



# **Town of Paradise**

## **Town Council Meeting Agenda**

### **6:00 PM – February 11, 2020**

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

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

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, Marc Mattox  
Division Chief, CAL FIRE/Paradise Fire, John Messina  
Chief of Police, Eric Reinbold

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

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

## 1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call
- 1e. p5 Proclamation - Recognizing February as Teen Domestic Violence Awareness Month - Justin Cantalupo, Catalyst Board Member
- 1f. Special recognition is awarded to sworn and non-sworn police personnel and volunteers for their exemplary contributions to the department.
  - Police Officer of the year: **Officer David Akin**
  - Dispatcher of the year: **Dispatcher Martha Besseghini**
  - Civilian employee of the year: **AC Officer Mollie St John**
  - VIP of the year: **"All 2019 Volunteers"**
  - PASH Volunteer of the year: **Huibert Venema** (Paradise Animal Shelter Helper)
- 1g. Town Council Recognition of Employees Service to the Town of Paradise for 2018 and 2019, Presented by Mayor Greg Bolin.

### **2018**

#### **10 Years**

Shawn Jordan - Police Department  
Carol Ladrini – Police Department  
Dina Volenski – Clerk Department  
John Wilkey – Police Department  
Gina Will – Finance Department

#### **5 Years**

Helen Cheung - Finance Department  
Colette Curtis – Town Manager and Business & Housing Departments  
Rick Trent – Community Development Department

### **2019**

#### **35 years**

Lauren Gill – Town Manager

#### **20 Years**

Robert Pickering – Police Department

#### **15 Years**

Deborah Cook – Community Development Department  
Susan Hartman – Community Development Department  
Robert Larson – Community Development Department  
Kevin Peppas – Public Works and Engineering Department

### **5 years**

David Akin – Police Department  
John Alvies – Police Department  
Matthew Gates – Police Department  
Michael Houdek – Public Works  
Jennifer Robbins – Animal control  
Andrea Lui – Police Department

- 1d. Presentation - Cal OES, Update Hazard Tree Removal Program - Greg Eaton

## **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.](#) p6 Approve minutes of the November 12, 2019 Regular Town Council meeting.

- [2b.](#) p13 Approve January 2020 Cash Disbursements in the amount of \$2,408,070.27

- [2c.](#) p21 Receive and file update on emergency culvert repairs.

## **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.](#) p23 Consider approving the following budget recommendations:

1. Review and approve the 2019/20 mid-year budget report and budget adjustments; and
2. Approve recommended personnel changes; and
3. Approve job classification descriptions for Capital Projects Manager and Surveyor; and
4. Approve updated salary pay plan with revised position control authorized positions, and
5. Conditionally approve North Valley Community Foundation grant for Grants Administrator position accepting first year funding and conditionally accepting second and third year funding if the Town has enough funding available to cover the match requirement, and

6. Authorize the Town Manager and Town Attorney to enter into an agreement with Community Housing Improvement Program (CHIP) and others that protects the Town's interest in the insurance proceeds for the Paradise Community Village rebuild.

6b. p92 1. Consider waiving the reading of entire Town of Paradise Urgency Ordinance No. 592 and Adopting Town of Paradise Ordinance No.592 "An Urgency Ordinance Relating to Interim Housing and Accessory Building(s) Inside the Camp Fire Area"; and, 2. Discuss and direct town staff relative to the subject of code enforcement for public nuisance abatement within the Camp Fire area.

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

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

## **8. STAFF COMMUNICATION**

- 8a. Town Manager Report
  - Community Development Director Update

## **9. CLOSED SESSION - None**

## **10. ADJOURNMENT**

- 10a. Adjourn to February 18, 2020 at 1:00 p.m., Paradise Town Hall, 5555 Skyway, Paradise, California 95969 for the purpose of holding a Regular Adjourned meeting pursuant to Government Code Section 54955.

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

**WHEREAS**, Teen dating violence, also known as dating abuse, is a serious and growing problem throughout California; and

**WHEREAS**, Teen dating violence intervention and prevention programs can help to ensure a positive school climate and safe learning environment for all youth; and

**WHEREAS**, Education and outreach programs to community members address warning signs of teen dating violence among youth before behaviors escalate, and protect the safety of targeted youth; and

**WHEREAS**, According to the Center for Disease Control and Prevention, 1 in 4 adolescents report verbal, emotional, physical, or sexual dating abuse each year; and

**WHEREAS**, According to the Center for Disease Control and Prevention, 1 in 9 female teens and 1 in 13 male teens reported experiencing physical violence in the last year; and

**WHEREAS**, 43% of LGBT teens reported experiencing physical dating violence, compared to 29% of heterosexual youth; and

**WHEREAS**, Survivors of teen dating violence have increased risk for truancy, dropout, teen pregnancy, suicide, having eating disorders, and engaging in other harmful behaviors such as use of alcohol, tobacco, and other drugs; and

**NOW, THEREFORE** I Greg Bolin, Mayor of the Town of Paradise do hereby proclaim February 2020 as National Teen Dating Violence Awareness and Prevention Month. I urge all lawmakers, educators and parents to work toward ending teen dating violence by supporting their communities' efforts to empower teens to develop healthier relationships. I encourage community leaders to assist victims in finding and accessing the resources, to develop a comprehensive response to dating violence, and to engage in discussions with adult and youth community members to promote awareness and prevention of teen dating violence in their communities.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 11<sup>th</sup> day of February, 2020.

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Greg Bolin, Mayor

**MINUTES**  
**PARADISE TOWN COUNCIL**  
**REGULAR MEETING – 6:00 PM – November 12, 2019**

**1. OPENING**

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

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

**COUNCIL MEMBERS ABSENT:** None

**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, Community Development Director Susan Hartman, Police Lieutenant Tony Borgman, Division Chief John Messina and Disaster Recover Director Laura Page

- 1a. Mayor Jones read the proclamation recognizing November as Homeless and Runaway Youth Awareness Month that was accepted by Josh Indar from the Butte County Office of Education
- 1b. A presentation was given by David Banuelos Jr. on the 2020 Census
- 1c. A presentation was given by Susan Hartman, Community Development Director, on Ordinance 578 regarding Dry Camping.

**2. CONSENT CALENDAR**

Item 2h was removed from the Consent Calendar by Council Member Schuster.

**MOTION by Schuster, seconded by Zuccolillo,** approved consent calendar items 2a through 2m as presented with item 2h removed from the consent calendar. Roll call vote was unanimous.

- 2a. Approved minutes from the September 10, 2019 Regular and the September 24, 2019 Special Town Council meetings.
- 2b. Approved October 2019 cash disbursements in the amount of \$1,325,164.50.
- 2c. 1. Waived second reading of the entire Town Ordinance No. 581 and approved reading by title only; and, 2. Adopted 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. 1. Waived the second reading of the entire Town Ordinance No. 584 and approved reading by title only; and 2. Adopted Town Ordinance No. 584, "An Ordinance Amending and Adding Text Regulations within Paradise Municipal Code Title 17 [Zoning] Relating to Temporary Commercial Buildings".
- 2e. 1. Waived second reading of the entire Town Ordinance No. 585 and approved reading by title only: and, 2. Adopted 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. 1. Waived the second reading of the entire Town Ordinance No. 586 and approved reading by title only; and, 2 Adopted 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. Accepted 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. Item 2h removed from the consent calendar.
- 2i. Adopted Resolution No. 19-34, "A Resolution of the Town Council of the Town of Paradise Authorizing Application for, and Receipt of, SB 2 Planning Grants Program Funds."
- 2j. Accepted 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. 1.Reviewed updated CDBG Citizen Participation Plan; and, 2. Adopted the CDBG Citizen Participation Plan as presented and authorized Town staff to submit the Citizen Participation Plan to HUD.
- 2l. 1. Approved 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. Adopted Resolution No. 19-35, 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. 1. Authorized 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. Authorized the Town Manager to execute the appropriate documents.

### 3. ITEMS REMOVED FROM CONSENT CALENDAR

Mayor Jody Jones announced that item 7a1 would be moved up on the agenda to after item 3 due to time constraints.

Council Member Schuster removed item 2h to highlight the donation of \$346,953 from the North Valley Community Foundation – Butte Strong Fund to assist with the renovation for the Building Resiliency Center that will be set up to assist citizens with the rebuilding process.

- 2h. **MOTION by Schuster, seconded by Bolin**, accepted 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. Roll call vote was unanimous.

7a1. Consider discussion and authorizing support for the PID/County/CalWater Inter-tie Feasibility Study (ZUCCOLILLO/CROWDER)

Council Members Zuccolillo and Crowder asked that this item be placed on the agenda for discussion and support.

Dustin Cooper, Legal Counsel for Paradise Irrigation District (PID), provided a brief overview of discussion about the feasibility study for consolidation and an inter-tie connection. PID lobbied the state for backfill funding and then discussed what do when the funding runs out. There were discussions about options and how to restructure PID to serve as a viable entity to provide water to the community and still maintain financial stability. One of the discussions was an inter-tie pipeline between the County and Calwater service, which is the water provider for Chico. Mr. Cooper explained that the PID reservoirs were undamaged and became a stranded asset.

In June of 2019 the Governors office informed PID that they would receive one year of backfill funding \$7.3 million and then in August the Dept of Finance announced two years of funding with conditions that PID participate in a consolidation study. PID knows there is a problem and there is a need to plan for an uncertain future. The intertie option could provide funding for the future of PID and provide a Vina Sub-basin sustainability solution. Chico is a large groundwater user and the intertie connection could provide a benefit.

Mr. Cooper explained that if the project is economically feasible and everyone wants to continue forward, the next step would be to look at how the project would be paid for and who benefits.

1. Ward Habriel stated that the quality of water is good in the Town of Paradise, need to do everything to keep PID water and not consolidate, do the study first and then decide.



2. Kim Morris stated that she has no objection to the feasibility study and that at the County meeting the minority Supervisors were not allowed to discuss the issue and that everyone needs to be heard.
3. Cliff Jacobson supports keeping the water and water rights on the ridge and that consolidation with another water district is not desirable, because the cost of water will be too high.
4. Lance Watts supports PID control over our water, that PID will never get enough money out of the current residence and it is necessary to find another funding source that will hopefully be temporary.
5. Braden Pisani with Assemblyman Gallagher's office requested support of the study.

**MOTION by Zuccolillo, seconded by Crowder** authorizing support for the PID/County/CalWater Inter-tie Feasibility study. Ayes of Bolin, Crowder, Zuccolillo and Mayor Jones. Noes of Schuster. Motion passed.

Item 7a3 was moved up on the agenda:

- 7a3.** Consider discussion and writing a letter of support for Assemblyman Gallagher's legislation to combat Public Safety Power Shutoffs.  
(CROWDER)

Council Member Crowder stated that this item is not a bill yet, Assemblyman Gallagher is proposing that the \$2.4 Billion PG&E is being made to pay towards reducing carbon footprint would be used to harden their equipment.

1. Braden Pisani, Assemblyman Gallagher office stated that it is early in the process, no language yet, is asking for partners in the discussion from communities affected by the Public Safety Power Shutoffs.
2. Kim Morris asked Council to consider the bill carefully and make sure that PG&E is made to harden their infrastructure and not divert funds.

**MOTION by Crowder, seconded by Zuccolillo**, to write a letter of support for Assemblyman Gallagher's legislation to combat Public Safety Power Shutoffs. Roll call vote was unanimous.

#### **4. PUBLIC COMMUNICATION**

1. Mike Roddy supports idea of getting off PG&E and having own utility, suggested focusing on solar; working closely with insurance commissioner to see about insurance rates and would like to be granted longer than three minutes to speak.
2. Ward Habriel stated if power poles were taken down, maybe people would survive accidents, Garden Club will be planting daffodils and after this year will have planted 165,000 bulbs in the Town of Paradise. Mr. Habriel also announced an event sponsored by Butte County Fire Safe Council event on November 20, 2019, 7:00 p.m. at Terry Ashe Recreation Center, Fire Scaping, Protecting your home. October 27, Press Democrat had article highlighting Love Paradise event from October 25 & 26. Mr. Habriel shared that he

discovered that to be part of the Census putting up a locking mailbox on a property will allow mail to be delivered to that address.

3. Lance Watts thanked the Town Council for difficult decisions, removes trees for people, asked if there is a place for logs from private property owners; asked for new fire code clearances and supports PID keeping the water local.

Mayor Jones recessed the meeting for a two-minute break at 7:32 p.m.

Mayor Jones reconvened the meeting at 7:35 p.m.

## 5. PUBLIC HEARINGS - None

## 6. COUNCIL CONSIDERATION

Greg Eaton provided a brief overview of the Butte County Local Hazard Mitigation Plan that, if approved, ensures the Town's continued eligibility for certain federal disaster assistance.

- 6a. **MOTION by Zuccolillo, seconded by Schuster**, adopted Resolution No. 19-36, 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 was unanimous.

Community Development Director Hartman presented a brief overview of agenda items 6b & 6c.

- 6b. **MOTION by Schuster, seconded by Crowder**, adopted Resolution No. 19-37, "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 was unanimous.
- 6c. **MOTION by Bolin, seconded by Zuccolillo**, adopted Resolution No. 19-38, "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 was unanimous.
- 6d. Disaster Recovery Director Laura Page presented an overview of the proposed Urgency Ordinance No. 588 which includes the ability for residents to process and utilize the wood from felled trees.
  1. Ward Habriel is one of the neighbors that complained about an illegal log deck. This ordinance addresses hazardous trees, but what about the trees that aren't hazardous.
  2. Lance Watts stated that the problem is there is no place to take the wood and it is difficult to do anything until that is addressed.

**MOTION by Zuccolillo, seconded by Crowder** adopted Urgency Ordinance No. 588 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 3.7 of the existing Urgency Ordinance, which includes the ability for residents to process and utilize the wood from felled trees. Roll call vote was unanimous.

- 6e. Administrative Services Director Gina Will provided a brief overview of the personnel and budget issues for the 2019/2020 budget.

**MOTION by Bolin, seconded by Schuster**, 1. Approved Resolution 19-39, 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. Authorized flexibility in the hiring of up to two engineers and revised job classification descriptions; and, 3. Approved 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. Approved recommended budget adjustments. Roll call vote was unanimous.

## **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) – Moved up in the agenda after item 3.
- 7a2. Consider discussion and direction regarding traffic signal concerns during Power Outages (CROWDER)

Council Member Crowder shared that he is receiving several calls from citizens concerned that nothing is being done with the stop lights/signs being put out during Public Safety Power Shutoffs (PSPS); contacted the League of California Cities to see what other cities are doing. Five of the 40 cities do nothing, but all the others do something to address the issue and Council Member Crowder thinks that something needs to be done.

Town Manager Gill stated that the Town of Paradise has applied for a \$500,000 grant from the Resiliency Allocation fund from the Governor's office which includes electronic message board signs on trailers, up to 16 generators, portable fuel tank and generators for two facilities and other items.

- 7a3. Consider discussion and writing a letter of support for Assemblyman Gallagher's legislation to combat Public Safety Power Shutoffs. (CROWDER) Moved up in the agenda – after item 7a1.

7b. Council reports on committee representation

Vice Mayor Bolin attended LAFCo.

Council Member Crowder met with Assemblyman James Gallagher, attended Supervisors meeting regarding PID study; Attended Adventist Health/Emergency Room kick-off event and remembrance events on Friday, November 8<sup>th</sup>.

Council Member Zuccolillo provided an update on the to Washington DC trip with Charles Brooks from the Rebuild Paradise Foundation.

Council Member Schuster attended the League of California Cities Conference and North Dakota Main Street Summit.

Mayor Jones attended Butte County Air Quality Management District, Butte County Association of Government, Board workshop for Sacramento Area Council of Governments, meetings regarding inter-tie water project and November 8<sup>th</sup> Anniversary events.

7c. Future Agenda Items - None

**8. STAFF COMMUNICATION**

8a. Town Manager Report - None

**9. CLOSED SESSION** - None

**10. ADJOURNMENT**

Mayor Jones adjourned the Council meeting at 8:43 p.m.

Date Approved:

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

Attest:

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

# **TOWN OF PARADISE**

## **CASH DISBURSEMENTS REPORT**

**FOR THE PERIOD OF  
JANUARY 1, 2020 - JANUARY 31, 2020**

January 1, 2020 - January 31, 2020

Check Date	Pay Period End	DESCRIPTION	AMOUNT
01/10/20	01/05/20	Net Payroll - Direct Deposits & Checks	\$113,332.51
01/24/20	01/19/20	Net Payroll - Direct Deposits & Checks	\$114,775.97
TOTAL NET WAGES PAYROLL			\$228,108.48

**Accounts Payable**

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$232,865.11
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$1,947,096.68
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)	<u>\$2,179,961.79</u>
GRAND TOTAL CASH DISBURSEMENTS	<u><u>\$2,408,070.27</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: 1/1/2020 - To Payment Date: 1/31/2020

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>									
75229	01/02/2020	Open			Accounts Payable	A Stitch Above Embroidery & Shirt Printing	\$34.07		
75230	01/02/2020	Open			Accounts Payable	Ahumada, Shirley	\$120.34		
75231	01/02/2020	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$108.98		
75232	01/02/2020	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,786.08		
75233	01/02/2020	Open			Accounts Payable	AT&T MOBILITY	\$261.68		
75234	01/02/2020	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$296.45		
75235	01/02/2020	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$21.38		
75236	01/02/2020	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$3,815.61		
75237	01/02/2020	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,113.66		
75238	01/02/2020	Open			Accounts Payable	BALTIERRA, ELAINE	\$120.34		
75239	01/02/2020	Open			Accounts Payable	Big O Tires	\$28.50		
75240	01/02/2020	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$501.90		
75241	01/02/2020	Open			Accounts Payable	Charvel, Wayne & Susan	\$104.22		
75242	01/02/2020	Open			Accounts Payable	Chronic Disaster Restoration & Construction	\$1,027.31		
75243	01/02/2020	Open			Accounts Payable	COMCAST CABLE	\$258.16		
75244	01/02/2020	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$1,201.95		
75245	01/02/2020	Open			Accounts Payable	Eck, Randy	\$985.34		
75246	01/02/2020	Open			Accounts Payable	Engelder, Gary	\$1,501.22		
75247	01/02/2020	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$1,092.00		
75248	01/02/2020	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$166.03		
75249	01/02/2020	Open			Accounts Payable	Free Style Embroidery	\$10.19		
75250	01/02/2020	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$157.33		
75251	01/02/2020	Open			Accounts Payable	Herc Rentals Inc.	\$8,591.81		
75252	01/02/2020	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$489.78		
75253	01/02/2020	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$1,083.12		
75254	01/02/2020	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$656.42		
75255	01/02/2020	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$160.01		
75256	01/02/2020	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$330.87		
75257	01/02/2020	Open			Accounts Payable	KP Research Services, Inc.	\$2,698.12		
75258	01/02/2020	Open			Accounts Payable	Long, Timothy	\$226.46		
75259	01/02/2020	Open			Accounts Payable	McGuire, Michael	\$96.27		
75260	01/02/2020	Open			Accounts Payable	Merck Animal Health	\$298.00		
75261	01/02/2020	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$75.64		
75262	01/02/2020	Open			Accounts Payable	North State Tire Co. Inc.	\$702.83		
75263	01/02/2020	Open			Accounts Payable	O'REILLY AUTO PARTS	\$148.49		
75264	01/02/2020	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$240.08		
75265	01/02/2020	Open			Accounts Payable	Omni Pipelines	\$9,867.60		
75266	01/02/2020	Open			Accounts Payable	OROVILLE FORD	\$168.44		
75267	01/02/2020	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$6,456.53		
75268	01/02/2020	Open			Accounts Payable	PARADISE AUTO BODY	\$271.06		
75269	01/02/2020	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMITY MEDIA	\$174.43		
75270	01/02/2020	Open			Accounts Payable	Phoenix Solar Energy	\$254.40		

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 1/1/2020 - To Payment Date: 1/31/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
75271	01/02/2020	Open			Accounts Payable	PLATT ELECTRIC SUPPLY	\$279.43		
75272	01/02/2020	Open			Accounts Payable	R B SPENCER INC	\$1,082.50		
75273	01/02/2020	Open			Accounts Payable	RAY MORGAN COMPANY INC	\$32,087.75		
75274	01/02/2020	Open			Accounts Payable	Redline Installations Inc	\$86.12		
75275	01/02/2020	Open			Accounts Payable	Riebes Auto Parts-Motorpool	\$98.76		
75276	01/02/2020	Open			Accounts Payable	Spherion Staffing	\$5,311.73		
75277	01/02/2020	Open			Accounts Payable	Stratti	\$25,198.39		
75278	01/02/2020	Open			Accounts Payable	SUN RIDGE SYSTEMS, INC.	\$8,540.00		
75279	01/02/2020	Open			Accounts Payable	T & L Construction	\$96.27		
75280	01/02/2020	Open			Accounts Payable	Tahoe Pure Water Co.	\$60.00		
75281	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75282	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75283	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75284	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75285	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75286	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75287	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75288	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75289	01/02/2020	Voided/Spoiled	Printer Error	01/02/2020	Converted/Imported		\$0.00	\$0.00	\$0.00
75290	01/02/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$1,022.91		
75291	01/02/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$13.77		
75292	01/02/2020	Open			Accounts Payable	Thomson, Donn	\$96.27		
75293	01/02/2020	Open			Accounts Payable	Tri Flame Propane	\$55.16		
75294	01/02/2020	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$86.00		
75295	01/02/2020	Open			Accounts Payable	UNITED RENTALS, INC.	\$154.62		
75296	01/02/2020	Open			Accounts Payable	Urban Design Solar	\$134.06		
75297	01/02/2020	Open			Accounts Payable	Van Stavem, Richard	\$86.12		
75298	01/02/2020	Open			Accounts Payable	Whatcott, Elva	\$96.27		
75299	01/02/2020	Open			Accounts Payable	ENTERPRISE FM TRUST	\$1,073.32		
75300	01/02/2020	Open			Accounts Payable	LYNCH, VALERIE	\$551.87		
75301	01/02/2020	Open			Accounts Payable	MOORE, DWIGHT, L.	\$18,579.00		
75302	01/02/2020	Open			Accounts Payable	SBA Monarch Towers III LLC	\$148.01		
75303	01/02/2020	Open			Accounts Payable	TIAA COMMERCIAL FINANCE, INC	\$906.47		
75304	01/02/2020	Open			Accounts Payable	WESTAMERICA BANK	\$20,137.76		
75305	01/09/2020	Open			Accounts Payable	Aflac	\$146.92		
75306	01/09/2020	Open			Accounts Payable	Met Life	\$6,222.86		
75307	01/09/2020	Open			Accounts Payable	OPERATING ENGINEERS	\$800.00		
75308	01/09/2020	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$1,584.60		
75309	01/09/2020	Open			Accounts Payable	SUN LIFE INSURANCE	\$3,822.71		
75310	01/09/2020	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$512.31		
75311	01/09/2020	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$70.00		
75312	01/10/2020	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
75313	01/16/2020	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$67.66		
75314	01/16/2020	Open			Accounts Payable	Anglin, William & Judith	\$795.76		
75315	01/16/2020	Open			Accounts Payable	AT&T MOBILITY	\$95.35		



TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 1/1/2020 - To Payment Date: 1/31/2020

Number	Date	Status	Void Reason	Reconciled/ Volded Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
75316	01/16/2020	Open			Accounts Payable	Baker, Lisa, Menefee	\$15,000.00		
75317	01/16/2020	Open			Accounts Payable	Bear Electric Solutions	\$1,600.00		
75318	01/16/2020	Open			Accounts Payable	Billings Photography	\$1,200.00		
75319	01/16/2020	Open			Accounts Payable	Blue Flamingo Marketing Advocates	\$750.00		
75320	01/16/2020	Open			Accounts Payable	Bug Smart	\$83.00		
75321	01/16/2020	Open			Accounts Payable	CALIFORNIA BUILDING STANDARDS COMMISSION	\$1,989.90		
75322	01/16/2020	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF CONSERVATION	\$6,512.41		
75323	01/16/2020	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$96.00		
75324	01/16/2020	Open			Accounts Payable	CHICO POWER EQUIPMENT	\$184.36		
75325	01/16/2020	Open			Accounts Payable	CITY CLERKS ASSOCIATION OF CALIFORNIA	\$45.00		
75326	01/16/2020	Open			Accounts Payable	City of Woodland	\$7,018.98		
75327	01/16/2020	Open			Accounts Payable	COMCAST CABLE	\$287.94		
75328	01/16/2020	Open			Accounts Payable	COMCAST CABLE	\$244.78		
75329	01/16/2020	Open			Accounts Payable	CW Electric	\$4,999.00		
75330	01/16/2020	Open			Accounts Payable	DATCO SERVICES CORPORATION	\$189.00		
75331	01/16/2020	Open			Accounts Payable	DEPARTMENT OF FORESTRY & FIRE PROTECTION	\$833,403.61		
75332	01/16/2020	Open			Accounts Payable	Ernst & Young US LLP	\$69,696.00		
75333	01/16/2020	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$394.41		
75334	01/16/2020	Open			Accounts Payable	EXPRESS LUBE & OIL, ,	\$124.75		
75335	01/16/2020	Open			Accounts Payable	GREEN RIDGE LANDSCAPING	\$4,918.25		
75336	01/16/2020	Open			Accounts Payable	Headway Transportation, LLC	\$5,850.00		
75337	01/16/2020	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$7,545.88		
75338	01/16/2020	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$675.11		
75339	01/16/2020	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$1,525.00		
75340	01/16/2020	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$343.42		
75341	01/16/2020	Open			Accounts Payable	Koff & Associates	\$1,809.00		
75342	01/16/2020	Open			Accounts Payable	LEAGUE OF CALIFORNIA CITIES	\$100.00		
75343	01/16/2020	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$75.83		
75344	01/16/2020	Open			Accounts Payable	MANN, URRUTIA, NELSON, CAS & ASSOC, LLP	\$17,000.00		
75345	01/16/2020	Open			Accounts Payable	Mark Thomas & Company Inc	\$7,973.86		
75346	01/16/2020	Open			Accounts Payable	Meeks Lumber & Hardware	\$413.67		
75347	01/16/2020	Open			Accounts Payable	Meyers Police K-9 Training, LLC	\$600.00		
75348	01/16/2020	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$121.14		
75349	01/16/2020	Open			Accounts Payable	MUNICIPAL CODE CORP	\$2,822.11		
75350	01/16/2020	Open			Accounts Payable	NCCSIF TREASURER	\$98,221.50		
75351	01/16/2020	Open			Accounts Payable	NORTHSTATE AGGREGATE, INC.	\$789.26		
75352	01/16/2020	Open			Accounts Payable	O'REILLY AUTO PARTS	\$53.16		
75353	01/16/2020	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$508.49		
75354	01/16/2020	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$101.31		
75355	01/16/2020	Open			Accounts Payable	PARADISE COUNTER TOPS	\$3,803.00		
75356	01/16/2020	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$323.48		
75357	01/16/2020	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,955.00		

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 1/1/2020 - To Payment Date: 1/31/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
75358	01/16/2020	Open			Accounts Payable	RENTAL GUYS - CHICO	\$95.45		
75359	01/16/2020	Open			Accounts Payable	Shelby's Pest Control, Inc.	\$100.00		
75360	01/16/2020	Voided	Duplicate Payment	01/16/2020	Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$400.00		
75361	01/16/2020	Open			Accounts Payable	Spherion Staffing	\$6,992.02		
75362	01/16/2020	Open			Accounts Payable	STERICYCLE, INC.	\$425.28		
75363	01/16/2020	Open			Accounts Payable	Stratti	\$19,514.54		
75364	01/16/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$804.14		
75365	01/16/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$4.39		
75366	01/16/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$200.79		
75367	01/16/2020	Open			Accounts Payable	Tri Flame Propane	\$232.24		
75368	01/16/2020	Open			Accounts Payable	True Telecom & Surveillance	\$10,275.00		
75369	01/16/2020	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$86.00		
75370	01/16/2020	Open			Accounts Payable	UNITED RENTALS, INC.	\$2,049.73		
75371	01/16/2020	Open			Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$450.00		
75372	01/16/2020	Open			Accounts Payable	VERIZON WIRELESS	\$2,051.41		
75373	01/16/2020	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$200.00		
75374	01/24/2020	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
75375	01/30/2020	Open			Accounts Payable	4LEAF, Inc	\$230,225.50		
75376	01/30/2020	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$47.94		
75377	01/30/2020	Open			Accounts Payable	Akin, David	\$23.55		
75378	01/30/2020	Open			Accounts Payable	Asbury Environmental Services	\$134.69		
75379	01/30/2020	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,771.39		
75380	01/30/2020	Open			Accounts Payable	AT&T MOBILITY	\$261.80		
75381	01/30/2020	Open			Accounts Payable	BASSANI, THOMAS	\$50.00		
75382	01/30/2020	Open			Accounts Payable	Big O Tires	\$70.00		
75383	01/30/2020	Open			Accounts Payable	Biometrics4ALL, Inc	\$11.25		
75384	01/30/2020	Open			Accounts Payable	BUTTE CO SHERIFF'S OFFICE	\$67,588.00		
75385	01/30/2020	Open			Accounts Payable	Campbell Keller	\$17,621.21		
75386	01/30/2020	Open			Accounts Payable	COMCAST CABLE	\$389.78		
75387	01/30/2020	Open			Accounts Payable	COMCAST CABLE	\$259.78		
75388	01/30/2020	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$251.93		
75389	01/30/2020	Open			Accounts Payable	Ernst & Young US LLP	\$76,346.58		
75390	01/30/2020	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$119.40		
75391	01/30/2020	Open			Accounts Payable	EXPRESS LUBE & OIL, ,	\$65.90		
75392	01/30/2020	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.31		
75393	01/30/2020	Open			Accounts Payable	Guzi West Inspections & Consulting	\$650.00		
75394	01/30/2020	Open			Accounts Payable	Herc Rentals Inc.	\$4,675.41		
75395	01/30/2020	Open			Accounts Payable	HireRight, Inc.	\$8.13		
75396	01/30/2020	Open			Accounts Payable	HLP, INC / CHAMELEON SOFTWARE PRODUCTS	\$7.35		
75397	01/30/2020	Open			Accounts Payable	Houdek, Michael	\$46.28		
75398	01/30/2020	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$599.73		

