



Town of Paradise

Town Council Meeting Agenda

6:00 P.M. – September 12, 2017

Date/Time: 2nd Tuesday of each month at 6:00 p.m.

Location: Town Hall Council Chamber, 5555 Skyway, Paradise, CA

Mayor, Scott Lotter
Vice Mayor, Jody Jones
Council Member, Greg Bolin
Council Member, Melissa Schuster
Council Member, Mike Zuccolillo

Town Manager, Lauren Gill
Town Attorney, Dwight L. Moore
Town Clerk, Dina Volenski
Community Development Director, Craig Baker
Finance Director/Town Treasurer, Gina Will
Public Works Director/Town Engineer, Marc Mattox
Division Chief, CAL FIRE/Paradise Fire, David Hawks
Chief of Police, Gabriela Tazzari-Dineen

Meeting Procedures

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

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

1. **OPENING**

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

- 1e. Recognition of Special Donation from Mayor Lotter - Presented by Police Chief Tazzari-Dineen and Fire Chief Hawks.

- 1f. Presentation - Explore Butte County

- 1g. Presentation: Update on Yellowstone Kelly Project and announcement of Heritage Trail Rededication Ceremony to be held September 23, 2017 - Bill Hartley

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 August 8, 2017 Regular Town Council Meeting.
- 2b. p13 Approve August 2017 Cash Disbursements in the amount of \$2,178,161.03.
- 2c. p22 Adopt Resolution No. 17-33, A Resolution of the Town Council of the Town of Paradise Accepting Contract No. 14-02, Cypress Curve Realignment Project, performed by Knife River Construction of Chico, CA.
- 2d. p25 Adopt Resolution 17-34 , A Resolution of the Town Council of the Town of Paradise authorizing and approving the borrowing of funds for Fiscal Year 2017-2018, the issuance and sale of a 2017-2018 tax and revenue anticipation note therefor, and approving certain other actions related thereto.
- 2e. p39 Approve Resolution No. 17-35, A Resolution of the Town Council of the Town of Paradise authorizing the execution and delivery of a lease with option to purchase, and authorizing certain actions in connection therewith. (The Lease/Purchase Items includes 3 Ford Explorer 4-Door Police Patrol Vehicles and Equipment costing approximately \$150,000, that have already been approved with the 2017/18 Operating and Capital Budget)
- 2f. p50 Adopt Resolution No. 17-36, A Resolution of the Town Council of the Town of Paradise Accepting Contract No. 17-05, Measure C Bille Rd Overlay, performed by Knife River Construction of Chico, CA.
- 2g. p52 Adopt Resolution No. 17-37, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Clerk Department Pursuant to Government Code Section 34090.

- 2h. p56 Award Contract for the Police Department Carpet Replacement to Dick's Floor Covering in the amount of \$16,979.36, and Authorize the Town Manager to execute an agreement with Dick's floor Covering relating to the carpet replacement and approve contingency expenditure not to exceed 10%.
- 2i. p59 Authorize the Town Manager to award the Installation of Police Patrol Vehicle Emergency Equipment and Mobile Data Computer (MDC) Bid to Precision Wireless Service, 791 Blevins Street, Lakeport, CA 95453. (The lease payment will be funded by Measure C funds, and has already been included in the 2017/18 budget.)
- 2j. p62 Accept the donation of four (4) "Air for Paws" animal resuscitators and two (2) Trauma Kits from Scott Lotter, Paradise Cinemas & Mayor of the Town of Paradise, to the Town of Paradise Fire Department in the amount of \$350, and the Paradise Police Department in the amount of \$1,000.
- 2k. p63 Accept the donation of \$200.00 from Cathy Hales to be used for the animals at the Animal Shelter.

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. PUBLIC COMMUNICATION

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

5. PUBLIC HEARINGS

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

Public Hearing Procedure:

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

- 5a. p64 Conduct the duly noticed and scheduled public hearing to receive comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program; and, 2. Authorize the Town Manager to submit the CAPER to the Department of Housing and Urban Development. The CAPER outlines CDBG accomplishments and expenditures, as well as provides an evaluation of the Town's progress in meeting its community development goals and objectives. (ROLL CALL VOTE)

- 5b. p83 Conduct the duly noticed and scheduled public hearing establishing an Updated and Revised Master Schedule of Fees; and, 2. Upon conclusion of the public hearing consider adopting Resolution No. 17-____, A Resolution of the Town Council of the Town of Paradise, Establishing a New Master Schedule of Fees for Town Services.(Repealing the Fee Schedule Previously adopted by Resolution No. 17-27) (ROLL CALL VOTE)

6. COUNCIL CONSIDERATION

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

- 6a. Consider the following items:

- P138 1. Receive an update on the progress of the business license committee regarding the Business License program, which will focus on low cost, public safety and benefit to business owners.
2. Direct staff to hold one or more public workshops on the Business License program.
3. Direct staff to draft a Business License Ordinance for discussion at a future Council meeting.

- 6b. Consider the following:

- P141 1. Review and file the financial information provided by staff concerning the 2016/17 and 2017/18 operating and capital budgets; and,
2. Approve staff recommended budget adjustments; and,
3. Adopt Resolution 17-____, a Resolution of the Town Council of the Town of Paradise updating and amending the Town of Paradise Capital Improvement Plan for the 2017-2018 fiscal year; and,
4. Adopt Resolution 17-____, a Resolution of the Town Council of the Town of Paradise, approving job descriptions and revising the personnel structure for certain Town of Paradise positions for the fiscal year 2017-2018. (ROLL CALL VOTE)

- 6c. p211 Consider authorizing the Mayor and Town Manager to enter into an agreement for banking services with US Bank for five years with an optional extension of two years. (ROLL CALL VOTE)

7. COUNCIL INITIATED ITEMS AND REPORTS

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

8. STAFF COMMUNICATION

Town Manager Report

- Community Development Director

9. CLOSED SESSION

- 9a. Pursuant to Government Code section 54956.9(d)(1), the Town Council will hold a closed session with the Town Attorney Dwight L. Moore and Town Manager Lauren M. Gill relating to the following pending litigation:

Town of Paradise vs. Wendy Jane Baker, et al. - County of Butte, Superior Court Case No. 16CV02070.

- 9b. Pursuant to Government Code section 54957, the Town Council will hold a closed session discussion relating to a performance evaluation of the Town Manager.

10. ADJOURNMENT

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

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – August 08, 2017**

1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Lotter at 6:01 p.m. at the Paradise Town Council chambers 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 Jones.

COUNCIL MEMBERS PERSENT: Greg Bolin, Jody Jones, Melissa Schuster, Mike Zuccolillo and Scott Lotter, Mayor.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director/Town Treasurer Gina Will, Administrative Analyst Colette Curtis, Business and Housing Services Supervisor Kate Anderson, Police Chief Gabriela Tazzari-Dineen, Community Development Director Craig Baker and Fire Chief David Hawks.

