building permits.
- As a result of these recommended adjustments, the ending fund balance/reserves will be reduced to about \$1.07 million.
-

2070 – Animal Control Services

A complete budget performance report is attached for review. The most significant animal control services recommended adjustments are associated with the personnel negotiation settlements which amount to an increase of about \$50,913. It will take an additional contribution from Measure C of \$49,502 in order to balance the fund and maintain operations.

2090 – Camp Fire Recovery

A complete budget performance report is attached for review. The most significant camp fire recovery budget developments and recommended adjustments are indicated below.

- Early on, the Town received a \$5 million advance against its claim for FEMA/Cal OES public assistance. The Town will use about \$32,500 less this fiscal year than originally expected. An accounting of the use of funds is indicated below:

\$5,000,000 advance on public assistance
(1,879,165) estimated use 2018/19
(1,041,405) estimated use 2019/20
\$2,079,430 remaining balance

- The Town has received \$2.5 million as an advance, so far, against its property loss insurance claim. It is expected to receive about \$500,000 more this fiscal year for property repairs and replacements as shown below:

\$2,497,617 advance on insurance claim
(1,169,693) estimated use 2018/19
(1,800,275) estimated use 2019/20
(\$472,351) additional insurance claim

- The Town used and received \$549,623 in 2018/19 and \$100,904 in 2019/20 from the North Valley Foundation Butte Strong Fund to develop a recovery plan for communication assistance, for animal control and shelter needs, and to study road conditions.
- The Town will use approximately \$125,277 in 2018/19 and \$219,427 in 2019/20 of donations as a match for the public assistance grant.

2120 – Gas Tax/Street Maintenance

A complete budget performance report is attached for review. The most significant gas tax developments and recommended adjustments are indicated below.

- Street maintenance staffing will be about \$102,897 more due to personnel negotiations settlements and the personnel changes requested above. It should be noted that a portion of this is likely to be reallocated to grant and insurance funded projects as that work is completed.

- Staff recommends increasing the professional services account by \$38,050 in order to allow additional time for the contract engineer to support the function and to allow adequate time for handoff of projects and workload to any newly hired personnel.
- The ending fund balance reserve for the gas tax fund is reduced to \$427,711 for now. There is still adequate funds to support the future Downtown Gap Closure project.

2160 – Business and Housing

A complete budget performance report is attached for review. The most significant business and housing recommended adjustments are related to personnel negotiations settlements and the personnel changes which amount to \$78,158. The fund is expected to end the fiscal year with an ending fund balance of about \$194,000.

Fiscal Impact:

The Town is slowly building a financial bridge for Camp Fire recovery. It is pushing forward with important recovery projects, but keeping adequate reserves to maintain operations until the PG&E settlement is received.

**TOWN OF PARADISE
RESOLUTION NO. 19-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
ADOPTING THE AMENDED POSITION CONTROL AND SALARY PAY PLAN
FOR TOWN OF PARADISE EMPLOYEES FOR THE FISCAL YEAR 2019-2020**

WHEREAS, the Town wishes to revise the salary pay plan; and

WHEREAS, the salary pay plan will incorporate all salary paid within the Town into one salary pay plan.

NOW, THEREFORE be it resolved by the Town Council of the Town of Paradise, that the Town of Paradise salary pay plan attached to this resolution is hereby adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of November, 2019, by the following vote:

AYES:

NOES: None

ABSENT: None

NOT VOTING: None

Jody Jones, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	CRIMINAL RECORDS TECHNICIAN							
0.00	0.00	0.00	SHELTER ASSISTANT							
			HOURLY	18	16.99	17.84	18.73	19.67	20.65	21.68
			BIWEEKLY		611.64	642.24	674.28	708.12	743.40	780.48
			MONTHLY		1,325.22	1,391.52	1,460.94	1,534.26	1,610.70	1,691.04
			ANNUAL		15,902.64	16,698.24	17,531.28	18,411.12	19,328.40	20,292.48
1.00	1.00	1.00	MAINTENANCE WORKER I							
			HOURLY	40	17.41	18.28	19.19	20.15	21.16	22.22
			BIWEEKLY		1,392.80	1,462.40	1,535.20	1,612.00	1,692.80	1,777.60
			MONTHLY		3,017.73	3,168.53	3,326.27	3,492.67	3,667.73	3,851.47
			ANNUAL		36,212.80	38,022.40	39,915.20	41,912.00	44,012.80	46,217.60
1.00	0.75	0.75	OFFICE ASSISTANT							
			HOURLY	30	17.85	18.74	19.68	20.66	21.69	22.77
			BIWEEKLY		1,071.00	1,124.40	1,180.80	1,239.60	1,301.40	1,366.20
			MONTHLY		2,320.50	2,436.20	2,558.40	2,685.80	2,819.70	2,960.10
			ANNUAL		27,846.00	29,234.40	30,700.80	32,229.60	33,836.40	35,521.20
1.00	1.00	1.00	BUILDING/ONSITE PERMIT TECHNICIAN I							
3.00	3.00	2.81	MAINTENANCE WORKER II							
			HOURLY	40	19.23	20.19	21.20	22.26	23.37	24.54
			BIWEEKLY		1,538.40	1,615.20	1,696.00	1,780.80	1,869.60	1,963.20
			MONTHLY		3,333.20	3,499.60	3,674.67	3,858.40	4,050.80	4,253.60
			ANNUAL		39,998.40	41,995.20	44,096.00	46,300.80	48,609.60	51,043.20

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	0.60	0.60	ADMINISTRATIVE ASSISTANT (FIRE)							
			HOURLY	24	19.71	20.70	21.74	22.83	23.97	25.17
			BIWEEKLY		946.08	993.60	1,043.52	1,095.84	1,150.56	1,208.16
			MONTHLY		2,049.84	2,152.80	2,260.96	2,374.32	2,492.88	2,617.68
			ANNUAL		24,598.08	25,833.60	27,131.52	28,491.84	29,914.56	31,412.16
1.00	1.00	0.97	ADMINISTRATIVE ASSISTANT (POLICE)							
			HOURLY	40	19.71	20.70	21.74	22.83	23.97	25.17
			BIWEEKLY		1,576.80	1,656.00	1,739.20	1,826.40	1,917.60	2,013.60
			MONTHLY		3,416.40	3,588.00	3,768.27	3,957.20	4,154.80	4,362.80
			ANNUAL		40,996.80	43,056.00	45,219.20	47,486.40	49,857.60	52,353.60
2.00	1.80	1.80	ANIMAL CONTROL OFFICER							
			HOURLY	36	20.20	21.21	22.27	23.38	24.55	25.78
			BIWEEKLY		1,454.40	1,527.12	1,603.44	1,683.36	1,767.60	1,856.16
			MONTHLY		3,151.20	3,308.76	3,474.12	3,647.28	3,829.80	4,021.68
			ANNUAL		37,814.40	39,705.12	41,689.44	43,767.36	45,957.60	48,260.16
1.00	0.90	0.90	ACCOUNTING TECHNICIAN							
1.00	0.90	0.90	PROPERTY & EVIDENCE TECHNICIAN							
			HOURLY	36	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY		1,491.12	1,566.00	1,644.48	1,726.56	1,812.96	1,903.68
			MONTHLY		3,230.76	3,393.00	3,563.04	3,740.88	3,928.08	4,124.64
			ANNUAL		38,769.12	40,716.00	42,756.48	44,890.56	47,136.96	49,495.68

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	1.00	COMMUNITY SERVICE OFFICER							
			HOURLY	40	20.71	21.75	22.84	23.98	25.18	26.44
			BIWEEKLY		1,656.80	1,740.00	1,827.20	1,918.40	2,014.40	2,115.20
			MONTHLY		3,589.66	3,769.93	3,958.86	4,156.45	4,364.45	4,582.85
			ANNUAL		43,076.80	45,240.00	47,507.20	49,878.40	52,374.40	54,995.20
1.00	0.19	0.19	PUBLIC SAFETY DISPATCHER (HOURLY/PART TIME)							
			HOURLY		21.23	22.29	23.40	24.57	25.80	27.09
2.00	2.00	2.00	BUILDING/ONSITE PERMIT TECHNICIAN II							
1.50	1.50	1.50	PUBLIC SAFETY DISPATCHER							
			HOURLY	40	21.23	22.29	23.40	24.57	25.80	27.09
			BIWEEKLY		1,698.40	1,783.20	1,872.00	1,965.60	2,064.00	2,167.20
			MONTHLY		3,679.87	3,863.60	4,056.00	4,258.80	4,472.00	4,695.60
			ANNUAL		44,158.40	46,363.20	48,672.00	51,105.60	53,664.00	56,347.20
1.00	1.00	1.00	SENIOR MAINTENANCE WORKER							
			HOURLY	40	22.30	23.42	24.59	25.82	27.11	28.47
			BIWEEKLY		1,784.00	1,873.60	1,967.20	2,065.60	2,168.80	2,277.60
			MONTHLY		3,865.33	4,059.47	4,262.27	4,475.47	4,699.07	4,934.80
			ANNUAL		46,384.00	48,713.60	51,147.20	53,705.60	56,388.80	59,217.60
1.00	0.45	0.45	CODE ENFORCEMENT OFFICER II (HOURLY/PART TIME)							
			HOURLY		23.43	24.60	25.83	27.12	28.48	29.90

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	1.00	CODE ENFORCEMENT OFFICER II							
			HOURLY	40	23.43	24.60	25.83	27.12	28.48	29.90
			BIWEEKLY		1,874.40	1,968.00	2,066.40	2,169.60	2,278.40	2,392.00
			MONTHLY		4,061.20	4,264.00	4,477.20	4,700.80	4,936.53	5,182.67
			ANNUAL		48,734.40	51,168.00	53,726.40	56,409.60	59,238.40	62,192.00
1.00	1.00	1.00	ANIMAL CONTROL SUPERVISOR							
1.00	1.00	1.00	CONSTRUCTION INSPECTOR II							
1.00	1.00	1.00	DEPUTY TOWN CLERK							
1.00	1.00	0.50	HOUSING PROGRAM TECHNICIAN							
			HOURLY	40	24.62	25.85	27.14	28.50	29.93	31.43
			BIWEEKLY		1,969.60	2,068.00	2,171.20	2,280.00	2,394.40	2,514.40
			MONTHLY		4,267.47	4,480.67	4,704.27	4,940.00	5,187.87	5,447.87
			ANNUAL		51,209.60	53,768.00	56,451.20	59,280.00	62,254.40	65,374.40
2.00	0.87	0.87	POLICE OFFICER TRAINEE							
			HOURLY		25.24	26.50	27.83	29.22	30.68	32.21
0.00	0.00	0.00	BUILDING/ONSITE INSPECTOR							
1.00	1.00	1.00	FIRE PREVENTION INSPECTOR II							
1.00	1.00	0.81	SENIOR MECHANIC							
			HOURLY	40	25.87	27.16	28.52	29.95	31.45	33.02
			BIWEEKLY		2,069.60	2,172.80	2,281.60	2,396.00	2,516.00	2,641.60
			MONTHLY		4,484.13	4,707.73	4,943.47	5,191.33	5,451.33	5,723.47
			ANNUAL		53,809.60	56,492.80	59,321.60	62,296.00	65,416.00	68,681.60

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	0.44	MANAGEMENT ANALYST							
1.00	1.00	0.44	PROCUREMENT OFFICER							
			HOURLY	40	26.52	27.85	29.24	30.70	32.24	33.85
			BIWEEKLY		2,121.60	2,228.00	2,339.20	2,456.00	2,579.20	2,708.00
			MONTHLY		4,596.80	4,827.33	5,068.27	5,321.33	5,588.27	5,867.33
			ANNUAL		55,161.60	57,928.00	60,819.20	63,856.00	67,059.20	70,408.00
1.00	1.00	1.00	SUPPORT SERVICES SUPERVISOR							
			HOURLY	40	27.18	28.54	29.97	31.47	33.04	34.69
			BIWEEKLY		2,174.40	2,283.20	2,397.60	2,517.60	2,643.20	2,775.20
			MONTHLY		4,711.20	4,946.93	5,194.80	5,454.80	5,726.93	6,012.93
			ANNUAL		56,534.40	59,363.20	62,337.60	65,457.60	68,723.20	72,155.20
11.00	11.00	8.83	POLICE OFFICER							
			HOURLY	40	29.27	30.73	32.27	33.88	35.57	37.35
			BIWEEKLY		2,341.60	2,458.40	2,581.60	2,710.40	2,845.60	2,988.00
			MONTHLY		5,073.47	5,326.53	5,593.47	5,872.53	6,165.47	6,474.00
			ANNUAL		60,881.60	63,918.40	67,121.60	70,470.40	73,985.60	77,688.00
1.00	1.00	0.44	ASSOCIATE PLANNER							
1.00	1.00	1.00	SENIOR ACCOUNTANT							
1.00	1.00	1.00	SENIOR MANAGEMENT ANALYST							
			HOURLY	40	30.75	32.29	33.90	35.60	37.38	39.25
			BIWEEKLY		2,460.00	2,583.20	2,712.00	2,848.00	2,990.40	3,140.00
			MONTHLY		5,330.00	5,596.93	5,876.00	6,170.67	6,479.20	6,803.33
			ANNUAL		63,960.00	67,163.20	70,512.00	74,048.00	77,750.40	81,640.00

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	ASSISTANT ENGINEER							
			HOURLY	40	32.31	33.93	35.63	37.41	39.28	41.24
			BIWEEKLY		2,584.80	2,714.40	2,850.40	2,992.80	3,142.40	3,299.20
			MONTHLY		5,600.40	5,881.20	6,175.87	6,484.40	6,808.53	7,148.27
			ANNUAL		67,204.80	70,574.40	74,110.40	77,812.80	81,702.40	85,779.20
1.00	1.00	1.00	ONSITE SANITARY OFFICIAL							
			HOURLY	40	33.12	34.78	36.52	38.35	40.27	42.28
			BIWEEKLY		2,649.60	2,782.40	2,921.60	3,068.00	3,221.60	3,382.40
			MONTHLY		5,740.80	6,028.53	6,330.13	6,647.33	6,980.13	7,328.53
			ANNUAL		68,889.60	72,342.40	75,961.60	79,768.00	83,761.60	87,942.40
5.00	5.00	4.09	POLICE SERGEANT							
			HOURLY	40	35.67	37.45	39.32	41.29	43.35	45.52
			BIWEEKLY		2,853.60	2,996.00	3,145.60	3,303.20	3,468.00	3,641.60
			MONTHLY		6,182.80	6,491.33	6,815.47	7,156.93	7,514.00	7,890.13
			ANNUAL		74,193.60	77,896.00	81,785.60	85,883.20	90,168.00	94,681.60
1.00	1.00	1.00	HOUSING PROGRAM MANAGER							
1.00	1.00	1.00	PUBLIC WORKS MANAGER							
1.00	1.00	1.00	TOWN CLERK							
			HOURLY	40	36.56	38.39	40.31	42.33	44.45	46.67
			BIWEEKLY		2,924.80	3,071.20	3,224.80	3,386.40	3,556.00	3,733.60
			MONTHLY		6,337.07	6,654.27	6,987.07	7,337.20	7,704.67	8,089.47
			ANNUAL		76,044.80	79,851.20	83,844.80	88,046.40	92,456.00	97,073.60

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	ASSOCIATE ENGINEER							
			HOURLY	40	37.47	39.34	41.31	43.38	45.55	47.83
			BIWEEKLY		2,997.60	3,147.20	3,304.80	3,470.40	3,644.00	3,826.40
			MONTHLY		6,494.80	6,818.93	7,160.40	7,519.20	7,895.33	8,290.53
			ANNUAL		77,937.60	81,827.20	85,924.80	90,230.40	94,744.00	99,486.40
1.00	0.90	0.90	HUMAN RESOURCES MANAGER							
			HOURLY	36	39.37	41.34	43.41	45.58	47.86	50.25
			BIWEEKLY		2,834.64	2,976.48	3,125.52	3,281.76	3,445.92	3,618.00
			MONTHLY		6,141.72	6,449.04	6,771.96	7,110.48	7,466.16	7,839.00
			ANNUAL		73,700.64	77,388.48	81,263.52	85,325.76	89,593.92	94,068.00
0.00	0.00	0.00	INFORMATION TECHNOLOGY MANAGER							
0.00	0.00	0.00	BUILDING OFFICIAL							
			HOURLY	40	39.37	41.34	43.41	45.58	47.86	50.25
			BIWEEKLY		3,149.60	3,307.08	360.00	3,646.40	3,828.80	4,020.00
			MONTHLY		6,824.13	7,165.34	7,524.40	7,900.53	8,295.73	8,710.00
			ANNUAL		81,889.60	85,984.08	90,292.80	94,806.40	99,548.80	104,520.00
0.00	0.00	0.00	COMMUNITY DEVELOPMENT MANAGER							
			HOURLY	40	40.35	42.37	44.49	46.71	49.05	51.50
			BIWEEKLY		3,228.00	3,389.60	3,559.20	3,736.80	3,924.00	4,120.00
			MONTHLY		6,994.00	7,344.13	7,711.60	8,096.40	8,502.00	8,926.67
			ANNUAL		83,928.00	88,129.60	92,539.20	97,156.80	102,024.00	107,120.00

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	1.00	POLICE LIEUTENANT							
			HOURLY	40	43.45	45.62	47.90	50.30	52.82	55.46
			BIWEEKLY		3,476.00	3,649.60	3,832.00	4,024.00	4,225.60	4,436.80
			MONTHLY		7,531.33	7,907.47	8,302.67	8,718.67	9,155.47	9,613.07
			ANNUAL		90,376.00	94,889.60	99,632.00	104,624.00	109,865.60	115,356.80
1.00	1.00	0.87	DISASTER RECOVERY DIRECTOR							
			HOURLY	40	49.16	51.62	54.20	56.91	59.76	62.75
			BIWEEKLY		3,932.80	4,129.60	4,336.00	4,552.80	4,780.80	5,020.00
			MONTHLY		8,520.90	8,947.29	9,394.49	9,864.21	10,358.20	10,876.46
			ANNUAL		102,252.80	107,369.60	112,736.00	118,372.80	124,300.80	130,520.00
1.00	1.00	1.00	ADMINISTRATIVE SERVICES DIRECTOR/TOWN TREASURER							
1.00	1.00	1.00	COMMUNITY DEVELOPMENT DIRECTOR							
			HOURLY	40	54.26	56.97	59.82	62.81	65.95	69.25
			BIWEEKLY		4,340.80	4,557.60	4,785.60	5,024.80	5,276.00	5,540.00
			MONTHLY		9,405.07	9,874.80	10,368.80	10,887.07	11,431.33	12,003.33
			ANNUAL		112,860.80	118,497.60	124,425.60	130,644.80	137,176.00	144,040.00

**TOWN OF PARADISE
SALARY PAY PLAN FY 2019/20
AS OF NOVEMBER 12, 2019**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/Week	A Step	B Step	C Step	D Step	E Step	F Step
0.00	0.00	0.00	ASSISTANT TOWN MANAGER							
1.00	1.00	0.60	ENGINEERING DIRECTOR							
1.00	1.00	0.60	PUBLIC WORKS DIRECTOR							
0.00	0.00	0.00	PUBLIC WORKS DIRECTOR/TOWN ENGINEER							
1.00	1.00	1.00	POLICE CHIEF							
			HOURLY	40	55.62	58.40	61.32	64.39	67.61	70.99
			BIWEEKLY		4,449.60	4,672.00	4,905.60	5,151.20	5,408.80	5,679.20
			MONTHLY		9,640.61	10,122.47	10,628.60	11,160.72	11,718.84	12,304.70
			ANNUAL		115,689.60	121,472.00	127,545.60	133,931.20	140,628.80	147,659.20
1.00	1.00	1.00	TOWN MANAGER							
			HOURLY	40	66.12	69.43	72.90	76.55	80.38	84.40
			BIWEEKLY		5,289.60	5,554.40	5,832.00	6,124.00	6,430.40	6,752.00
			MONTHLY		11,460.58	12,034.30	12,635.76	13,268.41	13,932.27	14,629.05
			ANNUAL		137,529.60	144,414.40	151,632.00	159,224.00	167,190.40	175,552.00
63.50	59.86	53.26	<u>FTE's</u>							



October 2019
FLSA: Exempt

DIRECTOR OF ENGINEERING/TOWN ENGINEER

DEFINITION

Under administrative direction, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Engineering department; formulates departmental policies, goals, and directives; coordinates assigned activities with other Town departments, officials, outside agencies, and the public; fosters cooperative working relationships among Town departments and with intergovernmental, regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the in areas of expertise; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Town Manager. Exercises general direction and supervision over supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a department director classification that oversees, directs, and participates in all activities of the Engineering Department, including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. This class provides assistance to the Town Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, municipal functions and activities, including the role of an elected Town Council, and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering Town goals and objectives within general policy guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

- Assumes full management responsibility for all Engineering programs, services, and activities including all engineering functions, Capital Improvement Program (CIP) planning, design, and construction, permitting and land development services, traffic and transportation engineering programs, construction inspection, and real property management.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within Town policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's budget; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and approves expenditures; directs and implements budgetary adjustments as necessary.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and

- performance evaluations; works with employees to correct deficiencies; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of the department's service by developing, reviewing and implementing policies and procedures to meet legal requirements and Town needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
 - Monitors legal, regulatory, technology and societal changes and court decisions that may affect the work of the department; determines equipment acquisition, training programs and procedural changes to ensure retention of qualified staff and the provision of services to the community in an effective, efficient and economical manner.
 - Conducts Capital Improvement Program (CIP) project planning activities; provides oversight and input into the conceptual design of engineering projects; investigates and resolves problems with scope of work or cost issues of major street, transportation, or facility upgrade and replacement projects.
 - Reviews and approves plans and specifications for CIP; tract and parcel maps, lot line adjustments, mergers, right of way dedications and legal reviews; controversial encroachment permits; and other engineering and design documents.
 - Analyzes civil engineering plan designs, specifications, and consultant and staff comments in accordance with design requirements and municipal and intergovernmental standards and regulations; recommends approval or additional engineering conditions and changes.
 - Meets and confers with contractors, engineers, developers, architects, a variety of outside agencies, and the public in acquiring information and directing engineering matters; provides information regarding Town development requirements.
 - Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine Town needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.
 - Represents the department to other Town departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
 - Conducts a variety of department organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
 - Negotiates contracts and agreements; coordinates with legal counsel and Town department representatives to determine Town needs and requirements for contractual services.
 - Participates in and makes presentations to the Town Council and a wide variety of committees, boards, and commissions.
 - Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of civil engineering.
 - Directs the maintenance of working and official departmental files.
 - Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the Town Manager.
 - Responds to public inquiries and complaints and assists with resolutions and alternative recommendations.
 - Ensures staff observe and comply with all Town and mandated safety rules, regulations and protocols.
 - Develops and recommends amendments and revisions to the municipal code.
 - Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Civil engineering principles and practices applied to the field of municipal public works, including planning and development, design, construction, operation and maintenance.
- Principles and practices of strategic plan development, budget administration, and contract management.
- General principles of risk management related to the functions of the assigned area.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, authority, responsibilities, and limitations of an elected Town Council.
- Federal, state, and local laws, codes, and regulations relevant to assigned areas of responsibility.
- Methods and techniques of research, developing technical and administrative reports, and business correspondence
- Town and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Provide administrative, management, and professional leadership for the Town's Engineering program.
- Provide administrative and professional leadership and direction for the division and the Town.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with contractual obligations.
- Prepare clear and concise reports, including complex technical reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Direct the establishment of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.

- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a bachelor's degree in civil engineering or a closely related field and five (5) years of increasingly responsible civil engineering management and/or administrative experience in civil engineering and capital improvement program administration in a municipal or county government.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession and maintenance of a Registered Professional Civil Engineer license in the State of California.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



October 2019
FLSA: Exempt

PUBLIC WORKS DIRECTOR

DEFINITION

Under administrative direction, plans, organizes, manages, and provides administrative direction and oversight for all functions and activities of the Public Works Department including maintenance and repair of the Town's streets, storm drains, sanitation system, fleet, facilities, parks and trees; formulates departmental policies, goals, and directives; coordinates assigned activities with other Town departments, officials, outside agencies, and the public; fosters cooperative working relationships among Town departments and with intergovernmental, regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the Town Manager in areas of expertise; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Town Manager. Exercises general direction and supervision over supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a department director classification that oversees, directs, and participates in all activities of the Public Works Department, including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. This class provides assistance to the Town Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, municipal functions and activities, including the role of an elected Town Council, and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering Town goals and objectives within general policy guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

- Assumes full management responsibility for all Public Works Department programs, services, and activities including planning, organizing and directing the Town wide programs of street, tree, park, public facilities building, storm drain, and vehicle maintenance and repair activities.
- Supervises maintenance manger, supervisors and office support staff; may work with line level personnel in scheduling and assigning maintenance and repair work.
- Periodically inspects work in progress, completed projects, and may occasionally direct field activities.
- Reviews estimates of labor and material costs for work to be performed.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within Town policy, appropriate budget, service, and staffing levels.

- Manages and participates in the development and administration of the department's budget; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and approves expenditures; directs and implements budgetary adjustments as necessary.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees to correct deficiencies; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of the department's service by developing, reviewing and implementing policies and procedures to meet legal requirements and Town needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Monitors legal, regulatory, technology and societal changes and court decisions that may affect the work of the department; determines equipment acquisition, training programs and procedural changes to ensure retention of qualified staff and the provision of services to the community in an effective, efficient and economical manner.
- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine Town needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.
- Conducts capital improvement project planning activities with focus on public facilities; provides oversight and input into the conceptual design of engineering projects; investigates and resolves problems with scope of work or cost issues of major facility upgrade and replacement projects.
- Meets and confers with contractors, engineers, a variety of outside agencies, and the public in acquiring information and coordinating matters related to the Town's streets, fleet, sanitation system, facilities, trees and parks.
- Represents the department to other Town departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of department organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Negotiates contracts and agreements; coordinates with legal counsel and Town department representatives to determine Town needs and requirements for contractual services.
- Participates in and makes presentations to the Town Council and a wide variety of committees, boards, and commissions.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of municipal public works and other types of public works services as they relate to the area of assignment.
- Directs the maintenance of working and official departmental files.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the Town Manager.
- Responds to public inquiries and complaints and assists with resolutions and alternative recommendations.
- Ensures staff observe and comply with all Town and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment review and evaluation, discipline, and the training of staff in work procedures.

- Principles and practices of leadership.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Methods, materials, tools and equipment used in the maintenance and repair of streets, parks, buildings, storm drains, sewers, and trees, vehicles, and related public works structures; inventory and stock record-keeping systems.
- Principles and practices of strategic plan development, budget administration, and contract management.
- General principles of risk management related to the functions of the assigned area.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, authority, responsibilities, and limitations of an elected Town Council.
- Methods and techniques of research, developing technical and administrative reports, and business correspondence.
- Federal, state, and local laws, codes and regulations relevant to assigned areas of responsibility.
- Town and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Provide administrative, management, and professional leadership for the Town's Public Works program.
- Provide administrative and professional leadership and direction for the division and the Town.
- Direct and inspect the technical details of street and sewer maintenance and repair work; plan, assign and direct the activities of employees engaged in street, sewer, and park maintenance and repair work, automotive repairs, and building maintenance duties; inspect work performed to ensure compliance with specifications.
- Read and interpret construction plans and specifications.
- Develop and install improvements in organization and work procedures.
- Maintain operational records; write specifications for maintenance services and equipment replacement.
- Serve in an on-call or standby status during off hours to address public works emergencies.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with contractual obligations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Direct the establishment of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.

- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a bachelor’s degree in civil engineering, construction technology or management, business or public administration, or related field, and five (5) years of increasingly responsible management and/or administrative experience in the construction, maintenance, and repair of municipal public works facilities or services.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver’s License by time of appointment and a satisfactory driving record.
- Possession and maintenance of a Registered Professional Civil Engineer license in the State of California.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



CODE ENFORCEMENT OFFICER I/II

DEFINITION

Under general supervision, performs a variety of routine to complex technical and public contact duties related to the Town's code compliance program, including the identification, investigation, and correction of violations of the Town's municipal, zoning, housing, development, and signage codes; investigates citizen complaints of public nuisances and quality of life issues and seeks voluntary compliance or issues citations and initiates abatement procedures; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Community Development Director. Exercises no supervision of staff.

DISTINGUISHING CHARACTERISTICS

This is a non-sworn entry level classification series in that the duties do not require the physical arrest of persons or the use of a firearm.

Code Enforcement Officer I: This is the entry-level classification in the Code Enforcement Officer series. Initially under close supervision, incumbents with basic experience learn Town systems, operations, practices, and procedures. As experience is gained, assignments become more varied and are performed with greater independence. Assignments may vary with the skill and training of the incumbent. Positions at this level usually perform most of the duties required of the positions at the II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods.

Code Enforcement Officer II: This is the journey-level classification in the Code Enforcement Officer series. Positions at this level are distinguished from the I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. Work is normally reviewed upon completion and for overall results.

Positions in the Code Enforcement Officer class series are flexibly staffed and positions at the II-level are normally filled by advancement from the I-level after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

Some duties may be performed by positions at the entry (I) level in a learning capacity:

- Receives, records, and investigates complaints from the public and staff regarding violations of building, and zoning codes, ordinances, housing standards, and health and safety regulations; documents violations by securing photographs and other pertinent data; researches ownership records, prior complaints, municipal codes and ordinances, and State regulations to establish whether a violation has occurred.
- Initiates contacts with residents, business representatives, and other parties to explain the nature of incurred violations and to encourage compliance with Town codes, ordinances, and community standards; initiates abatement of dangerous properties and vector control issues of vacant properties; provides confirmation regarding code regulations to the public by telephone and in person.
- Makes drive-by or on-site inspections of residential, industrial, and/or commercial areas; notes possible violations at other property sites during the course of field investigations.
- Prepares and issues notices of violation or noncompliance, final notices, and other correspondence according to applicable codes and regulations; issues letters to property owners notifying them of violation; as appropriate, affixes a notice of violation on property to abate public safety hazards and nuisances.
- Meets with Town planning, building, engineering, police, and public works staff and legal counsel regarding complaints; coordinates activities with other code compliance personnel and departments.
- Coordinates and conducts follow-up abatement procedures including the preparation of additional correspondence, site visits, and communication with property owners and attorneys; conducts follow-up investigations to ensure compliance with applicable codes and ordinances; prepares non-compliance cases for legal action; presents testimony at hearings.
- Provides information to violators, the general public, business community, and other government agencies regarding codes, laws, and ordinances; responds to questions, complaints, and inquiries.
- Drafts and recommends revisions to Town code enforcement policies, procedures, and standards.
- Participates in recommending, developing, and administering policies, procedures, and projects to ensure efficient and effective code enforcement activities in compliance with Town guidelines, standards, goals, and objectives.
- Performs a variety of public relations and outreach work related to assigned activities.
- Maintains files, databases, and records related to citations and violations; prepares a variety of written reports, memoranda, and correspondence.
- Performs other related duties as assigned.

JOB-RELATED QUALIFICATIONS

Some knowledge, skills, and abilities may be performed by positions at the entry (I) level in a learning capacity:

Knowledge of:

- Principles, practices, methods, and techniques of code violation investigation and compliance.
- Methods and procedures used in code compliance including citation issuance procedures, methods used to obtain various types of inspection warrants, and principles used to prepare legal documents.
- Practices for documenting inspections, correcting violations, and carrying through on court procedures.
- Basic requirements of zoning and related codes, ordinances, and regulations.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.
- Legal descriptions and boundary maps of real property and legal terminology as used in code compliance.
- Occupational hazards and standard safety practices necessary in the area of code compliance.
- Research and reporting methods, techniques, and procedures.
- Principles and procedures of record-keeping, technical report writing, and preparation of correspondence and presentations.
- Safety equipment and practices related to the work, including safe driving rules and practices.

- Techniques for effectively representing the Town in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and with property owners, developers, contractors, and the public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Explain codes and regulations to property owners, residents, and others.
- Interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies and procedures.
- Understand and explain occupational hazards and standard safety practices related to code compliance.
- Respond to inquiries, complaints, and requests for service in a fair, tactful, and timely manner.
- Prepare clear and concise reports, correspondence, and other written materials.
- Maintain accurate logs, records, and basic written records of work performed.
- Make accurate arithmetic, financial, and statistical computations.
- Operate office equipment and computer applications related to the work.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Code Enforcement Officer I: Equivalent to the completion of the twelfth (12th) grade supplemented by college-level coursework or technical training in code compliance or law enforcement and one (1) year of experience involved the interpretation of and explanation or enforcement of law and regulations.

Code Enforcement Officer II: Equivalent to the completion of the twelfth (12th) grade supplemented by college-level coursework or technical training in code compliance or law enforcement and three (3) years of increasingly responsible municipal code compliance experience, or two (2) years as a Code Enforcement Officer I with the Town of Paradise.

Licenses and Certifications:

- Possession of a valid California Class C Driver's License and a good driving record, at the time of appointment.
- Possession of a certificate of completion of Penal Code § 832 Course in Arrest, Search and Seizure issued by California Commission on Peace Officer Standards and Training within one (1) year of appointment.

Code Enforcement Officer II:

- International Conference of Building Officials (ICBO), Statewide California Association of Code Enforcement Officials, or other similar association certificate is desirable and may substitute two of the four-year experience requirements.

PHYSICAL DEMANDS

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

When assigned to field inspection, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to climb and descend ladders; and to operate a motor vehicle and visit various Town sites; possible entry into confined spaces and the use of confined entry equipment; vision to inspect site conditions and work in progress; color vision to identify hazards during inspections, dye testing industries and water color issues. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 40 pounds, or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work partially in an office environment with moderate noise levels and controlled temperature conditions, and partially in the field and are occasionally exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.



COMMUNITY DEVELOPMENT MANAGER

DEFINITION

Under general direction, assists in planning, organizing, managing, and providing administrative direction and oversight for major functions and activities of the Community Development Department, including current, advance, and environmental planning, building and safety, building plan check, permitting, inspection, and code compliance; fosters cooperative working relationships among Town departments, divisions, and with intergovernmental and regulatory agencies and various public and private groups; provides highly responsible and complex professional assistance to the Community Development Director in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Community Development Director. Exercises general and direct supervision over supervisory, professional, technical, and administrative support staff.

CLASS CHARACTERISTICS

This is the mid-management classification in the Community Development Department. The incumbent oversees, directs, and participates in major activities and programs of the Community Development Department, and is responsible for providing professional-level support to the Community Development Director in a variety of areas. Assists in short- and long-term planning, development, and administration of departmental policies, procedures and services. Successful performance of the work requires an extensive professional background as well as skill in coordinating departmental work with that of other Town departments and public agencies. Responsibilities include performing and directing many of the department's day-to-day administrative functions. This class is distinguished from the Community Development Director in that the latter has overall responsibility for all community development programs, functions, and activities, and for developing, implementing, and interpreting public policy.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

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

- Assumes management responsibility for community development functions and activities, including current, advance, and environmental planning, building and safety, building plan check, permitting, inspection, and/or code compliance.
- Manages and participates in the development and implementation of goals, objectives, policies, and priorities for assigned functions and programs; recommends, within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Assists in managing and participates in the development and administration of the Community Development annual budget and capital improvement budgets; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and reviews with the Director; directs the implementation of improvements.

- Selects, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees on performance issues; responds to staff questions and concerns; makes discipline recommendations to the Director.
- Meets and confers with department staff regarding interpretations of the zoning code, processing of complex projects, and the assignment and monitoring of work.
- Meets with developers, engineers, property owners, contractors, and other agencies to discuss potential project proposals, pre-applications, feasibility analysis, currently submitted proposals, and/or status of development projects; answers questions and responds to inquiries.
- Manages and/or directs department or consulting staff in the management and implementation of routine to large and complex community development projects; assists Town economic development efforts.
- Serves as a liaison for the department with other Town departments, divisions, and outside agencies; attends meetings in various locations; provides staff support to commissions, committees, and task forces; participates in community events and workshops that provide public information regarding departmental programs, projects, and services.
- Negotiates contracts and agreements; coordinates with Town department representatives to determine Town needs and requirements for contractual services.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies and procedures as appropriate.
- Prepares procedures and guidelines for processing applications; develops internet/intranet-based information to aid the public with applications; identifies new software applications, storage options, and other technical tools for the preparation or completion of departmental work assignments; works with staff to develop brochures, census data, and other information to assist staff and the public.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects to the Town Council, Planning Commission, and Design Review Committee, and a variety of other boards and commissions, as assigned by the Community Development Director; attends meetings.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of community development.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations, and technology that may affect Town or departmental operations; implements policy and procedural changes as required.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff.
- Public agency budgetary, contract administration, administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs; principles and practices of municipal government administration.
- Principles and practices of community development program development, implementation, and management in a municipal setting.
- Methods, materials, and techniques used in the planning of community development projects.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to assigned area of responsibility.

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Methods and techniques for the development of presentations, contract negotiations, business correspondence, and information distribution; research and reporting methods, techniques, and procedures.
- Record keeping principles and procedures.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Assist in developing and implementing goals, objectives, policies, procedures, work standards, and internal controls for the department and assigned program areas.
- Assist in preparing and administering large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.
- Select, train, motivate, and evaluate the work of staff and train staff in work procedures.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with stipulations; effectively administer a variety of community development programs and administrative activities.
- Conduct effective negotiations and effectively represent the Town and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from an accredited four-year college or university with major coursework in community development, urban planning, civil engineering, or a related field and five (5) years of administrative experience in community development, urban planning, and project management.

Licenses and Certifications:

➤ None..

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



COMMUNITY SERVICE OFFICER

DEFINITION

Under general supervision, performs a variety of routine to complex field and administrative activities in support of police services and programs for the Town's Police Department; provides comprehensive non-sworn staff support to Police Department supervisory and management personnel on a wide variety of law enforcement programs, projects, and services; responds to public requests; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a Police Sergeant. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a non-sworn entry and journey-level classification in the Police Department. Initially under close supervision, incumbents learn to perform various field and administrative duties in support of designated non-sworn police activities and are responsible for providing support to the assigned management staff in a variety of areas. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Successful performance of the work requires the frequent use of tact, discretion, and independent judgment, knowledge of departmental and Town activities, and extensive staff and public contact. Positions at performing at journey level, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

When performing all assignments:

- Takes information from the public regarding thefts, accidents, lost and found property, and other incidents that do not require the presence of a law enforcement officer at the scene; completes standard police reports for review by sworn officers.
- Enforces miscellaneous municipal codes, ordinances, and regulations, including sign violations, abandoned property and vehicle violations.
- Assists in booking, fingerprinting, searching and transporting prisoners as required; periodically checks individuals held in detention facilities.
- Provides comprehensive staff support to the Police Department on a wide variety of programs, projects, and services.
- Provides initial non-emergency contact with the public and representatives of other agencies requesting police records or related services at a public counter or over the telephone; determines the nature of the contact; provides factual information regarding services, policies and procedures or directs the caller to the proper individual or agency.
- Provides applications for a variety of permits and licenses to the public; explains policies and procedures and processes completed forms.
- Maintains accurate departmental and law enforcement records and files; researches and compiles information from such files.

- Interprets Federal, State and local legislation, policies, laws, codes and regulations; researches, analyzes, and coordinates their application to the City's operations.
- Prepares and processes a variety of reports and records following established formats, distributes to the proper individual or agency, files reports, and maintains automated or manual logs of departmental actions.
- Performs research and review of community and police activity data; maintains statistical data relative to program and unit objectives; prepares a variety of reports, correspondence, and other written materials; duplicates and distributes various written materials.
- Transports patrol vehicles, radios, and other equipment for maintenance to appropriate destination.
- Collaborates with partner agencies, community residents, and external organizations to plan and coordinate disaster preparedness, mitigation, response, and recovery efforts; assists in the preparation and implementation of emergency preparedness drills and training for Town staff and residents; assists in updating official documents required by the State to qualify for assistance in disaster recovery.
- Attends a variety of trainings, workshops, classes, and events on behalf of the Town.
- Performs other duties as assigned.

When performing patrol activities:

- Patrols City streets and facilities to provide security support; follows-up on complaints regarding abandoned vehicles; issues citations and arranges for the towing or other abatement of abandoned or illegally parked vehicles.
- Patrols in efforts to deter crime, including communicating with residents regarding on-going crime related problems, taking crime reports, and providing support to crime victims.
- Monitors and assists sworn officers in crowd control as required.
- Assists sworn staff with investigations including searches at crime scenes.
- Transports patrol vehicles, radios, and other equipment for maintenance to appropriate destination.
- Performs required research in order to locate information for police use, including gathering available information on wanted and paroled persons, and property owners as necessary.

When performing traffic activities:

- Responds to non-injury traffic collisions, obtains statements from involved parties, completes standard police reports for review by sworn officers.
- Searches and responds to reported parking violations and write citations for vehicles that are illegally parked.
- Assists officers with injury and fatality traffic collision reports.
- Transports, sets up, and ensures radar and DUI trailer are operating effectively.
- Makes determination and stores vehicles that require removal from the roadway.
- Monitors and assists sworn officers at DUI checkpoints and in controlling traffic as required.
- Performs crossing guard duties.
- Confirm and approve corrections made on vehicle citations.
- Compile traffic statistics; promote traffic safety

When performing crime prevention activities:

- Assists in the formulation and development of a program of public information and education on the use of the Police Department facilities, programs, activities, and services by selecting, preparing, and distributing information through various media sources.
- Arranges and conducts various community meetings, events, and tours; makes oral presentations to community and school groups; conducts surveys; assists in writing articles and news releases relating to community relations activities.
- Receives inquiries and provides information to the public regarding a wide variety of crime prevention topics, including drafting and sending out new releases on related issues and successfully communicating with a variety of news media.

- Plans, promotes, and participates in local community events related to crime prevention and safety, including determining appropriate events and taking appropriate measures to ensure successful implementation.
- Designs and prepares content for pamphlets, brochures, and bulletins related to various topics including crime prevention and disaster preparedness.
- Coordinates child safety seat checks to ensure proper installation and usage for interested parties.
- Conducts tours of the police department facilities to members of the community.

When performing investigation activities:

- Reviews, performs follow-up on, and supplies briefing information, makes copies of reports for the Department of Justice, writes clearances and ensures that dispatch clears missing persons or runaway juveniles cases, maintains files and logs on all missing persons and runaway juveniles; assists in monthly Department of Justice records audit pertaining to follow-up and information on missing persons and runaway juveniles.
- Performs required follow-up functions on crime reports, including booking found property, serving subpoenas, taking missing person, vehicle burglary, forgery, and vandalism reports.
- May process warrants and subpoenas, confirming information provided; distributes them to sworn personnel; maintains status and disposition records and notifies appropriate agencies as required.
- Assists the assigned unit as needed by running RAPS, DMV checks, CAD research, transcribing tapes, answering phones, indexing into Case Management system personnel assigned to cases, and picking up and delivering items pertaining to a case.
- Receives, logs, distributes, and replies to requests for information from the District Attorney's office.
- Maintains, orders, and logs supplies needed for the assigned unit.

QUALIFICATIONS

Knowledge of:

- Functions, principles, and practices of law enforcement agencies.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Basic principles of record keeping.
- Principles and techniques of developing and conducting public information presentations.
- Principles and practices of data collection and report preparation.
- Operations and functions of the Police Department and other public safety agencies.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Understand and follow oral and written instructions.
- Assess situations while remaining calm and using sound, independent judgment.
- Maintain accurate records and files.
- Develop and deliver public information presentations related to the assigned areas of responsibility.
- Compile and summarize information and data to prepare accurate, clear, and concise reports.
- Safely and effectively use and operate specialized equipment required for the work.
- Research, compile, and summarize a variety of informational and statistical data and materials.
- Understand, interpret, explain, and apply all pertinent laws, codes, regulations, policies and procedures,

- and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
 - Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
 - Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
 - Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
 - Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
 - Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
 - Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from the twelfth (12th) grade and two (2) years of experience performing administrative support duties related to the functions of law enforcement. Equivalent to an associate degree in criminal justice or a closely related field is desired.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession of a valid Cardiopulmonary Resuscitation (CPR) certificate is required at the time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain physical standards, including mobility, physical strength, and stamina to respond to emergency situations; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain and climbing and descending structures to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL CONDITIONS

Employees work indoors and outdoors, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. The principal duties of this class are performed in a police station environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases.