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 1/1/2020 - To Payment Date: 1/31/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
75399	01/30/2020	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$20.80		
75400	01/30/2020	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$176.01		
75401	01/30/2020	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$425.00		
75402	01/30/2020	Open			Accounts Payable	JC NELSON SUPPLY COMPANY	\$195.71		
75403	01/30/2020	Open			Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$1,025.15		
75404	01/30/2020	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$500.00		
75405	01/30/2020	Open			Accounts Payable	Koff & Associates	\$12,000.00		
75406	01/30/2020	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$105.64		
75407	01/30/2020	Open			Accounts Payable	O'REILLY AUTO PARTS	\$205.54		
75408	01/30/2020	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$773.09		
75409	01/30/2020	Open			Accounts Payable	Page, Laura	\$268.25		
75410	01/30/2020	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$1,074.64		
75411	01/30/2020	Open			Accounts Payable	Recycle Away, LLC	\$70,280.69		
75412	01/30/2020	Open			Accounts Payable	Riebes Auto Parts-Motorpool	\$943.78		
75413	01/30/2020	Open			Accounts Payable	Riebes Auto Parts-Public Works	\$15.41		
75414	01/30/2020	Open			Accounts Payable	Spherion Staffing	\$6,458.63		
75415	01/30/2020	Open			Accounts Payable	Stratti	\$13,305.13		
75416	01/30/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$989.76		
75417	01/30/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$498.45		
75418	01/30/2020	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$49.80		
75419	01/30/2020	Open			Accounts Payable	THOMSON-WEST/BARCLAYS	\$497.81		
75420	01/30/2020	Open			Accounts Payable	Tri Flame Propane	\$141.49		
75421	01/30/2020	Open			Accounts Payable	UNITED RENTALS, INC.	\$287.02		
75422	01/30/2020	Open			Accounts Payable	Valley Lock & Safe	\$1,135.16		
75423	01/30/2020	Open			Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$192.00		
75424	01/30/2020	Open			Accounts Payable	VERIZON WIRELESS	\$1,257.28		
75425	01/30/2020	Open			Accounts Payable	WITTMER AUTO CENTER	\$5.65		
Type Check Totals:							\$1,837,614.75	\$0.00	\$0.00
EFT									
955	01/09/2020	Open			Accounts Payable	CALPERS	\$94,415.95		
956	01/10/2020	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,804.06		
957	01/10/2020	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,093.45		
958	01/10/2020	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$8,848.62		
959	01/10/2020	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$20,417.82		
960	01/24/2020	Open			Accounts Payable	CALPERS - RETIREMENT	\$28,659.82		
961	01/24/2020	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$5,730.93		
962	01/24/2020	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,178.62		
963	01/24/2020	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$20,166.92		
964	01/29/2020	Open			Accounts Payable	CALPERS - RETIREMENT	\$123,030.85		
Type EFT Totals:							\$342,347.04		
AP - US Bank TOP AP Checking Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	187	\$1,837,214.75	\$0.00
	Reconciled	0	\$0.00	\$0.00

TOWN OF PARADISE  
**CASH DISBURSEMENTS REPORT**

From Payment Date: 1/1/2020 - To Payment Date: 1/31/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Voided	10	\$400.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	197	\$1,837,614.75	\$0.00	
					<b>EFTs</b>	<b>Status</b>	<b>Count</b>	<b>Transaction Amount</b>	<b>Reconciled Amount</b>
						Open	10	\$342,347.04	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Total	10	\$342,347.04	\$0.00
					<b>All</b>	<b>Status</b>	<b>Count</b>	<b>Transaction Amount</b>	<b>Reconciled Amount</b>
						Open	197	\$2,179,561.79	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	10	\$400.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	207	\$2,179,961.79	\$0.00
<b>Grand Totals:</b>									
					<b>Checks</b>	<b>Status</b>	<b>Count</b>	<b>Transaction Amount</b>	<b>Reconciled Amount</b>
						Open	187	\$1,837,214.75	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	10	\$400.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	197	\$1,837,614.75	\$0.00
					<b>EFTs</b>	<b>Status</b>	<b>Count</b>	<b>Transaction Amount</b>	<b>Reconciled Amount</b>
						Open	10	\$342,347.04	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Total	10	\$342,347.04	\$0.00
					<b>All</b>	<b>Status</b>	<b>Count</b>	<b>Transaction Amount</b>	<b>Reconciled Amount</b>
						Open	197	\$2,179,561.79	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	10	\$400.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	207	\$2,179,961.79	\$0.00



**Town of Paradise  
Council Agenda Summary  
Date: February 11, 2020**

**Agenda Item: 2(c)**

**Originated by:** Marc Mattox, Public Works Director  
Gina Will, Administrative Services Director

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

**Subject:** Emergency Culvert Repairs Update

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**Council Action Requested:**

Receive and file update on emergency culvert repairs.

**Alternatives:**

Request additional information on the repairs.

**Background:**

When the Camp Fire of November 2018 swept through the Town of Paradise destroying homes and businesses, it also damaged or destroyed public infrastructure including culverts as burning debris melted pipes or burned through storm drains. Burned and weakened culverts were then further damaged or destroyed by the heavy trucks used during the debris removal operations.

Nine culverts have been identified as needing permanent repairs as soon as possible. The first big rain storm, during Thanksgiving week 2019, intensified the urgency to repair the culverts quickly. Roads became dangerous and, in some cases, impassable during heavy rain. Each subsequent storm will further deteriorate roads and present unsafe driving conditions until the repairs are complete.

At the December 10, 2019 Council meeting, the Town Council declared an emergency and authorized repair or replacement of the nine culverts without observance of public bidding requirements. Three local vendors capable of completing the work were contacted for bids. Awarded contracts were listed as follows:

Merrill Road	Visinoni	\$14,425
Parkwood Way	Visinoni	\$36,700
Pearson at Recreation Drive	Visinoni	\$10,405
Pentz at Stark	Visinoni	\$22,830
Pentz at Sterns Rd #1	Visinoni	\$14,495
Pentz at Sterns Rd #2	Visinoni	\$12,315
Pentz at Vineyard Drive	Visinoni	\$14,375
Pentz at Whitaker Road	Visinoni	\$22,470
Valley View Drive	Omni	\$40,345

**Discussion:**

Visinoni Brothers has completed all assigned work with the exception of Pearson at Recreation and Parkwood Way, which are currently underway. Omini Pipelines did not execute an agreement with the Town of Paradise, and due to the nature of the emergency, staff has authorized Visinoni Brothers to complete the Valley View Drive repair at their original bid. Staff expects all work to be completed within the next two weeks and a formal emergency closure and cost accounting will be presented to the Town Council at the regular March 2020 Council meeting.

**Fiscal Analysis:**

The cost of these repairs will be accounted for in fund 2090 Camp Fire Recovery, and the funding source will be insurance or FEMA public assistance. Any matching requirements will come from the Gas Tax/Street Maintenance Fund.



**Town of Paradise  
Council Agenda Summary  
Date: February 11, 2020**

**Agenda Item:6(a)**

**Originated by:** Gina S. Will, Administrative Services Director/Town Treasurer

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

**Subject:** 2019/20 Operating and Capital Budget Status Update and Mid-Year Financial Review

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**Council Action Requested:**

1. Review and approve the 2019/20 mid-year budget report and budget adjustments; and
2. Approve recommended personnel changes; and
3. Approve job classification descriptions for Capital Projects Manager and Surveyor; and
4. Approve updated salary pay plan with revised position control authorized positions, and
5. Conditionally approve North Valley Community Foundation grant for Grants Administrator position accepting first year funding and conditionally accepting second and third year funding if the Town has enough funding available to cover the match requirement, and
6. Authorize the Town Manager and Town Attorney to enter into an agreement with Community Housing Improvement Program (CHIP) and others that protects the Town's interest in the insurance proceeds for the Paradise Community Village rebuild.

**Alternatives:**

Decline to approve any or a specific item recommended and provide alternative direction to staff.

**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 30<sup>th</sup>, 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 with a theme of being patient, positive and persistent.

Now, fifteen months after the Camp Fire the Town has made tremendous progress with an incredibly patient, positive and persistent staff. The Town's personnel, finances and budget is still very dynamic. This financial update attempts to estimate the Town's financial position at the end of the 2019/20 fiscal year in order to begin preparations for the next budget cycle. This budget is filled with the best estimates and assumptions currently available. The Town's

finances continue to evolve quickly, so many more budget and financial updates should be expected.

## **Discussion:**

### **Personnel Update**

Following is the status of the recruitment for authorized vacant positions:

Public Works Director/Town Engineer	Filled & Started
Senior Mechanic	Filled & Started
Maintenance Worker II	Filled start date 2/24/20
Police Sergeant (2)	1 Filled; 1 in Background
Police Officers (3)	1 Filled; 1 in Academy; 1 to Recruit
Associate Planner	Recruitment closed; interviews scheduled
Housing Program Technician	Recruitment closed; interviews scheduled
Management Analyst	Recruitment closed; interviews scheduled
Procurement Officer	Recruitment closed; interviews scheduled
Administrative Assistant (Police)	Internal recruitment underway
Property & Evidence Technician	Internal recruitment underway
Disaster Recovery Director	Interim in place; recruitment underway
Grant Administrator	Recruitment underway

In addition, in order attract and retain qualified personnel to support operations and recovery efforts, the following personnel changes are recommended for approval:

1. Increase Administrative Assistant (Police) hours from 36 to 40
2. Increase Property and Evidence Technician hours from 36 to 40
3. Decrease hours of Senior Mechanic from 40 to 36
4. Approve classification description and authorize hourly/part time Surveyor position
5. In lieu of an Associate Engineer, approve classification description and authorize Capital Projects Manager

The updated Salary Pay Plan with authorized positions and budgeted full-time equivalency is attached for review and approval.

### **North Valley Community Foundation – Butte Strong Fund Grant**

The North Valley Community Foundation and Butte Strong Fund has generously awarded another grant to the Town of Paradise in the amount of \$226,883. The purpose of the grant is to fund a Grants Administrator Position. The grant stipulates full funding for the first year and half funding for the second and third year. A Grants Administrator will be used to pursue other grants as well as administer the often labor-intensive reporting requirements of the grants.



Not knowing the timing of the PG&E settlement or the full extent of the Town's financial condition, staff recommends a conditional acceptance of the grant. Accept the first year of funding, but the second and third year only if the Town is able to fund the 50% match. North Valley Community Foundation and the Butte Strong Fund is vested in community recovery. It is believed that if the Town is unable to fund the 50% match, the foundation could be approached for additional funding.

## **2019/20 Operating and Capital Budget Update**

### **Fund 1010 – General Fund**

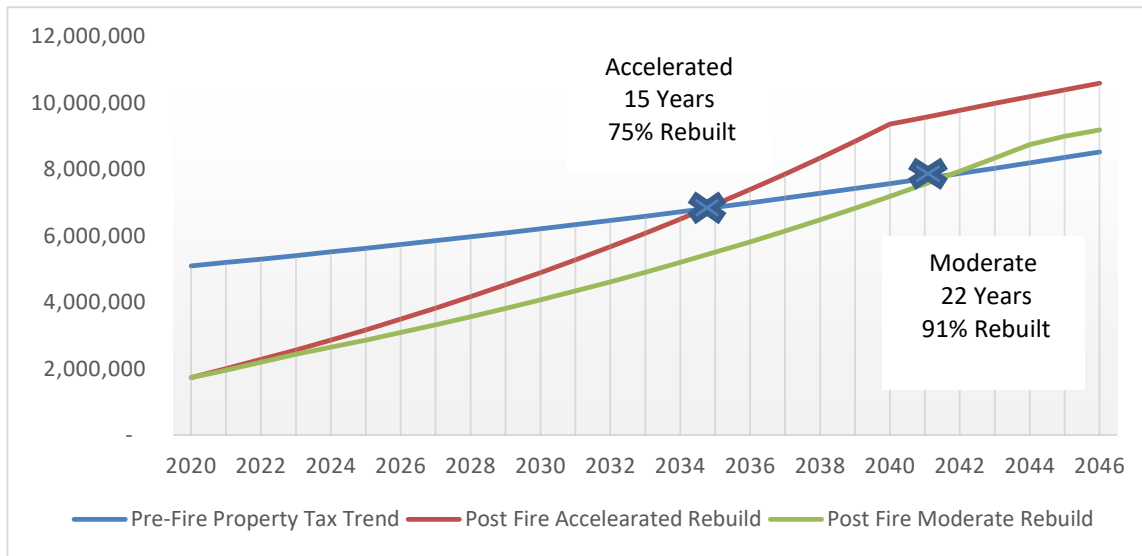
Staff analyzed a General Fund Budget Performance Report and spoke to departments and agencies in order to estimate revenues and expenses and to identify needed budget adjustments. A copy of this report is attached for review. The following information was derived from this analysis and highlights of the recommended adjustments are summarized below:

#### **General Fund Revenues**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Proposed Budget Adjustments
Measure C	1,382,632	750,000	750,000	0
Non Department	10,649,673	12,104,550	11,744,763	(359,787)
Finance	8,918	0	220	220
Police	101,944	49,076	41,330	(7,746)
Fire	39,899	302,059	291,031	(11,028)
Planning	56,400	55,770	101,950	46,180
Waste Management	21,754	8,294	10,657	2,363
Engineering	61,598	133,283	165,648	32,365
Community Park	2,333	2,500	2,500	0
<b>Totals</b>	<b>12,325,152</b>	<b>13,405,532</b>	<b>13,108,099</b>	<b>(297,433)</b>

- Property Taxes: The State of California has committed to backfilling Camp Fire lost property taxes for three years. 2019/20 is the second of the three years. The Town is expected to receive \$1.73 million in secured property taxes for land and remaining structures. It will receive about \$3.36 million from the State this year as backfill.

Without a crystal ball, it is very difficult to predict how many years it will take the Town to get back to pre-fire secured property tax levels. However, Staff can provide a range of possible outcomes. Assuming, the rebuild is accelerated with 500 structures rebuilt per year and about half of the structures are built by new owners, it is estimated to take 15 years and about 75% rebuild to achieve the pre-fire trend. With a more moderate rebuild, an average 400 structures per year and a quarter by new owners, it is estimated to take 22 years and 91% rebuild to achieve the pre-fire trend. Following is a chart to illustrate those possible outcomes.



Secured and unsecured property taxes are backfilled, but the other categories of property tax are not. The following chart summarizes property tax expectations and recommended budget adjustments for this 2019/20 budget year:

Property Taxes	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Secured	\$4,955,483	\$5,064,469	\$5,095,000	\$30,531
Unsecured	254,740	100,000	135,000	35,000
RDA Residual	25,919	0	2,682	2,682
Supplemental	65,766	40,000	40,000	0
Homeowners Apportionment	64,553	55,000	23,676	(31,324)
<b>Totals</b>	<b>\$5,366,461</b>	<b>\$5,259,469</b>	<b>\$5,296,358</b>	<b>\$36,889</b>

- Motor Vehicle in Lieu (MVIL): MVIL is the second largest revenue source for the Town's General Fund. As MVIL is paid by the County and as a function of property tax values, the Town will be made whole through property tax backfill for three fiscal years. This is the second of the three years. Last year the Town received \$2.46 million. The current budget is \$2.49 million, but the current expectation is \$2.65 million. A budget increase of \$67,547 is recommended.
- Sales Tax: Even with a new system of allocating and remitting sales taxes, the State system pays sales taxes about three months in arrears. Forecasting sales taxes are further complicated by the State's system of continuing to due advances and true ups. At the end of 2018/19 the State had advanced the Town too much which left a hole to true-up the current year. Those numbers have been sorted out and the Town had sales

tax receipts of \$955,139 last year. The first quarter is complete, but the second quarter is still in progress. Sales taxes are not being backfilled by the State. The current budget is \$475,483, but staff recommends increasing the budget to \$600,000. Following is a recap of the sales taxes receipts the last few years by quarter:

Quarter ended	2016/17	2017/18	2018/19	2019/20
09/30 – 1st	456,419	473,283	541,661	177,928
12/31 – 2 <sup>nd</sup>	469,546	497,021	233,937	54,889 (to date)
03/31 – 3 <sup>rd</sup>	433,289	402,550	68,662	
06/30 – 4th	477,875	529,075	110,879	
<b>Totals</b>	<b>1,837,129</b>	<b>1,901,930</b>	<b>955,139</b>	

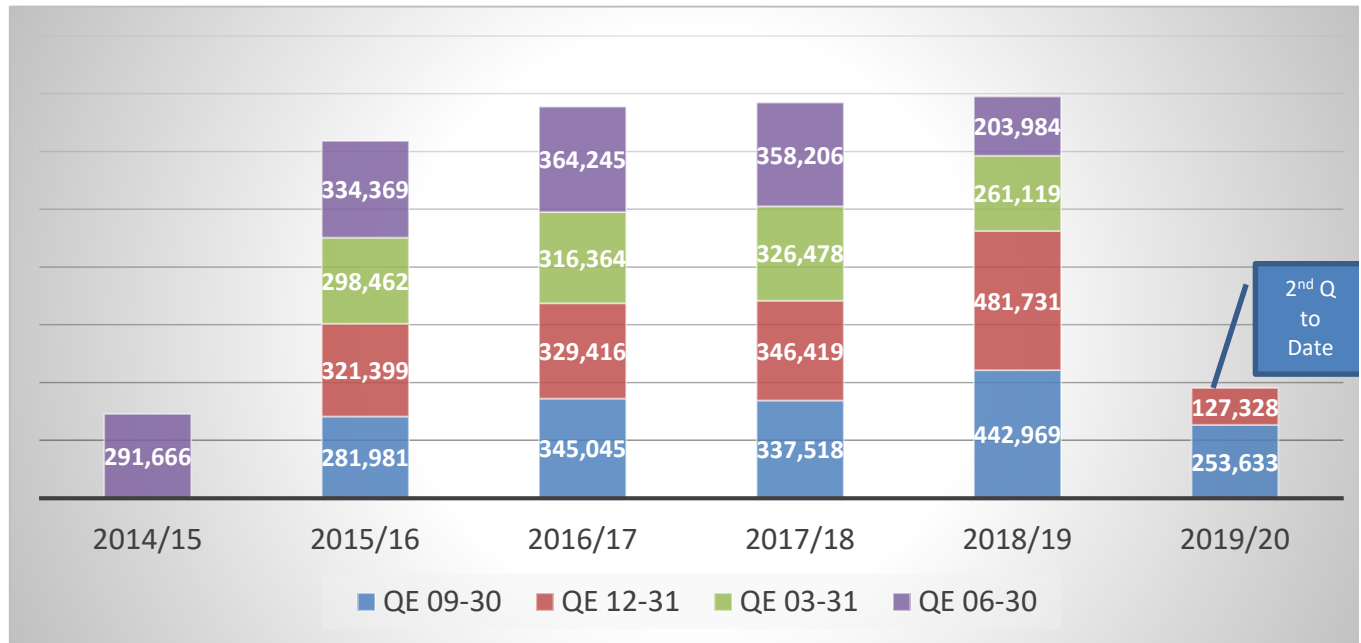
- **Franchise Fees:** The Town has received two quarters of franchise fees for the fiscal year. With five months of full receipts last year total revenues were \$545,209. This year revenues are expected to be about \$157,500. The current budget is \$144,865.
- **Transient Occupancy Taxes (TOT):** A couple hotels have made progress toward reopening. The Town has not yet received any receipts, so it is recommended to drop the budget from \$80,000 to \$40,000. Last year receipts were \$114,452.
- **Lost Revenue Insurance Proceeds:** The Town is expected to use \$2.42 million of the \$5 million of lost revenue insurance proceeds for this year. The original expectation was to use \$2.87 million. Last fiscal year the Town used about \$435,000. This provides \$2.15 million to maintain operations next fiscal year.
- **Planning Services:** Planning activities and services are increasing especially related to temporary use Permits, site plan reviews, and design review applications. It is estimated that about \$46,000 more in service fees will be collected to bring the total to about \$102,000. This is compared to activities of about \$56,000 last year.
- **Engineering Services:** Engineering service requests are also exceeding original expectations. Receipts are expected to be about \$165,600 a budget increase of \$32,365. The additional service requests are in lot merger and drain plan reviews. This is compared to last year engineering service receipts of \$61,598.

## Measure C

*“a temporary sales tax increase of 0.50% that automatically expires in six years, and that establishes a citizen oversight committee to ensure that funds are used to **preserve public services** such as police protection, fire suppression, street maintenance, animal control and other services for the Town of Paradise”*

Measure C, the 0.50% transaction and use tax approved by the voters in November 2014, took effect April 1, 2015. The Town is now in its fifth of six years of this Measure. In November 2018, voters approved a 10-year extension of the measure. The Camp Fire has required revision of the Measure C financial plan.

Initially revenues did not drop as fast as expected as revenues were likely boosted by vehicle replacements and online purchases. Now revenues are starting to drop, but a clear trend is not yet available. Following is an accounting of Measure C revenues since inception:



Measure C is continuing to fund ongoing support for Police, Fire and Animal Control but in some cases to a lesser extent. Police personnel, except for the sponsorship of trainees through the academy, is funded by the general fund police budget. The Town originally expected to sponsor 2 cadets through the academy, but it will end up sponsoring about 2.5. Also, with the acquisition of a new K9 officer, there are some onetime costs to cover. Following is the recommended budget adjustments for this fiscal year:

	<u>2019/20</u> <u>Amended</u> <u>Budget</u>	<u>2019/20</u> <u>Proposed</u> <u>Budget</u>	<u>2019/20</u> <u>Budget</u> <u>Adjustments</u>
<b>Police Department</b>			
Police Cadets (2.5)	67,710	80,889	13,179
Police Cars	87,067	87,067	0
Body Cameras	5,917	5,917	0
K-9 Program	10,005	16,805	6,800
	<u>170,699</u>	<u>190,678</u>	<u>19,979</u>
<b>Animal Control</b>			
Support to Maintain Services	247,142	232,330	(14,812)
	<u>247,142</u>	<u>232,330</u>	<u>(14,812)</u>
<b>Fire Department</b>			
CAL FIRE Contract	250,000	250,000	0
Fire Engines 81 & 82	167,183	167,183	0
	<u>417,183</u>	<u>417,183</u>	<u>0</u>

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Total	835,024	840,191	5,167
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Following is a summary of the preliminary revised Measure C financial plan. A complete detailed plan is included with these agenda materials. It is recommended that the Town maintain the current estimated contingency reserve until a more complete revenue trend emerges for the remainder of Measure C and the start of Measure V. The Town is applying for many grants that have matching requirements, and the permanent work of road and culvert repairs through public assistance have matching requirements. There is also need of monies for the capital improvement projects that have currently been postponed.

Projected Revenues		\$6,953,872
Commitments for:	Police	\$1,802,505
	Fire	2,215,184
	Animal Control	800,046
	Public Works	1,187,154
	Reserves	948,983
		(6,953,872)
Net Remaining		\$0

Staff met with the Measure C Citizen Oversight Committee on January 28, 2020 where approval was received for the 2<sup>nd</sup> Quarter 2019/20 Measure C quarterly report. In addition, these recommended budget adjustments and preliminary revised financial plan were discussed. There was consensus that these plans are logical and continue to meet the intended use and requirements for Measure C funds.

### General Fund Expenditures

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Measure C	\$991,650	\$835,024	\$840,191	\$5,167
Non Department	1,049,908	1,069,134	1,441,816	372,682
Administration	1,640,680	1,999,126	1,871,277	(127,849)
Police	4,304,982	4,808,119	4,586,333	(221,786)
Fire	3,505,519	4,265,032	4,265,036	4
Community Develop.	192,374	187,050	186,186	(864)
Public Works	283,262	387,387	357,463	(29,924)
<b>Totals</b>	<b>11,968,375</b>	<b>13,550,872</b>	<b>13,548,302</b>	<b>(2,570)</b>

Non Department:

As approved by the Town Council, the Town purchased a building at 5631 Black Olive next to the Police Department, and near Fire Station 81 and Fleet Maintenance Shop. This provides the Town with the opportunity to someday consolidate most services in one central location. Additional plans will be brought forward as funding for development of the building is identified. Also, with increased activities and services being provided throughout the Town government, there are additional banking and transaction charges. The recommended increased budget of \$372,682 is a result of both these activities.

Administration:

Collectively **administrative divisions are anticipated to decrease \$127,849**. Most of these divisions are support functions, so as cost allocations are recalculated based on support usage, these numbers are adjusted. As an example, the Town Manager's office has been more involved with general governance and recovery, and less involved with Business and Housing functions. Also, these numbers reflect refined estimates for the timing of the hiring of administrative positions. Finally, the Town has kept overhead costs down especially for the replacement of information technology infrastructure and staffing. There are enough monies collected to move forward with infrastructure replacement and software efficiencies. These funds are currently offsetting the cost of information technology expenses.

✓ Town Council	(1,605)
✓ Town Clerk	(1,509)
✓ Town Manager	82,596
✓ Central Services	(9,524)
✓ Information Technology	(200,000)
✓ HR and Risk Management	852
✓ Legal Services	(10)
✓ Finance	1,351

Police Department

- Police Administration: The vacancy of the administrative assistant and the postponement of the public safety radio replacement is expected to **create savings of about \$43,423** in police administration.
- Police Operations: The department has made great progress in recruiting and hiring committed and qualified officers. With one officer coming back this month, one officer set to graduate from the academy in June, there is one officer vacancy remaining. Further, Council authorized hiring a fifth sergeant to provide additional supervision and support administration. The Town promoted one officer to sergeant and there is an external candidate in background for the final sergeant position. Of the 11 authorized officer positions, the Town is estimated to recognize 8.0 full time equivalent officers for the year. Of the 5 authorized sergeants, the Town is estimated to recognize 3.9 full time equivalent sergeants. Some assumptions about the timing of these vacancies are included in the **estimate of \$169,000** in salary, benefit and training savings.

- Public Safety Communications: Changed assumptions about how the department will move employees around to fill vacancies and support operations is creating estimated **savings in public safety communications of about \$9,400.**

#### Fire Department

- Fire Administration: Staff recommends a **budget increase of about \$6,800.** The department is preparing an educational flyer and mailer on defensible space. Also, the department was granted some funds to replace appliances at station 81. The receipt is accounted for under fire department revenues.
- Fire Suppression: **Savings of about \$6,800** is expected on the suppression side. A good portion of that adjustment is from the expected postponement of the public safety radio project.

#### Public Works

- Engineering: The former Public Works Director/Town Engineer has returned. The proposal of possibly hiring a separate Public Works Director and Town Engineer has been replaced, under returned leadership, with a plan to hire a Capital Projects Manager to support the Director. The job classification is attached for Council's review and approval. Assuming approval, recruitment will begin later this spring once more is known about the timing of funding for road repairs.

Also, Engineering recommends converting our long-standing contract surveyor to a part time hourly employee. There is minimal financial impact involved in this conversion as the same hourly rates will apply. The job classification is attached for Council's review and approval.

**Staff estimates savings of about \$18,000.** Increased cost estimates for outside engineering support is offset by decreased estimates for salary and benefits.

- Paradise Community Park and Public Facilities: Staff estimates **savings of about \$5,200 and \$3,000** for Paradise Community Park and Public Facilities respectively. This is mainly from revised estimates for utilities and supplies.

#### Fiscal Impact:

The Camp Fire has had immediate and long-lasting impacts to the General Fund of the Town of Paradise. The Town is maintaining cash flow reserves and operations through State property tax backfills and lost revenue insurance proceeds. The Town Council authorized the use of reserves for the purchase of the building on Black Olive. Following is a summary of the impacts of recommended budget adjustments discussed above:

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Measure C Revenues	1,382,632	750,000	750,000	0
Measure C Expenses	991,650	835,024	840,191	5,167
Measure C Net Income	390,982	(85,024)	(90,191)	(5,167)
GF Revenues	10,942,520	12,655,532	12,358,099	(297,433)
GF Expenses	10,976,725	12,715,848	12,708,111	(7,737)
GF Net Income	(34,205)	(60,316)	(350,012)	(289,696)
Measure C Fund Balance	1,291,742	1,206,718	1,201,551	
GF Fund Balance	2,830,030	2,769,714	2,480,018	
Total Fund Balance	4,121,772	3,976,432	3,681,569	
Designated Reserves – Measure C				
Police Vehicle Payments	20,637	20,637	20,637	
Contingencies	1,271,105	1,186,081	1,180,914	
Designated Reserves				
Nonspendable	1,255,934	1,255,934	1,255,934	
Property Abatements	20,000	20,000	20,000	
Cash Flow	1,554,096	1,493,780	1,204,084	

### **Fund 2030 – Building Safety and Wastewater Services**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Revenues	1,564,131	2,940,095	4,925,163	1,985,068
Expenses	1,038,922	3,054,887	3,868,371	813,484
Net Income	525,208	(114,792)	1,056,792	1,171,584
Ending Fund Balance	1,131,791	1,016,999	2,188,583	

#### **Revenues:**

Fifteen months after the Camp Fire there is exciting energy and momentum behind rebuilding the community. As of the last update, there are 768 building permit applications received, 529 building permits issued and 40 homes with certificate of occupancy issued. The community has used nearly all the \$1 million grant from North Valley Community Foundation. The grant pays half of the building permit fees for a family who lost a primary residence in the fire up to \$3,500. The Town will start using the \$475,000 from Golden State Finance Authority for the same purpose, and it has applied for a grant extension with North Valley Community Foundation.



There is sufficient evidence to support increasing the budget for plan check fees, building permits, onsite repairs, and fire code enforcement inspections among others.

**Expenses:**

Because of the increased development activities, it is necessary to increase the budget for the 4Leaf contract who support the efforts. Other increased costs reflect the refined cost allocations for other divisions and functions that support the increased development activities. Staff is working hard to manage the contract and the expectations of the community.