2. CONSENT CALENDAR

Council Member Schuster noted corrections to the minutes on page 8 and 9, the word wastewater treatment should say septic receiving station and Council Member Bolin noted that he had recused himself from the closed session and was not present due to a potential conflict of interest.

Motion by Jones, seconded by Zuccolillo, approved consent calendar items 2a through 2i with corrections. Roll call vote was unanimous.

- 2a. Approved Minutes of the July 11, 2017 Regular Town Council Meeting.
- 2b. Approved July 2017 Cash Disbursements in the amount of \$2,603,199.17. (310-10-032)
- 2c. Adopted Resolution No. 17-30, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Finance Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for four or more years and are eligible for destruction. (160-20-17)
- 2d. Approved Resolution No. 17-31, A Resolution of the Town Council of the Town of Paradise certifying to the County of Butte the validity of the legal process used to place direct charges (special assessments) on the secured tax roll; and, 2. Authorized the Town Manager and Administrative

Services Director to approve direct charge (special assessment) changes; and, 3. Authorized the Town Manager and Town Attorney to execute the governing authority certification related to the direct assessments on the property tax roll. (510-20-107; 395-70-13; 540-10-20; 550-40-51)

- 2e. 1. Reviewed and filed the 3rd Quarter Investment Report for the Fiscal Year Ending June 30, 2017; and, 2. Reviewed and approved Town of Paradise – 140 Investment Policy. (360-30-02; 110-10-32)
- 2f. 1. Concurred with staff's recommendation of Kittelson & Associates for the preparation of the Paradise Systemic Safety Analysis Report (SSAR); and, 2. Approved the Professional Services Agreement with Kittelson & Associates and authorized the Town Manager to execute; and, 3. Authorized the Town Manager to execute additional work orders up to 10% of the contract amount. (510-20-172)
- 2g. Authorized the Town Manager to execute the following agreements:
 - 1. An amended agreement between the Town of Paradise and Safeway, Inc., to pay the costs for Michael Baker International to provide required environmental review and documents associated with Safeway's development project applications; and
 - 2. An amended agreement between the Town of Paradise and environmental consultants Michael Baker International relating to the preparation of the Safeway project's environmental document(s). (510-20-158, 510-20-157)
- 2h. Adopted Resolution No. 17-32, "A Resolution of the Town Council of the Town of Paradise Approving the Final Map of Valley Vista Estates, Assessor Parcel No. 051-210-014" (Once recorded, the design of the final map will result in the creation of fourteen lots possessing frontage along a paved private road extension of Schmale Lane as well as a newly created private road, Boaz Lane.) (750-75-065)
- 2i. 1. Authorized the award of the Police Vehicle Emergency Equipment and Mobile Data Computer (MDC) contracts for three new 2017 Patrol Vehicles and three additional replacement MDCs to Lehr Auto Electric of Sacramento; and, 2. Authorized the Town Manager to execute all related Contracts for the Police Vehicle Emergency Equipment and the MDC. (510-20-174, 480-35-02)

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.

1. Claudia Benike – Invited Council to attend the Symphony Benefit on August 30, 2017 and informed the Council that this Saturday was the last day for gold panning at the Gold Nugget Museum.
2. Cindy Fleury – Informed Council about overgrown brush at home on Crestview Drive, worried about fire danger, requested Town Council force the property owner to clean up the property.
3. Ward Habriel – thought the presentation at Paradise Performing Arts Center regarding the sewer was very well done, but disappointed more people weren't there and that more outreach needed to be done to get people involved. Stated that TOP Access is a great resource for anything that needs to be reported to the Town.
4. Wanda Hoeffner – provided Council with pictures regarding the property at 5983 Crestview Drive and asked Council to address the potential fire hazard of overgrown scotch broom and weeds with Municipal Code 8.04 and informed Council that 5878 Crestview has overgrown weeds and is a potential fire hazard too.
5. Eric Murray – stated that 5983 Crestview Drive is a public nuisance and potential fire hazard every year, would like the Town Council to take emergency action and take care of the problem.
6. Carol Serrano – requested assistant from the Town with the property located at 5983 Crestview, stated that the property is a potential fire hazard.
7. Erin Dewell – Appointed by Supervisor Teeter as the Representative of the Butte County Fair which begins on August 24 through 27 – invited the Town Council to attend the kick-off dinner and all the events at the Fair.

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. Consider 1. Reviewing the evaluation and ranking of the top 3 candidate sites for a Paradise Transit Center; and, 2. Provide direction to Town and BCAG staff on the preliminary preferred site alternative for purposes of commencing the environmental review under CEQA and approval

documents. (BCAG has programmed \$550,000 to complete the preliminary design, environmental documents and final design for a Paradise Transit Center) (150-10-082)

Andy Newsum, Deputy Director of Butte County Association of Governments (BCAG), who is the lead agency for the funding of the proposed Transit Center. Mr. Newsum stated that there are three options for the Town Council to discuss, all the locations will work and that BCAG is requesting feedback from the Town Council to assist them in determining the best transit site for the Town of Paradise.

Matt Boyer from Mark Thomas made a presentation to the Town Council of the three preferred options available to the Town of Paradise to select for a Transit Center. The three (3) options include:

1. Southeast corner of Skyway and Foster Road
 2. Southeast corner of Almond Street and Birch Street (current location)
 3. Northwest and northeast corners of Black Olive Drive and Birch Street.
1. Ward Habriel objects to the bus/transit facility and questioned if one was even needed, suggested that a survey be done to find out what the ridership thinks.
 2. Steve Rowe is opposed to the transit center being in areas around the park, is concerned that the area is designated for the Town's future development of the Police/Fire, Town Hall and possibly the mechanics area and that the transit center will be in the way.
 3. Barry Hoeffner, came to town on Amtrack from the Bay Area, suggested the first option to possibly reduce the transient population.

Manager Gill informed the Council that the transit option at Black Olive and Birch would not interfere with any future improvements for the mechanic's shop.

Town Council discussed the three options presented and determined that the current location on Almond Street is not an option.

MOTION by Jones, seconded by Schuster, reviewed the evaluation and ranking of the top 3 candidate sites for a Paradise Transit Center; and, 2. Selected the Black Olive/Birch Street site as the preliminary preferred site alternative for purposes of commencing the environmental review under CEQA and approval documents and asked BCAG to come back to the Town Council if anything gets in the way of this being the preferred site. All Council Members present agreed unanimously.

- 6b. **MOTION by Zuccolillo, seconded by Bolin**, authorized the Town Manager to send the amended letter to Presiding Judge, Robert A. Glusman responding to findings/recommendations in the 2016/2017 Grand Jury Report. Roll call vote was unanimous. (550-20-03; 550-20-24)
- 6c. Council Member Bolin recused himself from the dais at 7:30 p.m. due to a potential conflict of interest with agenda item 6c. (950-10-23)

Community Development Director provided a brief presentation on the Noble Orchard property and the request to abandon a one foot wide “no access strip” adjacent to their Orchard property along Pentz Road. The no access strip was dedicated to the Town as a condition of approval for the Highland Acres Subdivision No. 2 Map that was recorded in October 1981.