WORKING CONDITIONS

Must be willing to work irregular shifts, including weekends, and holidays. Must be able to pass a thorough background investigation.



CONSTRUCTION INSPECTOR I/II

DEFINITION

Under general supervision (I) or general direction (II), performs a variety of duties involved in inspecting the workmanship and materials used in a variety of public works construction and capital improvement projects of Town infrastructure and private development construction, such as encroachments, easements, streets, storm drains, traffic control, and public safety; ensures conformance with applicable federal and state laws, codes, ordinances, plans, specifications, and departmental regulations in order to control pollution; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision (Construction Inspector I) or general direction (Construction Inspector II) from the Public Works Director/Town Engineer. Exercises no direct supervision over staff. May exercise technical and functional direction over and provide training to lower-level staff.

CLASS CHARACTERISTICS

Construction Inspector I: This is the entry-level class in the construction inspection series. Initially under close supervision, incumbents with basic public works construction and/or inspection experience perform work such as maintaining inspection records, performing basic public works construction, capital improvement project inspections, private development, and conducting field observations and inspections. As experience is gained, assignments become more varied and are performed with greater independence. Positions at this level usually perform most of the duties required of the II level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, employees may have only limited or no directly related work experience.

Construction Inspector II: This is the full journey-level class in the construction inspection series. Incumbents perform the full range of technical work in all of the following areas: inspecting the workmanship and materials used in a variety of public works and private development projects, ensuring conformance with plans, specifications and departmental regulations, and directing and guiding contractors to achieve quality control and proper use of materials. Positions at this level are distinguished from the I level by the performance of the full range of duties, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Building Inspector I/II in that the latter is focused on compliance of building codes.

Positions in the Construction Inspector class series are flexibly staffed and positions at the II level are normally filled by advancement from the I level after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

Positions at the Construction Inspector I level may perform some of these duties and responsibilities in a learning capacity.

- Inspects all phases of a variety of public works, infrastructure, capital improvement construction projects, and private development projects for conformance with plans, specifications, contract provisions, and safe work practices in accordance with Town, County, and State codes; inspects materials for identification; performs routine field tests as needed.
- Reviews plans and specifications of assigned construction projects, including streets, storm drains, curbs, gutters and sidewalks, street and alley pavement and grading installation and repair projects.
- Records amounts of materials used and work performed; prepares necessary reports for progress payments.
- Inspects adjacent properties for damage from construction activity.
- Confers with contractors and developers regarding conformance to standards, plans, specifications, and codes; explains requirements and evaluates alternatives.
- Consults with engineering staff regarding problems and change alternatives.
- Prepares and maintains daily activity logs, progress payments, change orders, claims, and other written documentation.
- Takes samples of materials used; performs basic tests or submits to testing laboratories to ensure appropriate composition.
- Conducts pre-construction meetings with contractors and developers.
- Investigates resident complaints; confers with property owners regarding project schedule, hazards, and inconvenience.
- Schedules service interruptions with least interference and least inconvenience to properties.
- Inspects Town sidewalks and asphalt roads for hazards in need of repair; measures and records displacements; submits locations for repair.
- Performs office review and field inspections of encroachment permits, including utility installations, new driveways, and culvert installations.
- Acts as liaison between the Town, contractors, other agencies, and businesses and residents affected by projects; maintains communication among the parties and responds to and resolves issues and complaints or refers them to the proper office for resolution; prepares work orders in response to complaints.
- Prepares general construction and site improvement specification and plan review.
- Prepares a variety of correspondence, reports, correction notices, procedures, and other written materials.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Materials, methods, principles, and practices used in public works construction, including streets, curbs, gutters, sidewalks, drainage, and related facilities and appurtenances.
- Principles and practices of public works construction inspection.
- Basic practices of construction contract administration in a public agency setting.
- Applicable federal, state, and local laws, codes, and regulations, including administrative and department policies and procedures.

- Technical principles and practices of engineering design, specification, and cost estimate preparation.
- Defects and faults in construction.
- Materials sampling, testing, and estimating procedures.
- Mathematical principles and theories.
- Technical report writing and preparation of correspondence.
- Principles and procedures of record keeping.
- Safe driving rules and practices.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Inspect standard capital improvement, public works, and private development projects to ensure compliance with plans and specifications.
- Detect and locate faulty materials and workmanship and determining the stage of construction during which defects are most easily found and remedied.
- Review and analyze construction plans, specifications, maps, and legal descriptions for conformance with Town standards and policies.
- Coordinate activities with multiple contractors, engineers, and property owners.
- Respond to complaints or inquiries from citizens, staff, and outside organizations.
- Prepare and maintain accurate and complete records; prepare clear and concise technical reports.
- Make accurate mathematical, financial, and statistical computations.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Construction Inspector I/II: Equivalent to graduation from the twelfth (12th) grade. A bachelor's degree from an accredited four-year college or university with major course work in civil engineering or construction technology is preferred.

Construction Inspector I: One (1) year of increasingly responsible public agency building/public works construction, construction inspection, civil engineering, or related experience.

Construction Inspector II: Three (3) years of increasingly responsible public agency building/public works construction, construction inspection, civil engineering, or related experience, or two (2) years of experience equivalent to Construction Inspector I at the Town of Paradise.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds.

ENVIRONMENTAL CONDITIONS

Employees partly work in the office and partly in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with members of the public or with staff under emotionally stressful conditions while interpreting and enforcing departmental policies and procedures.



October 2019
FLSA: Exempt

MANAGEMENT ANALYST I/II

DEFINITION

Under general supervision or direction, provides administrative, budgetary, grant, and work-flow support to assigned departmental projects and programs; analyzes programmatic practices and procedures and makes recommendations for organizational, operational, policy, and procedural improvements; conducts needs analyses, feasibility studies, and evaluations for assigned projects and programs; develops, summarizes, and maintains administrative and fiscal records; fosters cooperative working relationships among Town departments and acts as liaison with various community, public, and regulatory agencies; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision (Management Analyst I) or direction (Management Analyst II) from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Management Analyst I: This is the entry-level classification in the Management Analyst series. Initially under close supervision, incumbents learn Town systems, operations, practices, and procedures. As experienced is gained, assignments become more varied and are performed with greater independence. Assignments may vary with the skill and training of the incumbent. Positions at this level usually perform most of the duties required of the positions at the II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods.

Management Analyst II: This is the journey-level classification in the Management Analyst series. Positions at this level perform the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. Work is normally reviewed upon completion and for overall results. This class is distinguished from the Senior Management Analyst in that the latter may provide technical and functional direction to lower-level support staff and is responsible for the more complex work.

Positions in the Management Analyst class series are flexibly staffed and positions at the II-level are normally filled by advancement from the I-level after gaining the knowledge, skill, and experience which meet the qualifications for and after demonstrating the ability to perform the work of the higher-level class.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

- Assists in developing goals, objectives, policies, procedures, work standards, and administrative control systems for the department to which assigned.
- Participates in and oversees the development and administration of departmental budgets; monitors revenues and expenditures; identifies and recommends resolutions for budgetary problems.

- Coordinates and performs professional-level administrative and programmatic work in such areas as budget development, financial administration and reporting, grants, purchasing, database management, contract administration, management analysis, public information, and program evaluation.
- Plans, oversees, and administers department-specific programs and projects; develops and manages program budgets, including revenue projections, multi-year cash flow analysis, cost containment, and grant funds disbursement; directs all aspects of assigned programs, including legal and regulatory compliance to avoid substantial fines; receives, reviews, and organizes program applications; ensures that awards stay within funding limits; participates on various committees and may present committee recommendations to the Town Council; sends award letters to program applicants; represents the Town to applicants.
- Serves as a liaison to employees, public, and private organizations, community groups, and other organizations; provides information and assistance to the public regarding the assigned programs and services; receives and responds to complaints and questions relating to assigned area of responsibility; reviews problems and recommends corrective actions.
- Participates in the development and implementation of new or revised programs, systems, procedures, and methods of operation; compiles and analyzes data and makes recommendations regarding staffing, equipment, and facility needs.
- Conducts a variety of analytical and operational studies regarding departmental and programmatic activities, including complex financial, budget, personnel, operational, or administrative issues or questions; evaluates alternatives, makes recommendations, and assists with the implementation of procedural, administrative, and/or operational changes after approval; prepares comprehensive technical records and reports, identifies alternatives, and makes and justifies recommendations.
- Assists in the development and reporting of alternate funding sources and ensures compliance with Federal, State, Town, and funding agency and Town accounting and reporting requirements and applicable laws, regulations, and professional accounting practices, as assigned.
- Prepares and submits Town Council agenda reports and various other commission, committee, and staff reports, resolutions, ordinances, and correspondence regarding assigned activities.
- Confers with other management staff regarding provision of administrative and support services, including contracts, agreements, and grant reporting.
- Maintains accurate records and files; develops storage of records and retention schedules.
- Assists with and coordinates and organizes community events; represents Town to residents in explaining Town policies; provides outreach and public education programs to the community.
- Participates on a variety of interdisciplinary committees and commissions and represents the Town to a variety of community and stakeholder groups.
- Communicates orally, in writing, or through graphic representations and statistical summaries with colleagues, managers, employees, the public, organized employee groups and representatives of various organizations.
- Performs other related duties as assigned.

QUALIFICATIONS

Some knowledge, skills, and abilities may be performed by positions at the entry (I) level in a learning capacity:

Knowledge of:

- Principles and practices of municipal management and government.
- Basic principles, practices, and procedures of funding sources and grant funds disbursement.
- Project and/or program management, analytical processes, and report preparation techniques; municipal programs such as, but not limited to, purchasing, finance, budgeting, and other related governmental programs.
- Organizational and management practices as applied to the analysis, evaluation, development, and implementation of programs, policies, and procedures.

- Basic principles and practices of public administration as applied to operational unit and program administration.
- Research and reporting methods, techniques, and procedures.
- Sources of information related to a broad range of municipal programs, services, and administration.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Public relations techniques.
- Principles and practices of contract administration and evaluation; and public agency budget development and administration, and sound financial management policies and procedures.
- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned division.
- Record keeping principles and procedures.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Assist in the development of goals, objectives, policies, procedures, and work standards for the department.
- Coordinate and oversee programmatic administrative, budgeting, and fiscal reporting activities.
- Perform responsible and difficult administrative work involving the use of independent judgment and personal initiative.
- Plan and conduct effective management, administrative, and operational studies.
- Plan, organize, and carry out assignments from management staff with minimal direction.
- Conduct research on a wide variety of administrative topics including grant funding, contract feasibility, budget and staffing proposals, and operational alternatives.
- Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.
- Research, analyze, and develop improvements in operations, procedures, policies, and service delivery methods, procedures, and techniques.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to a bachelor's degree in business or public administration, communications, or a related field.

Management Analyst I: One (1) year of experience in municipal government, including experience in budget, strategic planning, policy analysis, and organizational development.

Management Analyst II: Three (3) years increasingly responsible professional administrative experience in municipal government, including experience in budget, strategic planning, policy analysis, and organizational development.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to operate a motor vehicle to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Standing in and walking between work areas is frequently required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification frequently bend, stoop, kneel, and reach to perform assigned duties, as well as push and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.



POLICE OFFICER

DEFINITION

Under general supervision, performs a wide variety of patrol and related duties involving the prevention of crime, the protection of life and property, traffic control, and the enforcement of Federal, State, and local laws and ordinances; employs community policing strategies to prevent juvenile crime and delinquency; assists in the preparation of cases and testifies in court; provides information and assistance to the public; depending on assignment, performs specialized administrative or investigative work; and performs related duties, as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from a Police Sergeant. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This is a sworn journey-level law enforcement class that performs all assignments found in a municipal Police department. While incumbents are normally assigned to a specific geographic area for patrol or traffic enforcement, all functional areas of the law enforcement field, including investigation, youth services, administration, and training are included. Incumbents may be armed and may be assigned to work in uniform or plain clothes. Shift schedules and job assignments may be changed periodically to ensure the maximum delivery of effective police service. This class is distinguished from Police Sergeant in that the latter is the first supervisory level in this sworn class series responsible for organizing, assigning, supervising, and reviewing the work of staff on an assigned shift.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

- Performs a variety of community policing duties to maintain a highly visible presence within the community for the purpose of deterring crime, maintaining good community relations, and providing assistance to the public, including speaking before various civic and community groups, patrolling assigned divisions by foot, bicycle, or vehicle, and performing other related duties as required.
- Patrols the Town within an assigned area in a radio dispatched automobile to secure life and property, observes situations, reports suspicious, criminal activity, or hazardous conditions, and deters crime by providing high visibility.
- Responds to emergency calls for service, disturbances, thefts, burglaries, vehicle accidents, domestic disputes, suspicious activities, and other incidents to protect public safety and property, resolve problems, diffuses situations, and enforces laws and ordinances.
- Provides information, directions, and assistance to the public in a variety of situations; takes reports and assists the public with complaints or unusual situations.
- Detects, apprehends, arrests, and transports suspected or convicted criminals; enforces traffic laws; prepares and issues tickets for violations; investigates traffic accidents and determines causes; administers drug and alcohol testing as appropriate; arranges for additional emergency and patrol vehicles as necessary.
- Secures crime scenes and evidence; interviews suspects, victims, and witnesses; collects and preserves

- evidence; performs complete investigations and/or cooperates with other law enforcement agencies providing investigative and case development support.
- Responds to a wide variety of calls from citizens in need of first aid, information, and general assistance; provides direction or information to individuals or groups for the purpose of preventing, subduing, or alleviating harmful, dangerous or illegal situations; performs traffic and crowd control duties as needed.
 - Prepares a variety of detailed and concise police reports related to crimes, investigations, traffic accidents, and assigned activities; maintains records and logs related to daily activities; prepares search warrants and press releases related to criminal activity as assigned by the position.
 - Serves as an informational resource to the public concerning law enforcement activities; responds to inquiries and provides detailed and technical information concerning related services, crimes, laws, ordinances, codes, regulations, policies, and procedures.
 - Communicates with other law enforcement agencies, Town personnel, and various outside organizations to exchange information, coordinates activities, and resolves issues or concerns; collaborates with other law enforcement agencies in the investigation of various crimes as appropriate; assists the District Attorney staff in preparing, documenting, and developing cases and gathering information; testifies in court as required.
 - Serves writs, warrants, subpoenas, and other legal documents as necessary.
 - Operates and maintains a variety of specialized equipment such as law enforcement vehicles, firearms, handcuffs, leg restraints, batons, flashlights, radars, two-way radios, pepper spray, breathalyzers, and sirens.
 - Assists in cases involving unfit homes and crimes committed against or by juveniles.
 - Provides first aid, cardiopulmonary resuscitation (CPR), and rescue services at crime scenes, accidents, and other emergency situations as needed.
 - Conducts investigations in specialized areas such as narcotics, missing persons, sexual abuse, mental health, and deaths as assigned.
 - Notifies the public of criminal and law enforcement situations and activities as needed; checks on the health and welfare of citizens as requested.
 - Attends and participates in various meetings and training sessions as assigned; serves in assigned special functions and activities as required.
 - Promotes the Town's commitment to excellence and quality customer service by employing community policing strategies.
 - When assigned to the Field Training Officer (FTO) function, provides field training to colleagues, evaluates training performance, and keeps supervisory staff abreast of training progress as necessary.
 - Performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Law enforcement principles, practices, and techniques related to patrol, traffic enforcement, crime scene control and investigation, protection of life and property, and pursuit, apprehension, and transportation of suspects.
- Rules of evidence regarding search and seizure and the preservation of evidence.
- Courtroom procedures and techniques for testifying.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, procedures, and court decisions relevant to assigned area of responsibility.
- Safety practices and equipment related to the work, including the safe use and proper care of firearms, chemical agents, and impact weapons.
- First aid and CPR.
- Operating a motor vehicle in a safe manner under patrol and emergency conditions.
- Principles and techniques of report writing.
- Techniques for providing a high level of customer service by effectively dealing with the public,

- vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

Ability to:

- Observe and document accurately; recall faces, names, descriptive characteristics, and facts of incidents and places.
- Prepare clear, accurate and grammatically correct reports, records, and other written materials.
- Identify and be responsive to community issues, concerns, and needs.
- Coordinate and carry out special assignments.
- Monitor changes in laws and court decisions and apply them in work situations.
- Make sound, independent decisions in emergency situations.
- Operate the equipment and vehicles of the department in a safe and responsible manner.
- Speak effectively before groups.
- Understand, interpret, apply and explain all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Learn and understand the organization and operation of the Town and of outside agencies as necessary to assume assigned responsibilities.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Equivalent to graduation from the twelfth (12th) grade and one (1) year of experience in law enforcement.

Equivalent to an associate degree in public administration, criminal justice, police science or a related field is desired.

Licenses and Certifications:

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.
- Possession of a valid Police Officer Standards and Training (P.O.S.T.) Academy Graduate Basic certificate.
- Possession of a valid CPR certificate is required within six (6) months of appointment.

- Possession and maintenance of firearms qualification.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain P.O.S.T. physical standards, including mobility, physical strength, and stamina to respond to emergency situations and apprehend suspects; vision to maintain firearms qualification and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain and climbing and descending structures to access crime scene and to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions. Must possess ability in rare cases to exert “heavy force” (up to 100 pounds) or “very heavy force” (more than 100 pounds) if a crime/accident suspect/victim or inmate is incapable of walking and needs to be moved.

ENVIRONMENTAL CONDITIONS

Employees work indoors and outdoors, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures. The principal duties of this class are performed in a police station environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 1010 - General Fund							
REVENUES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
1010.00.0000.3110.311	Property Tax Current Secured	4,965,166	4,766,887	5,064,469	-	5,064,469	-
1010.00.0000.3110.312	Property Tax Current Unsecured	254,740	63,000	100,000	-	100,000	-
1010.00.0000.3110.314	Property Tax Residual	25,919	-	-	-	-	-
1010.00.0000.3110.315	Property Tax Prior Secured/Unsecured	7,214	4,000	4,000	-	4,000	-
1010.00.0000.3110.320	Property Tax General Supplemental	65,766	40,000	40,000	-	40,000	-
1010.00.0000.3130.325	General Sales and Use Tax Sales and Use Tax	955,139	475,483	600,000	-	600,000	-
1010.00.0000.3167.330	Real Property Transfer Tax Real Property Transfer Tax	66,080	30,000	30,000	12,779	44,500	14,500
1010.00.0000.3182.335	Franchise Taxes Franchise Taxes	545,209	144,865	144,865	-	144,865	-
1010.00.0000.3185.340	Transient Occupancy Tax Transient Occupancy Tax	114,452	80,000	80,000	-	80,000	-
1010.00.0000.3210.110	Business Licenses and Permits Business Regulation	1,502	7,500	7,500	1,632	7,500	-
1010.00.0000.3215.100	DOJ/FBI Fees Fingerprinting/Processing	(145)	-	-	360	-	-
1010.00.0000.3345.200	State Revenues - Other Miscellaneous	12,777	-	-	-	-	-
1010.00.0000.3351.001	Property Tax Homeowners Apportionment	54,870	60,000	55,000	-	55,000	-
1010.00.0000.3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,459,689	2,494,776	2,494,776	-	2,494,776	-
1010.00.0000.3410.104	Administrative Services Returned Check Processing	153	150	150	-	150	-
1010.00.0000.3410.112	Administrative Services Printed Material Production/Sale	65	68	68	95	68	-
1010.00.0000.3410.113	Administrative Services Document Copying	56	65	65	18	65	-
1010.00.0000.3410.114	Administrative Services Document Certification	960	500	500	120	500	-
1010.00.0000.3610.100	Interest Revenue Investments	20,051	10,000	10,000	140	10,000	-
1010.00.0000.3901.100	Refunds and Reimbursements Miscellaneous	12,565	10,000	10,000	-	10,000	-
1010.00.0000.3901.145	Refunds and Reimbursements Insurance Proceeds	741,084	2,995,058	2,995,058	-	2,866,005	(129,053)
1010.00.0000.3902.100	Miscellaneous Revenue General	4,895	5,000	5,000	627	5,000	-
1010.00.0000.3902.110	Miscellaneous Revenue Cash Over and Short	0	-	-	-	-	-
1010.00.0000.3910.030	Transfers In From Development Services Fund	164,288	191,313	191,313	-	191,313	-
1010.00.0000.3910.070	Transfers In From Animal Control	50,568	60,361	60,361	-	60,361	-
1010.00.0000.3910.110	Transfers In From Local Transportation Fund	3,635	4,486	4,486	-	4,486	-
1010.00.0000.3910.120	Transfers In From State Gas Tax Fund	150,715	208,897	208,897	-	208,897	-
1010.00.0000.3910.140	Transfers In From Traffic Safety Fund	3,750	6,500	6,500	-	6,500	-
1010.00.0000.3910.160	Transfers In From BHS Development Svcs Fund	42,416	79,895	79,895	-	79,895	-
1010.00.0000.3910.215	Transfers In From Aband Vehicle Abate Fund	8,391	10,000	10,000	-	10,000	-
1010.00.0000.3910.650	Transfers In From Successor Agency to RDA NH	2,768	16,200	16,200	-	16,200	-
1010.00.0000.3910.815	Transfers In From General Misc Donations	44,156	-	-	-	-	-
Program Total: 0000 - Non Program Activity		10,778,897	11,765,004	12,219,103	15,771	12,104,550	(114,553)
Department: 25 - Finance							
Program: 4420 - Measure C TUT							
1010.25.4420.3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	1,161,312	700,000	750,000	80,916	750,000	-
Program Total: 4420 - Measure C TUT		1,161,312	700,000	750,000	80,916	750,000	-
Program: 5005 - Rental Properties							
1010.25.5005.3630.100	Rents and Royalties Commercial Prop Rents & Leases	7,500	-	-	-	-	-
1010.25.5005.3901.100	Refunds and Reimbursements Miscellaneous	1,418	-	-	44	-	-
Program Total: 5005 - Rental Properties		8,918	-	-	44	-	-
Department: 30 - Police							