**Fiscal Impact:**

Through careful management and containment of overhead expenses, reserves are estimated to grow to about \$2.19 million. However, given how quickly development interest could change, it is important to maintain enough reserves to withstand current contracted obligations. Further, the Town has additional facilities and equipment to maintain long term after current grant monies are fully used.

**Fund 2070 – Animal Control Services**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Revenues	351,977	416,658	399,000	(17,658)
Expenses	351,771	416,658	399,000	(17,658)
Net Income	207	0	0	0
Ending Fund Balance	0	0	0	

**Revenues:**

As with many other divisions, the Camp Fire has changed the priorities and services performed by Animal Control Services. Only minor revenue reductions are estimated in service fees as compared to the original budget. Most of the reduced revenues reflect less transfers in needed from Measure C and donations to balance the fund.

**Expenses:**

The Animal Control division has found stability in staffing. There has been no turnover in staffing since before the Camp Fire. Recommended expenditure reductions are from overtime savings, less supply and contract needs, training, and an adjustment to central service cost allocations.

**Fiscal Impact:**

As has been discussed for many years, Measure N the \$12 per parcel per year fee provides \$132,000 of funding per year. It is not enough to fund an approximate \$400,000 operation. Measure C will contribute \$232,000 to maintain operations.

**Fund 2090 – Camp Fire 2018**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Revenues	3,579,477	3,162,011	3,568,865	406,854
Expenses	3,728,296	3,398,372	3,918,865	620,493
Net Income	(148,819)	(236,361)	(350,000)	(213,639)
Ending Fund Balance	(148,819)	(385,180)	(498,819)	

**Revenues:**

Fund 2090 was established to track all the revenues and expenses related to the Camp Fire disaster of 2018. The Town tracks and calculates expenses that are eligible for insurance, FEMA public assistance (PA), grant monies or donations. It then recognizes the equivalent revenue from advances from the appropriate sources. This fiscal year, the Town is expected to recognize revenues of \$1.16 million from FEMA PA, \$2.14 million from insurance, and \$267,000 from North Valley Community Foundation grants or other donations.

**Expenses:**

It should be noted that there are deductibles that apply to insurance and matching requirements for public assistance. Currently under public assistance, FEMA will pay 90% of eligible emergency response and debris removal costs. The State will pay 75% of the remaining amount leaving 2.5% as a match. Donations are currently covering the difference.

**Fiscal Impact:**

The negative ending fund balance is for the preparation of the complicated and extensive hazard mitigation grants prepared by Ernst and Young. Once grants are awarded, the administrative costs of preparing the applications can be absorbed into the project. There may be some costs borne by the Town if not awarded but given the magnitude and potential assistance these grants could provide to the community; it is a reasonable investment.

**Fund 2120 – State Gas Tax (Street Maintenance)**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Revenues	1,447,220	1,435,212	1,436,532	1,320
Expenses	1,167,830	1,443,462	1,288,583	(154,879)
Net Income	279,390	(8,250)	147,949	156,199
Ending Fund Balance	397,387	389,137	545,336	

**Revenues:**

Based on the analysis of the revised projections released by the League of California Cities, the Town will receive less in some Highway Users Gas Tax funding but more in others. The expected net result is basically no change in expected revenues

According to Michael Coleman of the League of California Cities, gas tax funding in the short term is protected by State law. Appropriations based on population will not be adjusted until the 2020 census data is released sometime in 2021. The League is advocating on behalf of the Town to maintain funding levels after this time. It is understood that even with a reduced residential population; the Town will have a lot of use on its roads during the rebuild and will require funding to keep roads maintained.

**Expenses:**

There is expected to be expenditure savings of about \$155,000. Most of the savings is from delayed hiring of vacant positions and from the reallocation of public works staff time for their work on the building resource center. There is also expected to be utility, supply and central service cost allocation savings.

**Fiscal Impact:**

The fund will add about \$156,000 more to reserves than expected due to reduced expenditures. These reserves will be used as matching funds for future capital improvement projects. The fund should end the fiscal year with reserves of about \$545,000.

**Fund 2160 – Business & Housing**

	2018/19 Estimated Actual	2019/20 Amended Budget	2019/20 Proposed Budget	2019/20 Budget Adjustments
Revenues	255,739	824,613	93,313	(731,300)
Expenses	168,590	764,949	193,691	(571,258)
Net Income	87,149	59,664	(100,378)	(160,042)
Ending Fund Balance	139,519	199,183	39,141	

### **Revenues:**

Most of housing loan payoffs have already been processed following the Camp Fire. Also, new housing loans are not occurring as quickly as we expected. Either families do not qualify for the programs, or they have not yet decided to rebuild. Finally, the large \$23.5 million Cal Home disaster assistant grant has not yet been awarded. They award may be postponed another couple of months, so associated activity will not likely occur this fiscal year. All this combined, results in reduced expected revenues of about \$731,000.

### **Expenses:**

Expenses, namely staffing and contract support, is recalculated and reallocated based on the activities that will be completed in Business and Housing during the fiscal year. Expenses should be reduced about \$571,000.

### **Fiscal Impact:**

These adjustments will allow the Business and Housing division to end the fiscal year with reserves of about \$39,000. There is about \$2.4 million in available program monies from loan payoffs that staff will be using the next couple years to support business development and home rebuilding. Staff believes this year is just a lull in activity as the community moves into the next phase of recovery.

### **Paradise Community Village**

The Town of Paradise loaned \$5 million in 2012 of Home Grant monies to Community Housing Improvement Program (CHIP) for the construction of Paradise Community Village (PCV). PCV was a 36 unit multi-family development which housed low income families in Paradise. PCV was destroyed in the Camp Fire.

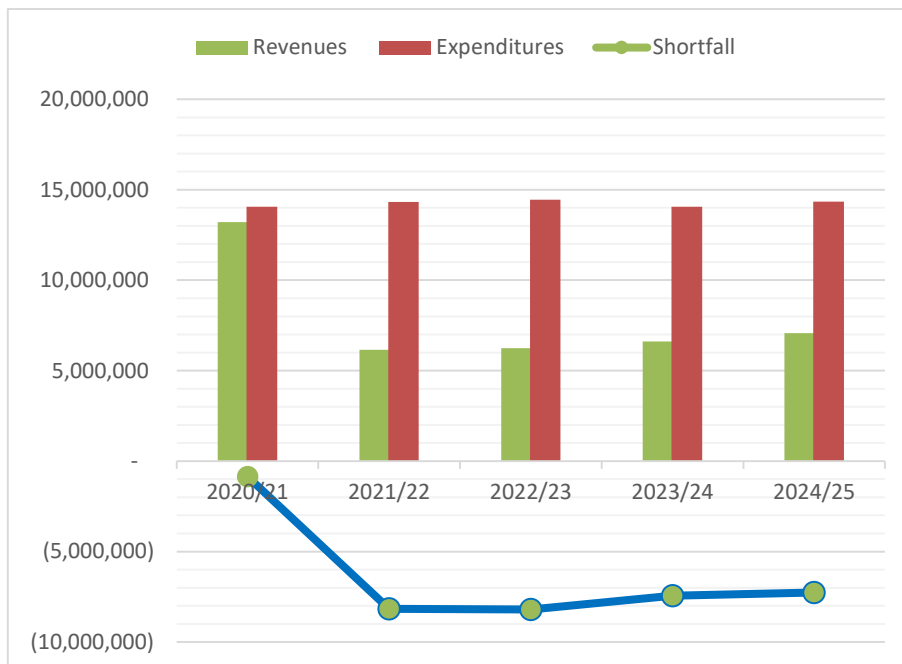
There are three other agencies who have provided funding and who have vested interest in PCV. The obligations total \$8.05 million. The initial insurance proceeds, before rebuild, total \$5.69 million. Once PCV is rebuilt, the insurance proceeds can be as much as \$8.93 million.

The Town Attorney and Administrative Services Director have been working on an arrangement with CHIP and other interested parties where the insurance proceeds are deposited into a bank account to begin earning interest. There are still details to be worked out, but the account would require all parties to be notified of any disbursements. Staff is requesting that the Town Manager and the Town Attorney be authorized to enter into an appropriate agreement that protects the Town's interest once the details are worked out.

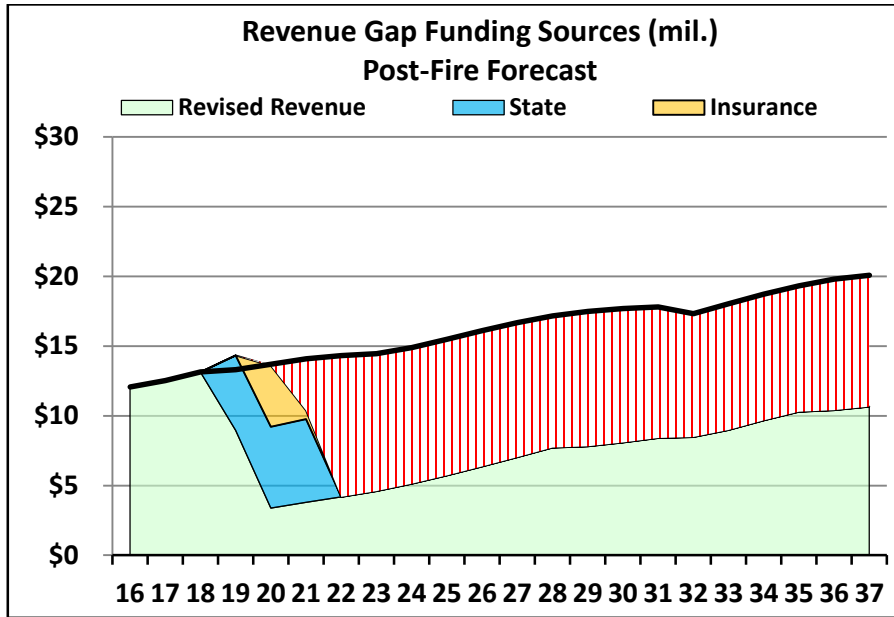
CHIP has submitted plans for the rebuilding of PCV. Permits should be issued soon, and then rebuilding can begin. Construction is expected to take about 2.5 years.

### **General Fund Financial Projections**

Staff completed its first detailed five-year projection since the Camp Fire. The point of the exercise was to provide information to Town Council and justification for State Legislators of additional support the Town will need if the PG&E settlement is not received in a timely fashion. The Town's general fund is nearly 100% funded next year through the final committed property tax backfill from the State and the remaining amount of lost revenue insurance proceeds. In the four proceeding years, the Town will be short funding of about between \$8.2 million to \$7.2 million each year. The shortfall is expected to lessen each year. Following is a graph showing the estimated shortfall in funding for the next five years:



Given the number and dynamic variables involved in creating a long-range financial projection for the Town, Robert Leland of Management Partners original financial projection model is still relevant. It assumed the Town receives property tax backfill for three years from the State, and a lost tax revenue settlement of \$5 million from insurance. The gap in funding for the general fund is \$156 million over 18 years. That is in line with staff's recent estimate of property tax restoration between 15 to 22 years.



### **2020/21 Budget Adoption Timeline**

Following is a rough schedule for 2020/21 Budget Adoption:

1. February 18, 2020 – Town Council goal setting workshop
2. Early March 2020 – Budget Discussions with Finance Committee
3. Early March 2020 – Budget Packages to Departments
4. April and May – Town Council and Measure C Citizens Oversight Committee Budget Updates
5. Early May 2020 – Budget Discussions with Finance Committee
6. Early to mid-June 2020 – Preliminary Budget Provide to Town Council for Review
7. Late June 2020 – Adoption of 2020/21 Budget

### **Conclusion:**

In the fifteen months since the Camp Fire, the Town has made tremendous progress in understanding its new financial position and creating a plan for financial recovery. There is still some unknowns and staff continues to learn more every day. Staff remains positive, persistent, and patient as we navigate through these uncharted waters. We are committed to keeping Town Council and the community informed of each new opportunity to further recovery.

## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Budget Adjustment	Proposed Budget
Fund: 1010 - General Fund							
REVENUES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
1010.00.0000.3110.311	Property Tax Current Secured	4,905,026	4,955,483	5,064,469	4,326,319	30,531	5,095,000
1010.00.0000.3110.312	Property Tax Current Unsecured	249,183	254,740	100,000	133,299	35,000	135,000
1010.00.0000.3110.314	Property Tax Residual	-	25,919	-	2,682	2,682	2,682
1010.00.0000.3110.315	Property Tax Prior Secured/Unsecured	6,000	7,214	4,000	3,599	-	4,000
1010.00.0000.3110.320	Property Tax General Supplemental	60,000	65,766	40,000	17,047	-	40,000
1010.00.0000.3130.325	General Sales and Use Tax Sales and Use Tax	777,821	955,139	600,000	86,261	-	600,000
1010.00.0000.3167.330	Real Property Transfer Tax Real Property Transfer Tax	44,948	66,080	44,500	35,677	9,000	53,500
1010.00.0000.3182.335	Franchise Taxes Franchise Taxes	409,765	545,209	144,865	45,589	12,635	157,500
1010.00.0000.3185.340	Transient Occupancy Tax Transient Occupancy Tax	114,452	114,452	80,000	-	(40,000)	40,000
1010.00.0000.3210.110	Business Licenses and Permits Business Regulation	1,400	1,502	7,500	3,616	(1,500)	6,000
1010.00.0000.3215.100	DOJ/FBI Fees Fingerprinting/Processing	-	(145)	-	(146)	-	-
1010.00.0000.3345.200	State Revenues - Other Miscellaneous	12,777	12,777	-	-	-	-
1010.00.0000.3351.001	Property Tax Homeowners Apportionment	65,294	64,553	55,000	-	(31,324)	23,676
1010.00.0000.3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,416,196	2,459,689	2,494,776	1,281,161	67,547	2,562,323
1010.00.0000.3410.101	Administrative Services General Administrative Fees	-	(0)	-	-	-	-
1010.00.0000.3410.104	Administrative Services Returned Check Processing	153	153	150	51	(50)	100
1010.00.0000.3410.112	Administrative Services Printed Material Production/Sale	50	65	68	208	152	220
1010.00.0000.3410.113	Administrative Services Document Copying	100	56	65	38	-	65
1010.00.0000.3410.114	Administrative Services Document Certification	150	960	500	150	(200)	300
1010.00.0000.3610.100	Interest Revenue Investments	15,000	65,747	10,000	8,979	55,000	65,000
1010.00.0000.3630.200	Rents and Royalties Billboard Rents and Leases	440	-	-	240	240	240
1010.00.0000.3901.100	Refunds and Reimbursements Miscellaneous	12,565	12,346	10,000	-	(5,000)	5,000
1010.00.0000.3901.145	Refunds and Reimbursements Insurance Proceeds	-	434,884	2,866,005	-	(447,355)	2,418,650
1010.00.0000.3902.100	Miscellaneous Revenue General	5,000	9,121	5,000	969	(3,000)	2,000
1010.00.0000.3902.110	Miscellaneous Revenue Cash Over and Short	-	0	-	(22)	(22)	(22)
1010.00.0000.3910.030	Transfers In From Development Services Fund	213,678	212,302	191,313	-	(14,588)	176,725
1010.00.0000.3910.070	Transfers In From Animal Control	56,437	69,623	60,361	-	(7,455)	52,906
1010.00.0000.3910.110	Transfers In From Local Transportation Fund	4,547	4,465	4,486	-	(44)	4,442
1010.00.0000.3910.120	Transfers In From State Gas Tax Fund	196,090	205,091	208,897	-	(17,209)	191,688
1010.00.0000.3910.140	Transfers In From Traffic Safety Fund	7,500	8,750	6,500	-	-	6,500
1010.00.0000.3910.160	Transfers In From BHS Development Svcs Fund	45,866	42,416	79,895	-	(1,527)	78,368
1010.00.0000.3910.215	Transfers In From Aband Vehicle Abate Fund	16,000	8,391	10,000	4,090	-	10,000
1010.00.0000.3910.650	Transfers In From Successor Agency to RDA NH	8,765	2,768	16,200	5,019	(3,300)	12,900
1010.00.0000.3910.815	Transfers In From General Misc Donations	-	44,156	-	-	-	-
Program Total: 0000 - Non Program Activity		9,645,203	10,649,673	12,104,550	5,954,825	(359,787)	11,744,763
Department: 25 - Finance							
Program: 4420 - Measure C TUT							
1010.25.4420.3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	551,675	1,382,632	750,000	373,790	-	750,000
Program Total: 4420 - Measure C TUT		551,675	1,382,632	750,000	373,790	-	750,000
Program: 5005 - Rental Properties							
1010.25.5005.3630.100	Rents and Royalties Commercial Prop Rents & Leases	9,000	7,500	-	-	-	-
1010.25.5005.3901.100	Refunds and Reimbursements Miscellaneous	1,058	1,418	-	176	220	220
Program Total: 5005 - Rental Properties		10,058	8,918	-	176	220	220

## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Budget Adjustment	Proposed Budget
Department: 30 - Police							
Program: 0000 - Non Program Activity							
1010.30.0000.3320.100	Federal Revenue - Other Refunds and Reimbursements	3,000	4,265	2,500	-	(1,500)	1,000
1010.30.0000.3345.004	State Revenues - Other POST Reimbursements	4,000	13,700	8,000	4,704	(1,500)	6,500
1010.30.0000.3345.100	State Revenues - Other Refunds & Reimbursements	1,000	616	500	-	(250)	250
1010.30.0000.3380.100	Local Government Revenue Fines and Forfeitures	26,000	31,942	25,000	7,967	(2,000)	23,000
1010.30.0000.3380.106	Local Government Revenue Administrative Citations Police	1,139	1,139	400	-	(200)	200
1010.30.0000.3380.112	Local Government Revenue Property Room Proceeds	-	416	100	17	(50)	50
1010.30.0000.3421.100	Police Vehicle Repossession	250	137	150	-	(75)	75
1010.30.0000.3421.105	Police Cite Sign Off / VIN Verification	950	898	700	231	(200)	500
1010.30.0000.3421.110	Police DUI Accident & Arrest Processing	1,500	1,050	1,000	-	(500)	500
1010.30.0000.3421.111	Police Vehicle Impound Fee	2,500	2,893	2,500	1,929	1,000	3,500
1010.30.0000.3421.115	Police Police Report (Copy)	1,500	1,346	25	2	(20)	5
1010.30.0000.3421.120	Police Fingerprint Processing	2,500	1,902	1,500	1,369	900	2,400
1010.30.0000.3421.122	Police Visa/Clearance Letter	30	16	16	-	(16)	-
1010.30.0000.3421.128	Police Statutory Registration	50	31	50	31	-	50
1010.30.0000.3421.130	Police Reproduce/Sale of Tapes & Photos	100	95	100	-	(50)	50
1010.30.0000.3421.140	Police Alarm System Registration	1,400	1,284	2,000	599	(1,000)	1,000
1010.30.0000.3421.141	Police False Alarm Response	2,000	1,778	2,000	-	(1,000)	1,000
1010.30.0000.3421.180	Police Special Services	32,399	32,399	500	-	(250)	250
1010.30.0000.3421.185	Police Bicycle License	12	12	-	-	-	-
1010.30.0000.3421.187	Police Subpoena Duces Tecum	15	15	15	-	(15)	-
1010.30.0000.3421.235	Police Deer Validation	12	12	-	-	-	-
1010.30.0000.3901.100	Refunds and Reimbursements Miscellaneous	500	5,383	1,500	-	(750)	750
1010.30.0000.3901.140	Refunds and Reimbursements Negligence Cost Recovery Fees	700	592	500	-	(250)	250
1010.30.0000.3902.100	Miscellaneous Revenue General	50	23	20	-	(20)	-
Department Total: 30 - Police		81,607	101,944	49,076	16,850	(7,746)	41,330
Department: 35 - Fire							
Program: 0000 - Non Program Activity							
1010.35.0000.3320.100	Federal Revenue - Other Refunds and Reimbursements	-	-	241,459	-	-	241,459
1010.35.0000.3345.100	State Revenues - Other Refunds & Reimbursements	25,000	29,271	50,000	23,340	(20,000)	30,000
1010.35.0000.3380.103	Local Government Revenue Fines and Citations Fire	1,000	2,900	5,000	-	(3,000)	2,000
1010.35.0000.3422.304	Fire Fuel Reduction Burn Permit	500	2,859	3,000	5,711	5,500	8,500
1010.35.0000.3422.315	Fire Residential Burning Regulation	2,500	2,222	2,500	4,311	3,500	6,000
1010.35.0000.3422.335	Fire Land Clearing Fire Regulation	-	-	-	45	45	45
1010.35.0000.3650.100	Donations Private Sources	-	-	-	3,027	3,027	3,027
1010.35.0000.3901.100	Refunds and Reimbursements Miscellaneous	-	2,647	100	-	(100)	-
Department Total: 35 - Fire		29,000	39,899	302,059	36,434	(11,028)	291,031
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
1010.40.4720.3380.101	Local Government Revenue Fines and Citations Comm Develop	3,000	34,032	10,000	-	(6,000)	4,000
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
1010.40.4720.3400.123	CDD Planning Tree Pres/Protect Plan Review	94	94	112	-	-	112
1010.40.4720.3400.130	CDD Planning General Plan Amend and Rezoning	2,907	2,907	2,907	2,907	-	907
1010.40.4720.3400.138	CDD Planning Development Agreement	1,185	1,185	1,185	-	-	185
1010.40.4720.3400.170	CDD Planning Use Permit Class A	707	2,121	3,535	2,828	-	3,535

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## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.40.4720.3400.171	CDD Planning Use Permit Class B	3,500	2,506	1,253	-	-	1,253
1010.40.4720.3400.173	CDD Planning Temporary Use Permit	-	2,108	30,000	51,292	45,000	75,000
1010.40.4720.3400.174	CDD Planning Administrative Permit	2,500	2,349	2,500	2,649	1,500	4,000
1010.40.4720.3400.176	CDD Planning Home Occupation Permit	527	527	-	263	263	263
1010.40.4720.3400.177	CDD Planning Site Plan/Use Permit Mod Class A	-	377	377	754	377	754
1010.40.4720.3400.184	CDD Planning Site Plan Review Class A	-	-	660	2,640	2,640	3,300
1010.40.4720.3400.200	CDD Planning Tree Felling Permit	7,000	6,395	1,000	246	(600)	400
1010.40.4720.3400.307	CDD Planning Design Review Application	1,800	1,625	1,500	2,415	3,000	4,500
Program Total: 4720 - CDD Planning		23,396	56,400	55,770	65,995	46,180	101,950
Program: 4780 - CDD - Waste Management							
1010.40.4780.3182.335	Franchise Taxes Franchise Taxes	16,817	19,244	7,794	5,457	2,863	10,657
1010.40.4780.3380.104	Local Government Revenue Fines and Citations Waste Mgmt	620	2,510	500	-	(500)	-
Program Total: 4780 - CDD - Waste Management		17,437	21,754	8,294	5,457	2,363	10,657
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
1010.45.4740.3402.220	PW Engineering Land Divisn/Pvt Develop Projects	13,994	13,994	10,000	-	(5,000)	5,000
1010.45.4740.3402.223	PW Engineering Engineering Site Plan	-	259	700	-	(350)	350
1010.45.4740.3402.224	PW Engineering Grading Check/Inspection	-	(171)	1,500	2,124	1,049	2,549
1010.45.4740.3402.226	PW Engineering Cert of Correction with Hearing	-	-	1,000	1,555	555	1,555
1010.45.4740.3402.227	PW Engineering Lot Merger Review	-	518	6,000	12,443	12,000	18,000
1010.45.4740.3402.228	PW Engineering Lot Line Adjustment	398	1,305	3,000	3,629	1,536	4,536
1010.45.4740.3402.230	PW Engineering Engineer Drain Plan/Calc Review	130	5,184	8,000	20,608	22,000	30,000
1010.45.4740.3402.232	PW Engineering Erosion Control Plan Review	583	583	583	-	-	583
1010.45.4740.3402.239	PW Engineering Hourly Fee	-	-	-	75	75	75
1010.45.4740.3402.250	PW Engineering Oversized Vehicle Regulation	1,500	1,978	2,500	2,226	500	3,000
1010.45.4740.3402.270	PW Engineering Encroachment Permit Fees	15,500	37,947	100,000	57,447	-	100,000
Program Total: 4740 - Public Works - Engineering		32,105	61,598	133,283	100,106	32,365	165,648
Program: 4745 - Paradise Community Park							
1010.45.4745.3470.251	Parks & Recreation Space Rental	2,500	2,333	2,500	330	-	2,500
Program Total: 4745 - Paradise Community Park		2,500	2,333	2,500	330	-	2,500
REVENUES Total		10,392,981	12,325,152	13,405,532	6,553,963	(297,433)	13,108,099
EXPENSES							
Department: 00 - Non Department Activity							
Program: 0000 - Non Program Activity							
1010.00.0000.5225	Bank Fees and Charges	14,000	11,737	11,000	13,849	22,000	33,000
1010.00.0000.5280.100	Bad Debt Write Off Expense	300	-	300	970	670	970
1010.00.0000.5302	Buildings	-	-	-	350,012	350,012	350,012
1010.00.0000.5501	Debt Service Payment - Principal	523,423	523,423	507,371	-	-	507,371
1010.00.0000.5502	Debt Service Payment - Interest	496,577	496,577	542,629	-	-	542,629
1010.00.0000.5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	10,000	10,000	-	-	-	-
1010.00.0000.5910.160	Transfers Out To BHS Development Svcs Fund	-	198	-	-	-	-
1010.00.0000.5910.299	Transfers Out To Grants Miscellaneous One Time	1,514	-	-	-	-	-
1010.00.0000.5910.923	Transfers Out To TOP Housing Loan Fund	7,973	7,973	7,834	3,917	-	834
Program Total: 0000 - Non Program Activity		1,053,787	1,049,908	1,069,134	368,747	372,682	816
Department: 10 - Legislative							

## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Budget Adjustment	Proposed Budget
Program: 4000 - Town Council							
1010.10.4000.5101	Salaries - Permanent	18,000	17,835	18,000	9,750	-	18,000
1010.10.4000.5107	Car Allowance/Mileage	5,400	5,400	5,400	2,925	-	5,400
1010.10.4000.5111	Medicare	339	339	339	184	-	339
1010.10.4000.5112.102	Retirement Contribution Social Security	1,451	1,451	1,451	786	-	1,451
1010.10.4000.5113	Worker's Compensation	234	234	223	217	-	223
1010.10.4000.5115	Unemployment Compensation	-	-	-	4	-	-
1010.10.4000.5202.100	Operating Supplies General	-	-	265	120	-	265
1010.10.4000.5213.100	Professional/Contract Services General	-	95	-	475	1,045	1,045
1010.10.4000.5219.100	Printing General	27	75	45	-	(25)	20
1010.10.4000.5220.100	Employee Development General	12,625	575	6,125	100	(2,625)	3,500
1010.10.4000.5304	Furniture & Equipment	1,650	1,650	-	-	-	-
Program Total: 4000 - Town Council		39,726	27,654	31,848	14,560	(1,605)	30,243
Department: 15 - Town Clerk							
Program: 4100 - Town Clerk							
1010.15.4100.5101	Salaries - Permanent	121,680	119,771	153,137	76,191	-	153,137
1010.15.4100.5105	Salaries - Overtime/FLSA	-	2,922	-	-	-	-
1010.15.4100.5106.100	Incentives & Admin Leave Administrative Leave	3,631	3,632	11,969	7,656	-	11,969
1010.15.4100.5111	Medicare	1,817	1,727	2,394	1,174	-	2,394
1010.15.4100.5112.101	Retirement Contribution PERS	29,499	29,146	44,380	22,062	-	44,380
1010.15.4100.5113	Worker's Compensation	1,561	1,578	1,894	1,848	-	1,894
1010.15.4100.5114.101	Health Insurance Medical	17,126	15,610	17,126	8,458	(42)	17,084
1010.15.4100.5114.102	Health Insurance Dental	-	1,198	-	649	-	-
1010.15.4100.5114.103	Health Insurance Vision	-	131	-	71	-	-
1010.15.4100.5115	Unemployment Compensation	-	-	-	536	-	-
1010.15.4100.5116.101	Life and Disability Insurance Life & Disab.	1,601	513	1,691	278	-	1,691
1010.15.4100.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	1,072	-	646	-	-
1010.15.4100.5119.100	Retiree Costs Medical Insurance	13,160	11,766	10,150	3,811	(5,467)	4,683
1010.15.4100.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(2,310)	-	-	-	-
1010.15.4100.5201.100	Office Supplies General	250	409	175	24	-	175
1010.15.4100.5202.100	Operating Supplies General	175	172	235	70	-	235
1010.15.4100.5204	Subscriptions and Code Books	200	59	155	-	-	155
1010.15.4100.5210.100	Postage General	50	79	150	26	-	150
1010.15.4100.5213.100	Professional/Contract Services General	8,148	7,396	14,118	7,629	-	14,118
1010.15.4100.5214.100	Repair and Maint Service General	3,333	3,340	3,499	2,532	-	3,499
1010.15.4100.5218.100	Advertising General	2,075	4,014	5,000	6,538	3,000	8,000
1010.15.4100.5220.100	Employee Development General	-	330	940	686	1,000	1,940
1010.15.4100.5221	Election-County Services	20,815	20,330	-	-	-	-
Program Total: 4100 - Town Clerk		225,121	222,885	267,013	140,885	(1,509)	265,504
Department: 20 - Administrative Services							
Program: 4200 - Town Manager							
1010.20.4200.5101	Salaries - Permanent	123,018	123,650	171,385	73,480	51,820	223,205
1010.20.4200.5105	Salaries - Overtime/FLSA	-	845	-	-	-	-
1010.20.4200.5106.100	Incentives & Admin Leave Administrative Leave	6,025	6,025	9,578	1,296	4,332	13,910
1010.20.4200.5107	Car Allowance/Mileage	1,584	1,584	1,584	858	408	2,992
1010.20.4200.5111	Medicare	270	306	764	227	335	1,099
1010.20.4200.5112.101	Retirement Contribution PERS	34,778	34,713	51,920	25,080	21,257	73,177