Additionally, NorthStar Engineering has filed a lot line adjustment application, that could limit access of the portion of the Noble property affected by the no access strip to Dean Road. Nobles feel that abandoning the no access strip would increase the sale value of the property. Town staff only recommends approval if there is a future proposed development.

1. Nicole Ledford, Northstar Engineering, representing the project applicant, stated that the Nobles are trying to move forward with the project by applying for the lot line adjustment and potentially removing the no access strip which would remove an encumbrance and make for a potentially easier sale (less restrictions for a buyer.)

Council discussed the possibilities of removing the no access strip, did not see any benefit to the public to keep it there. In order to remove the no access strip there would have to be a noticed public hearing before the Town Engineer or Planning Commission.

MOTION by Jones, seconded by Schuster, directed Town staff to schedule a public hearing and consider the request of the Abandonment Application #EN17-00055 affecting APN 050-430-014,015 (Noble Orchard Property) the application is to abandon a one foot wide “no access strip” adjacent to their Orchard property along Pentz Road). Roll call vote was unanimous with Bolin absent (recused) and not voting.

Council Member Bolin returned to the dais at 7:49 p.m.

7. COUNCIL INITIATED ITEMS AND REPORTS

7a. Council initiated agenda items

1. Town Council provided direction to the Town's voting delegate, Council Member Schuster regarding the League of California Cities proposed resolutions for the 2017 Annual Conference. The Council Members unanimously agreed to support the first resolution and concurred to let the

voting delegate make the decision on the second resolution after listening to testimony. (150-50-65)

2. The Town Council discussed and unanimously agreed to write a letter of support for AB1408 requested from the City of Whittier. [AB 1408 deals with supervised release of parolees by the Department of Corrections and Rehabilitation.] Town Council directed the Town Clerk to draft a letter with all of the Council Members signatures. (180-30-097)

7b. Council reports on committee representation

Council Member Bolin will attend the business license meeting with the Chamber on Monday.

Council Member Jones stated that BCAG and BCAQMD were cancelled; announced that the Mayor, Vice Mayor and Town Manager will be meeting with the City of Chico to further discuss the sewer system.

Council Member Schuster attended Butte County Mosquito and Vector Control District (BCMVCDD)meeting, attended TBID meeting which agreed to give \$20,000 for a Feasibility Study for the Everybody Healthy Body Sports complex in south Chico, attended Everybody Healthy Body meeting, attended a Blue Zone Conference Call and received a proposal for site visit from Blue Zone Representatives, (37 Blue Zones in the United States) they will be coming to Paradise to meet with various individuals/group/businesses, attended LAFCO meeting on behalf of BCMVCDD regarding merging/dissolution of other two Mosquito and Vector Control districts in Butte County.

1. Ward Habriel stated that Klamath Falls is part of a Blue Zone and they are trying to draw groups and individuals together, with the premise of living a better life, longer. He thinks that Love Paradise is ahead with this issue.

Council Member Zuccolillo started the Paradise Business Community group and created a scavenger hunt to get people out of their homes and discover downtown Paradise.

Mayor Lotter attended the LAFCO meeting where they did a Municipal Service review on Mosquito and Vector Control Districts in the County, will attend the business registration meeting with the Chamber and the meeting with Chico regarding the sewer project. Commented on the completed road projects and the benefit to the community.

7c. Future Agenda Items

Council Member Schuster would like to review the Food Truck Ordinance, stated that it was not clear, would like it to be easier to understand and more specific.

She would also like to look into AirBNB to see how it functions and possibly create a task force to review and determine how it could work.

Vice Mayor Jones is concerned with putting other items on the agenda before reviewing the priorities set by the Town Council at the beginning of the year. The next item to be reviewed is the Town's parcels/properties and what to do with them.

8. STAFF COMMUNICATION

Town Manager Report – Manager Gill reported that the Maxwell project was thrown off scheduled due to a power pole project with PG&E, paving will be happening on Friday and Saturday, prior to school starting, want students to be safe when school starts.

- Community Development Director – None
- Division Chief, CALFIRE/Paradise Fire, David Hawks gave a presentation on the Wall Fire

9. CLOSED SESSION - None

10. ADJOURNMENT

Mayor Lotter adjourned the Council meeting at 8:38 p.m.

Date Approved:

By:

Scott Lotter, Mayor

Attest:

Dina Volenski, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
AUGUST 1, 2017 - AUGUST 31, 2017

August 1, 2017 - August 31, 2017

Check Date	Pay Period End	DESCRIPTION	AMOUNT
08/11/17	08/06/17	Net Payroll - Direct Deposits & Checks	\$113,761.64
08/25/17	08/20/17	Net Payroll - Direct Deposits & Checks	\$111,478.92
TOTAL NET WAGES PAYROLL			\$225,240.56

Accounts Payable

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.			\$256,635.12
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.			\$1,696,285.35
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)			<u>\$1,952,920.47</u>
GRAND TOTAL CASH DISBURSEMENTS			<u><u>\$2,178,161.03</u></u>