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Program: 0000 - Non Program Activity							-
1010.30.0000.3320.100	Federal Revenue - Other Refunds and Reimbursements	4,265	2,500	2,500	-	2,500	-
1010.30.0000.3345.004	State Revenues - Other POST Reimbursements	13,700	8,000	8,000	1,206	8,000	-
1010.30.0000.3345.100	State Revenues - Other Refunds & Reimbursements	616	500	500	-	500	-
1010.30.0000.3380.100	Local Government Revenue Fines and Forfeitures	31,942	25,000	25,000	2,300	25,000	-
1010.30.0000.3380.106	Local Government Revenue Administrative Citations Police	1,139	400	400	-	400	-
1010.30.0000.3380.112	Local Government Revenue Property Room Proceeds	416	100	100	17	100	-
1010.30.0000.3421.100	Police Vehicle Repossession	137	150	150	-	150	-
1010.30.0000.3421.105	Police Cite Sign Off / VIN Verification	898	700	700	140	700	-
1010.30.0000.3421.110	Police DUI Accident & Arrest Processing	1,050	1,000	1,000	-	1,000	-
1010.30.0000.3421.111	Police Vehicle Impound Fee	2,893	2,500	2,500	643	2,500	-
1010.30.0000.3421.115	Police Police Report (Copy)	1,346	25	25	2	25	-
1010.30.0000.3421.120	Police Fingerprint Processing	1,902	1,500	1,500	640	1,500	-
1010.30.0000.3421.122	Police Visa/Clearance Letter	16	16	16	-	16	-
1010.30.0000.3421.128	Police Statutory Registration	31	50	50	-	50	-
1010.30.0000.3421.130	Police Reproduce/Sale of Tapes & Photos	95	100	100	-	100	-
1010.30.0000.3421.140	Police Alarm System Registration	1,284	2,000	2,000	479	2,000	-
1010.30.0000.3421.141	Police False Alarm Response	1,778	2,000	2,000	-	2,000	-
1010.30.0000.3421.180	Police Special Services	32,399	500	500	-	500	-
1010.30.0000.3421.185	Police Bicycle License	12	-	-	-	-	-
1010.30.0000.3421.187	Police Subpoena Duces Tecum	15	15	15	-	15	-
1010.30.0000.3421.235	Police Deer Validation	12	-	-	-	-	-
1010.30.0000.3901.100	Refunds and Reimbursements Miscellaneous	5,383	1,500	1,500	-	1,500	-
1010.30.0000.3901.140	Refunds and Reimbursements Negligence Cost Recovery Fees	592	500	500	-	500	-
1010.30.0000.3902.100	Miscellaneous Revenue General	23	20	20	-	20	-
Department Total: 30 - Police		101,944	49,076	49,076	5,428	49,076	-
Department: 35 - Fire							
Program: 0000 - Non Program Activity							
1010.35.0000.3320.100	Federal Revenues - Other Refunds & Reimbursements	-	-	-	-	241,459	241,459
1010.35.0000.3345.100	State Revenues - Other Refunds & Reimbursements	29,271	50,000	50,000	-	50,000	-
1010.35.0000.3380.103	Local Government Revenue Fines and Citations Fire	2,900	5,000	5,000	-	5,000	-
1010.35.0000.3422.304	Fire Fuel Reduction Burn Permit	2,859	3,000	3,000	-	3,000	-
1010.35.0000.3422.315	Fire Residential Burning Regulation	2,222	2,500	2,500	22	2,500	-
1010.35.0000.3901.100	Refunds and Reimbursements Miscellaneous	2,647	100	100	-	100	-
Department Total: 35 - Fire		39,899	60,600	60,600	22	302,059	241,459
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
1010.40.4720.3380.101	Local Government Revenue Fines and Citations Comm Develop	34,032	10,000	10,000	-	10,000	-
1010.40.4720.3400.109	CDD Planning Street Address Change Review	176	176	176	-	176	-
1010.40.4720.3400.111	CDD Planning Landscape Plan	-	565	565	-	565	-
1010.40.4720.3400.123	CDD Planning Tree Pres/Protect Plan Review	94	112	112	-	112	-
1010.40.4720.3400.130	CDD Planning General Plan Amend and Rezoning	2,907	2,907	2,907	2,907	2,907	-
1010.40.4720.3400.138	CDD Planning Development Agreement	1,185	1,185	1,185	-	1,185	-
1010.40.4720.3400.170	CDD Planning Use Permit Class A	2,121	3,535	3,535	2,828	3,535	-
1010.40.4720.3400.171	CDD Planning Use Permit Class B	2,506	1,253	1,253	-	1,253	-
1010.40.4720.3400.173	CDD Planning Temporary Use Permit	2,108	3,000	3,000	23,887	30,000	27,000

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
1010.40.4720.3400.174	CDD Planning Administrative Permit	2,349	2,500	2,500	1,500	2,500	-
1010.40.4720.3400.176	CDD Planning Home Occupation Permit	527	-	-	263	-	-
1010.40.4720.3400.177	CDD Planning Site Plan/Use Permit Mod Class A	377	377	377	754	377	-
1010.40.4720.3400.184	CDD Planning Site Plan Review Class A	-	660	660	1,980	660	-
1010.40.4720.3400.200	CDD Planning Tree Felling Permit	6,395	1,000	1,000	246	1,000	-
1010.40.4720.3400.307	CDD Planning Design Review Application	1,625	1,500	1,500	790	1,500	-
Program Total: 4720 - CDD Planning		56,400	28,770	28,770	35,156	55,770	27,000
Program: 4780 - CDD - Waste Management							
1010.40.4780.3182.335	Franchise Taxes Franchise Taxes	19,244	7,794	7,794	-	7,794	-
1010.40.4780.3380.104	Local Government Revenue Fines and Citations Waste Mgmt	2,510	500	500	-	500	-
Program Total: 4780 - CDD - Waste Management		21,754	8,294	8,294	-	8,294	-
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
1010.45.4740.3402.220	PW Engineering Land Divisn/Pvt Develop Projects	13,994	10,000	10,000	-	10,000	-
1010.45.4740.3402.223	PW Engineering Engineering Site Plan	259	700	700	-	700	-
1010.45.4740.3402.224	PW Engineering Grading Check/Inspection	(171)	-	-	1,274	1,500	1,500
1010.45.4740.3402.226	PW Engineering Cert of Correction with Hearing	-	-	-	778	1,000	1,000
1010.45.4740.3402.227	PW Engineering Lot Merger Review	518	518	518	5,184	6,000	5,482
1010.45.4740.3402.228	PW Engineering Lot Line Adjustment	1,305	2,000	2,000	2,722	3,000	1,000
1010.45.4740.3402.230	PW Engineering Engineer Drain Plan/Calc Review	5,184	8,000	8,000	8,036	8,000	-
1010.45.4740.3402.232	PW Engineering Erosion Control Plan Review	583	583	583	-	583	-
1010.45.4740.3402.250	PW Engineering Oversized Vehicle Regulation	1,978	2,500	2,500	468	2,500	-
1010.45.4740.3402.270	PW Engineering Encroachment Permit Fees	37,947	100,000	100,000	22,710	100,000	-
Program Total: 4740 - Public Works - Engineering		61,598	124,301	124,301	41,172	133,283	8,982
Program: 4745 - Paradise Community Park							
1010.45.4745.3470.251	Parks & Recreation Space Rental	2,333	2,500	2,500	330	2,500	-
Program Total: 4745 - Paradise Community Park		2,333	2,500	2,500	330	2,500	-
REVENUES Total		12,233,055	12,738,545	13,242,644	178,839	13,405,532	162,888

EXPENSES

Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
1010.00.0000.5225	Bank Fees and Charges	11,737	11,000	11,000	2,033	11,000	-
1010.00.0000.5280.100	Bad Debt Write Off Expense	-	300	300	-	300	-
1010.00.0000.5302	Buildings	-	-	-	3,000	-	-
1010.00.0000.5501	Debt Service Payment - Principal	523,423	507,371	507,371	-	507,371	-
1010.00.0000.5502	Debt Service Payment - Interest	496,577	542,629	542,629	-	542,629	-
1010.00.0000.5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	10,000	-	-	-	-	-
1010.00.0000.5910.160	Transfers Out To BHS Development Svcs Fund	198	-	-	-	-	-
1010.00.0000.5910.923	Transfers Out To TOP Housing Loan Fund	7,973	7,834	7,834	-	7,834	-
Program Total: 0000 - Non Program Activity		1,049,908	1,069,134	1,069,134	5,033	1,069,134	-
Department: 10 - Legislative							
Program: 4000 - Town Council							
1010.10.4000.5101	Salaries - Permanent	17,835	18,000	18,000	5,250	18,000	-
1010.10.4000.5107	Car Allowance/Mileage	5,400	5,400	5,400	1,575	5,400	-
1010.10.4000.5111	Medicare	339	339	339	99	339	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
1010.10.4000.5112.102	Retirement Contribution Social Security	1,451	1,451	1,451	423	1,451	-
1010.10.4000.5113	Worker's Compensation	234	239	239	217	223	(16)
1010.10.4000.5115	Unemployment Compensation	-	-	-	2	-	-
1010.10.4000.5202.100	Operating Supplies General	-	265	265	120	265	-
1010.10.4000.5213.100	Professional/Contract Services General	95	-	-	285	-	-
1010.10.4000.5219.100	Printing General	75	45	45	-	45	-
1010.10.4000.5220.100	Employee Development General	575	6,125	6,125	-	6,125	-
1010.10.4000.5304	Furniture & Equipment	1,650	-	-	-	-	-
Program Total: 4000 - Town Council		27,654	31,864	31,864	7,971	31,848	(16)
Department: 15 - Town Clerk							
Program: 4100 - Town Clerk							
1010.15.4100.5101	Salaries - Permanent	119,771	128,875	128,875	36,956	153,137	24,262
1010.15.4100.5105	Salaries - Overtime/FLSA	2,922	-	-	-	-	-
1010.15.4100.5106.100	Incentives & Admin Leave Administrative Leave	3,632	3,741	3,741	7,656	11,969	8,228
1010.15.4100.5111	Medicare	1,727	1,923	1,923	612	2,394	471
1010.15.4100.5112.101	Retirement Contribution PERS	29,146	43,071	43,071	10,929	44,380	1,309
1010.15.4100.5113	Worker's Compensation	1,578	1,711	1,711	1,848	1,894	183
1010.15.4100.5114.101	Health Insurance Medical	15,610	17,126	17,126	4,554	17,126	-
1010.15.4100.5114.102	Health Insurance Dental	1,198	-	-	350	-	-
1010.15.4100.5114.103	Health Insurance Vision	131	-	-	38	-	-
1010.15.4100.5115	Unemployment Compensation	-	-	-	288	-	-
1010.15.4100.5116.101	Life and Disability Insurance Life & Disab.	513	1,581	1,581	150	1,691	110
1010.15.4100.5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,072	-	-	346	-	-
1010.15.4100.5119.100	Retiree Costs Medical Insurance	11,766	10,150	10,150	2,633	10,150	-
1010.15.4100.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,310)	-	-	-	-	-
1010.15.4100.5201.100	Office Supplies General	409	175	175	19	175	-
1010.15.4100.5202.100	Operating Supplies General	172	235	235	5	235	-
1010.15.4100.5204	Subscriptions and Code Books	59	155	155	-	155	-
1010.15.4100.5210.100	Postage General	79	150	150	12	150	-
1010.15.4100.5213.100	Professional/Contract Services General	7,396	14,118	14,118	2,823	14,118	-
1010.15.4100.5214.100	Repair and Maint Service General	3,340	3,499	3,499	2,410	3,499	-
1010.15.4100.5218.100	Advertising General	4,014	5,000	5,000	134	5,000	-
1010.15.4100.5220.100	Employee Development General	330	940	940	641	940	-
1010.15.4100.5221	Election-County Services	23,100	-	-	-	-	-
Department Total: 15 - Town Clerk		225,656	232,450	232,450	72,405	267,013	34,563
Department: 20 - Administrative Services							
Program: 4200 - Town Manager							
1010.20.4200.5101	Salaries - Permanent	123,650	126,715	126,715	32,969	171,385	44,670
1010.20.4200.5105	Salaries - Overtime/FLSA	845	-	-	-	-	-
1010.20.4200.5106.100	Incentives & Admin Leave Administrative Leave	6,025	6,206	6,206	1,296	9,578	3,372
1010.20.4200.5107	Car Allowance/Mileage	1,584	1,584	1,584	462	1,584	-
1010.20.4200.5111	Medicare	306	278	278	120	764	486
1010.20.4200.5112.101	Retirement Contribution PERS	34,713	50,198	50,198	12,158	51,920	1,722
1010.20.4200.5113	Worker's Compensation	1,595	1,682	1,682	1,774	2,120	438
1010.20.4200.5114.101	Health Insurance Medical	5,257	6,449	6,449	1,533	11,417	968
1010.20.4200.5114.102	Health Insurance Dental	1,118	-	-	326	-	-

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1010.20.4200.5114.103	Health Insurance Vision	40	-	-	12	-	-
1010.20.4200.5115	Unemployment Compensation	-	-	-	237	-	-
1010.20.4200.5116.101	Life and Disability Insurance Life & Disab.	344	971	971	100	1,416	445
1010.20.4200.5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,217	-	-	376	-	-
1010.20.4200.5119.100	Retiree Costs Medical Insurance	35,570	35,715	35,715	8,770	35,715	-
1010.20.4200.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,566)	-	-	-	-	-
1010.20.4200.5202.100	Operating Supplies General	-	25	25	-	25	-
1010.20.4200.5210.100	Postage General	-	4	4	-	4	-
1010.20.4200.5213.100	Professional/Contract Services General	3,532	3,500	3,500	5,500	3,500	-
1010.20.4200.5216.100	Communications General Services	265	581	581	155	581	-
1010.20.4200.5218.100	Advertising General	4	-	-	-	-	-
Program Total: 4200 - Town Manager		213,499	233,908	233,908	65,787	290,009	56,101
Program: 4201 - Central Services							
1010.20.4201.5101	Salaries - Permanent	40,620	41,352	41,352	12,407	73,894	32,542
1010.20.4201.5105	Salaries - Overtime/FLSA	654	-	-	-	-	-
1010.20.4201.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	2,475	3,509	3,509
1010.20.4201.5111	Medicare	543	600	600	206	1,122	522
1010.20.4201.5112.101	Retirement Contribution PERS	2,930	3,286	3,286	968	5,936	2,650
1010.20.4201.5113	Worker's Compensation	521	549	549	597	914	365
1010.20.4201.5114.101	Health Insurance Medical	10,410	11,922	11,922	3,036	16,889	4,967
1010.20.4201.5114.102	Health Insurance Dental	1,196	-	-	349	-	-
1010.20.4201.5114.103	Health Insurance Vision	127	-	-	37	-	-
1010.20.4201.5115	Unemployment Compensation	-	-	-	96	-	-
1010.20.4201.5116.101	Life and Disability Insurance Life & Disab.	167	644	644	49	1,069	425
1010.20.4201.5116.102	Life and Disability Insurance Long Term/Short Term Disability	398	-	-	129	-	-
1010.20.4201.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(1,074)	-	-	-	-	-
1010.20.4201.5202.100	Operating Supplies General	2,895	3,240	3,240	1,103	3,240	-
1010.20.4201.5203.100	Repairs and Maint Supplies General	1,225	1,750	1,750	591	1,750	-
1010.20.4201.5209.101	Auto Fuel Expense Town Vehicles	2,383	2,500	2,500	451	2,500	-
1010.20.4201.5210.100	Postage General	105	50	50	-	50	-
1010.20.4201.5211.135	Utilities Water and Sewer	526	528	528	144	528	-
1010.20.4201.5211.137	Utilities Electric and Gas	20,171	29,500	29,500	5,899	29,500	-
1010.20.4201.5212.100	Insurance General	210,268	221,961	221,961	222,672	221,961	-
1010.20.4201.5213.100	Professional/Contract Services General	44,964	45,301	45,301	2,608	45,301	-
1010.20.4201.5214.100	Repair and Maint Service General	11,477	14,454	14,454	5,890	14,454	-
1010.20.4201.5215.100	Rents and Leases Miscellaneous	1,618	1,552	1,552	580	1,552	-
1010.20.4201.5218.100	Advertising General	-	100	100	-	100	-
1010.20.4201.5219.100	Printing General	820	1,000	1,000	-	1,000	-
1010.20.4201.5260	Miscellaneous	35,310	37,374	37,374	31,395	37,374	-
1010.20.4201.5500	Bond Payments - Fiscal Agent	4,199	4,250	4,250	-	4,250	-
Program Total: 4201 - Central Services		392,452	421,913	421,913	291,682	466,893	44,980
Program: 4202 - Information Technology							
1010.20.4202.5101	Salaries - Permanent	51,168	-	-	-	-	-
1010.20.4202.5102	Salaries - Temporary	160	-	-	-	-	-
1010.20.4202.5105	Salaries - Overtime/FLSA	17,354	-	-	-	-	-
1010.20.4202.5106.100	Incentives & Admin Leave Administrative Leave	2,205	-	-	-	-	-

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1010.20.4202.5111	Medicare	1,310	-	-	-	-	-
1010.20.4202.5112.101	Retirement Contribution PERS	27,010	-	-	-	-	-
1010.20.4202.5113	Worker's Compensation	1,289	-	-	-	-	-
1010.20.4202.5114.101	Health Insurance Medical	3,036	-	-	-	-	-
1010.20.4202.5116.101	Life and Disability Insurance Life & Disab.	128	-	-	-	-	-
1010.20.4202.5116.102	Life and Disability Insurance Long Term/Short Term Disability	348	-	-	-	-	-
1010.20.4202.5122	Accrual Bank Payoff	15,711	-	-	-	-	-
1010.20.4202.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(13,790)	-	-	-	-	-
1010.20.4202.5199.199	Other Fund Support IT-Serv from Tech Fee	(46,250)	(100,000)	(100,000)	-	(100,000)	-
1010.20.4202.5202.100	Operating Supplies General	3,650	4,560	4,560	18	4,560	-
1010.20.4202.5209.101	Auto Fuel Expense Town Vehicles	223	-	-	-	-	-
1010.20.4202.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	8	-	-	-	-	-
1010.20.4202.5210.100	Postage General	29	100	100	-	100	-
1010.20.4202.5213.100	Professional/Contract Services General	75,073	106,522	133,545	42,604	133,545	-
1010.20.4202.5214.100	Repair and Maint Service General	71,088	72,065	72,065	57,699	72,065	-
1010.20.4202.5215.106	Rents and Leases Copiers	4,713	4,713	4,713	1,610	4,713	-
1010.20.4202.5216.100	Communications General Services	44,729	36,117	36,117	12,430	36,117	-
1010.20.4202.5218.100	Advertising General	69	-	-	-	-	-
1010.20.4202.5220.100	Employee Development General	280	1,800	1,800	-	1,800	-
1010.20.4202.5223.105	Meals and Refreshments Emergencies and Meetings	10	-	-	-	-	-
1010.20.4202.5225	Bank Fees and Charges	1,088	1,100	1,100	154	1,100	-
1010.20.4202.5304	Furniture & Equipment	-	19,000	19,000	-	19,000	-
1010.20.4202.5501	Debt Service Payment - Principal	34,836	27,000	27,000	8,437	27,000	-
Program Total: 4202 - Information Technology		295,478	172,977	200,000	122,953	200,000	-
Program: 4203 - HR and Risk Management							
1010.20.4203.5101	Salaries - Permanent	67,764	71,516	71,516	23,517	95,425	23,909
1010.20.4203.5105	Salaries - Overtime/FLSA	1,680	-	-	-	-	-
1010.20.4203.5106.100	Incentives & Admin Leave Administrative Leave	2,449	3,480	3,480	4,703	9,347	5,867
1010.20.4203.5111	Medicare	966	1,087	1,087	396	1,519	432
1010.20.4203.5112.101	Retirement Contribution PERS	21,392	31,998	31,998	9,356	37,467	5,469
1010.20.4203.5113	Worker's Compensation	873	949	949	1,151	1,180	231
1010.20.4203.5114.101	Health Insurance Medical	13,532	15,871	15,871	3,947	15,871	-
1010.20.4203.5114.102	Health Insurance Dental	2,092	-	-	610	-	-
1010.20.4203.5114.103	Health Insurance Vision	180	-	-	53	-	-
1010.20.4203.5115	Unemployment Compensation	-	-	-	183	-	-
1010.20.4203.5116.101	Life and Disability Insurance Life & Disab.	257	943	943	75	946	3
1010.20.4203.5116.102	Life and Disability Insurance Long Term/Short Term Disability	665	-	-	212	-	-
1010.20.4203.5119.120	Retiree Costs PERS 1959 Survivor Benefits	3,511	3,200	3,200	-	3,200	-
1010.20.4203.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,543)	-	-	-	-	-
1010.20.4203.5201.100	Office Supplies General	14	20	20	-	20	-
1010.20.4203.5202.100	Operating Supplies General	270	285	285	-	285	-
1010.20.4203.5204	Subscriptions and Code Books	3,500	3,500	3,500	3,500	3,500	-
1010.20.4203.5210.100	Postage General	21	25	25	-	25	-
1010.20.4203.5213.100	Professional/Contract Services General	1,853	1,854	1,854	463	1,854	-
Program Total: 4203 - HR and Risk Management		118,475	134,728	134,728	48,167	170,639	354
Program: 4300 - Legal Services							