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## General Fund 2019/20 Mid-Year Budget

G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.20.4200.5113	Worker's Compensation	1,578	1,595	2,120	1,774	704	2,824
1010.20.4200.5114.101	Health Insurance Medical	6,449	5,257	11,417	2,847	2,282	13,699
1010.20.4200.5114.102	Health Insurance Dental	-	1,118	-	606	-	-
1010.20.4200.5114.103	Health Insurance Vision	-	40	-	22	-	-
1010.20.4200.5115	Unemployment Compensation	-	-	-	497	-	-
1010.20.4200.5116.101	Life and Disability Insurance Life & Disab.	1,000	344	1,416	186	361	1,777
1010.20.4200.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	1,217	-	752	-	-
1010.20.4200.5119.100	Retiree Costs Medical Insurance	36,400	35,570	35,715	17,490	(962)	34,753
1010.20.4200.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(2,566)	-	-	-	-
1010.20.4200.5202.100	Operating Supplies General	-	-	25	-	-	25
1010.20.4200.5210.100	Postage General	-	-	4	-	-	4
1010.20.4200.5213.100	Professional/Contract Services General	3,500	3,532	3,500	5,500	2,000	5,500
1010.20.4200.5216.100	Communications General Services	72	265	581	357	32	613
1010.20.4200.5218.100	Advertising General	4	4	-	-	-	-
1010.20.4200.5219.100	Printing General	-	-	-	27	27	27
Program Total: 4200 - Town Manager		214,678	213,499	290,009	131,000	82,596	372,605
Program: 4201 - Central Services							
1010.20.4201.5101	Salaries - Permanent	40,154	40,620	73,894	25,733	(6,365)	67,529
1010.20.4201.5105	Salaries - Overtime/FLSA	-	654	-	-	-	-
1010.20.4201.5106.100	Incentives & Admin Leave Administrative Leave	-	-	3,509	2,475	(265)	3,244
1010.20.4201.5111	Medicare	582	543	1,122	394	(96)	1,026
1010.20.4201.5112.101	Retirement Contribution PERS	2,895	2,930	5,936	2,049	(491)	5,445
1010.20.4201.5113	Worker's Compensation	515	521	914	597	-	914
1010.20.4201.5114.101	Health Insurance Medical	11,922	10,410	16,889	5,638	(1,130)	15,759
1010.20.4201.5114.102	Health Insurance Dental	-	1,196	-	649	-	-
1010.20.4201.5114.103	Health Insurance Vision	-	127	-	69	-	-
1010.20.4201.5115	Unemployment Compensation	-	-	-	179	-	-
1010.20.4201.5116.101	Life and Disability Insurance Life & Disab.	660	167	1,069	90	(85)	984
1010.20.4201.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	398	-	252	-	-
1010.20.4201.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(1,074)	-	-	-	-
1010.20.4201.5202.100	Operating Supplies General	2,840	2,895	3,240	1,853	260	3,500
1010.20.4201.5203.100	Repairs and Maint Supplies General	2,000	1,225	1,750	1,196	-	1,750
1010.20.4201.5209.101	Auto Fuel Expense Town Vehicles	-	2,383	2,500	1,028	-	2,500
1010.20.4201.5210.100	Postage General	30	105	50	-	(25)	25
1010.20.4201.5211.135	Utilities Water and Sewer	940	526	528	289	-	528
1010.20.4201.5211.137	Utilities Electric and Gas	30,000	20,171	29,500	10,454	-	29,500
1010.20.4201.5212.100	Insurance General	209,918	210,268	221,961	222,824	863	222,824
1010.20.4201.5213.100	Professional/Contract Services General	39,935	44,964	45,301	32,708	-	45,301
1010.20.4201.5214.100	Repair and Maint Service General	14,318	12,772	14,454	10,304	3,546	18,000
1010.20.4201.5215.100	Rents and Leases Miscellaneous	1,593	1,618	1,552	1,024	198	1,750
1010.20.4201.5218.100	Advertising General	50	-	100	-	(50)	50
1010.20.4201.5219.100	Printing General	500	820	1,000	-	(500)	500
1010.20.4201.5260	Miscellaneous	35,294	35,310	37,374	31,395	(5,384)	31,990
1010.20.4201.5500	Bond Payments - Fiscal Agent	4,250	4,199	4,250	-	-	4,250
Program Total: 4201 - Central Services		398,396	393,747	466,893	351,201	(9,524)	43,669
Program: 4202 - Information Technology							
1010.20.4202.5101	Salaries - Permanent	49,335	51,168	-	-	-	-

## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

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		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.20.4202.5102	Salaries - Temporary	160	160	-	-	-	-
1010.20.4202.5105	Salaries - Overtime/FLSA	-	17,354	-	-	-	-
1010.20.4202.5106.100	Incentives & Admin Leave Administrative Leave	2,205	2,205	-	-	-	-
1010.20.4202.5111	Medicare	715	1,310	-	-	-	-
1010.20.4202.5112.101	Retirement Contribution PERS	26,814	27,010	-	-	-	-
1010.20.4202.5113	Worker's Compensation	1,289	1,289	-	-	-	-
1010.20.4202.5114.101	Health Insurance Medical	3,036	3,036	-	-	-	-
1010.20.4202.5116.101	Life and Disability Insurance Life & Disab.	566	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	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	(70,000)	(154,250)	(100,000)	-	(310,000)	(410,000)
1010.20.4202.5202.100	Operating Supplies General	5,000	3,650	4,560	18	(2,560)	2,000
1010.20.4202.5209.101	Auto Fuel Expense Town Vehicles	49	223	-	-	-	-
1010.20.4202.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	8	8	-	-	-	-
1010.20.4202.5210.100	Postage General	100	29	100	-	(50)	50
1010.20.4202.5213.100	Professional/Contract Services General	63,250	87,573	133,545	111,211	91,455	225,000
1010.20.4202.5214.100	Repair and Maint Service General	61,022	71,088	72,065	69,325	7,935	80,000
1010.20.4202.5215.106	Rents and Leases Copiers	4,730	4,713	4,713	2,760	-	4,713
1010.20.4202.5216.100	Communications General Services	37,730	45,204	36,117	24,713	12,883	49,000
1010.20.4202.5218.100	Advertising General	69	69	-	-	-	-
1010.20.4202.5220.100	Employee Development General	280	280	1,800	1,936	137	1,937
1010.20.4202.5223.105	Meals and Refreshments Emergencies and Meetings	10	10	-	-	-	-
1010.20.4202.5225	Bank Fees and Charges	1,500	1,088	1,100	559	200	1,300
1010.20.4202.5304	Furniture & Equipment	10,000	-	19,000	-	-	19,000
1010.20.4202.5501	Debt Service Payment - Principal	34,470	34,836	27,000	14,625	-	27,000
Program Total: 4202 - Information Technology		248,049	200,453	200,000	225,147	(200,000)	-
Program: 4203 - HR and Risk Management							
1010.20.4203.5101	Salaries - Permanent	67,294	67,764	95,425	48,843	-	95,425
1010.20.4203.5105	Salaries - Overtime/FLSA	-	1,680	-	-	-	-
1010.20.4203.5106.100	Incentives & Admin Leave Administrative Leave	3,216	2,449	9,347	4,703	-	9,347
1010.20.4203.5111	Medicare	1,022	966	1,519	753	-	1,519
1010.20.4203.5112.101	Retirement Contribution PERS	21,342	21,392	37,467	18,873	-	37,467
1010.20.4203.5113	Worker's Compensation	863	873	1,180	1,151	-	1,180
1010.20.4203.5114.101	Health Insurance Medical	15,871	13,532	15,871	7,330	(66)	15,805
1010.20.4203.5114.102	Health Insurance Dental	-	2,092	-	1,133	-	-
1010.20.4203.5114.103	Health Insurance Vision	-	180	-	98	-	-
1010.20.4203.5115	Unemployment Compensation	-	-	-	341	-	-
1010.20.4203.5116.101	Life and Disability Insurance Life & Disab.	932	257	946	139	-	946
1010.20.4203.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	665	-	389	-	-
1010.20.4203.5119.120	Retiree Costs PERS 1959 Survivor Benefits	3,475	3,511	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	14	20	262	280	300
1010.20.4203.5202.100	Operating Supplies General	284	270	285	-	(235)	50
1010.20.4203.5204	Subscriptions and Code Books	3,500	3,500	3,500	3,500	-	500
1010.20.4203.5210.100	Postage General	30	21	25	-	-	25
1010.20.4203.5213.100	Professional/Contract Services General	1,853	1,853	1,854	2,173	846	2,700

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1010.20.4203.5219.100	Printing General	-	-	-	27	27	27
Program Total: 4203 - HR and Risk Management		119,696	118,475	170,639	89,715	852	171,491
Program: 4300 - Legal Services							
1010.20.4300.5210.100	Postage General	10	-	10	-	(10)	-
1010.20.4300.5213.100	Professional/Contract Services General	199,896	198,551	224,224	108,000	-	224,224
Program Total: 4300 - Legal Services		199,906	198,551	224,234	108,000	(10)	224,224
Department: 25 - Finance							
Program: 4400 - Finance							
1010.25.4400.5101	Salaries - Permanent	146,411	151,185	199,272	102,677	(28,584)	170,688
1010.25.4400.5105	Salaries - Overtime/FLSA	-	5,729	-	-	-	-
1010.25.4400.5106.100	Incentives & Admin Leave Administrative Leave	5,309	5,303	20,385	9,838	(2,672)	17,713
1010.25.4400.5106.200	Incentives & Admin Leave Gym Reimbursement	-	-	-	70	-	-
1010.25.4400.5107	Car Allowance/Mileage	2,066	2,063	2,160	1,170	(80)	2,080
1010.25.4400.5111	Medicare	2,230	2,299	3,216	1,627	(454)	2,762
1010.25.4400.5112.101	Retirement Contribution PERS	33,945	33,334	59,450	29,821	(3,250)	56,200
1010.25.4400.5113	Worker's Compensation	1,878	1,899	2,465	2,405	-	2,465
1010.25.4400.5114.101	Health Insurance Medical	11,010	12,711	18,796	8,796	(1,182)	17,614
1010.25.4400.5114.102	Health Insurance Dental	-	2,193	-	1,232	-	-
1010.25.4400.5114.103	Health Insurance Vision	-	203	-	114	-	-
1010.25.4400.5115	Unemployment Compensation	-	-	-	740	-	-
1010.25.4400.5116.101	Life and Disability Insurance Life & Disab.	1,689	531	1,689	296	54	1,743
1010.25.4400.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	1,088	-	639	-	-
1010.25.4400.5119.100	Retiree Costs Medical Insurance	24,142	23,257	23,689	11,903	(183)	23,506
1010.25.4400.5122	Accrual Bank Payoff	-	-	-	-	34,552	34,552
1010.25.4400.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(13,369)	-	-	-	-
1010.25.4400.5201.100	Office Supplies General	50	40	50	-	-	50
1010.25.4400.5202.100	Operating Supplies General	230	75	230	-	-	230
1010.25.4400.5210.100	Postage General	1,550	1,084	1,400	510	(200)	1,200
1010.25.4400.5213.100	Professional/Contract Services General	1,075	1,153	1,216	653	-	1,216
1010.25.4400.5218.100	Advertising General	150	112	100	-	-	100
1010.25.4400.5219.100	Printing General	1,200	1,161	1,165	-	-	1,165
1010.25.4400.5220.100	Employee Development General	252	252	260	-	-	260
1010.25.4400.5304	Furniture & Equipment	2,400	579	1,650	2,385	3,350	5,000
1010.25.4400.5501	Debt Service Payment - Principal	53	53	-	-	-	-
Program Total: 4400 - Finance		235,640	232,935	337,193	174,875	1,351	338,544
Program: 4420 - Measure C TUT							
Cost Center Activity: 301 - Police Operations							
1010.25.4420.301.5101	Salaries - Permanent	38,667	65,389	-	-	-	-
1010.25.4420.301.5102	Salaries - Temporary	16,582	9,928	39,789	28,382	10,167	49,956
1010.25.4420.301.5103.102	Differential Pay Out of Class	-	18	-	-	-	-
1010.25.4420.301.5104	Wages - PS Holiday Pay	2,012	3,952	-	-	-	-
1010.25.4420.301.5105	Salaries - Overtime/FLSA	6,800	13,613	4,000	7,183	6,183	10,183
1010.25.4420.301.5106.101	Incentives & Admin Leave School Incentive	1,568	2,845	-	-	-	-
1010.25.4420.301.5106.103	Incentives & Admin Leave Team Pay	-	3,272	-	-	-	-
1010.25.4420.301.5109.100	Allowances Uniform Allowance	465	853	-	-	-	-
1010.25.4420.301.5111	Medicare	1,031	1,325	635	516	237	872
1010.25.4420.301.5112.101	Retirement Contribution PERS	8,927	13,456	2,467	-	630	3,097

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		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.25.4420.301.5112.102	Retirement Contribution Social Security	-	-	-	2,205	-	-
1010.25.4420.301.5113	Worker's Compensation	19,764	18,480	4,623	4,503	1,658	6,281
1010.25.4420.301.5114.101	Health Insurance Medical	8,997	14,419	-	-	-	-
1010.25.4420.301.5114.102	Health Insurance Dental	-	1,852	-	-	-	-
1010.25.4420.301.5114.103	Health Insurance Vision	-	165	-	-	-	-
1010.25.4420.301.5115	Unemployment Compensation	-	-	-	228	-	-
1010.25.4420.301.5116.101	Life and Disability Insurance Life & Disab.	484	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	3,380	2,236	5,160	2,647	940	6,100
1010.25.4420.301.5213.100	Professional/Contract Services General	3,638	4,797	6,000	6,821	3,800	9,800
1010.25.4420.301.5220.100	Employee Development General	26,223	19,864	15,041	5,568	(3,636)	11,405
1010.25.4420.301.5305	Vehicles	154,000	132,997	22,851	22,851	-	22,851
1010.25.4420.301.5501	Debt Service Payment - Principal	70,132	82,919	70,133	40,715	-	70,133
Cost Center Activity Total: 301 - Police Operations		362,670	393,334	170,699	121,617	19,979	190,678
Cost Center Activity:	303 - Animal Control						
1010.25.4420.303.5213.100	Professional/Contract Services General	1,014	1,014	-	-	-	-
1010.25.4420.303.5214.100	Repair and Maint Service General	12,213	10,535	-	-	-	-
1010.25.4420.303.5303	Improvements	6,200	6,200	-	497	-	-
1010.25.4420.303.5910.070	Transfers Out To Animal Control Fund	158,599	161,641	247,142	111,196	(14,812)	232,330
Cost Center Activity Total: 303 - Animal Control		178,026	179,390	247,142	111,692	(14,812)	232,330
Cost Center Activity:	325 - Fire Administration						
1010.25.4420.325.5303	Improvements	8,250	8,250	-	-	-	-
Cost Center Activity Total: 325 - Fire Administration		8,250	8,250	-	-	-	-
Cost Center Activity:	326 - Fire Suppression						
1010.25.4420.326.5213.100	Professional/Contract Services General	120,000	222,171	250,000	55,005	-	250,000
1010.25.4420.326.5501	Debt Service Payment - Principal	167,183	167,183	167,183	103,729	-	167,183
Cost Center Activity Total: 326 - Fire Suppression		287,183	389,354	417,183	158,734	-	417,183
Cost Center Activity:	345 - Public Works Fleet						
1010.25.4420.345.5303	Improvements	21,357	21,321	-	-	-	-
Cost Center Activity Total: 345 - Public Works Fleet		21,357	21,321	-	-	-	-
Program:	5005 - Rental Properties						
1010.25.5005.5203.100	Repairs and Maint Supplies General	(1,346)	-	-	-	-	-
1010.25.5005.5211.175	Utilities Rental Properties	2,600	1,516	540	176	-	540
1010.25.5005.5214.100	Repair and Maint Service General	480	840	-	-	-	-
1010.25.5005.5501	Debt Service Payment - Principal	15,769	17,202	-	-	-	-
Program Total: 5005 - Rental Properties		17,503	19,558	540	176	-	540
Department:	30 - Police						
Program:	0000 - Non Program Activity						
1010.30.0000.5280.100	Bad Debt Write Off Expense	-	-	-	5,855	-	-
Program Total: 0000 - Non Program Activity		-	-	-	5,855	-	-
Program:	4510 - Police Administration						
1010.30.4510.5101	Salaries - Permanent	251,102	254,083	323,436	152,452	(24,163)	299,273
1010.30.4510.5103.102	Differential Pay Out of Class	-	1,217	-	513	-	-
1010.30.4510.5104	Wages - PS Holiday Pay	10,788	11,009	14,384	7,192	-	14,384
1010.30.4510.5105	Salaries - Overtime/FLSA	-	21,982	-	-	-	-
1010.30.4510.5106.100	Incentives & Admin Leave Administrative Leave	12,447	19,277	32,384	23,511	-	32,384
1010.30.4510.5106.101	Incentives & Admin Leave School Incentive	13,474	12,995	16,899	8,683	-	16,899

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		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.30.4510.5106.200	Incentives & Admin Leave Gym Reimbursement	240	90	90	-	-	90
1010.30.4510.5109.100	Allowances Uniform Allowance	1,860	1,860	1,860	1,008	-	1,860
1010.30.4510.5111	Medicare	4,204	4,635	5,708	2,743	(409)	5,299
1010.30.4510.5112.101	Retirement Contribution PERS	199,359	199,711	422,125	209,224	(2,469)	419,656
1010.30.4510.5113	Worker's Compensation	49,418	49,418	36,525	35,634	-	36,525
1010.30.4510.5114.101	Health Insurance Medical	28,471	24,809	35,188	12,755	(5,903)	29,285
1010.30.4510.5114.102	Health Insurance Dental	-	4,739	-	2,388	-	-
1010.30.4510.5114.103	Health Insurance Vision	-	435	-	217	-	-
1010.30.4510.5115	Unemployment Compensation	-	-	-	1,247	-	-
1010.30.4510.5116.101	Life and Disability Insurance Life & Disab.	2,806	867	2,756	391	(354)	2,402
1010.30.4510.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	1,881	-	939	-	-
1010.30.4510.5119.100	Retiree Costs Medical Insurance	59,119	62,468	55,840	33,067	4,264	60,104
1010.30.4510.5122	Accrual Bank Payoff	-	-	4,684	670	(4,014)	670
1010.30.4510.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(23,691)	-	-	-	-
1010.30.4510.5201.100	Office Supplies General	2,000	2,107	2,000	133	-	2,000
1010.30.4510.5202.100	Operating Supplies General	7,654	5,240	8,550	3,775	-	8,550
1010.30.4510.5203.100	Repairs and Maint Supplies General	3,000	1,767	2,000	1,142	-	2,000
1010.30.4510.5204	Subscriptions and Code Books	-	-	100	-	-	100
1010.30.4510.5210.100	Postage General	2,000	2,518	2,335	1,307	-	2,335
1010.30.4510.5211.135	Utilities Water and Sewer	1,010	727	1,036	277	-	1,036
1010.30.4510.5211.137	Utilities Electric and Gas	25,500	21,444	23,000	11,195	-	23,000
1010.30.4510.5211.139	Utilities Propane	800	679	1,436	1,508	364	1,800
1010.30.4510.5213.100	Professional/Contract Services General	27,522	20,746	12,810	2,968	(2,810)	10,000
1010.30.4510.5214.100	Repair and Maint Service General	25,797	29,093	28,779	13,293	-	28,779
1010.30.4510.5215.100	Rents and Leases Miscellaneous	566	564	565	282	-	565
1010.30.4510.5215.106	Rents and Leases Copiers	4,020	4,119	4,119	2,412	-	4,119
1010.30.4510.5216.100	Communications General Services	7,600	8,837	24,454	2,683	(9,454)	15,000
1010.30.4510.5218.100	Advertising General	300	(100)	-	-	-	-
1010.30.4510.5219.100	Printing General	400	707	400	109	-	400
1010.30.4510.5220.100	Employee Development General	2,500	625	2,625	206	(1,125)	1,500
1010.30.4510.5223.105	Meals and Refreshments Emergencies and Meetings	400	350	550	464	250	800
1010.30.4510.5225	Bank Fees and Charges	552	430	520	213	-	520
1010.30.4510.5260	Miscellaneous	-	66	-	-	-	-
1010.30.4510.5303	Improvements	7,036	16,627	-	-	-	-
1010.30.4510.5304	Furniture & Equipment	825	825	-	-	2,400	2,400
1010.30.4510.5501	Debt Service Payment - Principal	510	510	-	-	-	-
Program Total: 4510 - Police Administration		753,280	765,668	1,067,158	534,599	(43,423)	1,023,735
Program: 4520 - Police Operations							
1010.30.4520.5101	Salaries - Permanent	1,095,923	1,085,396	1,114,821	482,118	(86,095)	1,028,726
1010.30.4520.5102	Salaries - Temporary	4,612	15,198	-	-	-	-
1010.30.4520.5103.102	Differential Pay Out of Class	-	4,319	-	4,786	-	-
1010.30.4520.5103.105	Differential Pay Swing/Graveyard Shift	-	35,363	-	15,190	-	-
1010.30.4520.5103.108	Differential Pay Canine Maintenance	-	8,355	-	4,473	-	-
1010.30.4520.5104	Wages - PS Holiday Pay	52,161	57,941	52,638	24,258	(4,207)	48,431
1010.30.4520.5105	Salaries - Overtime/FLSA	90,000	371,322	217,000	112,528	(16,000)	100,000
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	36,405	44,643	43,220	21,379	(4,445)	38,775



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1010.30.4520.5106.103	Incentives & Admin Leave Team Pay	-	6,167	-	552	-	-
1010.30.4520.5106.200	Incentives & Admin Leave Gym Reimbursement	180	450	450	-	-	450
1010.30.4520.5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,000	1,000	30,000	5,500	(4,500)	25,500
1010.30.4520.5109.100	Allowances Uniform Allowance	16,050	18,113	20,102	7,318	(1,901)	18,201
1010.30.4520.5111	Medicare	19,414	23,464	22,467	10,460	(1,770)	20,697
1010.30.4520.5112.101	Retirement Contribution PERS	751,559	757,317	896,902	435,813	(18,544)	878,358
1010.30.4520.5112.102	Retirement Contribution Social Security	-	1,233	-	-	-	-
1010.30.4520.5113	Worker's Compensation	151,308	152,591	143,248	139,220	(1,658)	141,590
1010.30.4520.5114.101	Health Insurance Medical	233,749	207,863	189,897	78,174	(9,734)	180,163
1010.30.4520.5114.102	Health Insurance Dental	-	26,378	-	10,437	-	-
1010.30.4520.5114.103	Health Insurance Vision	-	2,414	-	939	-	-
1010.30.4520.5115	Unemployment Compensation	-	10,154	-	8,639	-	-
1010.30.4520.5116.101	Life and Disability Insurance Life & Disab.	14,655	4,408	12,552	1,573	(1,144)	11,408
1010.30.4520.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	10,407	-	4,334	-	-
1010.30.4520.5119.100	Retiree Costs Medical Insurance	168,451	163,554	163,196	81,862	(1,510)	161,686
1010.30.4520.5122	Accrual Bank Payoff	47,373	30,551	28,132	23,192	(4,940)	23,192
1010.30.4520.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(146,660)	(319,022)	(109,941)	-	-	(109,941)
1010.30.4520.5202.100	Operating Supplies General	19,378	17,672	30,270	4,244	(10,270)	20,000
1010.30.4520.5204	Subscriptions and Code Books	457	457	474	-	-	474
1010.30.4520.5209.101	Auto Fuel Expense Town Vehicles	40,000	47,014	44,000	21,472	7,500	51,500
1010.30.4520.5213.100	Professional/Contract Services General	15,000	16,767	15,000	8,873	2,800	17,800
1010.30.4520.5214.100	Repair and Maint Service General	4,450	600	2,420	36	-	2,420
1010.30.4520.5216.100	Communications General Services	5,207	7,636	6,604	2,906	396	7,000
1010.30.4520.5218.100	Advertising General	300	160	200	-	-	200
1010.30.4520.5220.100	Employee Development General	27,319	12,850	28,000	4,100	(13,000)	15,000
1010.30.4520.5220.110	Employee Development Education Reimb MOU Program	550	-	300	-	-	300
1010.30.4520.5223.105	Meals and Refreshments Emergencies and Meetings	-	-	-	11	11	11
1010.30.4520.5260	Miscellaneous	-	(0)	-	-	-	-
1010.30.4520.5304	Furniture & Equipment	825	825	31,550	-	-	31,550
Program Total: 4520 - Police Operations		2,649,666	2,823,560	3,026,574	1,557,459	(169,011)	2,857,563
Program: 4530 - Public Safety Communications							
1010.30.4530.5101	Salaries - Permanent	328,551	325,030	194,143	98,339	7,499	201,642
1010.30.4530.5102	Salaries - Temporary	23,242	20,286	9,000	3,376	(2,500)	6,500
1010.30.4530.5103.102	Differential Pay Out of Class	-	5,557	-	614	-	-
1010.30.4530.5103.105	Differential Pay Swing/Graveyard Shift	-	10,955	-	670	-	-
1010.30.4530.5104	Wages - PS Holiday Pay	14,674	16,167	6,891	5,223	617	7,508
1010.30.4530.5105	Salaries - Overtime/FLSA	36,000	47,906	26,000	7,025	(16,000)	10,000
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	10,612	10,850	3,820	3,483	104	3,924
1010.30.4530.5106.200	Incentives & Admin Leave Gym Reimbursement	270	450	360	-	-	360
1010.30.4530.5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,100	1,100	-	-	-	-
1010.30.4530.5109.100	Allowances Uniform Allowance	5,371	7,805	2,389	1,656	(1)	2,388
1010.30.4530.5111	Medicare	6,289	6,699	3,805	2,011	(55)	3,750
1010.30.4530.5112.101	Retirement Contribution PERS	65,477	65,476	32,500	16,507	414	33,914
1010.30.4530.5113	Worker's Compensation	31,680	31,680	15,651	17,440	-	15,651
1010.30.4530.5114.101	Health Insurance Medical	83,436	76,958	46,761	27,943	(4,150)	42,813
1010.30.4530.5114.102	Health Insurance Dental	-	9,706	-	2,389	-	-



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## General Fund 2019/20 Mid-Year Budget

G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.30.4530.5114.103	Health Insurance Vision	-	855	-	238	-	-
1010.30.4530.5115	Unemployment Compensation	-	-	-	928	-	-
1010.30.4530.5116.101	Life and Disability Insurance Life & Disab.	5,118	1,725	2,611	514	76	2,687
1010.30.4530.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	3,306	-	1,142	-	-
1010.30.4530.5119.100	Retiree Costs Medical Insurance	55,995	63,986	68,007	31,586	3,288	71,295
1010.30.4530.5122	Accrual Bank Payoff	15,042	27,449	7,109	13,552	6,443	13,552
1010.30.4530.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(70,110)	(92,078)	(70,110)	-	-	(70,110)
1010.30.4530.5202.100	Operating Supplies General	2,100	2,602	2,000	410	(500)	1,500
1010.30.4530.5204	Subscriptions and Code Books	149	149	149	160	11	160
1010.30.4530.5213.100	Professional/Contract Services General	9,000	9,373	274,123	27,844	-	274,123
1010.30.4530.5214.100	Repair and Maint Service General	38,652	37,205	46,825	9,314	-	46,825
1010.30.4530.5216.100	Communications General Services	20,000	20,938	21,518	11,110	702	22,220
1010.30.4530.5218.100	Advertising General	-	54	100	-	-	100
1010.30.4530.5220.100	Employee Development General	4,676	2,300	3,000	-	(1,500)	1,500
1010.30.4530.5304	Furniture & Equipment	825	825	5,000	-	(3,800)	1,200
1010.30.4530.5501	Debt Service Payment - Principal	439	439	-	-	-	-
Program Total: 4530 - Public Safety Communications		688,588	715,754	714,387	296,209	(9,352)	705,035
Program: 4550 - Fleet Management							
1010.30.4550.5101	Salaries - Permanent	39,667	45,899	50,614	20,406	(1,093)	49,521
1010.30.4550.5105	Salaries - Overtime/FLSA	150	2,185	2,000	-	(1,500)	500
1010.30.4550.5106.100	Incentives & Admin Leave Administrative Leave	-	-	3,434	3,434	-	3,434
1010.30.4550.5109.100	Allowances Uniform Allowance	311	358	405	146	(20)	385
1010.30.4550.5109.101	Allowances Boot Allowance	500	1,000	1,000	500	-	1,000
1010.30.4550.5109.102	Allowances Tool Allowance	1,000	2,000	2,000	1,000	-	2,000
1010.30.4550.5111	Medicare	682	763	881	378	(38)	843
1010.30.4550.5112.101	Retirement Contribution PERS	3,470	3,749	4,423	1,669	540	4,963
1010.30.4550.5113	Worker's Compensation	4,548	4,548	3,467	4,554	-	3,467
1010.30.4550.5114.101	Health Insurance Medical	8,941	6,625	9,657	5,521	(520)	9,137
1010.30.4550.5114.102	Health Insurance Dental	-	981	-	300	-	-
1010.30.4550.5114.103	Health Insurance Vision	-	57	-	33	-	-
1010.30.4550.5115	Unemployment Compensation	-	-	-	175	-	-
1010.30.4550.5116.101	Life and Disability Insurance Life & Disab.	602	193	697	64	(20)	677
1010.30.4550.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	416	-	170	-	-
1010.30.4550.5119.100	Retiree Costs Medical Insurance	8,104	7,516	7,335	3,658	262	7,597
1010.30.4550.5122	Accrual Bank Payoff	4,177	4,177	1,308	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	3,500	4,252	2,700	802	-	2,700
1010.30.4550.5203.100	Repairs and Maint Supplies General	80,150	72,969	72,850	25,492	(7,850)	65,000
1010.30.4550.5203.300	Repairs and Maint Supplies Accident and Negligence	5,000	826	5,000	3,681	1,000	6,000
1010.30.4550.5204	Subscriptions and Code Books	2,080	1,500	1,500	1,616	116	1,616
1010.30.4550.5209.101	Auto Fuel Expense Town Vehicles	700	589	700	112	(200)	500
1010.30.4550.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	195	309	-	-	-	-
1010.30.4550.5210.100	Postage General	200	137	200	7	(100)	100
1010.30.4550.5213.100	Professional/Contract Services General	7,000	8,931	4,782	2,490	718	5,500
1010.30.4550.5214.100	Repair and Maint Service General	50,000	29,471	27,100	8,735	(2,100)	29,000
1010.30.4550.5214.300	Repair and Maint Service Accident and Negligence	5,000	3,367	4,500	1,991	(500)	4,000
1010.30.4550.5216.100	Communications General Services	700	560	900	-	(450)	450