APPROVED BY: _____
LAUREN GILL, TOWN MANAGER

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

TOWN OF PARADISE

Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

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>									
67381	08/01/2017	Open			Accounts Payable	Aflac	\$189.92		
67382	08/01/2017	Open			Accounts Payable	BLOOD SOURCE	\$57.00		
67383	08/01/2017	Open			Accounts Payable	Met Life	\$8,578.78		
67384	08/01/2017	Open			Accounts Payable	OPERATING ENGINEERS	\$893.00		
67385	08/01/2017	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,008.98		
67386	08/01/2017	Open			Accounts Payable	SUN LIFE INSURANCE	\$4,443.20		
67387	08/01/2017	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$662.05		
67388	08/01/2017	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$100.00		
67389	08/01/2017	Open			Accounts Payable	DELONG, SHELLEY	\$213.63		
67390	08/01/2017	Open			Accounts Payable	EVERBANK COMMERCIAL FINANCE, INC	\$906.47		
67391	08/01/2017	Open			Accounts Payable	GALLAGHER, CRAIG	\$458.71		
67392	08/01/2017	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
67393	08/01/2017	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
67394	08/01/2017	Open			Accounts Payable	MOORE, DWIGHT, L.	\$14,076.00		
67395	08/01/2017	Open			Accounts Payable	SBA Monarch Towers III LLC	\$131.59		
67396	08/01/2017	Open			Accounts Payable	US BANCORP OFFICE EQUIP FINANCE SERVICES	\$10,992.77		
67397	08/03/2017	Voided	Vendor lost/did not receive check	08/29/2017	Accounts Payable	KNIFE RIVER CONSTRUCTION	\$330,557.30		
67398	08/03/2017	Open			Accounts Payable	A Stitch Above Embroidery & Shirt Printing	\$704.63		
67399	08/03/2017	Open			Accounts Payable	ACE RENTALS	\$20.00		
67400	08/03/2017	Open			Accounts Payable	ALHAMBRA	\$6.00		
67401	08/03/2017	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$53.78		
67402	08/03/2017	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$108.66		
67403	08/03/2017	Open			Accounts Payable	AT&T MOBILITY	\$84.40		
67404	08/03/2017	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$295.64		
67405	08/03/2017	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$19.84		
67406	08/03/2017	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$2,668.13		
67407	08/03/2017	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,110.62		
67408	08/03/2017	Open			Accounts Payable	Bear Electric Solutions	\$2,142.00		
67409	08/03/2017	Open			Accounts Payable	Bennett Engineering Services Inc	\$3,313.14		
67410	08/03/2017	Open			Accounts Payable	Big O Tires	\$35.00		
67411	08/03/2017	Open			Accounts Payable	BUTTE COLLEGE, PUBLIC SERVICE CENTER	\$3,818.00		
67412	08/03/2017	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$1,874.50		
67413	08/03/2017	Open			Accounts Payable	C E Builders, Chris, Erherdt	\$4,410.00		
67414	08/03/2017	Open			Accounts Payable	CHICO IMMEDIATE CARE	\$165.00		
67415	08/03/2017	Open			Accounts Payable	CLEANING CONNECTION, THE	\$400.00		
67416	08/03/2017	Open			Accounts Payable	Coastland	\$1,872.78		
67417	08/03/2017	Open			Accounts Payable	Cradlepoint	\$40.00		
67418	08/03/2017	Open			Accounts Payable	Delta Wireless, Inc.	\$525.00		

TOWN OF PARADISE

Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
67419	08/03/2017	Open			Accounts Payable	DEPARTMENT OF FORESTRY & FIRE PROTECTION	\$53,084.56		
67420	08/03/2017	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$86.00		
67421	08/03/2017	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$285.00		
67422	08/03/2017	Open			Accounts Payable	ENTENMANN-ROVIN COMPANY	\$57.44		
67423	08/03/2017	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$358.54		
67424	08/03/2017	Open			Accounts Payable	FEATHER RIVER HOSPITAL	\$528.00		
67425	08/03/2017	Open			Accounts Payable	FERGUSON ENTERPRISES INC	\$147.72		
67426	08/03/2017	Open			Accounts Payable	GENESIS SOCIETY	\$1,500.00		
67427	08/03/2017	Open			Accounts Payable	Goodyear Tire & Rubber Company	\$1,427.66		
67428	08/03/2017	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.31		
67429	08/03/2017	Open			Accounts Payable	HELENA SPECIALTY PRODUCTS	\$236.62		
67430	08/03/2017	Open			Accounts Payable	Housing Authority of the County of Butte	\$1,104.84		
67431	08/03/2017	Open			Accounts Payable	HUNTERS PEST CONTROL	\$55.00		
67432	08/03/2017	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$330.33		
67433	08/03/2017	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$1,536.00		
67434	08/03/2017	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$95,798.15		
67435	08/03/2017	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$817,534.00		
67436	08/03/2017	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$276.10		
67437	08/03/2017	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$168.97		
67438	08/03/2017	Voided	Duplicate Payment	08/04/2017	Accounts Payable	KOEFRAN INDUSTRIES	\$750.00		
67439	08/03/2017	Open			Accounts Payable	LIEBERT CASSIDY WHITMORE	\$4,100.00		
67440	08/03/2017	Open			Accounts Payable	LIFE ASSIST INC	\$230.05		
67441	08/03/2017	Open			Accounts Payable	LONGFELLOWS COMMERCIAL APPLIANCE SERVICE, INC.	\$223.75		
67442	08/03/2017	Open			Accounts Payable	MANN, URRUTIA, NELSON, CAS & ASSOC, LLP	\$7,500.00		
67443	08/03/2017	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$205.00		
67444	08/03/2017	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$52.20		
67445	08/03/2017	Open			Accounts Payable	MUNICIPAL CODE CORP	\$384.78		
67446	08/03/2017	Open			Accounts Payable	Northern California Glove & Safety	\$700.38		
67447	08/03/2017	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$5,119.93		
67448	08/03/2017	Open			Accounts Payable	NWN Corporation	\$156.00		
67449	08/03/2017	Open			Accounts Payable	O'REILLY AUTO PARTS	\$406.61		
67450	08/03/2017	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$877.67		
67451	08/03/2017	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$151.19		
67452	08/03/2017	Open			Accounts Payable	Paradise Animal Shelter Helpers (PASH)	\$34.00		
67453	08/03/2017	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$2,453.50		
67454	08/03/2017	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$880.00		
67455	08/03/2017	Open			Accounts Payable	RADAR SHOP	\$668.50		
67456	08/03/2017	Open			Accounts Payable	RHOMAR INDUSTRIES	\$420.44		
67457	08/03/2017	Open			Accounts Payable	Ridge Construction Co	\$7,200.00		
67458	08/03/2017	Open			Accounts Payable	Riebes Auto Parts	\$76.31		
67459	08/03/2017	Open			Accounts Payable	SAFEGUARD FIRE PROTECTION	\$947.32		
67460	08/03/2017	Open			Accounts Payable	Shelby's Pest Control, Inc.	\$195.00		
67461	08/03/2017	Open			Accounts Payable	Terrance J Foster MD	\$55.00		