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1010.20.4300.5210.100	Postage General	-	10	10	-	10	-
1010.20.4300.5213.100	Professional/Contract Services General	197,991	194,296	194,296	51,350	224,224	29,928
Program Total: 4300 - Legal Services		197,991	194,306	194,306	51,350	224,234	29,928
Department: 25 - Finance							
Program: 4400 - Finance							
1010.25.4400.5101	Salaries - Permanent	151,153	157,997	157,997	48,885	199,272	41,275
1010.25.4400.5105	Salaries - Overtime/FLSA	5,729	-	-	-	-	-
1010.25.4400.5106.100	Incentives & Admin Leave Administrative Leave	5,303	5,718	5,718	9,838	20,385	14,667
1010.25.4400.5107	Car Allowance/Mileage	2,063	2,160	2,160	630	2,160	-
1010.25.4400.5111	Medicare	2,299	2,405	2,405	845	3,216	811
1010.25.4400.5112.101	Retirement Contribution PERS	33,334	50,192	50,192	14,709	59,450	9,258
1010.25.4400.5113	Worker's Compensation	1,899	2,097	2,097	2,405	2,465	368
1010.25.4400.5114.101	Health Insurance Medical	12,711	18,796	18,796	4,736	18,796	-
1010.25.4400.5114.102	Health Insurance Dental	2,193	-	-	663	-	-
1010.25.4400.5114.103	Health Insurance Vision	203	-	-	61	-	-
1010.25.4400.5115	Unemployment Compensation	-	-	-	394	-	-
1010.25.4400.5116.101	Life and Disability Insurance Life & Disab.	531	1,689	1,689	160	1,689	-
1010.25.4400.5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,088	-	-	368	-	-
1010.25.4400.5119.100	Retiree Costs Medical Insurance	23,257	23,689	23,689	5,965	23,689	-
1010.25.4400.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(13,369)	-	-	-	-	-
1010.25.4400.5201.100	Office Supplies General	40	50	50	-	50	-
1010.25.4400.5202.100	Operating Supplies General	75	230	230	-	230	-
1010.25.4400.5210.100	Postage General	1,084	1,400	1,400	272	1,400	-
1010.25.4400.5213.100	Professional/Contract Services General	1,153	1,216	1,216	287	1,216	-
1010.25.4400.5218.100	Advertising General	112	100	100	-	100	-
1010.25.4400.5219.100	Printing General	1,161	1,165	1,165	-	1,165	-
1010.25.4400.5220.100	Employee Development General	252	260	260	-	260	-
1010.25.4400.5304	Furniture & Equipment	579	1,650	1,650	-	1,650	-
1010.25.4400.5501	Debt Service Payment - Principal	53	-	-	-	-	-
Program Total: 4400 - Finance		232,903	270,814	270,814	90,219	337,193	66,379
Program: 4420 - Measure C TUT							
Cost Center Activity: 301 - Police Operations							
1010.25.4420.301.5101	Salaries - Permanent	65,389	-	-	-	-	-
1010.25.4420.301.5102	Salaries - Temporary	9,928	36,792	36,792	11,409	39,789	2,997
1010.25.4420.301.5103.102	Differential Pay Out of Class	18	-	-	-	-	-
1010.25.4420.301.5104	Wages - PS Holiday Pay	3,952	-	-	-	-	-
1010.25.4420.301.5105	Salaries - Overtime/FLSA	13,613	-	-	3,669	4,000	4,000
1010.25.4420.301.5106.101	Incentives & Admin Leave School Incentive	2,845	-	-	-	-	-
1010.25.4420.301.5106.103	Incentives & Admin Leave Team Pay	3,272	-	-	-	-	-
1010.25.4420.301.5109.100	Allowances Uniform Allowance	853	-	-	-	-	-
1010.25.4420.301.5111	Medicare	1,325	533	533	219	635	102
1010.25.4420.301.5112.101	Retirement Contribution PERS	13,456	2,281	2,281	-	2,467	186
1010.25.4420.301.5112.102	Retirement Contribution Social Security	-	-	-	935	-	-
1010.25.4420.301.5113	Worker's Compensation	18,480	4,581	4,581	4,503	4,623	42
1010.25.4420.301.5114.101	Health Insurance Medical	14,419	-	-	-	-	-
1010.25.4420.301.5114.102	Health Insurance Dental	1,852	-	-	-	-	-

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1010.25.4420.301.5114.103	Health Insurance Vision	165	-	-	-	-	-
1010.25.4420.301.5115	Unemployment Compensation	-	-	-	97	-	-
1010.25.4420.301.5116.101	Life and Disability Insurance Life & Disab.	235	-	-	-	-	-
1010.25.4420.301.5116.102	Life and Disability Insurance Long Term/Short Term Disability	720	-	-	-	-	-
1010.25.4420.301.5202.100	Operating Supplies General	2,236	5,160	5,160	78	5,160	-
1010.25.4420.301.5213.100	Professional/Contract Services General	4,797	6,000	6,000	1,708	6,000	-
1010.25.4420.301.5220.100	Employee Development General	19,864	15,041	15,041	3,168	15,041	-
1010.25.4420.301.5305	Vehicles	132,997	-	-	22,851	22,851	22,851
1010.25.4420.301.5501	Debt Service Payment - Principal	82,919	70,133	70,133	20,357	70,133	-
Cost Center Activity Total: 301 - Police Operations		393,334	140,521	140,521	68,993	170,699	30,178
Cost Center Activity: 303 - Animal Control							
1010.25.4420.303.5213.100	Professional/Contract Services General	1,014	-	-	-	-	-
1010.25.4420.303.5214.100	Repair and Maint Service General	10,535	-	-	-	-	-
1010.25.4420.303.5303	Improvements	6,200	-	-	-	-	-
1010.25.4420.303.5910.070	Transfers Out To Animal Control Fund	158,599	197,640	197,640	-	247,142	49,502
Cost Center Activity Total: 303 - Animal Control		176,348	197,640	197,640	-	247,142	49,502
Cost Center Activity: 325 - Fire Administration							
1010.25.4420.325.5303	Improvements	8,250	-	-	-	-	-
Cost Center Activity Total: 325 - Fire Administration		8,250	-	-	-	-	-
Cost Center Activity: 326 - Fire Suppression							
1010.25.4420.326.5213.100	Professional/Contract Services General	222,171	250,000	250,000	-	250,000	-
1010.25.4420.326.5501	Debt Service Payment - Principal	167,183	167,183	167,183	61,933	167,183	-
Cost Center Activity Total: 326 - Fire Suppression		389,354	417,183	417,183	61,933	417,183	-
Cost Center Activity: 345 - Public Works Fleet							
1010.25.4420.345.5303	Improvements	21,321	-	-	-	-	-
Cost Center Activity Total: 345 - Public Works Fleet		21,321	-	-	-	-	-
Program: 5005 - Rental Properties							
1010.25.5005.5211.175	Utilities Rental Properties	1,516	540	540	44	540	-
1010.25.5005.5214.100	Repair and Maint Service General	160	-	-	-	-	-
1010.25.5005.5501	Debt Service Payment - Principal	17,202	-	-	-	-	-
Program Total: 5005 - Rental Properties		18,878	540	540	44	540	-
Department: 30 - Police							
Program: 4510 - Police Administration							
1010.30.4510.5101	Salaries - Permanent	254,083	266,358	266,358	79,134	323,436	57,078
1010.30.4510.5103.102	Differential Pay Out of Class	1,217	-	-	277	-	-
1010.30.4510.5104	Wages - PS Holiday Pay	11,009	11,629	11,629	3,526	14,384	2,755
1010.30.4510.5105	Salaries - Overtime/FLSA	21,982	-	-	-	-	-
1010.30.4510.5106.100	Incentives & Admin Leave Administrative Leave	19,277	13,418	13,418	19,282	32,384	18,966
1010.30.4510.5106.101	Incentives & Admin Leave School Incentive	12,995	14,275	14,275	4,643	16,899	2,624
1010.30.4510.5106.200	Incentives & Admin Leave Gym Reimbursement	90	90	90	-	90	-
1010.30.4510.5109.100	Allowances Uniform Allowance	1,860	1,860	1,860	543	1,860	-
1010.30.4510.5111	Medicare	4,635	4,527	4,527	1,524	5,708	1,181
1010.30.4510.5112.101	Retirement Contribution PERS	199,711	329,445	329,445	104,566	422,125	92,680
1010.30.4510.5113	Worker's Compensation	49,418	32,608	32,608	35,634	36,525	917
1010.30.4510.5114.101	Health Insurance Medical	24,809	35,188	35,188	8,067	35,188	-
1010.30.4510.5114.102	Health Insurance Dental	4,739	-	-	1,378	-	-

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1010.30.4510.5114.103	Health Insurance Vision	435	-	-	127	-	-
1010.30.4510.5115	Unemployment Compensation	-	-	-	709	-	-
1010.30.4510.5116.101	Life and Disability Insurance Life & Disab.	867	2,709	2,709	230	2,756	47
1010.30.4510.5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,881	-	-	544	-	-
1010.30.4510.5119.100	Retiree Costs Medical Insurance	62,468	55,840	55,840	14,567	55,840	-
1010.30.4510.5122	Accrual Bank Payoff	-	4,684	4,684	670	4,684	-
1010.30.4510.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(23,691)	-	-	-	-	-
1010.30.4510.5201.100	Office Supplies General	2,107	2,000	2,000	-	2,000	-
1010.30.4510.5202.100	Operating Supplies General	5,240	8,550	8,550	90	8,550	-
1010.30.4510.5203.100	Repairs and Maint Supplies General	1,556	2,000	2,000	520	2,000	-
1010.30.4510.5204	Subscriptions and Code Books	-	100	100	-	100	-
1010.30.4510.5210.100	Postage General	2,518	2,335	2,335	1,307	2,335	-
1010.30.4510.5211.135	Utilities Water and Sewer	727	1,036	1,036	-	1,036	-
1010.30.4510.5211.137	Utilities Electric and Gas	21,444	23,000	23,000	5,642	23,000	-
1010.30.4510.5211.139	Utilities Propane	679	1,436	1,436	1,363	1,436	-
1010.30.4510.5213.100	Professional/Contract Services General	20,746	12,810	12,810	820	12,810	-
1010.30.4510.5214.100	Repair and Maint Service General	29,093	28,779	28,779	4,716	28,779	-
1010.30.4510.5215.100	Rents and Leases Miscellaneous	564	565	565	141	565	-
1010.30.4510.5215.106	Rents and Leases Copiers	4,119	4,119	4,119	1,407	4,119	-
1010.30.4510.5216.100	Communications General Services	8,837	24,454	24,454	1,086	24,454	-
1010.30.4510.5218.100	Advertising General	(100)	-	-	-	-	-
1010.30.4510.5219.100	Printing General	707	400	400	34	400	-
1010.30.4510.5220.100	Employee Development General	625	2,625	2,625	145	2,625	-
1010.30.4510.5223.105	Meals and Refreshments Emergencies and Meetings	350	550	550	97	550	-
1010.30.4510.5225	Bank Fees and Charges	430	520	520	42	520	-
1010.30.4510.5260	Miscellaneous	66	-	-	-	-	-
1010.30.4510.5303	Improvements	16,627	-	-	-	-	-
1010.30.4510.5304	Furniture & Equipment	825	-	-	-	-	-
1010.30.4510.5501	Debt Service Payment - Principal	510	-	-	-	-	-
Program Total: 4510 - Police Administration		765,457	887,910	887,910	292,831	1,067,158	179,248
Program: 4520 - Police Operations							
1010.30.4520.5101	Salaries - Permanent	1,085,396	1,144,132	1,144,132	252,040	1,114,821	(29,311)
1010.30.4520.5102	Salaries - Temporary	15,198	-	-	-	-	-
1010.30.4520.5103.102	Differential Pay Out of Class	4,319	-	-	2,279	-	-
1010.30.4520.5103.105	Differential Pay Swing/Graveyard Shift	35,363	-	-	7,741	-	-
1010.30.4520.5103.108	Differential Pay Canine Maintenance	8,355	-	-	2,195	-	-
1010.30.4520.5104	Wages - PS Holiday Pay	57,941	54,392	54,392	13,325	52,638	(1,754)
1010.30.4520.5105	Salaries - Overtime/FLSA	371,322	201,000	201,000	57,596	217,000	16,000
1010.30.4520.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	43,072	43,072	43,072
1010.30.4520.5106.101	Incentives & Admin Leave School Incentive	44,643	45,306	45,306	12,625	43,220	(2,086)
1010.30.4520.5106.103	Incentives & Admin Leave Team Pay	6,167	-	-	552	-	-
1010.30.4520.5106.200	Incentives & Admin Leave Gym Reimbursement	450	450	450	-	450	-
1010.30.4520.5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,000	30,000	30,000	5,500	30,000	-
1010.30.4520.5109.100	Allowances Uniform Allowance	18,113	16,182	16,182	4,894	20,102	3,920
1010.30.4520.5111	Medicare	23,464	21,314	21,314	5,832	22,467	1,153
1010.30.4520.5112.101	Retirement Contribution PERS	757,317	879,950	879,950	220,581	896,902	16,952

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1010.30.4520.5112.102	Retirement Contribution Social Security	1,233	-	-	-	-	-
1010.30.4520.5113	Worker's Compensation	152,591	156,306	156,306	139,220	143,248	(13,058)
1010.30.4520.5114.101	Health Insurance Medical	207,863	202,845	202,845	45,187	189,897	(12,948)
1010.30.4520.5114.102	Health Insurance Dental	26,378	-	-	5,811	-	-
1010.30.4520.5114.103	Health Insurance Vision	2,414	-	-	526	-	-
1010.30.4520.5115	Unemployment Compensation	10,154	500	500	2,744	-	(500)
1010.30.4520.5116.101	Life and Disability Insurance Life & Disab.	4,408	13,891	13,891	877	12,552	(1,339)
1010.30.4520.5116.102	Life and Disability Insurance Long Term/Short Term Disability	10,407	-	-	2,490	-	-
1010.30.4520.5119.100	Retiree Costs Medical Insurance	163,554	163,196	163,196	41,191	163,196	-
1010.30.4520.5122	Accrual Bank Payoff	30,551	7,426	7,426	14,646	28,132	20,706
1010.30.4520.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(319,022)	(109,941)	(109,941)	-	(109,941)	-
1010.30.4520.5202.100	Operating Supplies General	17,672	30,270	30,270	710	30,270	-
1010.30.4520.5204	Subscriptions and Code Books	457	474	474	-	474	-
1010.30.4520.5209.101	Auto Fuel Expense Town Vehicles	47,014	44,000	44,000	13,246	44,000	-
1010.30.4520.5213.100	Professional/Contract Services General	16,767	15,000	15,000	2,661	15,000	-
1010.30.4520.5214.100	Repair and Maint Service General	600	2,420	2,420	-	2,420	-
1010.30.4520.5216.100	Communications General Services	7,636	6,604	6,604	1,165	6,604	-
1010.30.4520.5218.100	Advertising General	160	200	200	-	200	-
1010.30.4520.5220.100	Employee Development General	12,850	28,000	28,000	3,219	28,000	-
1010.30.4520.5220.110	Employee Development Education Reimb MOU Program	-	300	300	-	300	-
1010.30.4520.5260	Miscellaneous	(0)	-	-	-	-	-
1010.30.4520.5304	Furniture & Equipment	825	31,550	31,550	-	31,550	-
Program Total: 4520 - Police Operations		2,823,560	2,985,767	2,985,767	901,928	3,026,574	40,807
Program: 4530 - Public Safety Communications							
1010.30.4530.5101	Salaries - Permanent	325,030	224,595	224,595	62,603	194,143	(30,452)
1010.30.4530.5102	Salaries - Temporary	20,286	9,000	9,000	2,145	9,000	-
1010.30.4530.5103.102	Differential Pay Out of Class	5,557	-	-	520	-	-
1010.30.4530.5103.105	Differential Pay Swing/Graveyard Shift	10,955	-	-	670	-	-
1010.30.4530.5104	Wages - PS Holiday Pay	16,167	8,672	8,672	2,905	6,891	(1,781)
1010.30.4530.5105	Salaries - Overtime/FLSA	47,906	26,000	26,000	6,035	26,000	-
1010.30.4530.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	12,735	12,735	12,735
1010.30.4530.5106.101	Incentives & Admin Leave School Incentive	10,850	5,247	5,247	2,041	3,820	(1,427)
1010.30.4530.5106.200	Incentives & Admin Leave Gym Reimbursement	450	360	360	-	360	-
1010.30.4530.5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,100	-	-	-	-	-
1010.30.4530.5109.100	Allowances Uniform Allowance	7,805	3,041	3,041	1,004	2,389	(652)
1010.30.4530.5111	Medicare	6,699	4,077	4,077	1,311	3,805	(272)
1010.30.4530.5112.101	Retirement Contribution PERS	65,476	36,856	36,856	9,331	32,500	(4,356)
1010.30.4530.5113	Worker's Compensation	31,680	19,093	19,093	17,440	15,651	(3,442)
1010.30.4530.5114.101	Health Insurance Medical	76,958	53,897	53,897	15,993	46,761	(7,136)
1010.30.4530.5114.102	Health Insurance Dental	9,706	-	-	1,459	-	-
1010.30.4530.5114.103	Health Insurance Vision	855	-	-	147	-	-
1010.30.4530.5115	Unemployment Compensation	-	-	-	620	-	-
1010.30.4530.5116.101	Life and Disability Insurance Life & Disab.	1,725	3,133	3,133	322	2,611	(522)
1010.30.4530.5116.102	Life and Disability Insurance Long Term/Short Term Disability	3,306	-	-	723	-	-
1010.30.4530.5119.100	Retiree Costs Medical Insurance	63,986	68,007	68,007	15,942	68,007	-
1010.30.4530.5122	Accrual Bank Payoff	27,449	4,248	4,248	4,307	7,109	2,861

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1010.30.4530.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(92,078)	(70,110)	(70,110)	-	(70,110)	-
1010.30.4530.5202.100	Operating Supplies General	2,602	2,000	2,000	347	2,000	-
1010.30.4530.5204	Subscriptions and Code Books	149	149	149	160	149	-
1010.30.4530.5213.100	Professional/Contract Services General	9,373	274,123	274,123	-	274,123	-
1010.30.4530.5214.100	Repair and Maint Service General	37,205	46,825	46,825	774	46,825	-
1010.30.4530.5216.100	Communications General Services	20,938	21,518	21,518	5,543	21,518	-
1010.30.4530.5218.100	Advertising General	54	100	100	-	100	-
1010.30.4530.5220.100	Employee Development General	2,300	3,000	3,000	-	3,000	-
1010.30.4530.5304	Furniture & Equipment	825	5,000	5,000	-	5,000	-
1010.30.4530.5501	Debt Service Payment - Principal	439	-	-	-	-	-
Program Total: 4530 - Public Safety Communications		715,754	748,831	748,831	165,078	714,387	(34,444)
Program: 4550 - Fleet Management							
1010.30.4550.5101	Salaries - Permanent	45,899	69,701	69,701	17,170	50,614	(19,087)
1010.30.4550.5105	Salaries - Overtime/FLSA	2,185	2,000	2,000	-	2,000	-
1010.30.4550.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	3,434	3,434	3,434
1010.30.4550.5109.100	Allowances Uniform Allowance	358	500	500	146	405	(95)
1010.30.4550.5109.101	Allowances Boot Allowance	1,000	500	500	500	1,000	500
1010.30.4550.5109.102	Allowances Tool Allowance	2,000	1,000	1,000	1,000	2,000	1,000
1010.30.4550.5111	Medicare	763	1,069	1,069	313	881	(188)
1010.30.4550.5112.101	Retirement Contribution PERS	3,749	5,680	5,680	1,341	4,423	(1,257)
1010.30.4550.5113	Worker's Compensation	4,548	5,081	5,081	4,554	3,467	(1,614)
1010.30.4550.5114.101	Health Insurance Medical	6,625	11,922	11,922	5,087	9,657	(2,265)
1010.30.4550.5114.102	Health Insurance Dental	981	-	-	350	-	-
1010.30.4550.5114.103	Health Insurance Vision	57	-	-	38	-	-
1010.30.4550.5115	Unemployment Compensation	-	-	-	147	-	-
1010.30.4550.5116.101	Life and Disability Insurance Life & Disab.	193	932	932	75	697	(235)
1010.30.4550.5116.102	Life and Disability Insurance Long Term/Short Term Disability	416	-	-	198	-	-
1010.30.4550.5119.100	Retiree Costs Medical Insurance	7,516	7,335	7,335	1,801	7,335	-
1010.30.4550.5122	Accrual Bank Payoff	4,177	-	-	-	1,308	1,308
1010.30.4550.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(1,042)	-	-	-	-	-
1010.30.4550.5202.100	Operating Supplies General	4,252	2,700	2,700	682	2,700	-
1010.30.4550.5203.100	Repairs and Maint Supplies General	72,969	72,850	72,850	17,931	72,850	-
1010.30.4550.5203.300	Repairs and Maint Supplies Accident and Negligence	826	5,000	5,000	3,440	5,000	-
1010.30.4550.5204	Subscriptions and Code Books	1,500	1,500	1,500	1,616	1,500	-
1010.30.4550.5209.101	Auto Fuel Expense Town Vehicles	589	700	700	50	700	-
1010.30.4550.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	309	-	-	-	-	-
1010.30.4550.5210.100	Postage General	137	200	200	-	200	-
1010.30.4550.5213.100	Professional/Contract Services General	8,931	4,782	4,782	864	4,782	-
1010.30.4550.5214.100	Repair and Maint Service General	29,471	27,100	27,100	3,574	27,100	-
1010.30.4550.5214.300	Repair and Maint Service Accident and Negligence	3,367	4,500	4,500	1,961	4,500	-
1010.30.4550.5216.100	Communications General Services	560	900	900	-	900	-
1010.30.4550.5218.100	Advertising General	45	-	-	-	-	-
1010.30.4550.5220.100	Employee Development General	1,736	2,500	2,500	-	2,500	-
1010.30.4550.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	15	50	50	-	50	-
1010.30.4550.5303	Improvements	12,444	-	-	-	-	-
1010.30.4550.5304	Furniture & Equipment	-	-	-	9,261	-	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Program Total: 4550 - Fleet Management		216,575	228,502	228,502	75,532	210,003	(18,499)
Department: 35 - Fire							
Program: 4610 - Fire - Administrative							
1010.35.4610.5101	Salaries - Permanent	38,781	40,746	40,746	13,886	51,239	10,493
1010.35.4610.5105	Salaries - Overtime/FLSA	806	-	-	-	-	-
1010.35.4610.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	2,569	2,558	2,558
1010.35.4610.5106.200	Incentives & Admin Leave Gym Reimbursement	90	120	120	30	120	-
1010.35.4610.5109.100	Allowances Uniform Allowance	227	227	227	66	227	-
1010.35.4610.5109.101	Allowances Boot Allowance	167	163	163	167	163	-
1010.35.4610.5111	Medicare	656	596	596	264	786	190
1010.35.4610.5112.101	Retirement Contribution PERS	2,790	3,390	3,390	1,078	4,199	809
1010.35.4610.5113	Worker's Compensation	1,360	1,521	1,521	1,814	1,859	338
1010.35.4610.5114.101	Health Insurance Medical	4,858	4,840	4,840	1,417	4,840	-
1010.35.4610.5115	Unemployment Compensation	-	-	-	121	-	-
1010.35.4610.5116.101	Life and Disability Insurance Life & Disab.	240	623	623	70	730	107
1010.35.4610.5116.102	Life and Disability Insurance Long Term/Short Term Disability	374	-	-	129	-	-
1010.35.4610.5119.100	Retiree Costs Medical Insurance	54,511	51,584	51,584	13,404	51,584	-
1010.35.4610.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,174)	-	-	-	-	-
1010.35.4610.5201.100	Office Supplies General	214	250	250	-	250	-
1010.35.4610.5202.100	Operating Supplies General	1,520	3,300	3,300	156	3,300	-
1010.35.4610.5203.100	Repairs and Maint Supplies General	3,694	5,500	5,500	939	5,500	-
1010.35.4610.5209.101	Auto Fuel Expense Town Vehicles	806	700	700	430	700	-
1010.35.4610.5210.100	Postage General	353	300	300	111	300	-
1010.35.4610.5211.135	Utilities Water and Sewer	1,457	2,820	2,820	418	2,820	-
1010.35.4610.5211.137	Utilities Electric and Gas	19,762	24,000	24,000	4,978	24,000	-
1010.35.4610.5211.139	Utilities Propane	598	600	600	25	600	-
1010.35.4610.5213.100	Professional/Contract Services General	4,155	4,894	4,894	39	4,894	-
1010.35.4610.5214.100	Repair and Maint Service General	5,945	6,395	6,395	2,886	6,395	-
1010.35.4610.5215.106	Rents and Leases Copiers	2,316	2,316	2,316	791	2,316	-
1010.35.4610.5216.100	Communications General Services	10,376	11,143	11,143	2,538	11,143	-
1010.35.4610.5218.100	Advertising General	102	-	-	-	-	-
1010.35.4610.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	5	6	6	-	6	-
1010.35.4610.5501	Debt Service Payment - Principal	2,363	2,071	2,071	-	2,071	-
Program Total: 4610 - Fire - Administrative		156,353	168,105	168,105	48,326	182,600	14,495
Program: 4615 - Fire - EOC							
1010.35.4615.5202.100	Operating Supplies General	89	150	150	-	150	-
1010.35.4615.5203.100	Repairs and Maint Supplies General	2,100	-	-	-	-	-
1010.35.4615.5209.101	Auto Fuel Expense Town Vehicles	220	-	-	-	-	-
1010.35.4615.5214.100	Repair and Maint Service General	4,760	4,760	4,760	4,760	4,760	-
1010.35.4615.5216.100	Communications General Services	5,606	5,672	5,672	1,523	5,672	-
1010.35.4615.5223.105	Meals and Refreshments Emergencies and Meetings	179	175	175	-	175	-
1010.35.4615.5304	Furniture & Equipment	(30)	-	-	-	-	-
Program Total: 4615 - Fire - EOC		12,925	10,757	10,757	6,283	10,757	-
Program: 4630 - Fire - Suppression							
1010.35.4630.5112.101	Retirement Contribution PERS	174,276	141,295	141,295	21,449	89,455	360
1010.35.4630.5119.100	Retiree Costs Medical Insurance	188,023	179,209	179,209	47,402	179,209	-