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		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.30.4550.5218.100	Advertising General	-	45	-	-	-	-
1010.30.4550.5220.100	Employee Development General	1,730	1,736	2,500	97	(1,000)	1,500
1010.30.4550.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	15	15	50	-	(50)	-
1010.30.4550.5260	Miscellaneous	60	-	-	-	-	-
1010.30.4550.5303	Improvements	12,444	12,444	-	-	-	-
1010.30.4550.5304	Furniture & Equipment	-	-	-	9,261	9,261	9,261
Program Total: 4550 - Fleet Management		240,926	216,575	210,003	97,600	(3,544)	206,459
Department: 35 - Fire							
Program: 4610 - Fire - Administrative							
1010.35.4610.5101	Salaries - Permanent	37,686	38,781	51,239	29,466	-	51,239
1010.35.4610.5105	Salaries - Overtime/FLSA	-	806	-	-	-	-
1010.35.4610.5106.100	Incentives & Admin Leave Administrative Leave	-	-	2,558	2,569	-	2,558
1010.35.4610.5106.200	Incentives & Admin Leave Gym Reimbursement	120	90	120	30	-	120
1010.35.4610.5109.100	Allowances Uniform Allowance	390	227	227	123	-	227
1010.35.4610.5109.101	Allowances Boot Allowance	167	167	163	167	-	163
1010.35.4610.5111	Medicare	552	656	786	510	-	786
1010.35.4610.5112.101	Retirement Contribution PERS	2,788	2,790	4,199	2,273	-	4,199
1010.35.4610.5113	Worker's Compensation	1,360	1,360	1,859	1,814	-	1,859
1010.35.4610.5114.101	Health Insurance Medical	4,840	4,858	4,840	2,631	-	4,840
1010.35.4610.5115	Unemployment Compensation	-	-	-	230	-	-
1010.35.4610.5116.101	Life and Disability Insurance Life & Disab.	617	240	730	130	-	730
1010.35.4610.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	374	-	257	-	-
1010.35.4610.5119.100	Retiree Costs Medical Insurance	55,312	54,511	51,584	26,920	443	52,027
1010.35.4610.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(2,174)	-	-	-	-
1010.35.4610.5201.100	Office Supplies General	400	214	250	-	-	250
1010.35.4610.5202.100	Operating Supplies General	4,500	1,520	3,300	156	-	3,300
1010.35.4610.5203.100	Repairs and Maint Supplies General	5,500	3,694	5,500	1,652	(1,000)	4,500
1010.35.4610.5209.101	Auto Fuel Expense Town Vehicles	700	806	700	430	150	850
1010.35.4610.5210.100	Postage General	300	353	300	287	250	550
1010.35.4610.5211.135	Utilities Water and Sewer	2,610	1,457	2,820	794	(320)	2,500
1010.35.4610.5211.137	Utilities Electric and Gas	20,000	19,762	24,000	8,165	(4,000)	20,000
1010.35.4610.5211.139	Utilities Propane	600	598	600	1,525	1,900	2,500
1010.35.4610.5213.100	Professional/Contract Services General	4,866	4,155	4,894	849	-	4,894
1010.35.4610.5214.100	Repair and Maint Service General	5,735	5,945	6,395	3,934	405	6,800
1010.35.4610.5215.106	Rents and Leases Copiers	2,260	2,316	2,316	1,356	(16)	2,300
1010.35.4610.5216.100	Communications General Services	10,767	10,376	11,143	5,598	-	11,143
1010.35.4610.5218.100	Advertising General	102	102	-	-	-	-
1010.35.4610.5219.100	Printing General	-	-	-	9	6,000	6,000
1010.35.4610.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	5	5	6	-	-	6
1010.35.4610.5303	Improvements	-	-	-	3,027	3,027	3,027
1010.35.4610.5501	Debt Service Payment - Principal	2,364	2,363	2,071	1,035	-	2,071
Program Total: 4610 - Fire - Administrative		164,541	156,353	182,600	95,938	6,839	189,439
Program: 4615 - Fire - EOC							
1010.35.4615.5202.100	Operating Supplies General	150	89	150	-	-	150
1010.35.4615.5203.100	Repairs and Maint Supplies General	2,100	2,100	-	-	-	-
1010.35.4615.5209.101	Auto Fuel Expense Town Vehicles	220	220	-	-	-	-
1010.35.4615.5214.100	Repair and Maint Service General	4,760	4,760	4,760	4,760	-	4,760

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		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.35.4615.5216.100	Communications General Services	5,588	5,606	5,672	2,912	-	5,672
1010.35.4615.5223.105	Meals and Refreshments Emergencies and Meetings	179	179	175	-	-	175
1010.35.4615.5304	Furniture & Equipment	-	(30)	-	-	-	-
Program Total: 4615 - Fire - EOC		12,997	12,925	10,757	7,672	-	10,757
Program: 4630 - Fire - Suppression							
1010.35.4630.5112.101	Retirement Contribution PERS	174,276	174,276	89,455	43,813	-	89,455
1010.35.4630.5119.100	Retiree Costs Medical Insurance	192,089	188,023	179,209	92,579	609	179,818
1010.35.4630.5202.100	Operating Supplies General	12,300	7,451	12,300	1,047	(2,300)	10,000
1010.35.4630.5203.100	Repairs and Maint Supplies General	2,000	1,653	2,900	33	(900)	2,000
1010.35.4630.5209.101	Auto Fuel Expense Town Vehicles	15,000	12,110	14,500	6,572	1,300	15,800
1010.35.4630.5213.100	Professional/Contract Services General	2,604,408	2,878,635	3,674,111	778,399	-	3,674,111
1010.35.4630.5214.100	Repair and Maint Service General	10,000	546	8,500	4,402	-	8,500
1010.35.4630.5216.100	Communications General Services	-	-	8,316	-	(5,544)	2,772
1010.35.4630.5220.100	Employee Development General	1,000	-	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	400	-	300	-	-	300
1010.35.4630.5304	Furniture & Equipment	23,000	12,979	19,852	6,131	-	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		3,103,236	3,344,409	4,078,856	1,001,713	(6,835)	4,072,021
Program: 4640 - Fire - Volunteer Program							
1010.35.4640.5118	Volunteer Benefits	7,000	4,498	2,889	1,673	-	2,889
1010.35.4640.5202.100	Operating Supplies General	200	-	200	-	-	200
1010.35.4640.5213.100	Professional/Contract Services General	1,000	259	487	-	-	487
Program Total: 4640 - Fire - Volunteer Program		8,200	4,757	3,576	1,673	-	3,576
Department: 40 - Community Development							
Program: 4720 - CDD Planning							
1010.40.4720.5101	Salaries - Permanent	84,547	79,592	89,028	38,833	(1,085)	87,943
1010.40.4720.5105	Salaries - Overtime/FLSA	-	2,342	-	-	-	-
1010.40.4720.5106.100	Incentives & Admin Leave Administrative Leave	1,883	815	5,910	3,648	(45)	5,865
1010.40.4720.5106.200	Incentives & Admin Leave Gym Reimbursement	25	-	-	-	-	-
1010.40.4720.5107	Car Allowance/Mileage	552	414	368	79	-	368
1010.40.4720.5109.101	Allowances Boot Allowance	450	450	450	450	-	450
1010.40.4720.5111	Medicare	1,268	1,150	1,494	626	(17)	1,477
1010.40.4720.5112.101	Retirement Contribution PERS	16,465	22,497	16,366	8,059	(88)	16,278
1010.40.4720.5113	Worker's Compensation	3,892	3,892	4,128	4,047	-	4,128
1010.40.4720.5114.101	Health Insurance Medical	15,303	9,984	14,209	5,547	(243)	13,966
1010.40.4720.5114.102	Health Insurance Dental	-	1,575	-	761	-	-
1010.40.4720.5114.103	Health Insurance Vision	-	127	-	60	-	-
1010.40.4720.5115	Unemployment Compensation	-	-	-	285	-	-
1010.40.4720.5116.101	Life and Disability Insurance Life & Disab.	1,114	338	1,071	152	(15)	1,056
1010.40.4720.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	474	-	209	-	-
1010.40.4720.5119.100	Retiree Costs Medical Insurance	15,127	15,129	15,281	16,318	(154)	15,127
1010.40.4720.5122	Accrual Bank Payoff	-	-	7,256	7,857	-	7,256
1010.40.4720.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(1,124)	-	-	-	-
1010.40.4720.5201.100	Office Supplies General	150	148	150	122	150	300
1010.40.4720.5202.100	Operating Supplies General	200	287	200	311	400	600
1010.40.4720.5209.101	Auto Fuel Expense Town Vehicles	1,000	156	750	39	(450)	300

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G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.40.4720.5210.100	Postage General	700	333	600	374	200	800
1010.40.4720.5213.100	Professional/Contract Services General	50	637	50	-	-	50
1010.40.4720.5214.100	Repair and Maint Service General	5,225	5,265	5,382	4,601	(781)	4,601
1010.40.4720.5216.100	Communications General Services	1,200	1,152	1,910	619	(510)	1,400
1010.40.4720.5218.100	Advertising General	800	871	1,200	1,424	1,300	2,500
1010.40.4720.5219.100	Printing General	-	-	-	27	175	175
1010.40.4720.5220.100	Employee Development General	515	515	-	61	61	61
1010.40.4720.5280.100	Bad Debt Write Off Expense	-	-	-	548	548	548
1010.40.4720.5501	Debt Service Payment - Principal	7,337	7,337	7,337	3,668	-	7,337
Program Total: 4720 - CDD Planning		157,803	154,355	173,140	98,726	(554)	172,586
Program: 4780 - CDD - Waste Management							
1010.40.4780.5101	Salaries - Permanent	35,897	29,762	4,660	1,781	(232)	4,428
1010.40.4780.5105	Salaries - Overtime/FLSA	-	1,303	-	-	-	-
1010.40.4780.5106.100	Incentives & Admin Leave Administrative Leave	1,812	602	421	182	(10)	411
1010.40.4780.5106.200	Incentives & Admin Leave Gym Reimbursement	43	-	-	-	-	-
1010.40.4780.5107	Car Allowance/Mileage	408	306	48	17	-	48
1010.40.4780.5111	Medicare	553	452	152	30	(3)	149
1010.40.4780.5112.101	Retirement Contribution PERS	9,901	2,804	1,450	182	(19)	1,431
1010.40.4780.5113	Worker's Compensation	466	466	58	61	-	58
1010.40.4780.5114.101	Health Insurance Medical	4,298	2,899	516	77	(43)	473
1010.40.4780.5114.102	Health Insurance Dental	-	528	-	18	-	-
1010.40.4780.5114.103	Health Insurance Vision	-	53	-	2	-	-
1010.40.4780.5115	Unemployment Compensation	-	-	-	13	-	-
1010.40.4780.5116.101	Life and Disability Insurance Life & Disab.	419	107	44	5	(3)	41
1010.40.4780.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	301	-	16	-	-
1010.40.4780.5122	Accrual Bank Payoff	-	-	5,363	1,025	-	5,363
1010.40.4780.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(2,783)	-	-	-	-
1010.40.4780.5211.135	Utilities Water and Sewer	1,000	-	-	-	-	-
1010.40.4780.5213.100	Professional/Contract Services General	16	42	20	13	-	20
1010.40.4780.5501	Debt Service Payment - Principal	1,179	1,178	1,178	589	-	1,178
Program Total: 4780 - CDD - Waste Management		55,992	38,019	13,910	4,011	(310)	13,600
Department: 45 - Public Works							
Program: 4740 - Public Works - Engineering							
1010.45.4740.5101	Salaries - Permanent	20,510	20,397	80,081	3,563	(58,616)	21,465
1010.45.4740.5102	Salaries - Temporary	2,100	1,362	-	-	8,240	8,240
1010.45.4740.5105	Salaries - Overtime/FLSA	-	2,208	-	176	176	176
1010.45.4740.5106.100	Incentives & Admin Leave Administrative Leave	932	926	4,480	329	(3,429)	1,051
1010.45.4740.5106.200	Incentives & Admin Leave Gym Reimbursement	14	16	-	-	-	-
1010.45.4740.5107	Car Allowance/Mileage	360	360	1,358	5	(1,252)	106
1010.45.4740.5109.101	Allowances Boot Allowance	45	45	45	45	-	45
1010.45.4740.5111	Medicare	347	379	1,272	88	(798)	474
1010.45.4740.5112.101	Retirement Contribution PERS	2,820	2,679	9,113	1,379	(4,226)	4,887
1010.45.4740.5112.102	Retirement Contribution Social Security	-	84	-	-	-	-
1010.45.4740.5113	Worker's Compensation	2,333	2,333	4,051	2,916	-	4,051
1010.45.4740.5114.101	Health Insurance Medical	1,600	1,770	9,449	423	(7,295)	154
1010.45.4740.5114.102	Health Insurance Dental	-	303	-	-	-	-
1010.45.4740.5114.103	Health Insurance Vision	-	27	-	-	-	-

## TOWN OF PARADISE

## General Fund 2019/20 Mid-Year Budget

G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
1010.45.4740.5115	Unemployment Compensation	-	-	-	42	-	-
1010.45.4740.5116.101	Life and Disability Insurance Life & Disab.	231	81	975	12	(702)	273
1010.45.4740.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	202	-	30	-	-
1010.45.4740.5119.100	Retiree Costs Medical Insurance	8,104	7,516	7,335	3,658	262	7,597
1010.45.4740.5122	Accrual Bank Payoff	-	-	1,769	1,693	-	1,769
1010.45.4740.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(2,975)	-	-	-	-
1010.45.4740.5201.100	Office Supplies General	75	62	25	-	-	25
1010.45.4740.5202.100	Operating Supplies General	-	-	-	130	130	130
1010.45.4740.5209.101	Auto Fuel Expense Town Vehicles	2,000	3,055	3,000	2,023	1,500	4,500
1010.45.4740.5210.100	Postage General	150	96	120	58	-	120
1010.45.4740.5213.100	Professional/Contract Services General	6,000	6,406	10,000	44,186	47,000	57,000
1010.45.4740.5214.100	Repair and Maint Service General	2,792	3,504	2,876	2,301	(575)	2,301
1010.45.4740.5216.100	Communications General Services	100	81	81	44	-	81
1010.45.4740.5218.100	Advertising General	100	-	100	1,351	1,400	1,500
1010.45.4740.5220.100	Employee Development General	-	-	1,500	-	-	1,500
1010.45.4740.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	34	36	-	1	1	1
Program Total: 4740 - Public Works - Engineering		50,647	50,953	137,630	64,452	(18,184)	119,446
Program: 4745 - Paradise Community Park							
1010.45.4745.5202.100	Operating Supplies General	2,000	1,531	1,700	182	(700)	1,000
1010.45.4745.5203.100	Repairs and Maint Supplies General	1,000	1,065	2,000	439	-	2,000
1010.45.4745.5211.135	Utilities Water and Sewer	7,200	4,264	7,200	31	(6,200)	1,000
1010.45.4745.5211.137	Utilities Electric and Gas	3,600	2,328	3,600	885	(600)	3,000
1010.45.4745.5214.100	Repair and Maint Service General	244	244	200	1,853	2,300	2,500
1010.45.4745.5216.100	Communications General Services	240	255	252	129	4	256
Program Total: 4745 - Paradise Community Park		14,284	9,687	14,952	3,518	(5,196)	9,756
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	8,300	5,748	8,000	1,008	(3,000)	5,000
1010.45.4747.5214.100	Repair and Maint Service General	500	300	500	300	-	500
1010.45.4747.5301	Land	-	-	15,802	15,802	-	15,802
Program Total: 4747 - Public Facilities		9,300	6,048	24,802	17,110	(3,000)	21,802
EXPENSES Total		11,519,448	11,968,375	13,550,872	5,782,884	(2,570)	13,548,302
Fund Total: 1010 - General Fund Net Income		(1,126,467)	356,776	(145,340)	771,079	(294,863)	(440,203)
	Measure C Net Income	(305,811)	390,983	(85,024)	(18,253)	(5,167)	(90,191)
	General Fund without Measure C Net Income	(820,656)	(34,206)	(60,316)	789,332	(289,696)	(350,012)
General Fund Ending Fund Balance		2,538,528	4,121,772	3,976,432			3,681,569
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	628,476	1,554,096	1,493,780			1,204,084
Designated Reserves - Measure C							
	Assigned - Police Vehicle Payments	20,637	20,637	20,637			20,637
	Unassigned - Contingencies	574,311	1,271,105	1,186,081			914

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
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	10,500	21,350	15,000	-	(14,000)	1,000
2030.40.4730.3401.301	CDD Building Plan Check Fees	104,000	404,530	1,000,000	1,137,149	700,000	1,700,000
2030.40.4730.3401.302	CDD Building Construction Review-Bldg Permit	270,000	534,528	1,200,000	1,409,609	1,000,000	2,200,000
2030.40.4730.3401.306	CDD Building Development Permit/DIF Est Req	307	613	1,500	817	-	1,500
2030.40.4730.3401.320	CDD Building Permit Valuation Surcharge	75	808	2,500	1,276	-	2,500
2030.40.4730.3404.116	Onsite Land Use Review	10,000	21,659	36,000	27,095	6,000	42,000
2030.40.4730.3404.117	Onsite Repairs to Maintain Existing Use	43,000	55,851	48,000	75,921	52,000	100,000
2030.40.4730.3404.118	Onsite New Installation Standard System	5,000	6,929	5,000	2,722	-	5,000
2030.40.4730.3404.119	Onsite Permit: Alteration/Expanded Use	1,500	5,044	15,000	25,231	25,000	40,000
2030.40.4730.3404.120	Onsite Review for Land Division	541	541	541	-	-	541
2030.40.4730.3404.125	Onsite Escrow Clearance	26,000	31,701	30,000	11,589	(10,000)	20,000
2030.40.4730.3404.126	Onsite Building Permit Clearance	2,500	12,534	30,000	37,145	30,000	60,000
2030.40.4730.3404.127	Onsite Operating Permit/Annual	395,000	387,730	395,000	230,990	(10,000)	385,000
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	94	659	1,200	376	(600)	600
2030.40.4730.3404.137	Onsite Alternative Systems Review	3,000	3,218	3,000	3,065	1,500	4,500
2030.40.4730.3404.138	Onsite Abandonment of Septic System	859	1,575	1,200	1,431	800	2,000
2030.40.4730.3404.150	Onsite Annual Evaluator License Fee	1,500	350	1,500	-	(1,000)	500
2030.40.4730.3404.151	Onsite Extension Req for Eval or Repair	500	368	500	-	(250)	250
2030.40.4730.3422.337	Fire Code Enforcement Inspection	18,000	42,415	100,000	158,412	150,000	250,000
2030.40.4730.3422.368	Fire Permit Fees	7,200	16,916	25,000	51,718	50,000	75,000
2030.40.4730.3610.100	Interest Revenue Investments	2,000	7,102	2,000	-	5,500	7,500
2030.40.4730.3901.100	Refunds and Reimbursements Miscellaneous	15,000	5,557	25,000	-	-	25,000
2030.40.4730.3902.100	Miscellaneous Revenue General	-	0	-	118	118	118
2030.40.4730.3902.110	Miscellaneous Revenue Cash Over and Short	-	(0)	-	0	-	-
REVENUES Total		918,730	1,564,131	2,940,095	3,174,663	1,985,068	4,925,163
EXPENSES							
Department: 40 - Community Development							
Program: 4730 - Building and Onsite Inspections							
2030.40.4730.5101	Salaries - Permanent	386,970	349,445	428,482	221,132	16,256	444,738
2030.40.4730.5102	Salaries - Temporary	22,500	27,620	-	-	-	-
2030.40.4730.5105	Salaries - Overtime/FLSA	-	19,330	2,000	-	-	2,000
2030.40.4730.5106.100	Incentives & Admin Leave Administrative Leave	9,193	5,869	30,429	19,573	2,056	32,485
2030.40.4730.5106.200	Incentives & Admin Leave Gym Reimbursement	120	180	240	64	-	240
2030.40.4730.5107	Car Allowance/Mileage	1,680	1,318	1,404	611	261	1,665
2030.40.4730.5109.100	Allowances Uniform Allowance	455	455	459	265	-	59
2030.40.4730.5109.101	Allowances Boot Allowance	1,187	1,183	683	683	-	83
2030.40.4730.5111	Medicare	6,024	5,873	6,606	3,627	269	6,875

G/L Account Number	Account Description	2018/19		2019/20		2019/20	
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	2019/20 Proposed Budget
2030.40.4730.5112.101	Retirement Contribution PERS	88,516	85,517	116,948	58,777	1,493	118,441
2030.40.4730.5113	Worker's Compensation	27,011	27,011	22,163	21,818	-	22,163
2030.40.4730.5114.101	Health Insurance Medical	65,463	49,770	51,451	20,669	1,027	52,478
2030.40.4730.5114.102	Health Insurance Dental	-	8,760	-	4,077	-	-
2030.40.4730.5114.103	Health Insurance Vision	-	607	-	259	-	-
2030.40.4730.5115	Unemployment Compensation	-	-	-	1,665	-	-
2030.40.4730.5116.101	Life and Disability Insurance Life & Disab.	5,431	1,695	5,064	874	164	5,228
2030.40.4730.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	3,483	-	2,097	-	-
2030.40.4730.5119.100	Retiree Costs Medical Insurance	32,525	32,601	33,363	16,428	(726)	32,637
2030.40.4730.5122	Accrual Bank Payoff	237	3,767	19,163	25,505	6,342	25,505
2030.40.4730.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(37,044)	-	-	62,206	62,206
2030.40.4730.5201.100	Office Supplies General	400	409	500	206	-	500
2030.40.4730.5202.100	Operating Supplies General	2,500	931	2,250	1,258	-	2,250
2030.40.4730.5204	Subscriptions and Code Books	2,500	-	2,000	-	(1,000)	1,000
2030.40.4730.5209.101	Auto Fuel Expense Town Vehicles	3,000	3,033	5,000	1,980	-	5,000
2030.40.4730.5210.100	Postage General	1,500	567	1,500	49	(500)	1,000
2030.40.4730.5213.100	Professional/Contract Services General	300,000	174,649	2,000,000	1,126,132	750,000	2,750,000
2030.40.4730.5214.100	Repair and Maint Service General	39,269	39,348	88,735	53,710	-	88,735
2030.40.4730.5216.100	Communications General Services	3,700	2,667	3,690	1,449	(690)	3,000
2030.40.4730.5218.100	Advertising General	1,500	1,262	3,016	-	(1,516)	1,500
2030.40.4730.5219.100	Printing General	200	-	100	97	400	500
2030.40.4730.5220.100	Employee Development General	2,000	1,775	2,765	1,400	-	2,765
2030.40.4730.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	25	25	-	-	-	-
2030.40.4730.5225	Bank Fees and Charges	421	352	-	-	-	-
2030.40.4730.5280.100	Bad Debt Write Off Expense	-	-	-	91	91	91
2030.40.4730.5304	Furniture & Equipment	-	-	23,061	6,793	(8,061)	15,000
2030.40.4730.5501	Debt Service Payment - Principal	12,661	14,161	12,502	6,787	-	12,502
2030.40.4730.5910.010	Transfers Out To General Fund	213,678	212,302	191,313	-	(14,588)	176,725
<b>EXPENSES Total</b>		<b>1,230,666</b>	<b>1,038,922</b>	<b>3,054,887</b>	<b>1,598,077</b>	<b>813,484</b>	<b>3,868,371</b>
<b>Fund Total: 2030 - Building Safety &amp; Wastewater Net Income</b>		<b>(311,936)</b>	<b>525,208</b>	<b>(114,792)</b>	<b>1,576,586</b>	<b>1,171,584</b>	<b>1,056,792</b>
<b>Building Safety &amp; Wastewaer Ending Fund Balance</b>		<b>294,647</b>	<b>1,131,791</b>	<b>1,016,999</b>			<b>2,188,583</b>



G/L Account Number	Account Description	2018/19 Amended Budget	2018/19 Audited Actual	2019/20 Amended Budget	2019/20 Actual to Date	2019/20 Recommended Budget Adjustment	2019/20 Proposed Budget
Fund: 2070 - Animal Control							
REVENUES							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
2070.30.4540.3120.330	Other Taxes Voter Appointed Parcel Tax	132,362	132,420	132,152	81,433	-	132,152
2070.30.4540.3380.105	Local Government Revenue Fines and Citations Animal Cntrl	3,000	4,540	4,000	400	(3,000)	1,000
2070.30.4540.3410.113	Administrative Services Document Copying	25	21	5	18	13	18
2070.30.4540.3410.150	Administrative Services Late Fees	550	495	400	107	(200)	200
2070.30.4540.3455.200	Animal Control Adoption Fees	7,000	5,659	4,000	3,171	500	4,500
2070.30.4540.3455.205	Animal Control Surrender/Euth/Disp Fees	1,000	1,023	200	371	200	400
2070.30.4540.3455.210	Animal Control Dog Licenses	8,000	8,279	2,500	2,965	2,000	4,500
2070.30.4540.3455.215	Animal Control Dangerous/Wild Animal Permit	219	219	-	-	-	-
2070.30.4540.3455.225	Animal Control Impound/Quarantine Fees	5,500	7,151	6,000	2,692	(1,000)	5,000
2070.30.4540.3455.226	Animal Control Impound Unaltered State Fee	800	1,173	900	520	-	900
2070.30.4540.3901.100	Refunds and Reimbursements Miscellaneous	6,000	-	-	-	-	-
2070.30.4540.3902.100	Miscellaneous Revenue General	400	400	200	(3)	(200)	-
2070.30.4540.3910.010	Transfers In From General Fund	158,599	161,641	247,142	111,196	(14,812)	232,330
2070.30.4540.3910.811	Transfers In From Animal Control Donations	19,809	28,956	19,159	-	(1,159)	18,000
REVENUES Total		343,264	351,977	416,658	202,869	(17,658)	399,000
EXPENSES							
Department: 30 - Police							
Program: 4540 - Police - Animal Control							
2070.30.4540.5101	Salaries - Permanent	140,158	140,023	183,865	101,798	-	183,865
2070.30.4540.5102	Salaries - Temporary	3,067	2,658	-	-	-	-
2070.30.4540.5104	Wages - PS Holiday Pay	5,837	6,715	7,696	4,893	-	7,696
2070.30.4540.5105	Salaries - Overtime/FLSA	2,000	12,462	5,300	1,263	(2,400)	2,900
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	2,558	3,847	2,558	1,492	-	2,558
2070.30.4540.5111	Medicare	2,214	2,432	3,025	1,762	(35)	2,990
2070.30.4540.5112.101	Retirement Contribution PERS	18,227	17,612	27,029	14,223	-	27,029
2070.30.4540.5112.102	Retirement Contribution Social Security	-	204	-	-	-	-
2070.30.4540.5113	Worker's Compensation	17,616	17,616	19,891	19,351	-	19,891
2070.30.4540.5114.101	Health Insurance Medical	21,485	22,988	28,515	14,422	(108)	28,407
2070.30.4540.5114.102	Health Insurance Dental	-	3,151	-	1,956	-	-
2070.30.4540.5114.103	Health Insurance Vision	-	169	-	112	-	-
2070.30.4540.5115	Unemployment Compensation	-	-	-	797	-	-
2070.30.4540.5116.101	Life and Disability Insurance Life & Disab.	2,323	942	2,695	562	-	2,695
2070.30.4540.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	1,357	-	997	-	-
2070.30.4540.5119.100	Retiree Costs Medical Insurance	9,460	9,484	9,637	4,770	(139)	9,498
2070.30.4540.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(8,702)	-	-	-	-
2070.30.4540.5201.100	Office Supplies General	200	-	150	42	-	150
2070.30.4540.5202.100	Operating Supplies General	12,000	8,608	9,900	1,468	(2,900)	9,000
2070.30.4540.5203.100	Repairs and Maint Supplies General	300	39	250	353	350	600



G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	2019/20 Proposed Budget
2070.30.4540.5204	Subscriptions and Code Books	200	144	150	-	-	150
2070.30.4540.5209.101	Auto Fuel Expense Town Vehicles	2,000	3,513	3,000	2,559	3,100	6,100
2070.30.4540.5210.100	Postage General	3	3	-	3	3	3
2070.30.4540.5211.135	Utilities Water and Sewer	1,317	702	1,000	132	(500)	500
2070.30.4540.5211.137	Utilities Electric and Gas	3,750	3,388	3,900	998	(900)	3,000
2070.30.4540.5211.139	Utilities Propane	1,300	1,848	1,500	677	(200)	1,300
2070.30.4540.5213.100	Professional/Contract Services General	20,532	13,491	15,400	3,706	(3,400)	12,000
2070.30.4540.5214.100	Repair and Maint Service General	8,746	7,288	7,674	5,931	326	8,000
2070.30.4540.5215.100	Rents and Leases Miscellaneous	1	1	1	-	-	1
2070.30.4540.5216.100	Communications General Services	2,300	2,155	2,739	1,380	-	2,739
2070.30.4540.5218.100	Advertising General	112	112	-	-	-	-
2070.30.4540.5219.100	Printing General	1,150	43	350	-	(200)	150
2070.30.4540.5220.100	Employee Development General	4,000	3,152	5,300	242	(2,800)	2,500
2070.30.4540.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	30	45	30	15	-	30
2070.30.4540.5225	Bank Fees and Charges	550	672	550	(23)	(400)	150
2070.30.4540.5280.100	Bad Debt Write Off Expense	-	-	-	24,529	-	-
2070.30.4540.5303	Improvements	-	-	5,000	-	-	5,000
2070.30.4540.5304	Furniture & Equipment	3,094	3,895	-	-	-	-
2070.30.4540.5910.010	Transfers Out To General Fund	56,437	69,623	60,361	-	(7,455)	52,906
<b>EXPENSES Total</b>		<b>343,057</b>	<b>351,771</b>	<b>416,658</b>	<b>219,511</b>	<b>(17,658)</b>	<b>399,000</b>
<b>Fund Total: 2070 - Animal Control Net Income</b>		<b>207</b>	<b>207</b>	<b>-</b>	<b>(16,643)</b>	<b>-</b>	<b>-</b>
<b>Animal Control Services Ending Fund Balance</b>		<b>0</b>	<b>(0)</b>	<b>(0)</b>			<b>(0)</b>