TOWN OF PARADISE
Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
67462	08/03/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$588.66		
67463	08/03/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$44.23		
67464	08/03/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$6.87		
67465	08/03/2017	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
67466	08/03/2017	Voided	Incorrect Vendor	08/03/2017	Accounts Payable	US BANCORP OFFICE EQUIP FINANCE SERVICES	\$11.10		
67467	08/03/2017	Open			Accounts Payable	WAYNE MURPHY	\$17,343.00		
67468	08/03/2017	Open			Accounts Payable	WAYNE MURPHY	\$5,121.00		
67469	08/03/2017	Open			Accounts Payable	WAYNE MURPHY	\$9,157.50		
67470	08/03/2017	Open			Accounts Payable	WAYNE MURPHY	\$4,378.50		
67471	08/11/2017	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$50.00		
67472	08/11/2017	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
67473	08/17/2017	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$37.21		
67474	08/17/2017	Open			Accounts Payable	ACE RENTALS	\$15.08		
67475	08/17/2017	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$53.78		
67476	08/17/2017	Open			Accounts Payable	Asbury Environmental Services	\$134.69		
67477	08/17/2017	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,038.94		
67478	08/17/2017	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$3,042.20		
67479	08/17/2017	Open			Accounts Payable	Azco Supply Inc	\$1,110.04		
67480	08/17/2017	Open			Accounts Payable	Big O Tires	\$20.00		
67481	08/17/2017	Open			Accounts Payable	Biometrics4ALL, Inc	\$21.00		
67482	08/17/2017	Open			Accounts Payable	BURTON'S FIRE, INC.	\$605.47		
67483	08/17/2017	Open			Accounts Payable	BUTTE CO AIR QUALITY MANAGEMENT DISTRICT	\$306.00		
67484	08/17/2017	Open			Accounts Payable	BUTTE CO RECORDER	\$19.00		
67485	08/17/2017	Open			Accounts Payable	BUTTE COLLEGE, PUBLIC SERVICE CENTER	\$1,881.84		
67486	08/17/2017	Open			Accounts Payable	BUTTE COUNTY PUBLIC HEALTH - OROVILLE	\$831.00		
67487	08/17/2017	Open			Accounts Payable	CHICO IMMEDIATE CARE	\$165.00		
67488	08/17/2017	Open			Accounts Payable	COMCAST CABLE	\$291.01		
67489	08/17/2017	Open			Accounts Payable	COMCAST CABLE	\$66.01		
67490	08/17/2017	Open			Accounts Payable	COMCAST CABLE	\$75.51		
67491	08/17/2017	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$2,850.47		
67492	08/17/2017	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$150.15		
67493	08/17/2017	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$150.15		
67494	08/17/2017	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$150.15		
67495	08/17/2017	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$6,335.52		
67496	08/17/2017	Open			Accounts Payable	CSU, CHICO RESEARCH FOUNDATION	\$11,459.21		
67497	08/17/2017	Open			Accounts Payable	Digital Persona, Inc - Crossmatch	\$1,327.50		
67498	08/17/2017	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$488.92		
67499	08/17/2017	Open			Accounts Payable	EXPERTS IN YOUR HOME	\$3,130.96		

TOWN OF PARADISE

Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
67500	08/17/2017	Open			Accounts Payable	FEATHER RIVER HOSPITAL	\$352.00		
67501	08/17/2017	Open			Accounts Payable	FRANKLIN CONSTRUCTION COMPANY	\$263,935.58		
67502	08/17/2017	Open			Accounts Payable	FRANKLIN CONSTRUCTION COMPANY	\$103,288.30		
67503	08/17/2017	Open			Accounts Payable	Golden State Emergency Vehicle Service, Inc.	\$420.14		
67504	08/17/2017	Open			Accounts Payable	Heartland Services, Inc.	\$378.33		
67505	08/17/2017	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$9,659.68		
67506	08/17/2017	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$175.00		
67507	08/17/2017	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$16.68		
67508	08/17/2017	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$280.39		
67509	08/17/2017	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$405.00		
67510	08/17/2017	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$57.50		
67511	08/17/2017	Open			Accounts Payable	MATTHEW D THOMPSON CONSTRUCTION	\$9,045.00		
67512	08/17/2017	Open			Accounts Payable	Meyers Police Canine Training	\$600.00		
67513	08/17/2017	Open			Accounts Payable	Michael Baker International, Inc.	\$25,291.07		
67514	08/17/2017	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$215.00		
67515	08/17/2017	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$61.85		
67516	08/17/2017	Open			Accounts Payable	MUNICIPAL CODE CORP	\$350.00		
67517	08/17/2017	Open			Accounts Payable	Nesci Appraisal Service	\$400.00		
67518	08/17/2017	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$5,900.47		
67519	08/17/2017	Open			Accounts Payable	O'REILLY AUTO PARTS	\$639.00		
67520	08/17/2017	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$267.16		
67521	08/17/2017	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$13,165.47		
67522	08/17/2017	Open			Accounts Payable	PARADISE AUTO BODY	\$610.30		
67523	08/17/2017	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$218.97		
67524	08/17/2017	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$560.00		
67525	08/17/2017	Open			Accounts Payable	Riebes Auto Parts	\$62.44		
67526	08/17/2017	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$50.00		
67527	08/17/2017	Open			Accounts Payable	TeleCheck Services, Inc.	\$35.00		
67528	08/17/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$114.27		
67529	08/17/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$54.86		
67530	08/17/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$3.87		
67531	08/17/2017	Open			Accounts Payable	THOMAS HYDRAULIC & HARDWARE SUPPLY, INC.	\$111.71		
67532	08/17/2017	Open			Accounts Payable	VERIZON WIRELESS	\$115.57		
67533	08/17/2017	Open			Accounts Payable	VERIZON WIRELESS	\$315.14		
67534	08/17/2017	Open			Accounts Payable	WEST COAST FRAME & COLLISION REPAIR, INC.	\$3,720.29		
67535	08/25/2017	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$50.00		
67536	08/25/2017	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		

TOWN OF PARADISE
Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
67537	08/31/2017	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$38.66		
67538	08/31/2017	Open			Accounts Payable	AgendaPal Corporation	\$399.00		
67539	08/31/2017	Open			Accounts Payable	ALHAMBRA	\$16.69		
67540	08/31/2017	Open			Accounts Payable	ANTIQUE & UNIQUE UPHOLSTERY	\$150.00		
67541	08/31/2017	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$53.78		
67542	08/31/2017	Open			Accounts Payable	AT&T MOBILITY	\$84.40		
67543	08/31/2017	Open			Accounts Payable	Ayala, Manuel	\$12.75		
67544	08/31/2017	Open			Accounts Payable	Bear Electric Solutions	\$1,580.00		
67545	08/31/2017	Open			Accounts Payable	Big O Tires	\$874.80		
67546	08/31/2017	Open			Accounts Payable	BUTTE CO DISTRICT ATTORNEY	\$890.00		
67547	08/31/2017	Open			Accounts Payable	Butte Humane Society	\$104.63		
67548	08/31/2017	Open			Accounts Payable	C E Builders, Chris, Erherdt	\$3,138.50		
67549	08/31/2017	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$1,028.00		
67550	08/31/2017	Open			Accounts Payable	Carmassi, Hunter, C	\$73.00		
67551	08/31/2017	Open			Accounts Payable	Chamness, Justin	\$12.75		
67552	08/31/2017	Open			Accounts Payable	CLARK ROAD ANIMAL HOSPITAL	\$18.00		
67553	08/31/2017	Open			Accounts Payable	COLYER VET SERVICE	\$15.00		
67554	08/31/2017	Open			Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$3.00		
67555	08/31/2017	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$1,972.68		
67556	08/31/2017	Open			Accounts Payable	DATCO SERVICES CORPORATION	\$189.00		
67557	08/31/2017	Open			Accounts Payable	Digital Persona, Inc - Crossmatch	\$575.80		
67558	08/31/2017	Open			Accounts Payable	ELLIS ART & ENGINEERING	\$543.37		
67559	08/31/2017	Open			Accounts Payable	Emblem Enterprises, Inc.	\$1,289.28		
67560	08/31/2017	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$503.00		
67561	08/31/2017	Open			Accounts Payable	Entersect	\$84.95		
67562	08/31/2017	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$410.32		
67563	08/31/2017	Open			Accounts Payable	Explore Butte County	\$11,838.05		
67564	08/31/2017	Open			Accounts Payable	FERGUSON ENTERPRISES INC	\$18.20		
67565	08/31/2017	Open			Accounts Payable	FP/FRANCOTYP-POSTALIA MAILING SOLUTIONS	\$141.00		
67566	08/31/2017	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$170.84		
67567	08/31/2017	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$906.63		
67568	08/31/2017	Open			Accounts Payable	Housing Authority of the County of Butte	\$2,235.00		
67569	08/31/2017	Open			Accounts Payable	Huggins, Jeannette	\$12.75		
67570	08/31/2017	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$1,659.70		
67571	08/31/2017	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$757.14		
67572	08/31/2017	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$303.00		
67573	08/31/2017	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$500.00		
67574	08/31/2017	Open			Accounts Payable	LADRINI, PSD, CAROL	\$12.75		
67575	08/31/2017	Open			Accounts Payable	Laffins Real Estate Team	\$94.63		
67576	08/31/2017	Open			Accounts Payable	LEVOC	\$360.00		
67577	08/31/2017	Open			Accounts Payable	Mark Thomas & Company Inc	\$7,224.45		
67578	08/31/2017	Open			Accounts Payable	MENDON'S NURSERY	\$73.27		
67579	08/31/2017	Open			Accounts Payable	Michael Baker International, Inc.	\$2,012.50		