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1010.35.4630.5202.100	Operating Supplies General	7,451	12,300	12,300	722	12,300	-
1010.35.4630.5203.100	Repairs and Maint Supplies General	1,653	2,900	2,900	-	2,900	-
1010.35.4630.5209.101	Auto Fuel Expense Town Vehicles	12,110	14,500	14,500	3,041	14,500	-
1010.35.4630.5213.100	Professional/Contract Services General	2,878,635	3,538,633	3,538,633	-	3,674,111	135,478
1010.35.4630.5214.100	Repair and Maint Service General	546	8,500	8,500	4,197	8,500	-
1010.35.4630.5216.100	Communications General Services	-	8,316	8,316	-	8,316	-
1010.35.4630.5220.100	Employee Development General	-	650	650	-	650	-
1010.35.4630.5223.105	Meals and Refreshments Emergencies and Meetings	-	25	25	-	25	-
1010.35.4630.5269.135	Emergency Incident Costs Fire Related	-	300	300	-	300	-
1010.35.4630.5304	Furniture & Equipment	12,979	19,852	19,852	4,637	19,852	-
1010.35.4630.5501	Debt Service Payment - Principal	68,738	68,738	68,738	68,738	68,738	-
Program Total: 4630 - Fire - Suppression		3,344,409	3,995,218	3,995,218	150,185	4,078,856	83,638
Program: 4640 - Fire - Volunteer Program							
1010.35.4640.5118	Volunteer Benefits	4,498	2,960	2,960	957	2,889	(71)
1010.35.4640.5202.100	Operating Supplies General	-	200	200	-	200	-
1010.35.4640.5213.100	Professional/Contract Services General	259	487	487	-	487	-
Program Total: 4640 - Fire - Volunteer Program		4,757	3,647	3,647	957	3,576	(71)
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
1010.40.4720.5101	Salaries - Permanent	79,592	82,798	82,798	19,190	89,028	6,230
1010.40.4720.5105	Salaries - Overtime/FLSA	2,342	-	-	-	-	-
1010.40.4720.5106.100	Incentives & Admin Leave Administrative Leave	815	1,679	1,679	3,648	5,910	4,231
1010.40.4720.5107	Car Allowance/Mileage	414	552	552	-	368	(184)
1010.40.4720.5109.101	Allowances Boot Allowance	450	450	450	450	450	-
1010.40.4720.5111	Medicare	1,150	1,345	1,345	336	1,494	149
1010.40.4720.5112.101	Retirement Contribution PERS	22,497	11,309	11,309	4,007	16,366	5,057
1010.40.4720.5113	Worker's Compensation	3,892	4,047	4,047	4,047	4,128	81
1010.40.4720.5114.101	Health Insurance Medical	9,984	14,412	14,412	3,023	14,209	(203)
1010.40.4720.5114.102	Health Insurance Dental	1,575	-	-	418	-	-
1010.40.4720.5114.103	Health Insurance Vision	127	-	-	33	-	-
1010.40.4720.5115	Unemployment Compensation	-	-	-	158	-	-
1010.40.4720.5116.101	Life and Disability Insurance Life & Disab.	338	1,094	1,094	82	1,071	(23)
1010.40.4720.5116.102	Life and Disability Insurance Long Term/Short Term Disability	474	-	-	153	-	-
1010.40.4720.5119.100	Retiree Costs Medical Insurance	15,129	15,281	15,281	9,909	15,281	-
1010.40.4720.5122	Accrual Bank Payoff	-	7,256	7,256	-	7,256	-
1010.40.4720.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(1,124)	-	-	-	-	-
1010.40.4720.5201.100	Office Supplies General	148	150	150	67	150	-
1010.40.4720.5202.100	Operating Supplies General	287	200	200	217	200	-
1010.40.4720.5209.101	Auto Fuel Expense Town Vehicles	156	750	750	39	750	-
1010.40.4720.5210.100	Postage General	333	600	600	135	600	-
1010.40.4720.5213.100	Professional/Contract Services General	637	50	50	-	50	-
1010.40.4720.5214.100	Repair and Maint Service General	5,265	5,382	5,382	4,601	5,382	-
1010.40.4720.5216.100	Communications General Services	1,152	1,910	1,910	322	1,910	-
1010.40.4720.5218.100	Advertising General	871	1,200	1,200	540	1,200	-
1010.40.4720.5220.100	Employee Development General	515	-	-	-	-	-
1010.40.4720.5501	Debt Service Payment - Principal	7,337	7,337	7,337	-	7,337	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Program Total: 4720 - CDD Planning		154,355	157,802	157,802	51,376	173,140	15,338
Program: 4780 - CDD - Waste Management							
1010.40.4780.5101	Salaries - Permanent	29,762	5,113	5,113	801	4,660	(453)
1010.40.4780.5105	Salaries - Overtime/FLSA	1,303	-	-	-	-	-
1010.40.4780.5106.100	Incentives & Admin Leave Administrative Leave	602	259	259	182	421	162
1010.40.4780.5107	Car Allowance/Mileage	306	72	72	-	48	(24)
1010.40.4780.5111	Medicare	452	157	157	15	152	(5)
1010.40.4780.5112.101	Retirement Contribution PERS	2,804	1,113	1,113	82	1,450	337
1010.40.4780.5113	Worker's Compensation	466	68	68	61	58	(10)
1010.40.4780.5114.101	Health Insurance Medical	2,899	559	559	38	516	(43)
1010.40.4780.5114.102	Health Insurance Dental	528	-	-	9	-	-
1010.40.4780.5114.103	Health Insurance Vision	53	-	-	1	-	-
1010.40.4780.5115	Unemployment Compensation	-	-	-	7	-	-
1010.40.4780.5116.101	Life and Disability Insurance Life & Disab.	107	60	60	2	44	(16)
1010.40.4780.5116.102	Life and Disability Insurance Long Term/Short Term Disability	301	-	-	7	-	-
1010.40.4780.5122	Accrual Bank Payoff	-	5,363	5,363	-	5,363	-
1010.40.4780.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,783)	-	-	-	-	-
1010.40.4780.5213.100	Professional/Contract Services General	42	20	20	13	20	-
1010.40.4780.5501	Debt Service Payment - Principal	1,178	1,178	1,178	-	1,178	-
Program Total: 4780 - CDD - Waste Management		38,019	13,962	13,962	1,217	13,910	(52)
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
1010.45.4740.5101	Salaries - Permanent	20,397	16,965	16,965	1,860	80,081	63,116
1010.45.4740.5102	Salaries - Temporary	1,362	-	-	-	-	-
1010.45.4740.5105	Salaries - Overtime/FLSA	2,208	-	-	64	-	-
1010.45.4740.5106.100	Incentives & Admin Leave Administrative Leave	926	720	720	329	4,480	3,760
1010.45.4740.5106.200	Incentives & Admin Leave Gym Reimbursement	16	-	-	-	-	-
1010.45.4740.5107	Car Allowance/Mileage	360	300	300	5	1,358	1,058
1010.45.4740.5109.101	Allowances Boot Allowance	45	45	45	45	45	-
1010.45.4740.5111	Medicare	379	287	287	60	1,272	985
1010.45.4740.5112.101	Retirement Contribution PERS	2,679	3,252	3,252	708	9,113	5,861
1010.45.4740.5112.102	Retirement Contribution Social Security	84	-	-	-	-	-
1010.45.4740.5113	Worker's Compensation	2,333	2,183	2,183	2,916	4,051	1,868
1010.45.4740.5114.101	Health Insurance Medical	1,770	2,452	2,452	306	9,449	6,997
1010.45.4740.5114.102	Health Insurance Dental	303	-	-	-	-	-
1010.45.4740.5114.103	Health Insurance Vision	27	-	-	-	-	-
1010.45.4740.5115	Unemployment Compensation	-	-	-	29	-	-
1010.45.4740.5116.101	Life and Disability Insurance Life & Disab.	81	217	217	7	975	758
1010.45.4740.5116.102	Life and Disability Insurance Long Term/Short Term Disability	202	-	-	15	-	-
1010.45.4740.5119.100	Retiree Costs Medical Insurance	7,516	7,335	7,335	1,801	7,335	-
1010.45.4740.5122	Accrual Bank Payoff	-	-	-	1,693	1,769	1,769
1010.45.4740.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(2,975)	-	-	-	-	-
1010.45.4740.5201.100	Office Supplies General	62	25	25	-	25	-
1010.45.4740.5209.101	Auto Fuel Expense Town Vehicles	3,055	3,000	3,000	1,504	3,000	-
1010.45.4740.5210.100	Postage General	96	120	120	17	120	-
1010.45.4740.5213.100	Professional/Contract Services General	6,406	10,000	10,000	4,599	10,000	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
1010.45.4740.5214.100	Repair and Maint Service General	3,504	2,876	2,876	2,301	2,876	-
1010.45.4740.5216.100	Communications General Services	81	81	81	24	81	-
1010.45.4740.5218.100	Advertising General	-	100	100	-	100	-
1010.45.4740.5220.100	Employee Development General	-	1,500	1,500	-	1,500	-
1010.45.4740.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	36	-	-	-	-	-
Program Total: 4740 - Public Works - Engineering		50,953	51,458	51,458	18,281	137,630	86,172
Program: 4745 - Paradise Community Park							
1010.45.4745.5202.100	Operating Supplies General	1,531	1,700	1,700	156	1,700	-
1010.45.4745.5203.100	Repairs and Maint Supplies General	1,065	2,000	2,000	439	2,000	-
1010.45.4745.5211.135	Utilities Water and Sewer	4,264	7,200	7,200	-	7,200	-
1010.45.4745.5211.137	Utilities Electric and Gas	2,328	3,600	3,600	808	3,600	-
1010.45.4745.5214.100	Repair and Maint Service General	244	200	200	99	200	-
1010.45.4745.5216.100	Communications General Services	255	252	252	64	252	-
Program Total: 4745 - Paradise Community Park		9,687	14,952	14,952	1,566	14,952	-
Program: 4747 - Public Facilities							
1010.45.4747.5203.100	Repairs and Maint Supplies General	-	500	500	-	500	-
1010.45.4747.5211.135	Utilities Water and Sewer	5,748	8,000	8,000	480	8,000	-
1010.45.4747.5214.100	Repair and Maint Service General	300	500	500	100	500	-
Program Total: 4747 - Public Facilities		6,048	9,000	9,000	580	9,000	-
EXPENSES Total		12,060,351	12,793,889	12,820,912	2,600,676	13,535,070	714,158
Fund Total: 1010 - General Fund Net Income		172,704	(55,344)	421,732	(2,421,837)	(129,538)	(551,270)
Measure C Net Income		172,705	(55,344)	(5,344)	(50,010)	(85,024)	(79,680)
General Fund without Measure C Net Income		(0)	-	427,076	(2,371,826)	(44,514)	(471,590)
General Fund Ending Fund Balance		3,937,699	3,882,355	4,359,431		3,808,161	
Designated Reserves							
	Nonspendable (RDA and other Loans)	1,295,104	1,255,934	1,255,934		1,255,934	
	Assigned for Property Abatements	20,000	20,000	20,000		20,000	
	Unassigned - Cash Flow	1,549,130	1,588,300	2,015,376		1,549,130	
Designated Reserves - Measure C							
	Assigned - Police Vehicle Payments	20,637	20,637	20,637		20,637	
	Unassigned - Contingencies	1,052,828	997,484	1,047,484		962,460	

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2030 - Building Safety & Waste Wtr Svcs							
REVENUES							
Department: 40 - Community Development							
Program: 4730 - Building and Onsite Inspections							
2030.40.4730.3380.102	Local Government Revenue Fines and Citations Onsite	21,350	15,000	15,000	-	15,000	-
2030.40.4730.3401.301	CDD Building Plan Check Fees	404,530	700,000	700,000	497,349	1,000,000	300,000
2030.40.4730.3401.302	CDD Building Construction Review-Bldg Permit	534,528	650,000	650,000	602,953	1,200,000	550,000
2030.40.4730.3401.306	CDD Building Development Permit/DIF Est Req	613	1,500	1,500	613	1,500	-
2030.40.4730.3401.320	CDD Building Permit Valuation Surcharge	808	2,500	2,500	488	2,500	-
2030.40.4730.3404.116	Onsite Land Use Review	21,659	36,000	36,000	15,418	36,000	-
2030.40.4730.3404.117	Onsite Repairs to Maintain Existing Use	55,851	48,000	48,000	29,655	48,000	-
2030.40.4730.3404.118	Onsite New Installation Standard System	6,929	5,000	5,000	544	5,000	-
2030.40.4730.3404.119	Onsite Permit: Alteration/Expanded Use	5,044	8,000	8,000	11,648	15,000	7,000
2030.40.4730.3404.120	Onsite Review for Land Division	541	541	541	-	541	-
2030.40.4730.3404.125	Onsite Escrow Clearance	31,701	30,000	30,000	7,512	30,000	-
2030.40.4730.3404.126	Onsite Building Permit Clearance	12,534	30,000	30,000	16,926	30,000	-
2030.40.4730.3404.127	Onsite Operating Permit/Annual	387,730	395,000	395,000	2,382	395,000	-
2030.40.4730.3404.128	Onsite Construct Install Permit Renewal	272	272	272	-	272	-
2030.40.4730.3404.129	Onsite Innovative System Review/Permit	1,882	1,882	1,882	-	1,882	-
2030.40.4730.3404.130	Onsite Water Well Clearance	659	1,200	1,200	188	1,200	-
2030.40.4730.3404.137	Onsite Alternative Systems Review	3,218	3,000	3,000	573	3,000	-
2030.40.4730.3404.138	Onsite Abandonment of Septic System	1,575	1,200	1,200	859	1,200	-
2030.40.4730.3404.150	Onsite Annual Evaluator License Fee	350	1,500	1,500	-	1,500	-
2030.40.4730.3404.151	Onsite Extension Req for Eval or Repair	368	500	500	-	500	-
2030.40.4730.3422.337	Fire Code Enforcement Inspection	42,415	50,000	50,000	67,874	100,000	50,000
2030.40.4730.3422.368	Fire Permit Fees	16,916	25,000	25,000	21,417	25,000	-
2030.40.4730.3610.100	Interest Revenue Investments	7,102	2,000	2,000	-	2,000	-
2030.40.4730.3901.100	Refunds and Reimbursements Miscellaneous	5,557	25,000	25,000	-	25,000	-
2030.40.4730.3902.100	Miscellaneous Revenue General	0	-	-	6	-	-
2030.40.4730.3902.110	Miscellaneous Revenue Cash Over and Short	(0)	-	-	-	-	-
REVENUES Total		1,564,131	2,033,095	2,033,095	1,276,406	2,940,095	907,000
EXPENSES							
Department: 40 - Community Development							
Program: 4730 - Building and Onsite Inspections							
2030.40.4730.5101	Salaries - Permanent	349,445	383,064	383,064	98,315	428,482	45,418
2030.40.4730.5102	Salaries - Temporary	27,620	-	-	-	-	-
2030.40.4730.5105	Salaries - Overtime/FLSA	19,330	2,000	2,000	-	2,000	-
2030.40.4730.5106.100	Incentives & Admin Leave Administrative Leave	5,869	10,478	10,478	19,573	30,429	19,951
2030.40.4730.5106.200	Incentives & Admin Leave Gym Reimbursement	180	240	240	60	240	-
2030.40.4730.5107	Car Allowance/Mileage	1,318	2,008	2,008	57	1,404	(604)
2030.40.4730.5109.100	Allowances Uniform Allowance	455	455	455	133	459	4
2030.40.4730.5109.101	Allowances Boot Allowance	1,183	687	687	683	683	(4)
2030.40.4730.5111	Medicare	5,873	5,680	5,680	1,781	6,606	926
2030.40.4730.5112.101	Retirement Contribution PERS	85,517	105,556	105,556	28,261	116,948	892
2030.40.4730.5113	Worker's Compensation	27,011	19,961	19,961	21,818	22,163	202
2030.40.4730.5114.101	Health Insurance Medical	49,770	52,619	52,619	10,345	51,451	(1,168)

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
2030.40.4730.5114.102	Health Insurance Dental	8,760	-	-	2,038	-	-
2030.40.4730.5114.103	Health Insurance Vision	607	-	-	129	-	-
2030.40.4730.5115	Unemployment Compensation	-	-	-	835	-	-
2030.40.4730.5116.101	Life and Disability Insurance Life & Disab.	1,695	5,076	5,076	425	5,064	(12)
2030.40.4730.5116.102	Life and Disability Insurance Long Term/Short Term Disability	3,483	-	-	980	-	-
2030.40.4730.5119.100	Retiree Costs Medical Insurance	32,601	33,363	33,363	8,238	33,363	-
2030.40.4730.5122	Accrual Bank Payoff	3,767	19,163	19,163	226	19,163	-
2030.40.4730.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(37,044)	-	-	-	-	-
2030.40.4730.5201.100	Office Supplies General	409	500	500	108	500	-
2030.40.4730.5202.100	Operating Supplies General	931	2,250	2,250	1,038	2,250	-
2030.40.4730.5204	Subscriptions and Code Books	-	2,000	2,000	-	2,000	-
2030.40.4730.5209.101	Auto Fuel Expense Town Vehicles	3,033	5,000	5,000	1,549	5,000	-
2030.40.4730.5210.100	Postage General	567	1,500	1,500	27	1,500	-
2030.40.4730.5213.100	Professional/Contract Services General	174,649	1,068,125	1,068,125	301,017	2,000,000	931,875
2030.40.4730.5214.100	Repair and Maint Service General	39,348	88,735	88,735	53,710	88,735	-
2030.40.4730.5216.100	Communications General Services	2,667	3,690	3,690	652	3,690	-
2030.40.4730.5218.100	Advertising General	1,262	3,016	3,016	-	3,016	-
2030.40.4730.5219.100	Printing General	-	100	100	-	100	-
2030.40.4730.5220.100	Employee Development General	1,775	2,765	2,765	685	2,765	-
2030.40.4730.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	25	-	-	-	-	-
2030.40.4730.5225	Bank Fees and Charges	352	-	-	-	-	-
2030.40.4730.5304	Furniture & Equipment	-	23,061	23,061	2,733	23,061	-
2030.40.4730.5501	Debt Service Payment - Principal	14,161	12,502	12,502	3,651	12,502	-
2030.40.4730.5910.010	Transfers Out To General Fund	164,288	191,313	191,313	-	191,313	-
EXPENSES Total		990,908	2,044,907	2,044,907	559,068	3,054,887	1,009,980
Fund Total: 2030 - Building Safety & Wastewater Svcs Net Income		573,222	(11,812)	(11,812)	717,339	(114,792)	(102,980)
Building Safety & Wastewater Services Ending Fund Balance		1,179,805	1,167,993	1,167,993		1,065,013	