## TOWN OF PARADISE

## Camp Fire Recovery 2019/20 Mid-Year Budget

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
Fund: 2090 - Camp Fire Recovery							
REVENUES							
2090.00.0000.3345.100	State Revenues - Other Refunds & Reimbursements	-	1,819,483	1,041,405	-	120,672	1,162,077
2090.00.0000.3901.145	Refunds and Reimbursements Insurance Proceeds	-	1,169,693	1,800,275	-	338,888	2,139,163
2090.00.0000.3910.811	Transfers In From Animal Control Donations	-	4,324	20,952	-	-	20,952
2090.00.0000.3910.815	Transfers In From General Misc Donations	-	585,977	299,379	-	(52,706)	246,673
REVENUES Total		-	3,579,477	3,162,011	-	406,854	3,568,865
EXPENSES							
500	FEMA Emergency Tree Removal - B1						
2090.00.0000.500.5202.100	Operating Supplies General	513	736	-	-	-	-
2090.00.0000.500.5213.100	Professional/Contract Services General	307,677	312,444	50,000	-	(50,000)	-
2090.35.4616.500.5213.100	Professional/Contract Services General	187,765	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	1	-	-	-	-
2090.45.4750.500.5215.131	Rents and Leases Street Maintenance Equipment	391	1,626	-	-	-	-
500	FEMA Emergency Tree Removal - B1	496,347	504,206	50,000	-	(50,000)	-
501	FEMA - TOP Emergency Response B2						
2090.00.0000.501.5202.100	Operating Supplies General	19,049	26,505	-	-	-	-
2090.00.0000.501.5209.101	Auto Fuel Expense Town Vehicles	3,443	3,735	-	-	-	-
2090.00.0000.501.5210.100	Postage General	20	20	-	-	-	-
2090.00.0000.501.5213.100	Professional/Contract Services General	1,760	9,029	-	1,884	1,884	1,884
2090.00.0000.501.5216.100	Communications General Services	223	316	-	-	-	-
2090.00.0000.501.5223.105	Meals and Refreshments Emergencies and Meetings	15,000	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	5,148	-	-	-	-
2090.20.4200.501.5105	Salaries - Overtime/FLSA	55,000	3,312	-	-	-	-
2090.20.4200.501.5111	Medicare	10,000	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	1,000	647	-	-	-	-
2090.20.4202.501.5223.105	Meals and Refreshments Emergencies and Meetings	22	22	-	-	-	-
2090.20.4203.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	2,543	-	-	-	-
2090.25.4400.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	5,672	-	-	-	-
2090.25.4400.501.5218.100	Advertising General	68	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	67	-	-	-	-
2090.30.4510.501.5209.101	Auto Fuel Expense Town Vehicles	-	71	-	-	-	-
2090.30.4520.501.5105	Salaries - Overtime/FLSA	250,000	-	-	-	-	-
2090.30.4520.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	189,027	-	-	-	-
2090.30.4520.501.5202.100	Operating Supplies General	937	1,345	-	-	-	-
2090.30.4520.501.5203.100	Repairs and Maint Supplies General	658	658	-	-	-	-
2090.30.4520.501.5209.101	Auto Fuel Expense Town Vehicles	7,023	13,328	-	-	-	-
2090.30.4520.501.5304	Furniture & Equipment	6,000	4,006	-	-	-	-

G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
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	24	-	-	-	-
2090.30.4540.501.5105	Salaries - Overtime/FLSA	7,500	-	-	-	-	-
2090.30.4540.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	8,702	-	-	-	-
2090.30.4540.501.5202.100	Operating Supplies General	17	17	-	-	-	-
2090.30.4540.501.5203.100	Repairs and Maint Supplies General	29	29	-	-	-	-
2090.30.4540.501.5209.101	Auto Fuel Expense Town Vehicles	1,500	1,974	-	-	-	-
2090.30.4540.501.5214.100	Repair and Maint Service General	137	137	-	-	-	-
2090.30.4550.501.5202.100	Operating Supplies General	130	130	-	-	-	-
2090.30.4550.501.5203.100	Repairs and Maint Supplies General	2,000	1,533	-	-	-	-
2090.30.4550.501.5223.105	Meals and Refreshments Emergencies and Meetings	309	309	-	-	-	-
2090.35.4610.501.5105	Salaries - Overtime/FLSA	4,300	-	-	-	-	-
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	61	-	-	-	-
2090.35.4610.501.5211.137	Utilities Electric and Gas	9,578	9,578	-	-	-	-
2090.35.4610.501.5214.100	Repair and Maint Service General	533	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	1,000	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	438	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	150	204	-	-	-	-
2090.45.4740.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	2,063	-	-	-	-
2090.45.4740.501.5202.100	Operating Supplies General	599	599	-	-	-	-
2090.45.4740.501.5209.101	Auto Fuel Expense Town Vehicles	235	338	-	-	-	-
2090.45.4743.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	1,403	-	-	-	-
2090.45.4750.501.5105	Salaries - Overtime/FLSA	72,000	-	-	-	-	-
2090.45.4750.501.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	60,051	-	-	-	-
2090.45.4750.501.5202.100	Operating Supplies General	3,300	3,899	-	580	580	580
2090.45.4750.501.5209.101	Auto Fuel Expense Town Vehicles	1,871	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	9,500	20,341	-	-	-	-
2090.45.4750.501.5216.100	Communications General Services	167	167	-	-	-	-
2090.45.4750.501.5304	Furniture & Equipment	1,294	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	-	-	-	-
501	FEMA - TOP Emergency Response B2	492,090	547,079	-	2,464	2,464	2,464
502	FEMA EMMA Mutual Aid EOC - B3&4						
2090.00.0000.502.5213.100	Professional/Contract Services General	155,000	-	-	-	50,000	50,000
2090.00.0000.502.5224	Travel Expenses - Lodging, Airfare, Incidentals	1,500	1,060	-	7,019	7,019	7,019
502	FEMA EMMA Mutual Aid EOC - B3&4	156,500	1,060	-	7,019	57,019	57,019
503	FEMA - Firearm Removal						
2090.30.4520.503.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	-	10,000	-	-	10,000
2090.30.4520.503.5202.100	Operating Supplies General	-	-	500	-	(500)	-

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		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
2090.30.4520.503.5213.100	Professional/Contract Services General	-	-	1,500	1,080	-	1,500
2090.30.4520.503.5215.100	Rents and Leases Miscellaneous	-	-	1,200	-	(600)	600
503	FEMA - Firearm Removal	-	-	13,200	1,080	(1,100)	12,100
504	FEMA Safety Assessment (SAP) B10						
2090.00.0000.504.5202.100	Operating Supplies General	2,000	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	10,000	13,668	-	-	-	-
504	FEMA Safety Assessment (SAP) B10	12,000	16,120	-	-	-	-
505	FEMA Toxic Debris Removal A2&3						
2090.00.0000.505.5210.100	Postage General	-	-	343	343	0	343
2090.00.0000.505.5213.100	Professional/Contract Services General	-	-	6,166	8,293	2,127	8,293
2090.45.4750.505.5202.100	Operating Supplies General	-	-	12,618	13,361	743	13,361
2090.45.4750.505.5203.100	Repairs and Maint Supplies General	-	-	5	5	0	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	6,342	4,292	6,342
2090.45.4750.505.5220.100	Employee Development General	4,207	4,877	-	700	700	700
505	FEMA Toxic Debris Removal A2&3	4,207	4,877	22,132	29,995	7,863	29,995
506	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	-	233,017	300,000	286,926	200,000	500,000
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	-	-	-	-
2090.45.4740.506.5213.100	Professional/Contract Services General	-	-	-	7,426	7,426	7,426
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	2,222	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	-	-	-	-
506	FEMA Administrative Costs Z1	-	254,652	300,000	296,573	209,648	509,648
507	FEMA Haz Tree Removal (P2) - A1						
2090.00.0000.507.5213.100	Professional/Contract Services General	-	-	220,530	-	(220,530)	-
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	-	-	-	-
507	FEMA Haz Tree Removal (P2) - A1	-	23,200	300,000	79,470	(220,530)	79,470
508	FEMA - Culverts - C1-10						
2090.00.0000.508.5213.100	Professional/Contract Services General	400,000	319,284	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	9,868	(290,132)	9,868
2090.45.4740.508.5218.100	Advertising General	-	621	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	-	-	428,240	428,240
2090.45.4750.508.5202.100	Operating Supplies General	-	6	-	-	-	-
2090.45.4750.508.5203.100	Repairs and Maint Supplies General	-	1	-	388	388	388
2090.45.4750.508.5213.100	Professional/Contract Services General	-	-	188,360	-	(188,360)	-
2090.45.4750.508.5214.100	Repair and Maint Service General	-	-	-	23,525	23,525	23,525
2090.55.4800.508.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	446	-	-	-	-
508	FEMA - Culverts - C1-10	400,000	344,566	588,860	33,781	(26,339)	521

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		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
509	FEMA - Non Fed Aid Roads - C2						
2090.45.4743.509.5213.100	Professional/Contract Services General	-	-	7,259	-	(7,259)	-
2090.45.4750.509.5203.100	Repairs and Maint Supplies General	-	21,184	12,741	13,360	619	13,360
2090.45.4750.509.5213.100	Professional/Contract Services General	-	1,935	-	-	-	-
509	FEMA - Non Fed Aid Roads - C2	-	23,119	20,000	13,360	(6,640)	13,360
510	FEMA Town/Public Facilities E1						
2090.00.0000.510.5203.100	Repairs and Maint Supplies General	36	36	-	-	-	-
2090.00.0000.510.5213.100	Professional/Contract Services General	1,729	3,711	-	-	-	-
510	FEMA Town/Public Facilities E1	1,765	3,747	-	-	-	-
511	FEMA - Town Equipment - E						
FEMA - 2090.00.0000.511.5304	Furniture & Equipment	-	-	5,000	-	-	5,000
511	FEMA - Town Equipment - E	-	-	5,000	-	-	5,000
512	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	9,635	-	-	-	-
2090.45.4750.512.5203.100	Repairs and Maint Supplies General	363	4,892	-	6,670	6,670	6,670
2090.45.4750.512.5213.100	Professional/Contract Services General	9,873	110,373	-	-	-	-
512	FEMA Barricades, Signs, Poles E	19,871	124,903	-	6,670	6,670	6,670
513	FEMA Town Trails & Bikepaths - E						
2090.45.4740.513.5213.100	Professional/Contract Services General	12,327	12,327	-	-	-	-
513	FEMA Town Trails & Bikepaths - E	12,327	12,327	-	-	-	-
514	FEMA Irrigation & Entry ways G2						
2090.45.4750.514.5203.100	Repairs and Maint Supplies General	-	5	-	61	61	61
2090.45.4750.514.5213.100	Professional/Contract Services General	150	300	-	-	-	-
2090.45.4750.514.5214.100	Repair and Maint Service General	-	-	-	690	690	690
514	FEMA Irrigation & Entry ways G2	150	305	-	751	751	751
551	Insurance - Facilities Lost Use						
2090.00.0000.551.5202.100	Operating Supplies General	664	664	-	-	-	-
2090.00.0000.551.5213.100	Professional/Contract Services General	6,591	6,929	-	-	-	-
2090.00.0000.551.5214.100	Repair and Maint Service General	-	400	-	-	-	-
2090.00.0000.551.5215.100	Rents and Leases Miscellaneous	7,775	7,831	-	-	-	-
2090.20.4202.551.5202.100	Operating Supplies General	64	64	-	-	-	-
2090.20.4202.551.5213.100	Professional/Contract Services General	584	584	-	-	-	-
2090.20.4202.551.5216.100	Communications General Services	3,076	5,922	-	7,733	7,733	7,733
2090.20.4202.551.5304	Furniture & Equipment	4,728	4,728	-	-	-	-
2090.30.4530.551.5202.100	Operating Supplies General	1,222	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	714	-	30	30	30
2090.45.4750.551.5215.100	Rents and Leases Miscellaneous	1,023	-	-	-	-	-
551	Insurance - Facilities Lost Use	26,441	30,517	-	7,763	7,763	7,763
552	Insurance Facility Rest & Repair						
2090.00.0000.552.5202.100	Operating Supplies General	215	280	-	-	-	-
2090.00.0000.552.5203.100	Repairs and Maint Supplies General	10	10	-	-	-	-
2090.00.0000.552.5213.100	Professional/Contract Services General	-	82,255	-	178,229	178,229	178,229
2090.00.0000.552.5214.100	Repair and Maint Service General	350,000	489,647	-	52,988	52,988	52,988
2090.00.0000.552.5304	Furniture & Equipment	1,500	791	-	-	-	-
2090.20.4202.552.5202.100	Operating Supplies General	-	262	-	-	-	-
2090.20.4202.552.5304	Furniture & Equipment	-	7,309	-	-	-	-

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		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
2090.30.4510.552.5214.100	Repair and Maint Service General	-	175	-	950	950	950
2090.45.4740.552.5218.100	Advertising General	-	146	-	-	-	-
552	Insurance Facility Rest & Repair	351,725	580,874	-	232,167	232,167	232,167
553	Insurance Facility Contents Repl						
2090.20.4202.553.5304	Furniture & Equipment	2,069	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	1,981	12,193	5,697	11,392	5,695	11,392
2090.45.4750.553.5304	Furniture & Equipment	-	-	2,527	2,527	-	2,527
553	Insurance Facility Contents Repl	4,050	14,415	8,224	13,919	5,695	13,919
554	Insurance Facility Yard Equip						
2090.45.4750.554.5202.100	Operating Supplies General	-	2,976	10,000	17,942	7,942	17,942
2090.45.4750.554.5203.100	Repairs and Maint Supplies General	15,000	1,905	751	883	132	883
2090.45.4750.554.5215.100	Rents and Leases Miscellaneous	-	14,529	19,352	51,077	31,725	51,077
2090.45.4750.554.5304	Furniture & Equipment	50,000	5,832	50,000	13,772	(20,000)	30,000
554	Insurance Facility Yard Equip	65,000	25,241	80,103	83,674	19,799	99,902
555	Insurance Facility Landscaping						
2090.45.4750.555.5203.100	Repairs and Maint Supplies General	-	931	1,342	2,450	1,108	2,450
2090.45.4750.555.5214.100	Repair and Maint Service General	-	-	5,575	5,575	-	5,575
555	Insurance Facility Landscaping	-	931	6,917	8,025	1,108	8,025
556	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
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	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
2090.35.4610.556.5214.100	Repair and Maint Service General	-	967	-	-	-	-
2090.40.4730.556.5202.100	Operating Supplies General	17	17	-	-	-	-
2090.45.4550.556.5203.100	Repairs and Maint Supplies General	-	1,767	-	-	-	-
2090.45.4550.556.5214.100	Repair and Maint Service General	-	5,092	-	3,494	3,494	3,494
2090.45.4743.556.5203.100	Repairs and Maint Supplies General	174	174	-	-	-	-
2090.45.4750.556.5202.100	Operating Supplies General	10,000	6,019	952	952	-	952
2090.45.4750.556.5203.100	Repairs and Maint Supplies General	16	9,251	116	185	69	185
2090.45.4750.556.5213.100	Professional/Contract Services General	-	-	250	250	-	250
2090.45.4750.556.5214.100	Repair and Maint Service General	30,000	23,017	-	6,000	6,000	6,000
2090.45.4750.556.5215.131	Rents and Leases Street Maintenance Equipment	-	-	8,347	12,446	4,099	12,446
2090.45.4750.556.5304	Furniture & Equipment	10,000	21,131	-	-	-	-
556	Insurance Veh & Equip Repair/Rep	70,102	96,852	1,500,590	25,053	13,662	1,514,252
557	Insurance - Hrly Payroll Replace						
2090.40.4730.557.5213.100	Professional/Contract Services General	-	127	-	-	-	-
557	Insurance - Hrly Payroll Replace	-	127	-	-	-	-
558	Insurance Extra Expense						
2090.00.0000.558.5202.100	Operating Supplies General	-	225	-	-	-	-
2090.00.0000.558.5213.100	Professional/Contract Services General	25,000	25,230	43,416	47,905	4,489	47,905
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	55,233	33,527	233

## TOWN OF PARADISE

## Camp Fire Recovery 2019/20 Mid-Year Budget

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
2090.45.4747.558.5214.100	Repair and Maint Service General	-	4,920	18,375	34,579	16,204	34,579
558	Insurance Extra Expense	25,000	144,415	83,497	137,717	54,220	137,717
559	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	2,553	5,326	2,773	5,326
559	Insurance - Infrastructure	-	52,821	32,053	34,826	2,773	34,826
560	Insurance Claim Preparation						
2090.00.0000.560.5213.100	Professional/Contract Services General	-	184,363	80,000	29,170	-	80,000
560	Insurance Claim Preparation	-	184,363	80,000	29,170	-	80,000
561	HMGP Administration						
2090.00.0000.561.5213.100	Professional/Contract Services General	-	148,819	50,000	240,922	300,000	350,000
561	HMGP Administration	-	148,819	50,000	240,922	300,000	350,000
562	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	10,592	3,700	10,592
2090.00.0000.562.5304	Furniture & Equipment	-	2,633	-	-	-	-
562	Insurance - Water Purity Project	-	39,135	6,892	10,592	3,700	10,592
570	NV Grant-Community Plan & Vision						
2090.00.0000.570.5213.100	Professional/Contract Services General	-	498,500	-	-	-	-
570	NV Grant-Community Plan & Vision	-	498,500	-	-	-	-
571	NV Grant - Communication & PR						
2090.00.0000.571.5213.100	Professional/Contract Services General	-	22,299	79,952	41,303	-	79,952
571	NV Grant - Communication & PR	-	22,299	79,952	41,303	-	79,952
572	NV Grant-Animal Control & Shelte						
2090.30.4540.572.5304	Furniture & Equipment	-	4,324	20,952	14,227	-	20,952
572	NV Grant-Animal Control & Shelte	-	4,324	20,952	14,227	-	20,952
574	NV Grant - Road condition assess						
2090.45.4743.574.5213.100	Professional/Contract Services General	-	24,500	-	-	-	-
574	NV Grant - Road condition assess	-	24,500	-	-	-	-
590	Disaster Management						
2090.00.0000.590.5213.100	Professional/Contract Services General	-	-	66	66	84	150
2090.65.4205.590.5101	Salaries - Permanent	-	-	88,488	42,573	(3,527)	84,961
2090.65.4205.590.5106.100	Incentives & Admin Leave Administrative Leave	-	-	10,274	5,113	(471)	9,803
2090.65.4205.590.5107	Car Allowance/Mileage	-	-	2,100	1,499	(394)	1,706
2090.65.4205.590.5111	Medicare	-	-	1,463	694	(64)	1,399
2090.65.4205.590.5112.101	Retirement Contribution PERS	-	-	6,916	3,341	(246)	6,670
2090.65.4205.590.5113	Worker's Compensation	-	-	1,094	1,068	-	1,094
2090.65.4205.590.5114.101	Health Insurance Medical	-	-	10,431	5,205	(7)	10,424
2090.65.4205.590.5114.102	Health Insurance Dental	-	-	-	599	-	-
2090.65.4205.590.5114.103	Health Insurance Vision	-	-	-	65	-	-
2090.65.4205.590.5115	Unemployment Compensation	-	-	-	306	-	-
2090.65.4205.590.5116.101	Life and Disability Insurance Life & Disab.	-	-	1,015	171	108	1,123
2090.65.4205.590.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	-	-	417	-	-
2090.65.4205.590.5122	Accrual Bank Payoff	-	-	-	-	2,290	2,290
2090.65.4205.590.5202.100	Operating Supplies General	-	-	1,500	16	-	1,500
2090.65.4205.590.5213.100	Professional/Contract Services General	-	-	2,549	2,549	-	549
2090.65.4205.590.5218.100	Advertising General	-	-	14	14	-	14

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
G/L Account Number	Account Description						
2090.65.4205.590.5219.100	Printing General	-	-	-	27	27	27
2090.65.4205.590.5220.100	Employee Development General	-	-	20,090	150	-	20,090
2090.65.4205.590.5304	Furniture & Equipment	-	-	4,000	3,258	2,000	6,000
590	Disaster Management	-	-	150,000	67,129	(200)	149,800
EXPENSES Total		2,137,575	3,728,296	3,398,372	1,417,649	620,493	3,918,865
Fund Total: 2090 - Camp Fire Recovery Net Income		(2,137,575)	(148,819)	(236,361)	(1,417,649)	(213,639)	(350,000)
Camp Fire Recovery Ending Fund Balance			(148,819)	(385,180)			(498,819)



		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	2019/20 Proposed Budget
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	105,000	107,316	107,000	43,959	(12,000)	95,000
2120.45.4750.3355.002	State gas Tax Section 2107	187,000	183,348	183,000	90,210	(13,000)	170,000
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	142,000	145,791	145,000	73,676	(10,000)	135,000
2120.45.4750.3355.006	State gas Tax RSTP Regional Surface Trans Prog	300,000	339,650	300,000	-	-	300,000
2120.45.4750.3355.007	State gas Tax Section 2103	95,000	88,770	208,000	109,206	(33,000)	175,000
2120.45.4750.3355.008	State gas Tax Section 2032	422,000	446,000	415,000	248,044	70,000	485,000
2120.45.4750.3355.009	State gas Tax SB1 Loan Repayment - Like 2103	29,965	29,965	29,965	29,475	(490)	29,475
2120.45.4750.3410.150	Administrative Services Late Fees	50	38	45	-	(25)	20
2120.45.4750.3610.100	Interest Revenue Investments	400	198	400	-	(200)	200
2120.45.4750.3901.100	Refunds and Reimbursements Miscellaneous	15,391	51,180	5,000	5,035	35	5,035
2120.45.4750.3910.110	Transfers In From Local Transportation Fund	3,500	3,282	1,325	-	-	1,325
2120.45.4750.3910.112	Transfers In From Federal CMAQ Fund	12,499	15,990	-	-	-	-
2120.45.4750.3910.132	Transfers In From HSIP Grant	10,204	11,715	5,000	-	-	5,000
2120.45.4750.3910.133	Transfers In From ATP Grant	20,000	17,977	13,675	-	-	13,675
2120.45.4750.3920.100	Proceeds from Sale of Asset General Fixed Assets	-	-	15,802	15,802	-	15,802
REVENUES Total		1,349,009	1,447,220	1,435,212	621,407	1,320	1,436,532
EXPENSES							
Department: 45 - Public Works							
Program: 4750 - Public Works - Streets Maint.							
2120.45.4750.5101	Salaries - Permanent	443,231	424,575	536,890	243,340	(14,453)	522,437
2120.45.4750.5102	Salaries - Temporary	2,100	1,362	-	-	-	-
2120.45.4750.5103.101	Differential Pay On Call	-	24,195	-	12,717	-	-
2120.45.4750.5103.102	Differential Pay Out of Class	-	650	-	515	-	-
2120.45.4750.5105	Salaries - Overtime/FLSA	12,000	68,535	27,750	8,251	(7,000)	20,750
2120.45.4750.5106.100	Incentives & Admin Leave Administrative Leave	9,323	9,042	31,331	22,110	(600)	30,731
2120.45.4750.5106.200	Incentives & Admin Leave Gym Reimbursement	240	160	240	9	-	240
2120.45.4750.5107	Car Allowance/Mileage	2,208	2,208	1,660	247	(429)	1,231
2120.45.4750.5109.101	Allowances Boot Allowance	3,230	3,730	3,230	3,230	500	3,730
2120.45.4750.5111	Medicare	6,648	7,568	8,484	4,247	(318)	8,166
2120.45.4750.5112.101	Retirement Contribution PERS	72,009	71,548	104,251	51,578	(1,114)	103,137
2120.45.4750.5112.102	Retirement Contribution Social Security	-	84	-	-	-	-
2120.45.4750.5113	Worker's Compensation	105,033	105,033	121,759	126,921	-	121,759
2120.45.4750.5114.101	Health Insurance Medical	50,253	48,452	61,724	29,914	(2,915)	58,809
2120.45.4750.5114.102	Health Insurance Dental	-	5,835	-	2,699	-	-
2120.45.4750.5114.103	Health Insurance Vision	-	548	-	237	-	-
2120.45.4750.5115	Unemployment Compensation	-	-	-	1,989	-	-
2120.45.4750.5116.101	Life and Disability Insurance Life & Disab.	5,832	2,003	6,486	978	(150)	-
2120.45.4750.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	3,764	-	2,235	-	-

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G/L Account Number	Account Description	2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
		Amended Budget	Audited Actual	Amended Budget	Actual to Date	Recommended Budget Adjustment	Proposed Budget
2120.45.4750.5119.100	Retiree Costs Medical Insurance	33,717	26,039	27,298	12,211	(3,743)	23,555
2120.45.4750.5122	Accrual Bank Payoff	874	874	12,336	11,529	(807)	11,529
2120.45.4750.5199.130	Other Payroll Expenses Interfund Payroll Transfers	-	(73,791)	-	-	(62,206)	(62,206)
2120.45.4750.5201.100	Office Supplies General	250	490	300	258	100	400
2120.45.4750.5202.100	Operating Supplies General	4,000	2,729	6,420	2,459	-	6,420
2120.45.4750.5203.100	Repairs and Maint Supplies General	40,000	26,236	51,600	10,739	(11,600)	40,000
2120.45.4750.5204	Subscriptions and Code Books	250	-	250	-	-	250
2120.45.4750.5209.101	Auto Fuel Expense Town Vehicles	12,000	14,580	14,000	9,619	9,000	23,000
2120.45.4750.5210.100	Postage General	100	-	100	-	(50)	50
2120.45.4750.5211.135	Utilities Water and Sewer	1,000	690	960	88	(460)	500
2120.45.4750.5211.137	Utilities Electric and Gas	29,000	16,409	22,000	5,327	(10,000)	12,000
2120.45.4750.5211.139	Utilities Propane	500	-	500	-	(500)	-
2120.45.4750.5213.100	Professional/Contract Services General	2,000	1,005	59,000	29,711	(9,000)	50,000
2120.45.4750.5214.100	Repair and Maint Service General	75,000	117,001	94,300	14,368	(19,300)	75,000
2120.45.4750.5215.131	Rents and Leases Street Maintenance Equipment	10,000	-	5,000	-	-	5,000
2120.45.4750.5216.100	Communications General Services	5,916	7,948	12,226	4,101	(3,276)	8,950
2120.45.4750.5218.100	Advertising General	500	118	200	-	-	200
2120.45.4750.5219.100	Printing General	250	-	250	80	-	250
2120.45.4750.5220.100	Employee Development General	5,250	8,024	8,000	2,302	(2,000)	6,000
2120.45.4750.5223.101	Meals and Refreshments Employee Meals-MOU Overtime	800	1,455	1,000	358	(300)	700
2120.45.4750.5280.100	Bad Debt Write Off Expense	-	-	-	1,671	1,671	1,671
2120.45.4750.5304	Furniture & Equipment	10,061	10,061	-	1,280	1,280	1,280
2120.45.4750.5501	Debt Service Payment - Principal	17,574	19,142	15,020	8,463	-	15,020
2120.45.4750.5910.010	Transfers Out To General Fund	196,090	205,091	208,897	-	(17,209)	191,688
2120.45.4750.5910.100	Transfers Out To Capital Projects	-	4,436	-	-	-	-
EXPENSES Total		1,157,239	1,167,830	1,443,462	625,782	(154,879)	1,288,583
Fund Total: 2120 - State Gas Tax Net Income		191,770	279,390	(8,250)	(4,375)	156,199	147,949
State Gas Tax Ending Fund Balance		309,767	397,387	389,137			545,336
Assigned - RMRA - SB1 Funds		309,767	397,387	389,137			545,336

		2018/19	2018/19	2019/20	2019/20	2019/20	2019/20
G/L Account Number	Account Description	Amended Budget	Audited Actual	Amended Budget	Actual to Date	Budget Adjustment	Proposed Budget
Fund: 2160 - Business & Housing Services							
REVENUES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
2160.55.4800.3610.100	Interest Revenue Investments	100	780	-	-	500	500
2160.55.4800.3902.100	Miscellaneous Revenue General	-	7,800	-	-	-	-
2160.55.4800.3910.010	Transfers In From General Fund	-	198	-	-	-	-
2160.55.4800.3910.161	Transfers In From BHS HUD Revolving Loan Fund	3,557	62,738	9,950	-	14,750	24,700
2160.55.4800.3910.162	Transfers In From BHS Home Loan Repay Fund	17,662	117,291	269,754	-	(230,915)	38,839
2160.55.4800.3910.163	Transfers In From BHS Cal Home Loan Fund	3,500	37,134	14,700	-	14,574	29,274
2160.55.4800.3910.420	Transfers In From 2020 CalHome DA Grant	-	-	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	80,443	22,274	137,792	-	(137,792)	-
REVENUES Total		105,262	255,739	824,613	-	(731,300)	93,313
EXPENSES							
Department: 55 - Business & Housing Services							
Program: 4800 - Development Services							
2160.55.4800.5101	Salaries - Permanent	151,558	152,030	222,403	107,037	(66,822)	155,581
2160.55.4800.5102	Salaries - Temporary	19,814	5,047	27,986	9,664	(9,328)	18,658
2160.55.4800.5105	Salaries - Overtime/FLSA	-	10,126	-	-	-	-
2160.55.4800.5106.100	Incentives & Admin Leave Administrative Leave	5,358	5,357	16,616	7,698	(4,001)	12,615
2160.55.4800.5106.200	Incentives & Admin Leave Gym Reimbursement	-	-	-	185	-	-
2160.55.4800.5107	Car Allowance/Mileage	528	528	528	308	(408)	120
2160.55.4800.5111	Medicare	2,029	1,933	3,252	1,497	(684)	2,568
2160.55.4800.5112.101	Retirement Contribution PERS	38,878	38,925	62,301	31,122	(22,305)	39,996
2160.55.4800.5113	Worker's Compensation	1,944	1,966	2,751	2,684	(704)	2,047
2160.55.4800.5114.101	Health Insurance Medical	22,238	18,321	28,199	10,687	(6,049)	22,150
2160.55.4800.5114.102	Health Insurance Dental	-	3,610	-	2,106	-	-
2160.55.4800.5114.103	Health Insurance Vision	-	197	-	115	-	-
2160.55.4800.5115	Unemployment Compensation	-	-	-	819	-	-
2160.55.4800.5116.101	Life and Disability Insurance Life & Disab.	1,771	521	2,237	304	(665)	1,572
2160.55.4800.5116.102	Life and Disability Insurance Long Term/Short Term Disability	-	559	-	326	-	-
2160.55.4800.5199.130	Other Payroll Expenses Interfund Payroll Transfers	(175,164)	(129,837)	(714,137)	-	568,503	(145,634)
2160.55.4800.5201.100	Office Supplies General	750	483	1,500	506	(300)	1,200
2160.55.4800.5202.100	Operating Supplies General	300	-	2,500	87	(1,500)	1,000
2160.55.4800.5209.105	Auto Fuel Expense Employee Personal Vehicle Use	150	135	500	-	(250)	250
2160.55.4800.5210.100	Postage General	500	513	1,000	380	-	1,000
2160.55.4800.5213.100	Professional/Contract Services General	30,000	14,263	1,015,000	12,395	(995,000)	20,000
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	30	-	1,500	27	-	1,500
2160.55.4800.5260	Miscellaneous	150	-	-	-	-	-
2160.55.4800.5304	Furniture & Equipment	-	-	9,418	-	(8,218)	200
2160.55.4800.5910.010	Transfers Out To General Fund	45,866	42,416	79,895	-	(23,527)	56,368

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G/L Account Number	Account Description						
		2018/19 Amended Budget	2018/19 Audited Actual	2019/20 Amended Budget	2019/20 Actual to Date	2019/20 Recommended Budget Adjustment	2019/20 Proposed Budget
2160.55.4800.5910.611	Transfers Out GASB 45 Retiree Medical Trust	2,500	-	-	-	-	-
EXPENSES Total		150,700	168,590	764,949	187,946	(571,258)	193,691
Fund Total: 2160 - Business & Housing Services Net Income		(45,438)	87,149	59,664	(187,946)	(160,042)	(100,378)
Business and Housing Ending Fund Balance		6,932	139,519	199,183			39,141



February 2020  
FLSA: Exempt

## CAPITAL PROJECTS MANAGER

### **DEFINITION**

Under general supervision or general direction, performs complex project management for a variety of capital projects in all phases of development, including environmental review (CEQA/NEPA), preliminary engineering, right of way, utilities coordination, advertisement, bidding, construction, construction management and project closeout. Types of projects assigned will also vary between planning efforts and construction of various public right of way and facilities infrastructure. Administers related professional service and construction contracts; administers Federal and State grant funds associated with assigned projects; provides excellent communication and customer service to internal and external stakeholders;; provides professional staff assistance to the Director of Public Works/Town Engineer, other departments, and the public in areas of expertise; performs a variety of studies and prepares and presents staff reports; and performs related work as required.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision or general direction from the Director of Public Works/Town Engineer. Exercises no direct supervision of internal staff. May provide technical and function direction to construction inspection staff.