TOWN OF PARADISE

Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
67580	08/31/2017	Open			Accounts Payable	Mt Shasta Spring Water Co., Inc	\$64.06		
67581	08/31/2017	Open			Accounts Payable	MYERS STEVENS TOOHEY & COMPANY	\$64.80		
67582	08/31/2017	Open			Accounts Payable	NCCSIF TREASURER	\$2,905.00		
67583	08/31/2017	Open			Accounts Payable	NORMAC INC	\$59.13		
67584	08/31/2017	Open			Accounts Payable	NORTH VALLEY BARRICADE, INC.	\$232.74		
67585	08/31/2017	Open			Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$19,105.60		
67586	08/31/2017	Open			Accounts Payable	NORTHSTAR	\$5,762.74		
67587	08/31/2017	Open			Accounts Payable	O'REILLY AUTO PARTS	\$1,070.42		
67588	08/31/2017	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$133.21		
67589	08/31/2017	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$88.89		
67590	08/31/2017	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$3,114.41		
67591	08/31/2017	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$258.52		
67592	08/31/2017	Open			Accounts Payable	PETERS RUSH HABIB & MCKENNA	\$1,560.00		
67593	08/31/2017	Open			Accounts Payable	Rafeeg, Muhammad	\$200.00		
67594	08/31/2017	Open			Accounts Payable	RE CONSTRUCTION	\$16,051.50		
67595	08/31/2017	Open			Accounts Payable	Riebes Auto Parts	\$1,520.94		
67596	08/31/2017	Open			Accounts Payable	Shasta Builders' Exchange	\$815.00		
67597	08/31/2017	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$60.00		
67598	08/31/2017	Open			Accounts Payable	SUTTER BUTTES COMMUNICATIONS, INC.	\$2,770.33		
67599	08/31/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$486.56		
67600	08/31/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$221.86		
67601	08/31/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$76.00		
67602	08/31/2017	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$49.86		
67603	08/31/2017	Open			Accounts Payable	THRIFTY ROOTER	\$506.14		
67604	08/31/2017	Open			Accounts Payable	Tri Flame Propane	\$1.00		
67605	08/31/2017	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
67606	08/31/2017	Open			Accounts Payable	Turenne, Andrea	\$12.75		
67607	08/31/2017	Open			Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$348.00		
67608	08/31/2017	Open			Accounts Payable	VERIZON WIRELESS	\$1,582.57		
67609	08/31/2017	Open			Accounts Payable	VERIZON WIRELESS	\$104.70		
67610	08/31/2017	Open			Accounts Payable	WAYNE MURPHY	\$4,779.00		
67611	08/31/2017	Open			Accounts Payable	WAYNE MURPHY	\$16,213.50		
67612	08/31/2017	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$210.95		
67613	08/31/2017	Open			Accounts Payable	WORLD TELECOM, INC.	\$387.65		
Type Check Totals:									
EFT									
617	08/01/2017	Open			Accounts Payable	CALPERS	\$122,135.24		
620	08/11/2017	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,908.62		
621	08/11/2017	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,221.69		
622	08/11/2017	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,200.48		
233 Transactions							\$2,045,026.20		

TOWN OF PARADISE
Payment Register

From Payment Date: 8/1/2017 - To Payment Date: 8/31/2017

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
623	08/11/2017	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$19,679.78		
624	08/25/2017	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,788.80		
625	08/25/2017	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,058.66		
626	08/25/2017	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$7,219.58		
627	08/25/2017	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$18,999.82		
Type EFT Totals:									
AP - US Bank TOP AP Checking Totals							\$239,212.67		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	230	\$1,713,707.80	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	3	\$331,318.40	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	233	\$2,045,026.20	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	9	\$239,212.67	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	9	\$239,212.67	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	239	\$1,952,920.47	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	3	\$331,318.40	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	242	\$2,284,238.87	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	230	\$1,713,707.80	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	3	\$331,318.40	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	233	\$2,045,026.20	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	9	\$239,212.67	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	9	\$239,212.67	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	239	\$1,952,920.47	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	3	\$331,318.40	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	242	\$2,284,238.87	\$0.00



**TOWN OF PARADISE
Council Agenda Summary
Date: September 12, 2017**

Agenda No. 2(c)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Cypress Curve Realignment Project Acceptance

COUNCIL ACTION REQUESTED:

1. Adopt a resolution accepting Contract No. 14-02, Cypress Curve Realignment Project, performed by Knife River Construction of Chico, CA.

Background:

On April 29, 2013, Caltrans announced Cycle 5 Call-for-Projects for the Highway Safety Improvement Program (HSIP). The purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. The HSIP requires a data-driven, strategic approach to improving highway safety on all public roads that focuses on performance.

On November 14, 2013, Caltrans approved the Cypress Curve Realignment Project for Federal funding. This project was selected based upon the calculated high Benefit-Cost Ratio using actual collision data between 2006 and 2011 and implementation of safety countermeasures. The project includes improvement of horizontal curve alignment and shoulder widening along Clark Road between Adams Road and Kimberly Lane.

On September 9, 2014, Town Council awarded a contract to Mark Thomas & Company for the environmental, utilities, right-of-way and civil design of the Cypress Curve Realignment Project.