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2070 - Animal Control							
REVENUES							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
2070.30.4540.3120.330	Other Taxes Voter Appointed Parcel Tax	132,420	132,152	132,152	-	132,152	-
2070.30.4540.3380.105	Local Government Revenue Fines and Citations Animal Cntrl	4,540	4,000	4,000	400	4,000	-
2070.30.4540.3410.113	Administrative Services Document Copying	21	5	5	15	5	-
2070.30.4540.3410.150	Administrative Services Late Fees	495	400	400	53	400	-
2070.30.4540.3455.200	Animal Control Adoption Fees	5,659	4,000	4,000	1,738	4,000	-
2070.30.4540.3455.205	Animal Control Surrender/Euth/Disp Fees	1,023	200	200	44	200	-
2070.30.4540.3455.210	Animal Control Dog Licenses	8,279	2,500	2,500	1,347	2,500	-
2070.30.4540.3455.215	Animal Control Dangerous/Wild Animal Permit	219	-	-	-	-	-
2070.30.4540.3455.225	Animal Control Impound/Quarantine Fees	7,151	6,000	6,000	1,998	6,000	-
2070.30.4540.3455.226	Animal Control Impound Unaltered State Fee	1,173	900	900	330	900	-
2070.30.4540.3902.100	Miscellaneous Revenue General	400	200	200	0	200	-
2070.30.4540.3910.010	Transfers In From General Fund	158,599	197,640	197,640	49,410	247,142	49,502
2070.30.4540.3910.811	Transfers In From Animal Control Donations	12,943	17,748	17,748	-	19,159	1,411
REVENUES Total		332,923	365,745	365,745	55,335	416,658	50,913
EXPENSES							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
2070.30.4540.5101	Salaries - Permanent	140,023	150,899	150,899	52,470	183,865	32,966
2070.30.4540.5102	Salaries - Temporary	2,658	-	-	-	-	-
2070.30.4540.5104	Wages - PS Holiday Pay	6,715	6,396	6,396	2,586	7,696	1,300
2070.30.4540.5105	Salaries - Overtime/FLSA	12,462	4,500	4,500	939	5,300	800
2070.30.4540.5106.100	Incentives & Admin Leave Administrative Leave	-	-	-	9,102	9,102	9,102
2070.30.4540.5106.200	Incentives & Admin Leave Gym Reimbursement	90	90	90	-	90	-
2070.30.4540.5109.100	Allowances Uniform Allowance	3,847	2,558	2,558	853	2,558	-
2070.30.4540.5111	Medicare	2,432	2,384	2,384	979	3,025	641
2070.30.4540.5112.101	Retirement Contribution PERS	17,612	23,528	23,528	7,218	27,029	3,501
2070.30.4540.5112.102	Retirement Contribution Social Security	204	-	-	-	-	-
2070.30.4540.5113	Worker's Compensation	17,616	17,625	17,625	19,351	19,891	2,266
2070.30.4540.5114.101	Health Insurance Medical	22,988	28,515	28,515	8,241	28,515	-
2070.30.4540.5114.102	Health Insurance Dental	3,151	-	-	1,118	-	-
2070.30.4540.5114.103	Health Insurance Vision	169	-	-	64	-	-
2070.30.4540.5115	Unemployment Compensation	-	-	-	451	-	-
2070.30.4540.5116.101	Life and Disability Insurance Life & Disab.	942	2,358	2,358	321	2,695	337
2070.30.4540.5116.102	Life and Disability Insurance Long Term/Short Term Disability	1,357	-	-	542	-	-
2070.30.4540.5119.100	Retiree Costs Medical Insurance	9,484	9,637	9,637	2,389	9,637	-
2070.30.4540.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(8,702)	-	-	-	-	-
2070.30.4540.5201.100	Office Supplies General	-	150	150	-	150	-
2070.30.4540.5202.100	Operating Supplies General	8,608	9,900	9,900	265	9,900	-
2070.30.4540.5203.100	Repairs and Maint Supplies General	39	250	250	-	250	-
2070.30.4540.5204	Subscriptions and Code Books	144	150	150	-	150	-
2070.30.4540.5209.101	Auto Fuel Expense Town Vehicles	3,513	3,000	3,000	1,132	3,000	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
2070.30.4540.5210.100	Postage General	3	-	-	-	-	-
2070.30.4540.5211.135	Utilities Water and Sewer	702	1,000	1,000	44	1,000	-
2070.30.4540.5211.137	Utilities Electric and Gas	3,388	3,900	3,900	661	3,900	-
2070.30.4540.5211.139	Utilities Propane	1,848	1,500	1,500	73	1,500	-
2070.30.4540.5213.100	Professional/Contract Services General	13,491	15,400	15,400	1,618	15,400	-
2070.30.4540.5214.100	Repair and Maint Service General	7,288	7,674	7,674	1,470	7,674	-
2070.30.4540.5215.100	Rents and Leases Miscellaneous	1	1	1	-	1	-
2070.30.4540.5216.100	Communications General Services	2,155	2,739	2,739	524	2,739	-
2070.30.4540.5218.100	Advertising General	112	-	-	-	-	-
2070.30.4540.5219.100	Printing General	43	350	350	-	350	-
2070.30.4540.5220.100	Employee Development General	3,152	5,300	5,300	242	5,300	-
2070.30.4540.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	45	30	30	15	30	-
2070.30.4540.5225	Bank Fees and Charges	672	550	550	(107)	550	-
2070.30.4540.5303	Improvements	-	5,000	5,000	-	5,000	-
2070.30.4540.5304	Furniture & Equipment	3,895	-	-	-	-	-
2070.30.4540.5910.010	Transfers Out To General Fund	50,568	60,361	60,361	-	60,361	-
EXPENSES Total		332,716	365,745	365,745	112,560	416,658	50,913
Fund Total: 2070 - Animal Control Net Income		207	-	-	(57,225)	-	-
Animal Control Ending Fund Balance		0	0	0	0	0	0

TOWN OF PARADISE

Budget Performance as of October 31, 2019

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2090 - Camp Fire							
REVENUES							
2090.00.0000.3345.100	State Revenues - Other Refunds & Reimbursements	1,879,165	1,073,983	1,073,983	-	1,041,405	(32,578)
2090.00.0000.3901.145	Refunds and Reimbursements Insurance Proceeds	1,169,693	323,626	323,626	-	1,800,275	1,476,649
2090.00.0000.3910.811	Transfers In From Animal Control Donations	4,324	6,726	6,726	-	20,952	14,226
2090.00.0000.3910.815	Transfers In From General Misc Donations	670,576	249,670	249,670	-	299,379	49,709
REVENUES Total		3,723,758	1,654,005	1,654,005	-	3,162,012	1,508,007
EXPENSES							
FEMA Emergency Tree Removal - B1							
2090.00.0000.500.5202.100	Operating Supplies General	736	-	-	-	-	-
2090.00.0000.500.5213.100	Professional/Contract Services General	312,444	50,000	50,000	-	50,000	-
2090.35.4616.500.5213.100	Professional/Contract Services General	187,765	-	-	-	-	-
2090.45.4743.500.5199.130	Other Payroll Expenses Interfund Payroll Transfers	76	-	-	-	-	-
2090.45.4750.500.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,558	-	-	-	-	-
2090.45.4750.500.5202.100	Operating Supplies General	1	-	-	-	-	-
2090.45.4750.500.5215.131	Rents and Leases Street Maintenance Equipment	1,626	-	-	-	-	-
Program FEMA Emergency Tree Removal		504,206	50,000	50,000	-	50,000	-
FEMA - TOP Emergency Response B2							
2090.00.0000.501.5202.100	Operating Supplies General	26,505	-	-	-	-	-
2090.00.0000.501.5209.101	Auto Fuel Expense Town Vehicles	3,735	-	-	-	-	-
2090.00.0000.501.5210.100	Postage General	20	-	-	-	-	-
2090.00.0000.501.5213.100	Professional/Contract Services General	9,029	-	-	1,284	-	-
2090.00.0000.501.5216.100	Communications General Services	316	-	-	-	-	-
2090.00.0000.501.5223.105	Meals and Refreshments Emergencies and Meetings	13,808	-	-	-	-	-
2090.15.4100.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	2,310	-	-	-	-	-
2090.20.4200.501.5102	Salaries - Temporary	5,148	-	-	-	-	-
2090.20.4200.501.5105	Salaries - Overtime/FLSA	3,312	-	-	-	-	-
2090.20.4200.501.5111	Medicare	123	-	-	-	-	-
2090.20.4200.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(6,902)	-	-	-	-	-
2090.20.4200.501.5209.101	Auto Fuel Expense Town Vehicles	282	-	-	-	-	-
2090.20.4201.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,074	-	-	-	-	-
2090.20.4202.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	13,790	-	-	-	-	-
2090.20.4202.501.5209.101	Auto Fuel Expense Town Vehicles	647	-	-	-	-	-
2090.20.4202.501.5223.105	Meals and Refreshments Emergencies and Meetings	22	-	-	-	-	-
2090.20.4203.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	2,543	-	-	-	-	-

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G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
2090.25.4400.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	5,672	-	-	-	-	-
2090.25.4400.501.5218.100	Advertising General	178	-	-	-	-	-
2090.30.4510.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	23,691	-	-	-	-	-
2090.30.4510.501.5202.100	Operating Supplies General	193	-	-	-	-	-
2090.30.4510.501.5203.100	Repairs and Maint Supplies General	67	-	-	-	-	-
2090.30.4510.501.5209.101	Auto Fuel Expense Town Vehicles	71	-	-	-	-	-
2090.30.4520.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	189,027	-	-	-	-	-
2090.30.4520.501.5202.100	Operating Supplies General	1,345	-	-	-	-	-
2090.30.4520.501.5203.100	Repairs and Maint Supplies General	658	-	-	-	-	-
2090.30.4520.501.5209.101	Auto Fuel Expense Town Vehicles	13,328	-	-	-	-	-
2090.30.4520.501.5304	Furniture & Equipment	4,006	-	-	-	-	-
2090.30.4530.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	21,968	-	-	-	-	-
2090.30.4530.501.5202.100	Operating Supplies General	51	-	-	-	-	-
2090.30.4530.501.5209.101	Auto Fuel Expense Town Vehicles	24	-	-	-	-	-
2090.30.4540.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	8,702	-	-	-	-	-
2090.30.4540.501.5202.100	Operating Supplies General	17	-	-	-	-	-
2090.30.4540.501.5203.100	Repairs and Maint Supplies General	29	-	-	-	-	-
2090.30.4540.501.5209.101	Auto Fuel Expense Town Vehicles	1,974	-	-	-	-	-
2090.30.4540.501.5214.100	Repair and Maint Service General	137	-	-	-	-	-
2090.30.4550.501.5202.100	Operating Supplies General	130	-	-	-	-	-
2090.30.4550.501.5203.100	Repairs and Maint Supplies General	1,533	-	-	-	-	-
2090.30.4550.501.5223.105	Meals and Refreshments Emergencies and Meetings	309	-	-	-	-	-
2090.35.4610.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	2,174	-	-	-	-	-
2090.35.4610.501.5203.100	Repairs and Maint Supplies General	61	-	-	-	-	-
2090.35.4610.501.5211.137	Utilities Electric and Gas	9,578	-	-	-	-	-
2090.35.4610.501.5214.100	Repair and Maint Service General	533	-	-	-	-	-
2090.35.4615.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	9,467	-	-	-	-	-
2090.35.4630.501.5209.101	Auto Fuel Expense Town Vehicles	2,465	-	-	-	-	-
2090.35.4630.501.5223.105	Meals and Refreshments Emergencies and Meetings	130	-	-	-	-	-
2090.40.4720.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,124	-	-	-	-	-
2090.40.4720.501.5209.101	Auto Fuel Expense Town Vehicles	58	-	-	-	-	-
2090.40.4730.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	36,589	-	-	-	-	-
2090.40.4730.501.5209.101	Auto Fuel Expense Town Vehicles	654	-	-	-	-	-
2090.40.4780.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	2,783	-	-	-	-	-
2090.45.4550.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,042	-	-	-	-	-
2090.45.4550.501.5209.101	Auto Fuel Expense Town Vehicles	204	-	-	-	-	-

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2090.45.4740.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	2,063	-	-	-	-	-
2090.45.4740.501.5202.100	Operating Supplies General	599	-	-	-	-	-
2090.45.4740.501.5209.101	Auto Fuel Expense Town Vehicles	338	-	-	-	-	-
2090.45.4743.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,403	-	-	-	-	-
2090.45.4750.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	60,051	-	-	-	-	-
2090.45.4750.501.5202.100	Operating Supplies General	3,899	-	-	-	-	-
2090.45.4750.501.5209.101	Auto Fuel Expense Town Vehicles	3,662	-	-	-	-	-
2090.45.4750.501.5214.100	Repair and Maint Service General	17,779	-	-	-	-	-
2090.45.4750.501.5215.131	Rents and Leases Street Maintenance Equipment	20,341	-	-	-	-	-
2090.45.4750.501.5216.100	Communications General Services	167	-	-	-	-	-
2090.45.4750.501.5304	Furniture & Equipment	1,294	-	-	-	-	-
2090.55.4800.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	19,498	-	-	-	-	-
2090.60.4975.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	251	-	-	-	-	-
Program Total: TOP Emergency Response		547,079	-	-	1,284	-	-
FEMA EMMA Mutual Aid EOC - B3&4							
2090.00.0000.502.5224	Travel Expenses - Lodging, Airfare, Incidentals	1,060	-	-	-	-	-
Program Total: FEMA EMMA Mutail Aid EOC		1,060	-	-	-	-	-
FEMA - Firearm Removal							
2090.30.4520.503.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	10,000	10,000	-	10,000	-
2090.30.4520.503.5202.100	Operating Supplies General	-	500	500	-	500	-
2090.30.4520.503.5213.100	Professional/Contract Services General	-	1,500	1,500	-	1,500	-
2090.30.4520.503.5215.100	Rents and Leases Miscellaneous	-	1,200	1,200	-	1,200	-
Program Total: FEMA - Firearm Removal		-	13,200	13,200	-	13,200	-
FEMA Safety Assessment (SAP) B10							
2090.00.0000.504.5202.100	Operating Supplies General	2,356	-	-	-	-	-
2090.00.0000.504.5223.105	Meals and Refreshments Emergencies and Meetings	96	-	-	-	-	-
2090.00.0000.504.5224	Travel Expenses - Lodging, Airfare, Incidentals	13,668	-	-	-	-	-
Program Total: FEMA - Safety Assessment (SAP)		16,120	-	-	-	-	-
FEMA Toxic Debris Removal A2&3							
2090.00.0000.505.5210.100	Postage General	-	-	-	343	343	343
2090.00.0000.505.5213.100	Professional/Contract Services General	-	-	-	6,166	6,166	6,166
2090.45.4750.505.5202.100	Operating Supplies General	-	-	-	12,618	12,618	12,618
2090.45.4750.505.5203.100	Repairs and Maint Supplies General	-	-	-	5	5	5
2090.45.4750.505.5214.100	Repair and Maint Service General	-	-	-	950	950	950
2090.45.4750.505.5215.100	Rents and Leases Miscellaneous	-	-	-	2,050	2,050	2,050
2090.45.4750.505.5220.100	Employee Development General	4,877	-	-	-	-	-

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Program Total: FEMA - Toxic Debris Removal		4,877	-	-	22,133	22,133	22,133
FEMA Administrative Costs Z1							
2090.00.0000.506.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	5	-	-	-	-	-
2090.00.0000.506.5213.100	Professional/Contract Services General	377,298	300,000	300,000	149,324	300,000	-
2090.25.4400.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	7,698	-	-	-	-	-
2090.40.4730.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	455	-	-	-	-	-
2090.45.4740.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	835	-	-	-	-	-
2090.45.4743.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	348	-	-	-	-	-
2090.45.4743.506.5213.100	Professional/Contract Services General	811	-	-	2,222	-	-
2090.45.4750.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	11,094	-	-	-	-	-
2090.55.4800.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	32	-	-	-	-	-
2090.60.4975.506.5199.130	Other Payroll Expenses Interfund Payroll Transfers	358	-	-	-	-	-
Program Total: FEMA - Administrative Costs		398,933	300,000	300,000	151,546	300,000	-
FEMA Haz Tree Removal (P2) - A1							
2090.00.0000.507.5213.100	Professional/Contract Services General	-	300,000	300,000	-	220,530	(79,470)
2090.45.4750.507.5213.100	Professional/Contract Services General	13,150	-	-	79,470	79,470	79,470
2090.45.4750.507.5220.100	Employee Development General	1,300	-	-	-	-	-
2090.45.4750.507.5304	Furniture & Equipment	8,750	-	-	-	-	-
Program Total: FEMA - Haz Tree Removal		23,200	300,000	300,000	79,470	300,000	-
FEMA - Culverts - C1-10							
2090.00.0000.508.5213.100	Professional/Contract Services General	319,284	100,000	100,000	-	100,000	-
2090.45.4740.508.5199.130	Other Payroll Expenses Interfund Payroll Transfers	77	-	-	-	-	-
2090.45.4740.508.5213.100	Professional/Contract Services General	23,024	300,000	300,000	-	300,000	-
2090.45.4740.508.5218.100	Advertising General	621	500	500	-	500	-
2090.45.4743.508.5199.130	Other Payroll Expenses Interfund Payroll Transfers	17	-	-	-	-	-
2090.45.4750.508.5199.130	Other Payroll Expenses Interfund Payroll Transfers	1,089	-	-	-	-	-
2090.45.4750.508.5202.100	Operating Supplies General	6	-	-	-	-	-
2090.45.4750.508.5203.100	Repairs and Maint Supplies General	1	-	-	-	-	-
2090.55.4800.508.5199.130	Other Payroll Expenses Interfund Payroll Transfers	446	-	-	-	-	-
Program Total: FEMA - Culverts		344,566	400,500	400,500	-	400,500	-
FEMA - Non Fed Aid Roads - C2							
2090.45.4743.509.5213.100	Professional/Contract Services General	-	20,000	20,000	-	7,259	(12,741)
2090.45.4750.509.5203.100	Repairs and Maint Supplies General	21,184	-	-	12,741	12,741	12,741
2090.45.4750.509.5213.100	Professional/Contract Services General	1,935	-	-	-	-	-
Program Total: FEMA - Non Fed Aid Roads		23,119	20,000	20,000	12,741	20,000	-
FEMA Town/Public Facilities E1							

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2090.00.0000.510.5203.100	Repairs and Maint Supplies General	36	-	-	-	-	-
2090.00.0000.510.5213.100	Professional/Contract Services General	3,711	-	-	-	-	-
Program Total: FEMA - Non Fed Aid Roads		3,747	-	-	-	-	-
FEMA - Town Equipment - E							
2090.00.0000.511.5304	Furniture & Equipment	-	5,000	5,000	-	5,000	-
Program Total: FEMA - Town Equipment		-	5,000	5,000	-	5,000	-
FEMA Barricades, Signs, Poles E							
2090.00.0000.512.5203.100	Repairs and Maint Supplies General	4	-	-	-	-	-
2090.00.0000.512.5304	Furniture & Equipment	9,635	-	-	-	-	-
2090.45.4750.512.5203.100	Repairs and Maint Supplies General	4,892	-	-	55	-	-
2090.45.4750.512.5213.100	Professional/Contract Services General	110,373	-	-	-	-	-
Program Total: FEMA - Barricades, Signs, Poles		124,903	-	-	55	-	-
FEMA Town Trails & Bikepaths - E							
2090.45.4740.513.5213.100	Professional/Contract Services General	12,327	-	-	-	-	-
Program Total: FEMA - Town Trails & Bikepaths		12,327	-	-	-	-	-
FEMA Irrigation & Entry ways G2							
2090.45.4750.514.5203.100	Repairs and Maint Supplies General	5	-	-	61	-	-
2090.45.4750.514.5213.100	Professional/Contract Services General	300	-	-	-	-	-
2090.45.4750.514.5214.100	Repair and Maint Service General	-	-	-	690	-	-
Program Total: FEMA - Irrigation & Entry ways		305	-	-	751	-	-
Insurance - Facilities Lost Use							
2090.00.0000.551.5202.100	Operating Supplies General	664	-	-	-	-	-
2090.00.0000.551.5213.100	Professional/Contract Services General	6,929	-	-	-	-	-
2090.00.0000.551.5214.100	Repair and Maint Service General	400	-	-	-	-	-
2090.00.0000.551.5215.100	Rents and Leases Miscellaneous	7,831	-	-	-	-	-
2090.20.4202.551.5202.100	Operating Supplies General	64	-	-	-	-	-
2090.20.4202.551.5213.100	Professional/Contract Services General	584	-	-	-	-	-
2090.20.4202.551.5216.100	Communications General Services	5,922	-	-	2,267	-	-
2090.20.4202.551.5304	Furniture & Equipment	4,728	-	-	-	-	-
2090.30.4530.551.5202.100	Operating Supplies General	435	-	-	-	-	-
2090.30.4530.551.5210.100	Postage General	100	-	-	-	-	-
2090.30.4530.551.5304	Furniture & Equipment	2,148	-	-	-	-	-
2090.45.4750.551.5203.100	Repairs and Maint Supplies General	714	-	-	30	-	-
Program Total: Insurance - Facilities Lost Use		30,517	-	-	2,297	-	-
Insurance Facility Rest & Repair							
2090.00.0000.552.5202.100	Operating Supplies General	280	-	-	-	-	-

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2090.00.0000.552.5203.100	Repairs and Maint Supplies General	10	-	-	-	-	-
2090.00.0000.552.5213.100	Professional/Contract Services General	82,255	-	-	-	-	-
2090.00.0000.552.5214.100	Repair and Maint Service General	489,647	-	-	-	-	-
2090.00.0000.552.5304	Furniture & Equipment	791	-	-	-	-	-
2090.20.4202.552.5202.100	Operating Supplies General	262	-	-	-	-	-
2090.20.4202.552.5304	Furniture & Equipment	7,309	-	-	-	-	-
2090.30.4510.552.5214.100	Repair and Maint Service General	175	-	-	950	-	-
2090.45.4740.552.5218.100	Advertising General	146	-	-	-	-	-
Program Total: Insurance - Facilities Lost Use		580,874	-	-	950	-	-
Insurance Facility Contents Repl							
2090.20.4202.553.5304	Furniture & Equipment	2,069	-	-	-	-	-
2090.30.4540.553.5202.100	Operating Supplies General	115	-	-	-	-	-
2090.45.4750.553.5201.100	Office Supplies General	38	-	-	-	-	-
2090.45.4750.553.5202.100	Operating Supplies General	12,193	-	-	5,697	5,697	5,697
2090.45.4750.553.5304	Furniture & Equipment	-	-	-	2,527	2,527	2,527
Program Total: Insurance - Facility Contents Replacement		14,415	-	-	8,225	8,225	8,225
Insurance Facility Yard Equip							
2090.45.4750.554.5202.100	Operating Supplies General	2,976	10,000	10,000	4,603	10,000	-
2090.45.4750.554.5203.100	Repairs and Maint Supplies General	1,905	-	-	751	751	751
2090.45.4750.554.5215.100	Rents and Leases Miscellaneous	14,529	-	-	19,352	19,352	19,352
2090.45.4750.554.5304	Furniture & Equipment	5,832	50,000	50,000	-	50,000	-
Program Total: Insurance - Facility Yard Equipment		25,241	60,000	60,000	24,706	80,103	20,103
Insurance Facility Landscaping							
2090.45.4750.555.5203.100	Repairs and Maint Supplies General	931	-	-	1,342	1,342	1,342
2090.45.4750.555.5214.100	Repair and Maint Service General	-	-	-	5,575	5,575	5,575
Program Total: Insurance - Facility Landscaping		931	-	-	6,917	6,917	6,917
Insurance Veh & Equip Repair/Rep							
2090.00.0000.556.5214.100	Repair and Maint Service General	6,919	-	-	-	-	-
2090.00.0000.556.5910.100	Transfers Out To Capital Projects	-	1,439,200	1,439,200	-	1,439,200	-
2090.30.4520.556.5214.100	Repair and Maint Service General	1,566	-	-	1,725	1,725	1,725
2090.30.4530.556.5203.116	Repairs and Maint Supplies Communications	19,895	-	-	-	-	-
2090.30.4550.556.5203.100	Repairs and Maint Supplies General	1,037	-	-	-	-	-
2090.30.4550.556.5214.100	Repair and Maint Service General	-	50,000	50,000	-	50,000	-
2090.35.4610.556.5214.100	Repair and Maint Service General	967	-	-	-	-	-
2090.40.4730.556.5202.100	Operating Supplies General	17	-	-	-	-	-
2090.45.4550.556.5203.100	Repairs and Maint Supplies General	1,767	-	-	-	-	-