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

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

- Contributes to and manages all phases of civil engineering public works construction projects, including defining the scope of the project; securing adequate funding from Federal and State grant programs and other funding sources; coordinating with permitting and public utility agencies; performing historical document research and review; surveying and engineering analysis of alternatives; preparing plans, specifications, and cost estimates; performing research, map, and field studies and surveys; drafting/reviewing site plans with specialized computer software; applying engineering principles and practices to specific problems; coordinating construction schedules with other projects and agencies; preparing and reviewing cost estimates; and inspecting construction of projects to ensure compliance with construction documents; and performs related planning and design/review work.
- Hires, manages and coordinates professional consultant contracts, including development of requests for qualifications (RFQ), requests for proposal (RFP). Negotiates, recommends for award and oversees execution of professional service contracts.
- Reviews construction plans and work products prepared by consulting engineers and private contractors to verify compliance with Town standards or objectives; checks plans for conformance with regulations regarding line, grade, size, elevation, and location of structures; reviews engineering calculations of other engineers or engineering technicians;
- Participates in pre-design, construction, and utility coordination meetings and issues construction permits.
- Provides construction administration, public relations, management, and inspection of public works construction projects, including coordinating work with other divisions and Town departments,

reviewing and inspecting work to ensure conformance with plans and specifications, tracking and maintaining all project accounting, coordinating schedules, and providing public notices of projects.

- Administers grant funding appropriated on projects; prepares required local, State and Federal reports for various construction projects, and other reports, memos and correspondence related to contract compliance.
- Reviews daily inspection reports; prepares periodic reports on the progress of all contracts; compiles and maintains records on project status and contractor performance; performs inspections in the field on special and more complex inspection assignments; conducts final review of all projects.
- Establishes and tracks project objectives, budgets and schedules consistent with departmental plans and policies.
- Prepares and presents reports to Town Council, commissions, and committees.
- Represents the department at various public meetings; prepares and conveys presentations to build consensus and secure public support; maintains effective community participation on assigned projects.
- Manages development and tracking of five-year capital plans; e.g. pavement, sidewalk, curb ramp, park, facility, etc.
- Oversees development of and updates City's various infrastructure programs including Pavement Management Program and sewer and storm drain master plans.
- Investigates field problems affecting property owners, contractors, and maintenance operations; responds to citizen inquiries and complaints; provides information to the public at the front counter in person, via telephone, or other means of communication regarding grading, encroachment permits, right-of-way and property line information, utility information, slope stability and improvement plan check, and payment processes.
- Reviews traffic control plans for conformance with California MUTCD standards;
- Assists staff with review of private development projects including subdivisions, review of legal descriptions, tract and parcel maps, lot line adjustments, and other subdivision documents.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities.
- May provide technical direction and training to other engineering and technical staff.
- Performs other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Civil engineering principles, techniques, policies, and procedures.
- Methods, materials, and techniques used in the construction of public works projects, including stormwater, street, and traffic systems design.
- Basic principles, practices, procedures, and standards related to Town public works, engineering infrastructure development and maintenance, and surveying.
- Basic principles and practices of capital improvement program budgeting, cost estimation, funding, project management, and contract administration.
- General design, layout, and construction practices for public improvements such as streets, storm drains, grading, and landscaping.
- Subdivision engineering, plan review, mapping, and construction practices.
- Bidding requirements for public works projects.
- Project management and contract administration principles and techniques.
- Engineering plan types, review practices, and permit filing and approval procedures.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.

- Modern office practices and technology, including personal computer hardware and software applications related to the work, such as computer-aided drafting (CAD) concepts and applications and Geographic Information Systems (GIS) programs.
- Modern developments, current literature, and sources of information regarding engineering.
- Principles of advanced mathematics and their application to engineering work.
- Practices of researching engineering and design issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination.

**Ability to:**

- Manage and conduct research projects, analyze complex problems, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Prepare, understand, and interpret engineering construction plans, specifications, and other contract documents.
- Assist in and develop and administer contracts for professional services and construction in a public agency setting.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations, technical written material, and Town engineering policies and procedures.
- Read and understand technical drawings and specifications.
- Perform mathematical and engineering computations with precision.
- Recognize discrepancies from as-built to contract specifications and recommend reconciliation.
- Make engineering design computations and check, design, and prepare engineering plans and studies.
- Direct the work of contract consultants.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, legal descriptions, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the Town in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

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

Any combination of education and experience that provides knowledge, skills, and abilities necessary for acceptable job performance would qualify. Example combinations include:

- Bachelor's degree in engineering, architecture, landscape architecture, construction management, or a closely related field; and
- Minimum three years of progressively responsible experience in capital project and construction management, civil engineering, general contracting or facilities/parks;

**Licenses and Certifications:**

Possession of, or ability to obtain, a valid California Driver's License by time of appointment and a satisfactory driving record.

**PHYSICAL DEMANDS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect Town development sites, including traversing uneven terrain, climbing ladders, stairs, and other temporary or construction access points, to operate a motor vehicle, and to visit various Town and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas and to conduct inspections may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

**ENVIRONMENTAL CONDITIONS**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may work in the field and occasionally be exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.





## **SURVEYOR**

### **DEFINITION**

Under general direction, under general supervision, plans, schedules and supervises employees performing surveying, right of way and mapping work. provides complex and responsible support to the Public Works Director/Town Engineer in areas of expertise; and performs related duties as assigned.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from Public Works Director/Town Engineer.

### **CLASS CHARACTERISTICS**

This is a mid-management classification responsible for survey activities of the Engineering Division. Incumbents are responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities. Incumbents serve as a resource for operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

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

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

- Serves as the Project Manager for the surveying portion of county construction projects; works with professional staff to assess surveying needs, requirements and deadlines.
- Assigns field crews to perform surveying in support of county design and right of way projects.
- Assesses the need for the acquisition of private property for county right of way; reviews title reports, deeds and easement documents to establish existing boundaries; directs the creation of right of way maps; reviews and approves deeds to the county for public roads and easements and legal descriptions for the abandonment of county right of way.
- Coordinates surveying, mapping and right of way activities with other county departments.
- Prepares and maintains project budgets.
- Confers with department heads and county project design teams to assess project-related surveying standards and requirements; establishes survey procedures, scope of work and timeframes.
- Works with property owners, title companies, utility and water companies in acquiring right of way.
- Directs staff in map checking for record of surveys, subdivision maps and parcel maps; reviews subdivision and parcel maps for compliance with conditions of approval.
- Signs record of surveys, lot line adjustments, subdivision maps and parcel maps on behalf of the Town of Paradise.
- Confers with officials of other government agencies, professional land surveyors, professional engineers, landowners, developers and representatives of other agencies and organizations on matters regarding surveying regulations, policies and technical data.

- Creates and maintains files and indexes of county right of way maps, deeds and other legal documents as a matter of public record in accordance with state law; responds to requests from engineers, land surveyors and the general public to retrieve maps and records as necessary.
- Determines needs and assess priorities for the Town's survey monument preservation program.
- Performs the most complex phases of design, control, boundary and right of way surveys as necessary.
- Performs other related duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

- Knowledge of the principles, practices and techniques of surveying, mapping and right of way.
- Knowledge of the principles and practices of civil engineering.
- Knowledge of modern methods and techniques in the design, construction and maintenance of county projects.
- Knowledge of the principles and practices of administrative management, including budgeting, employee supervision and training.
- Knowledge of pertinent federal, state and county statutes, rules, ordinances, codes, policies and procedures.
- Skill in effectively supervising, leading and delegating tasks and authority.
- Skill in operating a personal computer and software applications.
- Skill in following and effectively communicating verbal and written instructions.
- Skill in working independently or as a team member.
- Skill in interpreting improvement plans, survey maps and legal descriptions.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

### **Ability to:**

- Plan, organize, oversee and manage operations of the Survey function.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative, management, and professional leadership for the division.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Effectively represent the division and the Town in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**

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

Bachelor's degree in Civil Engineering, or a related field. Six (6) years of professional experience in surveying and right of way, including two (2) years of supervisory or lead experience. Years of experience may be substituted for education on a year for year basis.

**Licenses and Certifications:**

- Possession of, or ability to obtain, a valid California Driver's License.
- Licensed Land Surveyor with the State of California.

**PHYSICAL DEMANDS**

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

When working in the field, must possess mobility to work in changing site conditions; 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; vision to inspect site conditions and work in progress. 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 primarily in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

**TOWN OF PARADISE**  
**SALARY PAY PLAN FY 2019/20**  
**AS OF FEBRUARY 11, 2020**

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	<b>CRIMINAL RECORDS TECHNICIAN</b>							
0.00	0.00	0.00	<b>SHELTER ASSISTANT</b>							
			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	<b>MAINTENANCE WORKER I</b>							
			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	<b>OFFICE ASSISTANT</b>							
			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	<b>BUILDING/ONSITE PERMIT TECHNICIAN I</b>							
2.00	3.00	2.69	<b>MAINTENANCE WORKER II</b>							
			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**  
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Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
<b>1.00</b>	<b>0.60</b>	<b>0.60</b>	<b>ADMINISTRATIVE ASSISTANT (FIRE)</b>							
			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
<b>0.00</b>	<b>1.00</b>	<b>0.52</b>	<b>ADMINISTRATIVE ASSISTANT (POLICE)</b>							
			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
<b>2.00</b>	<b>1.80</b>	<b>1.80</b>	<b>ANIMAL CONTROL OFFICER</b>							
			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
<b>1.00</b>	<b>0.90</b>	<b>0.90</b>	<b>ACCOUNTING TECHNICIAN</b>							
<b>0.00</b>	<b>1.00</b>	<b>0.80</b>	<b>PROPERTY &amp; EVIDENCE TECHNICIAN</b>							
			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

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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	0.92	<b>COMMUNITY SERVICE OFFICER</b>							
			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	<b>PUBLIC SAFETY DISPATCHER (HOURLY/PART TIME)</b>							
			HOURLY		21.23	22.29	23.40	24.57	25.80	27.09
2.00	2.00	2.00	<b>BUILDING/ONSITE PERMIT TECHNICIAN II</b>							
2.00	2.00	1.03	<b>PUBLIC SAFETY DISPATCHER</b>							
			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	<b>SENIOR MAINTENANCE WORKER</b>							
			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	<b>CODE ENFORCEMENT OFFICER II (HOURLY/PART TIME)</b>							
			HOURLY		23.43	24.60	25.83	27.12	28.48	29.90

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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							
0.00	1.00	0.29	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	0.95	0.95	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	0.90	0.72	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

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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	1.00	0.33	MANAGEMENT ANALYST							
0.00	1.00	0.33	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
8.00	11.00	8.00	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
0.00	1.00	0.33	ASSOCIATE PLANNER							
0.00	1.00	0.17	GRANT ADMINISTRATOR							
1.00	1.00	1.00	SENIOR ACCOUNTANT							
0.00	0.00	0.00	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 FEBRUARY 11, 2020**

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	<b>ASSISTANT ENGINEER</b>							
			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	<b>ONSITE SANITARY OFFICIAL</b>							
			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
4.00	5.00	3.86	<b>POLICE SERGEANT</b>							
			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	<b>HOUSING PROGRAM MANAGER</b>							
1.00	1.00	1.00	<b>PUBLIC WORKS MANAGER</b>							
1.00	1.00	1.00	<b>TOWN CLERK</b>							
			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 FEBRUARY 11, 2020**

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							
0.00	1.00	0.17	CAPITAL PROJECTS MANAGER							
			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
1.00	1.00	1.00	ASSISTANT TO THE TOWN MANAGER							
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	0.08	0.08	SURVEYOR (HOURLY/PART TIME)		40.35	42.37	44.49	46.71	49.05	51.50
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

**TOWN OF PARADISE  
SALARY PAY PLAN FY 2019/20  
AS OF FEBRUARY 11, 2020**

Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
				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 FEBRUARY 11, 2020**

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	<b>POLICE LIEUTENANT</b>							
			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
0.00	1.00	0.71	<b>DISASTER RECOVERY DIRECTOR</b>							
			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	<b>ADMINISTRATIVE SERVICES DIRECTOR/TOWN TREASURER</b>							
1.00	1.00	1.00	<b>COMMUNITY DEVELOPMENT DIRECTOR</b>							
			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 FEBRUARY 11, 2020**

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							
0.00	0.00	0.00	ENGINEERING DIRECTOR							
0.00	0.00	0.00	PUBLIC WORKS DIRECTOR							
1.00	1.00	0.44	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
51.00	61.52	49.93	<u>FTE's</u>							

## **North Valley Community Foundation – Butte Strong Fund**

### **General Grant Requirements**

Grant to (Grantee): **Town of Paradise**  
Project name: Grants Administrator Position  
Amount of grant: \$226,883.00

This grant has been awarded by North Valley Community Foundation (Foundation) through the Butte Strong Fund and is contingent upon your acceptance of the following requirements. By signing the copy of this document you (Grantee) accept each of the following conditions and requirements:

1. Use of Funds. This grant may be used only for the purposes stated in the attached Exhibit A – Scope of Work and Timelines. Any change in purpose, scope or timing of the project, or any major budget change, must be communicated promptly to the Foundation. If the Foundation does not agree to modify the grant, any funds not expended on the approved project budget must be returned to the Foundation.
2. Reporting. Reporting specific to this grant is shown in the attached Exhibit B – Reporting. However we request that you include the Foundation and Butte Strong Fund names among the recipients of any reports to donors (if applicable) that are relevant to the purpose of this grant.
3. Deadlines. Grant conditions which have not been met within the specified time limits (as noted in Exhibit A – Scope of Work and Timelines) may result in cancellation of the grant and a requirement that all unexpended funds, excluding such funds as are necessary to meet non-cancellable obligations that were specifically enumerated in the grant budget, be returned to the Foundation. Contact the Foundation immediately if it appears that a deadline will not be met.
4. Eligibility Requirements. Grantee shall continue to meet the grant eligibility requirements agreed to in the application process and attached hereto as Exhibit C throughout the time grant expenditures are being made to fulfill the grant purposes.
5. Payment of Grants. In the case of all grants that are not payable outright, including multi-payment, multi-year, matching grants and pledges, payment and continued funding are conditioned upon the submission of specific progress reports to the Foundation as described in the attached Exhibit B - Reporting. The contents of the reports will be used by the Foundation staff in the determination whether there is sufficient evidence of progress toward grant objectives and outcomes in order to support each past and future payment. Payments are not automatic and are conditioned upon receipt and approval of the reports.
6. Acknowledgement of Grant. We require you to acknowledge the grant came from the North Valley Community Foundation and the Butte Strong Fund in all of your written materials (press releases, websites, social media channels, etc.) and in interviews with media. The foundation does not expect you to incur advertising expenses in announcing receipt of this grant, but we want to ensure for transparency's sake and for our donors' knowledge that funding for your project came from NVCF and the Butte Strong Fund.

7. Record of Expenditures. Please maintain an accurate record of the expenses incurred under this grant in accordance with generally accepted accounting principles. Please keep on file records relating to this grant for at least two years after the Foundation's receipt of your final report in order to verify expenditures in the event of an audit of our grants.

8. Tax Status. In accepting this grant you are confirming that your organization is: (i) one that is described in IRS Code Section 501(c)(3) – or is a program with a 501(c)(3) fiscal sponsor - and is not classified as a private foundation; or (ii) a governmental entity or a political subdivision thereof; or (iii) a recognized educational institution; and that your tax-exempt status, under the foregoing categories or any successors thereto, remains in full force and effect, having not been revoked, rescinded or modified; and that you will notify us of any change in your organization's tax-exempt status.

9. Lobbying. No part of the grant funds can be used contrary to the law in an attempt to influence legislation (within the meaning of Section 4945(d)(1) of the Internal Revenue Code), or to influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive (within the meaning of Section 4945(d)(2) of the Internal Revenue Code).

10. Relationship and Indemnification. No legal relationship or partnership is contemplated or created as a result of this grant. The relationship is that of grantor and grantee only. You agree to indemnify and hold North Valley Community Foundation, its board of directors, officers, employees and all others affiliated with North Valley Community Foundation and the Butte Strong Fund harmless from any liability associated with the carrying out of the purposes of this grant.

11. Violations of Conditions. Any violation of the conditions set forth above will require a return to the Foundation of any grant funds involved in the violation. The Foundation reserves the right to discontinue, modify or withhold any payments due under this grant award or to require a refund of any grant funds if, in its judgment, such action is necessary to comply with the requirements of any law or regulation affecting the Foundation's responsibilities under this grant award.

Please countersign and return the attached copy of this document to the Foundation signifying that you understand and agree to the requirements stated above. Two signatures from your organization are required as specified below.

NORTH VALLEY COMMUNITY FOUNDATION by

X \_\_\_\_\_ Dated \_\_\_\_\_

\_\_\_\_\_  
[Name, Title]

TOWN OF PARADISE by

X \_\_\_\_\_ Dated \_\_\_\_\_

\_\_\_\_\_  
[Name, Title]

X \_\_\_\_\_ Dated \_\_\_\_\_

\_\_\_\_\_  
[Name, Title]



## **Exhibit A – Scope of Work and Timelines**

Scope of work and timelines are taken from the application as submitted by the Town of Paradise, and as approved by the BSF committee.

### **Scope of Work**

The grants administrator position will focus exclusively on securing and administering grant funding for the Town-led projects identified in the Town's adopted Community Recovery Plan.

These highly important Town-led projects (not listed in any order of priority) include:

- a. Removal of dead and dying trees on private property (funding request already in progress).
- b. Establishment of early warning emergency notification system.
- c. Comprehensive road evaluation to establish plan to address the need for enhanced evacuation routes, interconnected walking paths, missing road segments and long dead-end streets.
- d. Establishment of a fuels management & mitigation plan.
- e. Development of a sewer system with localized treatment plant to serve the Town's commercial areas.
- f. Update the Town's General Plan in light of impacts from the Camp Fire, the adoption of the Community Recovery Plan, and new state legislation.
- g. Construction of new and much needed Fire Station #82.
- h. Development of a sustainable stormwater and drainage system.
- i. Development of a realistic post-Camp Fire economic revitalization strategy & plan for Paradise that aligns with regional/county efforts.
- j. Undergrounding of utilities (already in progress).
- k. Establishment of a green waste processing facility.

### **Timelines**

The grant committee approved disbursement of the grant subject to the following timelines and stipulations:

Initial Disbursement:	\$112,032
2 <sup>nd</sup> Disbursement (year 2):	\$57,425.50 (subject to review/approval of 10 mo. report)
3 <sup>rd</sup> Disbursement (year 3):	\$57,425.50 (if needed, subject to review/approval of 22 mo. report)

## **Exhibit B – Reporting**

Complete and submit 6, 10, 18, 22, 30, and 36-month reports to NVCF by: Aug. 1<sup>st</sup>, 2020 - Dec. 1<sup>st</sup>, 2020 – Aug. 1<sup>st</sup>, 2021 - Dec. 1<sup>st</sup>, 2021 – Aug. 1<sup>st</sup>, 2022 and a final report on Feb. 1<sup>st</sup>, 2023.

Please refer to Exhibit A for and general description of the position you described in your application. *If a final or updated job description has been adopted, please provide a copy with your report.* Your organization will be required to provide the answers to the following questions:

- Project name and brief description of your program.
- Please provide dollar amount for grant funds expended.
- Please provide a status update for the position funded (see Exhibit A) to include items such as:
  - If someone was hired, who/when?
  - What progress have you made toward achieving the results you described in your proposal?
    - Describe the measurable outcomes related to the objectives stated in your application/job description.
    - What other grants/projects related to this position are upcoming or in the pipeline?
  - What did you learn about the needs of those that benefited from your project?
  - Describe your plans for moving forward, will your project continue and for how long?
  - What, if anything, will you do differently going forward?
  - If your project is continuing beyond the scope of our agreement/grant, how do you intend to secure additional funding?
- Interim reports to committee may also be requested from time to time, but they are generally no more than two pages, in a format and ask some basic questions.

## **Exhibit C – Eligibility**

**1. Tax Status.** Be qualified as a tax-exempt public charity under Section 501(c)(3) of the Internal Revenue Code, be fiscally sponsored by a 501(c)(3), or be classified as a unit of local government (including public schools). Qualified entities include churches that serve congregations of at least 100 people and the propose projects or programs that are not denomination specific and meet the specific criteria. Other organizations may also propose projects that meet the specific criteria but may be required to partner with a 501(c)(3) entity.

**2. Non-Discrimination.** Organizations must offer programs and services without discrimination based on age, race, national origin, ethnicity, gender, physical ability, sexual orientation, political affiliation, or religious belief.

**3. Geography.** Programs and projects must clearly benefit Butte County residents who have been directly and/or indirectly impacted by the Camp Fire.

**4. Use of Funds.** Our funds are deployed strategically where other sources of funding are not available. As much as possible, we leverage our grants by first tapping into federal and state aid programs and insurance. The project must not supplant public funding or fill gaps that the government and/or private insurance have committed to provide.

**5. Restrictions.** The Butte Strong Fund will not consider grant requests for fundraising events, annual funds, endowment funds, political lobbying, individuals, or activities that are restricted to members of a faith community. Capital improvements such as new structures, repair of damaged structures, or acquisition of structures will generally not be considered except for possible short-term, low- or no-interest loans.

**6. Frequency.** Eligible entities may not apply for more than one grant for the same program or project within a 12-month period.



**Town of Paradise**  
**Council Agenda Summary**  
**Date: February 11, 2020**

**Agenda Item: 6 (b)**

**ORIGINATED BY:** Susan Hartman, Community Development Director  
**REVIEWED BY:** Lauren M. Gill, Town Manager  
**SUBJECT:** Town Council Adoption of a Text Expanded Urgency Ordinance Relating to Interim Housing and Accessory Building(s) in the Camp Fire Area

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

1. Consider waiving the reading of entire Town of Paradise Urgency Ordinance No. 592 and Adopting Town of Paradise Ordinance No.592 "An Urgency Ordinance Relating to Interim Housing and Accessory Building(s) Inside the Camp Fire Area"; and
2. Be prepared to discuss and direct town staff relative to the subject of code enforcement for public nuisance abatement within the Camp Fire area; or
3. Adopt an alternative directive(s) to town staff.

**BACKGROUND:**

On January 14, 2020, the Town Council adopted Urgency Ordinance No. 591 that amended Ordinance No. 578 and added, subject to procurement of a temporary use permit, the allowance of 1) the placement of up to two (2) temporary dwellings on any eligible property that is residentially zoned, or for those properties not residentially zoned that lost a prior existing residence due to the Camp Fire; and 2) the storage of up to two (2) unoccupied RVs on any eligible property. Also, since November 22, 2019, the interim housing urgency ordinance provisions requires a temporary use permit to be issued for all temporary RVs whether connected to utilities or not.

**DISCUSSION:**

A mailing went out to all properties identified as having RVs without record of a temporary use permit, as noted during drive-by inspections, as of the first week of December notifying owners of the requirements of the urgency ordinance and gave a deadline of January 3, 2020 to have the temporary use permit application submitted. A full month has transpired since the January 3<sup>rd</sup> deadline date and town staff has not only become knowledgeable of an large amount of properties that have been identified with RVs placement without "temporary use permits" but

also, have been informed of some properties with RVs placement and/or occupancies that are occurring **without property owner authorization**.

To better address these unforeseen circumstances and meet the intent of the urgency ordinance, staff recommends augmenting the provisions of the interim housing urgency ordinance as follows: 1) Amend item “A” of Section 8 [Standards] to confine the obtaining of all Town permits for all temporary dwellings that are hooked-up to utilities to **only a property owner, who is also a displaced person, or his or her authorized agent**. 2) add standard items “I.” and “J.” that read: “I. At all times the temporary dwelling shall be served by solid waste collection services by the Town Franchisee; and “J. At all times the temporary dwelling shall be in compliance with all Paradise Municipal Code requirements and laws relating to maintenance of real property”; and 3) add two new Sections to the ordinance that address the subjects of a) **“Infraction and Public Nuisance”** and b) **“Public Nuisance Abatement Procedure”**.

A supplement issue associated with the prior stated circumstances is the Town’s existing shortage of “code enforcement personnel and/or resources”. Given this situation it would be appreciated if the Town Council can publicly discuss this matter in more detail and consider adopting a directive on the matter.

Staff and the Town Attorney have developed the attached proposed ordinance that, if adopted by the Town Council, would repeal Urgency Ordinance No 591 and replace it with an expanded interim housing urgency ordinance that includes the above mentioned subjects (NOTE: Amended and/or added text in the attached ordinance is shown as yellow highlighted).

#### **FINANCIAL IMPACT:**

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

Attachment

2-4-20

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

AN URGENCY ORDINANCE NO. \_\_\_\_ RELATING TO INTERIM HOUSING AND  
ACCESSORY BUILDING(S) IN THE CAMP FIRE AREA

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

**Section 1.** Ordinance No. 591 is hereby repealed.

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

**Section 2.** Emergency Findings.

This Urgency Ordinance is adopted pursuant to California Government Code Section 36934 and shall take effect immediately upon its approval by at least a four-fifths vote of the Town Council. The Council, based on determinations of the Butte County Local Health Officer, finds that this Ordinance is necessary for the immediate preservation of the public peace, health and safety, based upon facts set forth in Section 3 of this Ordinance.

**Section 3.**

A. Conditions of extreme peril to the safety of persons and property within the Town of Paradise were caused by the Camp Fire, commencing on the 8th day of November, 2018, at which time the Town Council was not in session.

B. California Government Code Section 8630 empowers the Town

1 Director of Emergency Services (Director) to proclaim the  
2 existence of a local emergency when the Town is affected or  
3 likely to be affected by a public calamity, subject to  
4 ratification by the Town Council at the earliest practicable  
5 time.

6 C. On November 8, 2018, the Director proclaimed the existence of  
7 a local emergency within the Town due 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  
13 the Camp Fire.

14 E. On November 9, 2018, the Camp Fire was still burning through  
15 the Town and despite firefighters' best efforts, the wildfire  
16 was not contained. Evacuation orders were in place and  
17 numerous severe public health and safety hazards were present  
18 in the Camp Fire area, including many blocked roads from  
19 fallen power lines, burned trees and vehicles, numerous  
20 burned vehicles were left throughout the Camp Fire area due  
21 to survivors fleeing their vehicles in efforts to survive the  
22 wildfire, no available utilities, no available public  
23 services and the presence of human remains and animal  
24 carcasses. At the time, the Town estimated that 2,000  
25 structures had burned in the Camp Fire.