On September 13, 2016, Town Council approved the plans, specifications and estimates for the project and authorized staff to seek formal bids.

On December 13, 2016, Council awarded Contract 14-02, Cypress Curve Realignment Project, to Knife River Construction in the amount of their bid \$879,426.00. With the award, Council identified construction contingency funds, bringing the total construction budget to \$967,368.00.

Analysis:

Construction for the Cypress Curve Realignment Project was split into two phases. The first phase involved tree removal and minor clearing during the winter months in an effort to avoid potential migratory bird nesting season. The second phase was started in July 2017. Prior to commencement of the primary construction effort, the Town of Paradise and Knife River Construction negotiated a contract change order which would decrease the length of the construction period causing traffic interruptions. This change order allowed Knife River Construction to completely close Clark Road for up to three weeks. By adapting to this change, the overall project was constructed essentially in ten days versus a planned ninety day effort. All construction work was completed on August 18, 2017 without any major issues per approved plans and specifications.

Financial Impact:

The awarded contract amount for Knife River Construction was \$879,426.00. With the award, Council identified construction contingency funds, bringing the total construction budget to \$967,368.00. The actual total construction cost is \$903,785.10. A breakdown of all estimated final project costs is shown below.

Item / Phase	HSIP Grant	Local Funds	PID Utility Relocations	Total
Preliminary Engineering	\$180,000	\$20,000	\$0	\$200,000
Right of Way	\$75,000	\$0	\$0	\$75,000
Construction Contract	\$861,426	\$0	\$18,000	\$879,426
Construction Contingency	\$24,359	\$0	\$0	\$24,359
Construction Engineering	\$60,000	\$0	\$0	\$60,000
Total	\$1,200,785	\$20,000	\$18,000	\$1,238,785

**TOWN OF PARADISE
RESOLUTION NO. 17-____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE ACCEPTING THE WORK PERFORMED UNDER THE
CYPRESS CURVE REALIGNMENT PROJECT (CONTRACT NO. 14-02).**

WHEREAS, the Town of Paradise has heretofore contracted with Knife River Construction for certain work performed under that certain project known as the CYPRESS CURVE REALIGNMENT PROJECT, being Contract No. 14-02; and

WHEREAS, said work of improvements, as called for by the contract between the Town of Paradise and Knife River Construction, referable to said project was completed on August 18, 2017 to the satisfaction of the Town; and

WHEREAS, there has been posted a bond insuring the work of improvements from a maintenance standpoint for a period of one year from and after completion.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Paradise that it hereby accepts the work performed on those certain improvements, the subject of a contract between the Town of Paradise and Knife River Construction, known and referred to as the CYPRESS CURVE REALIGNMENT PROJECT.

PASSED, AND ADOPTED by the Town Council of the Town of Paradise on this 12th day of September 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Scott Lotter, Mayor

ATTEST:

APPROVED AS TO FORM:

Dina Volenski, CMC, Town Clerk

Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 2(d)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: 2017/18 TRAN Financing

Council Action Requested:

1. Adopt resolution 17___ authorizing and approving the borrowing of funds for Fiscal Year 2017-2018, the issuance and sale of a 2017-2018 tax and revenue anticipation note therefor, and approving certain other actions related thereto, or

Alternatives:

Decline to approve the issuance of the TRAN and run short of operating cash flow for the fiscal year.

Background:

On July 20, 2017, staff issued a request for proposal to nine regional banks as well as advertising the notice for proposal related to TRAN financing for the 2017/18 fiscal year in an amount not to exceed \$2,100,000. For the seventh year in a row, US Bank was the only institution that had proposed to provide the Town TRAN financing in order to build a cash flow bridge for the Town. This TRAN is necessary in order to have sufficient cash flow to operate and continue to meet cash demands of payroll and vendor payments between approximately October 1, 2017 and May 1, 2018 when the Town has used all of its reserves and is waiting for property tax payment to come in from the County. US Bank's letter of interest proposes a fixed interest rate of 1.99% per annum with a 0.1% origination fee. A copy of the letter of interest is attached for review.

Discussion:

Staff's analysis of the cash flow needs for 2017/18 indicate that the TRAN issued can be less than the \$2.25 million issued for 2016/17. The final amount will be determined as part of the closing process, but the TRAN will not exceed \$2,100,000. US Bank is currently moving through their internal final approval process, and staff will begin working with outside Counsel to complete the appropriate closing documentation. The closing and final TRAN issuance will take place no later than the end of October 2017.

Fiscal Analysis:

The Town has budgeted \$26,520 for TRAN interest and \$7,400 for issuance costs for 2017/18. With approval of this resolution, and assuming a \$2,100,000 TRAN the Town is expected to spend the budgeted amount. A final budget adjustment recommendation will be brought forward if necessary after the TRAN finalization.



Gina Will
Finance Director
Town of Paradise, California

August 21, 2017

U.S. Bank National Association ("U.S. Bank") is pleased to consider your request to provide financing to the Town of Paradise, California ("Town"). A summary of some of the terms U.S. Bank is considering for this financing package is as follows:

**Re: \$2.1 Million
Town of Paradise, California
Tax and Revenue Anticipation Note ("Loan")**

The Loan to the Town of Paradise is for the payment of operating expenditures prior to the receipt of tax revenues as permitted under California Government Code Section 53850-53858.

Fixed Rate Loan:

Amount: \$2.1 Million

Length: 12 months

Amortization: 12 months

Interest Rate Features: The interest rate, below, is being held as a courtesy to the Town until noon (Pacific) on Friday, October 6, 2017. Please advise U.S. Bank of your intentions to proceed or not prior to that date and time. The interest rate will be formally locked by an agreement between the Town and U.S. Bank once U.S. Bank is selected to provide the Loan. The interest rate assumes a 30/360-day interest accrual basis. The interest rate also assumes that the Town and legal counsel will designate the Loan as tax-exempt (bank qualified) under existing federal tax regulations.

Interest Rate: A fixed interest rate, based upon an indicative rate of 1.99% per annum as of August 21, 2017.

Margin Rate Factor: The fixed interest rate will be subject to adjustment by a Margin Rate Factor (i.e., the product of the Stated Rate and the Margin Rate Factor). The Margin Rate Factor is the greater of:

- (i) 1.0, or,
- (ii) the product of (a) one minus the Maximum Federal Corporate Tax Rate multiplied by (b) 1.5107.

The effective date of any change in the Margin Rate Factor shall be the effective date of the decrease or increase (as applicable) in the Maximum Federal Corporate Tax Rate resulting in such change. The Maximum Federal Corporate Tax Rate is currently 35% such that the current Margin Rate Factor equals 1.0.

Payments: Interest rate, above, assumes a single, combined principal and interest payment on or prior to the stated maturity date of the Loan.

Prepayments: Prepayment is allowed, in whole or in part, on any U.S. Bank business date, upon a 3 business day notice, without prepayment fee.