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2090.45.4550.556.5214.100	Repair and Maint Service General	5,092	-	-	-	-	-
2090.45.4743.556.5203.100	Repairs and Maint Supplies General	174	-	-	-	-	-
2090.45.4750.556.5202.100	Operating Supplies General	6,019	-	-	952	952	952
2090.45.4750.556.5203.100	Repairs and Maint Supplies General	9,251	-	-	116	116	116
2090.45.4750.556.5213.100	Professional/Contract Services General	-	-	-	250	250	250
2090.45.4750.556.5214.100	Repair and Maint Service General	23,017	-	-	-	-	-
2090.45.4750.556.5215.131	Rents and Leases Street Maintenance Equipment	-	-	-	8,347	8,347	8,347
2090.45.4750.556.5304	Furniture & Equipment	21,131	-	-	-	-	-
Program Total: Insurance - Veh & Equip Repair/Replace		96,852	1,489,200	1,489,200	11,390	1,500,590	11,390
Insurance - Hrly Payroll Replace							
2090.40.4730.557.5213.100	Professional/Contract Services General	127	-	-	-	-	-
Program Total: Insurance - Hrly Payroll Replace		127	-	-	-	-	-
Insurance Extra Expense							
2090.00.0000.558.5202.100	Operating Supplies General	225	-	-	-	-	-
2090.00.0000.558.5213.100	Professional/Contract Services General	25,230	-	-	43,416	43,416	43,416
2090.00.0000.558.5218.100	Advertising General	829	-	-	-	-	-
2090.00.0000.558.5304	Furniture & Equipment	579	-	-	-	-	-
2090.35.4610.558.5213.100	Professional/Contract Services General	2,473	-	-	-	-	-
2090.40.4730.558.5213.100	Professional/Contract Services General	110,159	-	-	21,706	21,706	21,706
2090.45.4747.558.5214.100	Repair and Maint Service General	4,920	16,600	16,600	18,375	18,375	1,775
Program Total: Insurance - Extra Expense		144,415	16,600	16,600	83,497	83,497	66,897
Insurance - Infrastructure							
2090.45.4740.559.5213.100	Professional/Contract Services General	52,197	-	-	-	-	-
2090.45.4743.559.5213.100	Professional/Contract Services General	-	-	-	29,500	29,500	29,500
2090.45.4750.559.5203.100	Repairs and Maint Supplies General	625	-	-	4,553	4,553	4,553
Program Total: Insurance - Infrastructure		52,821	-	-	34,053	34,053	34,053
Insurance Claim Preparation							
2090.00.0000.560.5213.100	Professional/Contract Services General	184,363	80,000	80,000	3,878	80,000	-
Program Total: Insurance Claim Preparation		184,363	80,000	80,000	3,878	80,000	-
HMGP Administration							
2090.00.0000.561.5213.100	Professional/Contract Services General	4,538	50,000	50,000	-	50,000	-
Program Total: HMGP Administration		4,538	50,000	50,000	-	50,000	-
Insurance - Water Purity Project							
2090.00.0000.562.5202.100	Operating Supplies General	2,194	-	-	-	-	-
2090.00.0000.562.5203.100	Repairs and Maint Supplies General	620	-	-	-	-	-
2090.00.0000.562.5213.100	Professional/Contract Services General	33,688	-	-	6,892	6,892	6,892

TOWN OF PARADISE

Budget Performance as of October 31, 2019

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
2090.00.0000.562.5304	Furniture & Equipment	2,633	-	-	-	-	-
Program Total: Insurance - Water Purity Project		39,135	-	-	6,892	6,892	6,892
NV Grant-Community Plan & Vision							
2090.00.0000.570.5213.100	Professional/Contract Services General	498,500	-	-	-	-	-
Program Total: NV Grant - Community Plan & Vision		498,500	-	-	-	-	-
NV Grant - Communication & PR							
2090.00.0000.571.5213.100	Professional/Contract Services General	22,299	79,952	79,952	9,160	79,952	-
Program Total: NV Grant - Communication & PR		22,299	79,952	79,952	9,160	79,952	-
NV Grant-Animal Control & Shelte							
2090.30.4540.572.5304	Furniture & Equipment	4,324	6,726	6,726	1,423	20,952	14,226
Program Total: NV Grant - Animal Control & Shelter		4,324	6,726	6,726	1,423	20,952	14,226
NV Grant - Road condition assess							
2090.45.4743.574.5213.100	Professional/Contract Services General	24,500	-	-	-	-	-
Program Total: NV Grant - Road condition assessment		24,500	-	-	-	-	-
Disaster Management							
2090.00.0000.590.5213.100	Professional/Contract Services General	-	-	-	66	66	66
2090.65.4205.590.5101	Salaries - Permanent	-	96,096	96,096	15,043	88,488	(7,608)
2090.65.4205.590.5106.100	Incentives & Admin Leave Administrative Leave	-	5,544	5,544	5,113	10,274	4,730
2090.65.4205.590.5107	Car Allowance/Mileage	-	2,400	2,400	566	2,100	(300)
2090.65.4205.590.5111	Medicare	-	1,509	1,509	291	1,463	(46)
2090.65.4205.590.5112.101	Retirement Contribution PERS	-	7,660	7,660	1,235	6,916	(744)
2090.65.4205.590.5113	Worker's Compensation	-	1,276	1,276	1,068	1,094	(182)
2090.65.4205.590.5114.101	Health Insurance Medical	-	15,797	15,797	2,602	10,431	(5,366)
2090.65.4205.590.5114.102	Health Insurance Dental	-	-	-	300	-	-
2090.65.4205.590.5114.103	Health Insurance Vision	-	-	-	33	-	-
2090.65.4205.590.5115	Unemployment Compensation	-	-	-	128	-	-
2090.65.4205.590.5116.101	Life and Disability Insurance Life & Disab.	-	946	946	75	1,015	69
2090.65.4205.590.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	-	161	-	-
2090.65.4205.590.5202.100	Operating Supplies General	-	1,500	1,500	16	1,500	-
2090.65.4205.590.5213.100	Professional/Contract Services General	-	-	-	2,549	2,549	2,549
2090.65.4205.590.5218.100	Advertising General	-	-	-	14	14	14
2090.65.4205.590.5220.100	Employee Development General	-	15,272	15,272	150	20,090	4,818
2090.65.4205.590.5304	Furniture & Equipment	-	2,000	2,000	1,991	4,000	2,000
Program Total: Disaster Management		-	150,000	150,000	31,399	150,000	-
EXPENSES Total		3,728,296	3,021,178	3,021,178	492,764	3,212,012	190,834

TOWN OF PARADISE

Budget Performance as of October 31, 2019

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund Total: 2090 - Camp Fire Recovery Net Income		(4,538)	(1,367,173)	(1,367,173)	(492,764)	(50,000)	1,317,173
Camp Fire Recovery Ending Fund Balance		(4,538)	(1,371,711)	(1,371,711)		(54,538)	

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2110 - Transportation Fund							
REVENUES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
2110.00.0000.3345.001	State Revenues - Other LTF - Local Transit Funds	763,862	-	-	-	-	-
2110.00.0000.3610.100	Interest Revenue Investments	3,709	-	-	-	-	-
REVENUES Total		767,571	-	-	-	-	-
EXPENSES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
2110.00.0000.5910.010	Transfers Out To General Fund	511	-	-	-	-	-
2110.00.0000.5910.100	Transfers Out To Capital Projects	4,039	-	-	-	-	-
2110.00.0000.5910.120	Transfers Out To State Gas Tax Fund	3,282	-	-	-	-	-
Department Total: 00 - Non Department Activity		7,832	-	-	-	-	-
Department: 45 - Public Works							
Program: 4743 - Streets and Roads							
2110.45.4743.5101	Salaries - Permanent	12,338	11,970	11,970	3,406	13,994	2,024
2110.45.4743.5105	Salaries - Overtime/FLSA	1,425	-	-	14	-	-
2110.45.4743.5106.100	Incentives & Admin Leave Administrative Leave	473	441	441	583	1,193	752
2110.45.4743.5106.200	Incentives & Admin Leave Gym Reimbursement	4	-	-	3	-	-
2110.45.4743.5107	Car Allowance/Mileage	122	108	108	17	90	(18)
2110.45.4743.5109.101	Allowances Boot Allowance	25	25	25	25	25	-
2110.45.4743.5111	Medicare	214	182	182	65	222	40
2110.45.4743.5112.101	Retirement Contribution PERS	1,691	2,214	2,214	633	2,555	341
2110.45.4743.5113	Worker's Compensation	1,630	1,663	1,663	1,938	1,875	212
2110.45.4743.5114.101	Health Insurance Medical	986	1,329	1,329	298	1,210	(119)
2110.45.4743.5114.102	Health Insurance Dental	180	-	-	39	-	-
2110.45.4743.5114.103	Health Insurance Vision	17	-	-	4	-	-
2110.45.4743.5115	Unemployment Compensation	-	-	-	30	-	-
2110.45.4743.5116.101	Life and Disability Insurance Life & Disab.	45	142	142	11	143	1
2110.45.4743.5116.102	Life and Disability Insurance Long Term/Short Term Disability	122	-	-	34	-	-
2110.45.4743.5122	Accrual Bank Payoff	-	354	354	339	354	-
2110.45.4743.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(1,845)	-	-	-	-	-
2110.45.4743.5216.100	Communications General Services	18	18	18	6	18	-
2110.45.4743.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	8	-	-	-	-	-
2110.45.4743.5910.010	Transfers Out To General Fund	3,124	4,486	4,486	-	4,486	-
2110.45.4743.5910.100	Transfers Out To Capital Projects	91,802	29,875	29,875	-	29,875	-
2110.45.4743.5910.120	Transfers Out To State Gas Tax Fund	-	1,325	1,325	-	1,325	-
Department Total: 45 - Public Works		112,380	54,132	54,132	7,444	57,365	3,233
EXPENSES Total		120,212	54,132	54,132	7,444	57,365	3,233
Fund Total: 2110 - Transportation Fund Net Income		647,359	(54,132)	(54,132)	(7,444)	(57,365)	(3,233)
Transportation Fund Ending Fund Balance		662,453	608,321	608,321		605,088	

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2120 - State Gas Tax							
REVENUES							
Department: 45 - Public Works							
Program: 4750 - Public Works - Streets Maint.							
2120.45.4750.3355.001	State gas Tax Section 2106	107,316	107,000	107,000	22,317	107,000	-
2120.45.4750.3355.002	State gas Tax Section 2107	183,348	183,000	183,000	38,894	183,000	-
2120.45.4750.3355.003	State gas Tax Section 2107.5	6,000	6,000	6,000	6,000	6,000	-
2120.45.4750.3355.005	State gas Tax Section 2105	145,791	145,000	145,000	36,717	145,000	-
2120.45.4750.3355.006	State gas Tax RSTP Regional Surface Trans Prog	339,650	300,000	300,000	-	300,000	-
2120.45.4750.3355.007	State gas Tax Section 2103	88,770	208,000	208,000	51,784	208,000	-
2120.45.4750.3355.008	State gas Tax Section 2032	446,000	415,000	415,000	82,447	415,000	-
2120.45.4750.3355.009	State gas Tax SB1 Loan Repayment - Like 2103	29,965	29,965	29,965	-	29,965	-
2120.45.4750.3410.150	Administrative Services Late Fees	38	45	45	-	45	-
2120.45.4750.3610.100	Interest Revenue Investments	198	400	400	-	400	-
2120.45.4750.3901.100	Refunds and Reimbursements Miscellaneous	51,180	5,000	5,000	5,035	5,000	-
2120.45.4750.3910.110	Transfers In From Local Transportation Fund	3,282	1,325	1,325	-	1,325	-
2120.45.4750.3910.112	Transfers In From Federal CMAQ Fund	15,990	-	-	-	-	-
2120.45.4750.3910.132	Transfers In From HSIP Grant	11,715	5,000	5,000	-	5,000	-
2120.45.4750.3910.133	Transfers In From ATP Grant	17,977	13,675	13,675	-	13,675	-
REVENUES Total		1,447,220	1,419,410	1,419,410	243,193	1,419,410	-
EXPENSES							
Department: 45 - Public Works							
Program: 4750 - Public Works - Streets Maint.							
2120.45.4750.5101	Salaries - Permanent	424,575	473,411	473,411	113,823	536,890	63,479
2120.45.4750.5102	Salaries - Temporary	1,362	-	-	-	-	-
2120.45.4750.5103.101	Differential Pay On Call	24,195	-	-	5,231	-	-
2120.45.4750.5103.102	Differential Pay Out of Class	650	-	-	363	-	-
2120.45.4750.5105	Salaries - Overtime/FLSA	68,535	22,750	22,750	2,546	27,750	5,000
2120.45.4750.5106.100	Incentives & Admin Leave Administrative Leave	9,042	8,342	8,342	22,110	31,331	22,989
2120.45.4750.5106.200	Incentives & Admin Leave Gym Reimbursement	160	240	240	-	240	-
2120.45.4750.5107	Car Allowance/Mileage	2,208	1,888	1,888	110	1,660	(228)
2120.45.4750.5109.101	Allowances Boot Allowance	3,730	3,230	3,230	3,230	3,230	-
2120.45.4750.5111	Medicare	7,568	7,187	7,187	2,204	8,484	1,297
2120.45.4750.5112.101	Retirement Contribution PERS	71,548	100,000	100,000	25,070	104,251	4,251
2120.45.4750.5112.102	Retirement Contribution Social Security	84	-	-	-	-	-
2120.45.4750.5113	Worker's Compensation	105,033	116,174	116,174	126,921	121,759	5,585
2120.45.4750.5114.101	Health Insurance Medical	48,452	64,473	64,473	16,332	61,724	(2,749)
2120.45.4750.5114.102	Health Insurance Dental	5,835	-	-	1,439	-	-
2120.45.4750.5114.103	Health Insurance Vision	548	-	-	117	-	-
2120.45.4750.5115	Unemployment Compensation	-	-	-	1,058	-	-
2120.45.4750.5116.101	Life and Disability Insurance Life & Disab.	2,003	6,117	6,117	536	6,486	369
2120.45.4750.5116.102	Life and Disability Insurance Long Term/Short Term Disability	3,764	-	-	1,140	-	-
2120.45.4750.5119.100	Retiree Costs Medical Insurance	26,039	27,298	27,298	6,546	27,298	-
2120.45.4750.5122	Accrual Bank Payoff	874	9,432	9,432	9,029	12,336	-
2120.45.4750.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(73,791)	-	-	-	-	-
2120.45.4750.5201.100	Office Supplies General	490	300	300	55	300	-

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
2120.45.4750.5202.100	Operating Supplies General	2,729	6,420	6,420	1,661	6,420	-
2120.45.4750.5203.100	Repairs and Maint Supplies General	26,236	51,600	51,600	3,805	51,600	-
2120.45.4750.5204	Subscriptions and Code Books	-	250	250	-	250	-
2120.45.4750.5209.101	Auto Fuel Expense Town Vehicles	14,580	14,000	14,000	4,585	14,000	-
2120.45.4750.5210.100	Postage General	-	100	100	-	100	-
2120.45.4750.5211.135	Utilities Water and Sewer	690	960	960	44	960	-
2120.45.4750.5211.137	Utilities Electric and Gas	16,409	22,000	22,000	2,482	22,000	-
2120.45.4750.5211.139	Utilities Propane	-	500	500	-	500	-
2120.45.4750.5213.100	Professional/Contract Services General	1,005	20,950	20,950	23,073	59,000	38,050
2120.45.4750.5214.100	Repair and Maint Service General	117,001	94,300	94,300	5,850	94,300	-
2120.45.4750.5215.131	Rents and Leases Street Maintenance Equipment	-	5,000	5,000	-	5,000	-
2120.45.4750.5216.100	Communications General Services	7,948	12,226	12,226	1,753	12,226	-
2120.45.4750.5218.100	Advertising General	118	200	200	-	200	-
2120.45.4750.5219.100	Printing General	-	250	250	-	250	-
2120.45.4750.5220.100	Employee Development General	8,024	8,000	8,000	1,637	8,000	-
2120.45.4750.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	1,455	1,000	1,000	105	1,000	-
2120.45.4750.5304	Furniture & Equipment	10,061	-	-	-	-	-
2120.45.4750.5501	Debt Service Payment - Principal	19,142	15,020	15,020	4,917	15,020	-
2120.45.4750.5910.010	Transfers Out To General Fund	150,715	208,897	208,897	-	208,897	-
2120.45.4750.5910.100	Transfers Out To Capital Projects	4,436	-	-	-	-	-
EXPENSES Total		1,113,454	1,302,515	1,302,515	387,771	1,443,462	140,947
Fund Total: 2120 - State Gas Tax Net Income		333,766	116,895	116,895	(144,578)	(24,052)	(140,947)
State Gas Tax Ending Fund Balance		451,763	568,658	568,658		427,711	

G/L Account Number	Account Description	2018/19 Unaudited Actual	2019/20 Adopted Budget	2019/20 Amended Budget	2019/20 Actual To Date	2019/20 Proposed Budget	2019/20 Proposed Adjustment
Fund: 2160 - Business & Housing Services							
REVENUES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
2160.55.4800.3902.100	Miscellaneous Revenue General	300	-	-	-	-	-
2160.55.4800.3910.010	Transfers In From General Fund	198	-	-	-	-	-
2160.55.4800.3910.161	Transfers In From BHS HUD Revolving Loan Fund	62,738	9,950	9,950	-	9,950	-
2160.55.4800.3910.162	Transfers In From BHS Home Loan Repay Fund	117,291	269,754	269,754	-	269,754	-
2160.55.4800.3910.163	Transfers In From BHS Cal Home Loan Fund	37,134	14,700	14,700	-	14,700	-
2160.55.4800.3910.420	Transfers In From 2020 CalHome DA Grant	-	392,417	392,417	-	392,417	-
2160.55.4800.3910.614	Transfers In From 2014 Home Grant	7,524	-	-	-	-	-
2160.55.4800.3910.616	Transfers In From 2016 Home Grant	31,372	137,792	137,792	-	137,792	-
REVENUES Total		256,557	824,613	824,613	-	824,613	-
EXPENSES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
2160.55.4800.5101	Salaries - Permanent	152,030	184,925	184,925	46,963	222,403	37,478
2160.55.4800.5102	Salaries - Temporary	5,047	-	-	3,341	27,986	27,986
2160.55.4800.5105	Salaries - Overtime/FLSA	10,126	-	-	-	-	-
2160.55.4800.5106.100	Incentives & Admin Leave Administrative Leave	5,357	5,518	5,518	7,698	16,616	11,098
2160.55.4800.5107	Car Allowance/Mileage	528	528	528	154	528	-
2160.55.4800.5111	Medicare	1,933	2,212	2,212	713	3,252	1,040
2160.55.4800.5112.101	Retirement Contribution PERS	38,925	58,098	58,098	14,956	62,301	4,203
2160.55.4800.5113	Worker's Compensation	1,966	2,455	2,455	2,684	2,751	296
2160.55.4800.5114.101	Health Insurance Medical	18,321	32,173	32,173	5,344	28,199	(3,974)
2160.55.4800.5114.102	Health Insurance Dental	3,610	-	-	1,053	-	-
2160.55.4800.5114.103	Health Insurance Vision	197	-	-	57	-	-
2160.55.4800.5115	Unemployment Compensation	-	-	-	392	-	-
2160.55.4800.5116.101	Life and Disability Insurance Life & Disab.	521	2,206	2,206	152	2,237	31
2160.55.4800.5116.102	Life and Disability Insurance Long Term/Short Term Disability	559	-	-	213	-	-
2160.55.4800.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(120,739)	(714,137)	(714,137)	-	(714,137)	-
2160.55.4800.5201.100	Office Supplies General	483	1,500	1,500	86	1,500	-
2160.55.4800.5202.100	Operating Supplies General	-	2,500	2,500	-	2,500	-
2160.55.4800.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	135	500	500	-	500	-
2160.55.4800.5210.100	Postage General	513	1,000	1,000	72	1,000	-
2160.55.4800.5213.100	Professional/Contract Services General	11,518	1,015,000	1,015,000	2,802	1,015,000	-
2160.55.4800.5214.100	Repair and Maint Service General	1,500	1,500	1,500	-	1,500	-
2160.55.4800.5219.100	Printing General	-	1,500	1,500	-	1,500	-
2160.55.4800.5304	Furniture & Equipment	-	9,418	9,418	-	9,418	-
2160.55.4800.5910.010	Transfers Out To General Fund	42,416	79,895	79,895	-	79,895	-
EXPENSES Total		174,943	686,791	686,791	86,678	764,949	78,158
Fund Total: 2160 - Business & Housing Services Net Income		81,614	137,822	137,822	(86,678)	59,664	380,158
Business & Housing Ending Fund Balance		133,984	271,806	271,806		193,648	