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  
5 emergency was a consequence of the debris resulting from the  
6 Camp Fire that contains hazardous material in the ash of the  
7 burned qualifying structures. The purpose of the Declaration  
8 was to address the immediate threat to the public health and  
9 the imminent and proximate threat of the introduction of  
10 contagious, infectious or communicable disease, chemical  
11 agents, non-communicable biologic agents, toxins and/or  
12 radioactive agents present at the time in the Camp Fire area.  
13 The threats included (1) the enormous amount of fire debris  
14 present in the Camp Fire area, including ash and debris  
15 containing hazardous materials and probable radioactive  
16 materials present in ash and debris from qualifying  
17 structures, (2) the threat of infectious or communicable  
18 disease and/or non-communicable biologic agents due to animal  
19 carcasses, radioactive waste and perishable foods, (3) the  
20 potential contamination or destruction of the residential and  
21 commercial water supply in the Camp Fire area and (4) the  
22 potential pollution of the drinking water downstream from the  
23 Camp Fire area if weather conditions caused the spread of the  
24 hazardous materials in the ash and debris of burned qualifying  
25 structures.  
26



1 G. On November 12, 2018, the President of the United States  
2 declared the existence of a major disaster in the State of  
3 California, providing assistance from many federal agencies,  
4 including the Federal Emergency Management Agency (FEMA).

5 H. On November 13, 2018, the Butte County Board of Supervisors  
6 ratified Dr. Miller's Declaration of Health Emergency.

7 I. On November 21, 2018, the status of the Camp Fire area was as  
8 follows: firefighters had contained the Camp Fire; the  
9 Sheriff had lifted evacuation orders; work crews had removed  
10 fallen power lines, burned vehicles and trees blocking the  
11 roads; utilities including electric power, gas and non-  
12 potable water had become available; no local businesses were  
13 open to serve the public; and no public services were  
14 available. Further, preliminary actions had been taken to  
15 mitigate the risk from animal carcasses, radioactive waste  
16 and perishable foods in the Camp Fire area, however, concerns  
17 regarding the threats remained. The public health hazards  
18 present in the Camp Fire area included (1) the public health  
19 hazards from the enormous amount of fire debris, (2) the  
20 public health hazard from the hazardous materials and  
21 probable radioactive materials present in the ash and debris  
22 from destroyed qualifying structures, (3) the threat of  
23 infectious or communicable disease and/or non-communicable  
24 biologic agent due to the presence of animal carcasses,  
25 perishable foods and radioactive waste and (4) the potential  
26 pollution of the drinking water downstream from the Camp Fire

1 area if weather conditions caused the spread of the hazardous  
2 materials in the ash and debris of burned qualifying  
3 structures. At the time, the Camp Fire had destroyed thousands  
4 of structures.

5 J. On November 21, 2018, Dr. Miller issued a Hazard Advisory  
6 strongly suggesting residents should not reside on property  
7 with qualifying structures damaged or destroyed by the Camp  
8 Fire until the property had been cleared of hazardous waste,  
9 ash and debris and certified clean by the County Department  
10 of Public Health, Environmental Health Division. The County  
11 Department of Public Health provided residents with re-entry  
12 packets which included personal protective equipment and  
13 information on the dangerous conditions and toxic materials  
14 present in the Camp Fire area. The re-entry packets were  
15 intended to improve the safety of the residents who chose to  
16 visit their properties to collect valuables and not intended  
17 to encourage long-term visitation or habitation. The purpose  
18 of the Hazard Advisory was to address the public health  
19 hazards present at the time in the Camp Fire area, including  
20 (1) the enormous amount of fire debris present in the Camp  
21 Fire area, (2) the hazardous materials and probable  
22 radioactive materials present in ash and debris from  
23 qualifying structures, (3) the lessened but still present  
24 threat of infectious or communicable disease and/or non-  
25 communicable biologic agents due to animal carcasses,  
26 radioactive waste and perishable foods, (4) the potential

1 contamination or destruction of the residential and  
2 commercial water supply in the Camp Fire area and (5) the  
3 potential pollution of the drinking water downstream from the  
4 Camp Fire area if weather conditions caused the spread of the  
5 hazardous materials in the ash and debris of burned qualifying  
6 structures.

7 K. The Camp Fire to date has consumed 153,336 acres and has led  
8 to the destruction of 13,696 residences, damage to 462  
9 residences, the destruction of 276 multiple family  
10 residences, the destruction of 528 commercial buildings,  
11 damage to 102 commercial buildings, the destruction of 4,293  
12 other minor structures, and resulted in the evacuation of  
13 over 50,000 people. As a result, the Camp Fire has created an  
14 enormous amount of debris.

15 L. There exists the potential for widespread toxic exposures and  
16 threats to public health and the environment in the aftermath  
17 of a major wildfire disaster, and debris and ash from  
18 residential and commercial structure fires contain hazardous  
19 materials and the harmful health effects of hazardous  
20 materials produced by a wildfire are well-documented.

21 M. The combustion of building materials such as siding, roofing  
22 tiles, and insulation results in dangerous ash that may  
23 contain asbestos, heavy metals and other hazardous materials.  
24 Household hazardous waste such as paint, gasoline, cleaning  
25 products, pesticides, compressed gas cylinders, and chemicals  
26

1 may have been stored in homes, garages, or sheds that may  
2 have burned in the fire, also producing hazardous materials.

3 N. Exposure to hazardous materials may lead to acute and chronic  
4 health effects and may cause long-term public health and  
5 environmental impacts. Uncontrolled hazardous materials and  
6 debris pose significant threats to public health through  
7 inhalation of dust particles and contamination of drinking  
8 water supplies. Improper handling can expose residents and  
9 workers to toxic materials, and improper transport and  
10 disposal of fire debris can spread hazardous substances  
11 throughout the community.

12 O. Standards and removal procedures are needed immediately to  
13 protect the public health and environment, and to facilitate  
14 coordinated and effective mitigation of the risks to the  
15 public health and environment from the health hazards  
16 generated by the Camp Fire disaster.

17 P. The Camp Fire has created hazardous waste conditions in the  
18 Town of Paradise in the form of contaminated debris from  
19 household hazardous waste/materials and structural debris  
20 resulting from the destruction of thousands of structures.  
21 This hazardous waste debris poses a substantial present or  
22 potential hazard to human health and the environment until  
23 the property is certified clean. The accumulated exposure to  
24 hazardous waste debris over an extended period of time poses  
25 a severe hazard to human health.

1 Q. The Town of Paradise previously approved Ordinance No. 572,  
2 Ordinance No. 573, and Ordinance No. 575 as urgency measures  
3 relating to the Camp Fire disaster recovery on December 12,  
4 2018, The actions addressed the need for the regulation of  
5 debris removal to alleviate the public health, safety and  
6 welfare concerns associated with the ash and debris of  
7 qualifying structures and temporary emergency housing  
8 options.

9 R. As of February 4, 2019, the status of the Camp Fire disaster  
10 recovery **was** as follows: (1) Phase I cleanup by the U.S.  
11 Environmental Protection Agency and the California Department  
12 of Toxic Substances Control is complete, which has reduced  
13 the public health concerns relating to the most hazardous  
14 materials present in the Camp Fire area, (2) Phase II of the  
15 cleanup pursuant to the Government (CalOES) Program and the  
16 Alternative Program has commenced, (3) utilities are  
17 available (except for potable water), (4) numerous businesses  
18 have opened to serve the public, (5) public services are  
19 available, including a FEMA and CalOES jointly-operated  
20 Disaster Recovery Center in Paradise, California. Current  
21 threats include (1) the enormous amount of fire debris present  
22 in the Camp Fire area, (2) hazardous materials and probable  
23 radioactive materials present in ash and debris from  
24 qualifying structures, (2) the potential pollution of the  
25 drinking water downstream from the Camp Fire area if weather  
26 conditions caused the spread of the hazardous materials in

1 the ash and debris of burned qualifying structures. The  
2 purpose of this Ordinance is to allow residents to live on  
3 properties in the Camp Fire area that do not contain fire ash  
4 and debris from a qualifying structure destroyed or damaged  
5 by the Camp Fire.

6 S. The Debris Removal Operations Plan for the Camp Fire prepared  
7 by the CalOES/CalRecycle Incident Management Team provides  
8 that the DTSC has issued reports regarding the assessment of  
9 burn debris from wildfires in the past. The studies of burned  
10 residential homes and structures from large scale wildland  
11 fires indicated that the resulting ash and debris can contain  
12 asbestos and toxic concentrated amounts of heavy metals such  
13 as antimony, arsenic, cadmium, copper, lead, and zinc  
14 (qualifying structures). Additionally, the ash and debris may  
15 contain higher concentrations of lead if the home was built  
16 prior 1978 when lead was banned from household paint in the  
17 United States. The reports indicated that the residual ash of  
18 burned residential homes and structures has high  
19 concentrations of heavy metals that can be toxic and can have  
20 significant impact to individual properties, local  
21 communities, and watersheds if the ash and debris is not  
22 removed safely and promptly. The plan also indicates that the  
23 purpose of the structural debris removal program is to remove  
24 debris that poses a risk to health and/or the environment.  
25 Debris from structures smaller than 120 square feet are not  
26 included in the program.

1 T. The Butte County Local Health Officer Dr. Miller has indicated  
2 that the Phase II cleanup of the properties containing ash  
3 and debris from a qualifying structure mitigates the public  
4 health hazards of the Camp Fire. Further, failing to clean  
5 properties containing ash and debris from a qualifying  
6 structure can have severely negative long term consequences  
7 to the public health and environment. Therefore, the focus  
8 must be on accomplishment of the Phase II cleanup to address  
9 the public health hazards. The standard for determining when  
10 a property is clean from ash and debris from a qualifying  
11 structure is when the Phase II cleanup work is complete and  
12 the property is certified clean by the County Department of  
13 Public Health, Environmental Health Division. Ash and debris  
14 of qualifying structures is the focus of the Phase II cleanup  
15 work. The significance of the public health risks is higher  
16 on properties with ash and debris from a qualifying structure.  
17 Given the progress the Camp Fire disaster recovery has made  
18 with respect to the hazards identified in the findings above,  
19 the remaining significant public health hazard is the ash and  
20 debris from qualifying structures. Based on the foregoing  
21 properties that contain ash and debris from qualifying  
22 structures constitute a significant public health risk.  
23 Therefore, those properties should be ineligible for  
24 temporary emergency housing until Phase II cleanup work is  
25 completed on the property and is certified clean by the  
26 Department of Public Health, Environmental Health Division.

1 Properties that do not contain ash and debris from a  
2 qualifying structure do not pose a significant public health  
3 risk and should be eligible for temporary emergency housing.

4 U. Due to the magnitude of the destruction, there is a need to  
5 provide for sufficient housing options both inside and  
6 outside of the Camp Fire affected area. Thus, on February 4,  
7 2019, the Town of Paradise adopted Ordinance No. 575 that  
8 repealed Ordinance No. 573 and established an ordinance that  
9 temporarily relaxes some building and zoning regulations to  
10 allow for additional interim housing both inside and outside  
11 of the Camp Fire affected area for displaced persons.

12  
13  
14  
15 V. There exists an immediate need to provide accessory buildings  
16 to accommodate storage of personal property of persons  
17 displaced by the Camp Fire who own Eligible Property that has  
18 been certified clean pursuant to Phase II requirements by the  
19 County Department of Public Health, Environmental Health  
20 Division. This Ordinance temporarily relaxes some Town zoning  
21 regulations to allow for establishment of an accessory  
22 building on property both inside and outside of the Camp Fire  
23 affected area for the displaced persons for the storage of  
24 essential equipment necessary to the recovery from the  
25 damages caused by the Camp Fire. Due to the magnitude of the  
26 destruction and its related and significant impacts on



properties, there is a need to provide displaced property owners with the option of constructing accessory buildings both inside and outside of the Camp Fire affected area without first obtaining building permits for primary residences on their properties.

W. It is essential that this Ordinance become immediately effective (1) to mitigate the harm that could be caused to the public health and safety and to the environment from the improper disturbance, removal and/or disposal of debris containing hazardous materials, and to facilitate the orderly response to the Camp Fire disaster; and (2) to allow the fastest possible transition of homeless and displaced residents to interim and long-term shelter; and (3) to allow displaced persons who own Eligible Property certified clean pursuant to Phase II requirements an option to establish an accessory building on their property to better facilitate and further expedite their property maintenance and storage of essential equipment required to allow for the property rebuild process.

#### **Section 4. Purpose.**

13,696 homes were destroyed by the Camp Fire in the Town of Paradise and surrounding unincorporated areas. This disaster has created a need for housing on a scale that cannot be accommodated through the existing available housing in the Town. To meet the immediate need for housing, the Town relaxed some building and

1 zoning regulations in a prior Ordinance to allow for additional  
2 temporary housing. However, this additional temporary housing may  
3 not be sufficient to meet the large and immediate need. This  
4 Ordinance relaxes some building and zoning regulations to allow  
5 for additional temporary housing inside the Camp Fire affected  
6 area. Persons moving back to the area do so at their own risk and  
7 should make themselves aware of the health hazards of doing so.  
8 The Ordinance allows persons to place temporary housing as well as  
9 temporary recreational vehicle storage on an Eligible Property.  
10 This Ordinance also provides an option for affected property owners  
11 to establish an accessory building on their Eligible Property  
12 without first obtaining a building permit for a primary residence.  
13 The purpose of this Ordinance is to develop reasonable standards  
14 that allow persons to move back into the Camp Fire affected area  
15 while a massive debris removal program is implemented and, at the  
16 same time, provide interim shelter as well as an option of an  
17 accessory building for property maintenance equipment and rebuild  
18 materials storage for Town residents on private property during  
19 this housing crisis.

## 21 **Section 5. Definitions.**

22 Except where the context clearly indicates otherwise, the  
23 following definitions shall govern the construction of the words  
24 and phrases used in this Ordinance:

25 **Accessory Building.** Any structure having a permanent foundation  
26 and a roof supported by columns or walls designed, intended and/or

1 used for the protection and storage of personal property associated  
2 with a permitted or conditionally permitted Principal Use on the  
3 same site.

4 **Camp Fire.** A 153,336-acre wildfire that started near the community  
5 of Pulga on November 8, 2018, destroying over 18,000 structures,  
6 which forced the evacuation of the Town of Paradise, Berry Creek,  
7 Butte Creek Canyon, Butte Valley, Centerville, Cherokee, Concow,  
8 Durham, Forest Ranch, Magalia, Pulga, Stirling City, and Yankee  
9 Hill, and other areas near the Cities of Chico and Oroville, and  
10 proclaimed by the Town Council under Resolution 18-42, as a local  
11 emergency, and also proclaimed by then Acting Governor Gavin Newsom  
12 as a state of emergency. CAL FIRE maintains a map showing the final  
13 boundaries of the Camp Fire and the Camp Fire affected area, as of  
14 November 25, 2018 at 100 percent containment.

15 **Cargo Storage Container.** A single metal box made of steel or other  
16 similar material, which is designed for securing and protecting  
17 items for temporary storage, not exceeding three hundred twenty  
18 (320) square feet in size, without utilities, and not used for  
19 human habitation.

20 **Director.** The Town of Paradise Director of Emergency Services or  
21 his or her authorized representative.

22 **Displaced Person(s).** A Town resident or residents whose  
23 residential dwelling has been destroyed or damaged by the Camp  
24 Fire, such that the resident(s) cannot occupy the dwelling.  
25 Displaced person(s) may be required to provide verification to the  
26 Town to substantiate their eligibility for uses, permits and/or

1 approvals described in this Ordinance. Evidence may consist of  
2 verification by Federal Emergency Management Agency (FEMA)  
3 registration or damage assessment, and/or a driver's license or  
4 other government-issued identification card or utility bill, etc.  
5 with a physical address showing the resident resided on a property  
6 impacted by the Camp Fire, as determined by the Town. Such  
7 determination may be made by the Director or other town personnel.  
8 **Effective Date.** The date of the Town Council adoption of this  
9 Ordinance.

10 **Eligible Property.** A property that does not contain fire debris or  
11 hazardous materials from a qualifying structure that was damaged  
12 or destroyed by the Camp Fire. Eligible Property shall include (1)  
13 parcels with no resulting damage or fire debris from the Camp Fire  
14 (2) parcels with fire debris from a structure that was not a  
15 qualifying structure that was damaged or destroyed by the Camp  
16 Fire and (3) parcels with fire debris or hazardous materials from  
17 a qualifying structure that was damaged or destroyed by the Camp  
18 Fire, only upon the issuance of a certificate that the parcel has  
19 been cleaned pursuant to Phase II requirements by the County  
20 Department of Public Health, Environmental Health Division.  
21 Temporary housing and/or establishment of an accessory building  
22 pursuant to this Ordinance shall be permitted as reflected in the  
23 table below:  
24  
25  
26

	<b>Property not damaged by Camp Fire</b>	<b>Property with a non-qualifying structure damaged or destroyed by Camp Fire</b>	<b>Property with a qualifying structure damaged or destroyed by Camp Fire</b>
Prior to completion of Phase II cleanup	Temporary housing allowed	Temporary housing allowed	Temporary housing prohibited
Following completion of Phase II cleanup (property certified clean by the Department of Public Health, Environmental Health Division)	Temporary housing allowed Accessory Building Allowed	Temporary housing allowed Accessory Building Allowed Temporary recreational vehicle storage allowed	Temporary housing allowed Accessory Building Allowed Temporary recreational vehicle storage allowed

**FEMA.** The Federal Emergency Management Agency or successor agency.

**Fire Debris and Hazardous Materials.** Debris, ash, metals, and completely or partially incinerated substances from structures that are located on properties that qualify under the CalOES Debris Removal Program or the Butte County's Alternative Debris Removal Program.

**Movable Tiny House.** For the purposes of this Ordinance, a movable tiny house is a structure utilized as living quarters by one

household that is licensed by and registered with the California Department of Motor Vehicles, meets the American National Standards Institute (ANSI) 119.5 or ANSI 119.2 (NFPA 1192) requirements and is certified by a qualified third party inspector for ANSI compliance, cannot move under its own power, is not longer than allowed by State law for movement on public highways, has a total floor area of not less than 150 square feet, and has no more than 430 square feet of habitable living space.

**Phase I.** The hazardous waste cleanup as defined and discussed in Section 3, Debris Removal, above.

**Phase II.** The hazardous waste, fire debris and ash cleanup as defined in Section 3, Debris Removal, above.

**Qualifying Structure.** A qualifying structure as defined and discussed in Section 3, Debris Removal, above.

**Recreational Vehicle.** A motor home, travel trailer, truck camper or camping trailer that is: (1) self-contained with potable water and sewage tanks and designed for human habitation for recreational or emergency occupancy; (2) self-propelled, truck-mounted, or permanently towable on California roadways; and (3) a California Department of Motor Vehicles licensed vehicle, or a similar vehicle or structure as determined by the Director.

**Recreational Vehicle Park.** A commercial use providing space for the accommodation of more than two recreational vehicles for recreational or emergency housing, or for transient employee lodging purposes.

1 **Temporary Dwelling.** A temporary dwelling includes a recreational  
2 vehicle and a movable tiny house.

3 **Temporary Recreational Vehicle Storage.** The temporary storage of  
4 an unoccupied recreational vehicle.

5  
6 **Section 6. Initial use of temporary dwellings.**

7 Residential use and occupancy by displaced persons of up to two  
8 (2) temporary dwellings on any Eligible Property that permits a  
9 residential use or any parcel where a prior existing residence was  
10 lost due to the Camp Fire shall be allowed for an initial term of  
11 180 days from the date of this Ordinance was enacted subject to  
12 the applicable requirements set forth under Section 8, Standards.

13  
14 **Section 7. Temporary dwellings with utility hook-ups.**

15 Residential use and occupancy by displaced persons of up to two  
16 (2) temporary dwellings, including any temporary dwellings allowed  
17 under section 6, utilizing hook-ups for water, sewage disposal,  
18 and/or electricity on an Eligible Property shall be allowed during  
19 the effective period of this Ordinance subject to a temporary use  
20 permit, and subject to the applicable requirements set forth in  
21 Section 8, Standards.

22  
23 **Section 7(a). Temporary recreational vehicle storage.**

24 The temporary storage of up to two (2) unoccupied recreational  
25 vehicles on an Eligible Property shall be allowed during the  
26 effective period of this Ordinance subject to the issuance of a

temporary use permit and the applicable requirements set forth in Section 8, Standards. No fee shall be charged for this temporary use permit.

#### **Section 8. Standards.**

All residential use of temporary dwellings and storage use of cargo storage containers and/or recreational vehicle storage shall meet the following standards.

- A. At all times, only a property owner, who is also a displaced person, or his or her authorized agent shall obtain all Town permits for all temporary dwellings that are hooked-up to utilities. Written consent of the property owner is required in all cases.
- B. At all times, residential use of temporary dwellings is limited to recreational vehicles and movable tiny houses not on a permanent foundation and used to house persons displaced by the Camp Fire during the effective period of this Ordinance.
- C. Use of temporary dwellings is contingent on proof of a damaged or destroyed residence as verified by the Director based on prior final building permit or Assessor's records, or other documentation satisfactory to the Director.
- D. At all times, temporary dwellings and cargo storage containers or stored recreational vehicles shall be



located outside the boundaries of any recorded easements, roads, driveways, designated flood hazard locations, or areas prone to landslide or debris flow.

E. At all times, use of a cargo storage container shall be only for storage of personal and household belongings for each temporary dwelling.

F. For water hook-ups, the temporary dwelling shall be connected to an approved source of water meeting one of the following criteria:

1. Public water supply;
2. Existing well provided that it has been approved by the Department of Public Health, Environmental Health Division as safe for domestic consumption;  
or
3. Other water source approved by the Town.

G. For sewage disposal hook-ups, the temporary dwelling shall be connected to an approved sewage disposal system meeting one of the following criteria:

1. Public sewer system;
2. A new or existing on-site sewage disposal system that has been approved by the Town to be intact, adequately sized, and functioning correctly;
3. Temporary holding tank with a contract with a pumping company for regular pumping. A copy of the contract shall be provided to the Town and

Department of Public Health, Environmental Health  
Division; or

4. Other method of sewage disposal approved by the  
Town and the Department of Public Health,  
Environmental Health Division.

H. For electricity hook-ups, the temporary dwelling shall  
be connected to an approved source of electricity  
meeting one of the following criteria:

1. Permitted electrical service hook-up; or
2. Other power source approved by the Director.

I. At all times the temporary dwelling shall be served by  
solid waste collection services by the Town franchisee.

J. At all times the temporary dwelling shall be in  
compliance with all Paradise Municipal Code requirements  
and laws relating to maintenance of real property.

**Section 9. Use of accessory residential structures for temporary  
habitation.**

For the effective period of this Ordinance, accessory residential  
structures on an Eligible Property, which also meets Residential  
Group R occupancies as established by the California Residential  
Code adopted by the Town, may be used as interim housing for  
persons displaced by the Camp Fire. During this period, said use  
shall not be subject to the provisions of existing deed  
restrictions required by Butte County, but shall remain subject to

all other existing regulations and limitations.

**Section 10. Use of Accommodations, Farmstays, Bed and Breakfast Inns, Resorts, Retreats, Camps or other similar uses.**

Notwithstanding any contrary provision in the Paradise Municipal Code or any use permit conditions, use of existing promotional or marketing accommodations, farmstays, bed and breakfast inns, resorts, retreats, camps or other similar visitor serving uses shall be allowed on an Eligible Property as interim housing for persons displaced by the Camp Fire.

**Section 11. Waiver of Town Use Permit Requirement for Relocation of Damaged Child Care and Educational Facilities.**

Notwithstanding any contrary provision in the Paradise Municipal Code, any existing small or large child day care facility or child care center, elementary school, junior high school, high school or institution of higher education that was housed in premises made uninhabitable by the Camp Fire may be temporarily relocated to existing buildings on an Eligible Property in the Eligible Property, subject to a temporary use permit and any existing applicable standards, and subject to a building permit if any renovations are required. Nothing in this Ordinance waives or affects any State law requirements applicable to such facilities.

**Section 12. Accessory Building Standards.**

1 Notwithstanding any other provision of Paradise Municipal Code  
2 Title 17, while this Ordinance is in effect, an accessory building  
3 may be established as a permitted land use prior to the issuance  
4 of a building permit for construction of a residence upon an  
5 Eligible Property located within all Agricultural Residential,  
6 Rural Residential, Town Residential, and Multi-Family zoning  
7 districts and shall meet the following standards:

8       A. The accessory building shall not exceed a building  
9       coverage area of 10% of the lot size of the affected  
10      property located in any of the Agricultural-Residential,  
11      Rural Residential, one-acre minimum [RR-1] and Rural  
12      Residential two-third acre minimum [RR-2/3] zoning  
13      districts.

14      B. The accessory building shall not exceed a building  
15      coverage area of 5% of the lot size of the affected  
16      property located in any of the Town Residential, Rural  
17      Residential, one-half acre minimum [RR-1/2], and  
18      Multiple-Family Residential [MF] zoning districts.

19      C. At all times, the accessory building shall be located  
20      outside the boundaries of any recorded easements, roads,  
21      driveways, designated flood hazard locations, areas prone  
22      to landslide or debris flow, and required front, rear and  
23      side yard setback areas.

24      D. The accessory building shall be designed and constructed  
25      to comply with Wildland Urban Interface [WUI] standards.

1 E. Whenever the accessory building is to exceed a floor area  
2 of 120 square feet and/or to be connected to utilities  
3 the property owner or the property owner's authorized  
4 agent shall obtain all Town permits for subject accessory  
5 building(s). Written consent of the property owner is  
6 required in all cases.

7 F. Town permit applications for establishment of an  
8 accessory building shall include submittal of a subject  
9 property plot plan: 1) drawn to a common scale; 2)  
10 designed in compliance with the Town's "minimum plan  
11 standards" for residential rebuild; and 3) including  
12 either a concurrent or future residential dwelling.

13 G. Before the expiration of this Ordinance, all owners of  
14 accessory buildings constructed under this Ordinance  
15 shall have applied for building permits to construct a  
16 primary residence on the owners' property.

17  
18 **Section 13. Infraction and Public Nuisance.**

19 It shall be an infraction and a public nuisance to violate this  
20 Ordinance.

21  
22 **Section 14. Public Nuisance Abatement Procedure.**

23 The Town may, in addition to other authorized  
24 procedures set forth in this Ordinance, take action to  
25 abate such public nuisance in accordance with the  
26

1 following procedures when any person violates this  
2 Ordinance:

3 A. The Director, or his or her designee, shall notify,  
4 in writing, the property owner of the public nuisance  
5 on his or her property.

6 B. The notice shall be effective if it is posted at  
7 the property and mailed by certified or registered mail  
8 to the owner of record of the property on the last  
9 published assessment tax roll of the Butte County  
10 Assessor's office. The notice shall specify what  
11 constitutes the public nuisance together with an order  
12 to abate the public nuisance within a specific time  
13 period, advise the property owner of the right to an  
14 appeal hearing where the property owner may present  
15 evidence in defense, and advise the property owner that  
16 the Town may assess the property for the cost of  
17 abatement.

18 C. The appeal hearing shall be requested in writing by  
19 the property owner to the Town Clerk within ten (10)  
20 calendar days after the date on which the notice is  
21 mailed. If the property owner fails to request an  
22 appeal hearing within such ten (10) calendar days, the  
23 abatement notice shall be final.

24 D. After receiving a timely appeal, the Town shall set  
25 a noticed hearing on the appeal by an impartial hearing  
26 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 for the property owner 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 in accordance with this Ordinance.

F. The Town's costs to abate the public nuisance shall be subject to the procedures set forth in Paradise Municipal Code sections 8.04.100, 8.04.110, 8.04.120 and 8.04.130.

#### **Section 15. CEQA Exemption.**

Adoption of this Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21080(b)(3) regarding projects to maintain, repair, restore, or replace property or facilities damaged or destroyed as a result of a declared disaster and Section 21080(b)(4) regarding actions to mitigate or prevent an emergency, and CEQA Guidelines Section 15269(a) regarding maintaining, repairing, restoring, demolishing, or replacing property or

1 facilities damaged or destroyed as a result of a disaster stricken  
2 area in which a state of emergency has been proclaimed by the  
3 Governor pursuant to the California Emergency Services Act,  
4 commencing with Section 8550 of the California Government Code.

5  
6 **Section 16. Severability.**

7 If any section, subsection, sentence, clause, or phrase of this  
8 Ordinance is for any reason held to be unconstitutional or invalid,  
9 such decision shall not affect the validity of the remaining  
10 portion of this Ordinance. The Town Council hereby declares that  
11 it would have passed this Ordinance and every section, subsection,  
12 sentence, clause or phrase thereof irrespective of the fact that  
13 any one or more sections, subsections, sentences, clauses or  
14 phrases be declared unconstitutional or invalid.

15  
16 **Section 17. Effective Date and Publication.**

17 This Ordinance shall be and the same is hereby declared to be in  
18 full force and effect immediately upon its passage by a four-  
19 fifths (4/5) or greater vote. The Town Clerk of the Town of  
20 Paradise is authorized and directed to publish a summary of this  
21 Ordinance before the expiration of fifteen (15) days after its  
22 passage. This Ordinance shall be published once, with the names  
23 of the members of the Town Council Members voting for and against  
24 it, in the Paradise Post, a newspaper of general circulation  
25 published in the Town of Paradise, State of California. A complete  
26 copy of this Ordinance is on file with the Town Clerk of the Town



Council and is available for public inspection and copying during regular business hours in the office of the Town Clerk.

**Section 18.** This Ordinance shall expire on December 31, 2020.

**PASSED AND ADOPTED** by the Town Council of the Town of Paradise, County of Butte, State of California, on this \_\_\_\_ day of February, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Greg Bolin, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

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

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