Default Interest Rate: The default interest rate will be the stated rate plus 5%.

Security: The Loan will be a non-voted general obligation of the Town. U.S. Bank will not take a subordinate lien position to any other Town non-voted general obligation financing. The Loan will be secured by a pledge of the full faith and credit of the Town and not subject to annual appropriation.

Loan Counsel: The loan documents and an unqualified legal opinion must be provided by a nationally recognized bond counsel that is currently listed in the "Red Book" more formally known as The Bond Buyer's Municipal Marketplace ("Loan Counsel").

Loan Agreement: In addition to the normal financing documents produced by Loan Counsel, there must be a loan agreement to be executed by the Town and U.S. Bank. This Loan Agreement is similar to a bond purchase agreement but will contain covenants, default features, and other components of a relatively standard, municipal/government loan from U.S. Bank (see Covenants/Provisions below).

Costs: Various costs, expenses and fees relating to due diligence and Loan documentation, including all legal fees and expenses, CDIAAC fees and a U.S. Bank up-front fee of \$2,100 are the responsibility of the Town. The up-front fee is due and payable at closing. U.S. Bank does not expect to require separate Bank Counsel for this financing. U.S. Bank must be explicitly permitted to rely on the documents and legal opinion of the Town's Loan Counsel.

Covenants/Provisions: Documentation will include standard covenants regarding maintenance of business operations, adequate insurance coverage, and to collect fees, taxes and other revenues in an amount sufficient to meet all Town obligations, including debt service on this Loan. The loan documents must not refer to the Bank as a "Purchaser" but, rather, a "Lender". We must not have a "Bond Purchase Agreement" but, rather a "Loan Agreement" in order to further distance this financing away from being a securities issuance in favor of being a "loan". The Loan Agreement will be signed by U.S. Bank and the Town and will specifically include the following covenants/provisions:

1. The Town will covenant to automatically provide the Government Banking Division of U.S. Bank with copies of its annual, audited financial statements within 330 days of the end of each fiscal year for the duration of the Loan.
2. The Town will provide U.S. Bank with a copy of the Town's final budget within 45 days after its adoption.
3. The Town will provide the Bank financial or other information as may be reasonably requested from time to time.
4. The Town will promptly notify the Bank of any development which is likely to have a material, adverse effect on the financial condition of the Town.
5. The Town will covenant to maintain rates, fees, and revenues to result in a minimum debt service coverage (funds available for debt service divided by the outstanding current debt service on all non-voted general obligation debt) of 1.0 times.
6. The Town will agree to take all actions necessary to preserve tax-exempt status of the obligation. Should the tax designation change, the interest rate will change accordingly and to be effective the same date as the tax designation.
7. The default interest rate will be the stated rate plus 5%.
8. There will not be a 3rd party paying agent.
9. The Loan will not be registered with the Depository Trust Company or any other securities depository.
10. The Loan shall not be:
 - (i) assigned a separate rating by any rating agency;
 - (ii) issued pursuant to any type of offering document or official statement; and,
 - (iii) assigned a CUSIP number by Standard & Poor's CUSIP service.

Other: U.S. Bank's continued involvement with this financing is predicated upon U.S. Bank obtaining credit approval of the various terms, conditions, and creditworthiness of the Town. The credit approval process includes the mandatory analysis of the Town's most recent four years of audited financial statements. We hereby acknowledge possession of the requisite audited financial statements.

All funds transfers must be directly deposited to a U.S. Bank account.

This Letter of Interest automatically expires, unless already acted upon, at noon (Pacific time zone) on Friday, October 6, 2017.

Documentation for the transaction will be prepared by Loan Counsel for the Loan and will include an appropriate authorizing resolution or ordinance, 8038 filing, promissory note, and Loan Counsel legal opinion that the Loan is a legal, valid, binding, enforceable and properly authorized obligation of the Town. In addition, documentation will include California Judicial Reference Agreement between the Town and U.S. Bank. The Town will designate the Loan as a "tax-exempt, bank qualified obligation" under section 265(b) of the Internal Revenue Code of 1986, as amended, for investment by financial institutions.

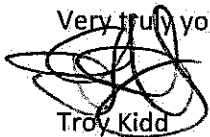
As we obtain more information, additional substantive conditions will be required and terms may be changed or be supplemented. In addition, upon completion of our analysis and due diligence and if we obtain credit approval of this proposal, Loan Counsel will prepare loan documentation which will include terms and conditions customary to U.S. Bank, as well as warranties and covenants specific to this transaction.

To that end, this letter is an expression of interest only. Except with respect to your obligation to reimburse U.S. Bank for expenses as provided below and not to disclose the contents of this letter except as permitted below, this letter is not a contract, commitment nor intent to be bound, and U.S. Bank does not intend that this letter or discussions relative to the terms of this letter create any legal rights, implicit or explicit, in your favor, nor is it intended to create any obligation on the part of U.S. Bank. Also, no oral discussions and/or written loan agreements shall be in place of or supersede written loan agreements executed by your business and accepted by U.S. Bank.

Please note that this proposal is for your review only. You may not disclose this letter or any of the terms contained in this letter to any third party other than your attorney, accountant and authorized agents representing you.

Thank you for discussing your financing needs with U.S. Bank. Should you wish us to continue to consider your credit request, you will be responsible for all of U.S. Bank's out-of-pocket expenses related to this financing request. Without limitation, these expenses may include expenses of Bank Counsel, appraisals, surveys, title insurance commitments, environmental assessments, background checks and/or collateral audits. We look forward to the opportunity to consider your credit request.

Very truly yours,



Troy Kidd

Vice President

Government Banking

U.S. BANK NATIONAL ASSOCIATION

**TOWN OF PARADISE
RESOLUTION NO. 17-____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE AUTHORIZING AND APPROVING THE BORROWING OF
FUNDS FOR FISCAL YEAR 2017-2018, THE ISSUANCE AND SALE OF
A 2017-2018 TAX AND REVENUE ANTICIPATION NOTE THEREFOR,
AND APPROVING CERTAIN OTHER ACTIONS RELATED THERETO**

WHEREAS, local agencies are authorized by Section 53850 to 53858, both inclusive, of the Government Code of the State of California (the “Act”) (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code) to borrow money by the issuance of temporary Notes;

WHEREAS, this Town Council (the “Town Council”) of the Town of Paradise (the “Town”) has determined that a sum not to exceed two million one hundred thousand dollars (\$2,100,000) (the “Principal Amount”), is needed for the requirements of the Town, including but not limited to current expenses, capital expenditures, investment and reinvestment and the discharge of obligations or indebtedness of the Town, and that it is necessary that said Principal Amount be borrowed for such purposes at this time by the issuance of a Note (defined herein) therefor in anticipation of the receipt of taxes, income, revenue, cash receipts or other moneys to be received by the Town for the general fund of the Town;

WHEREAS, the Note shall be a general obligation of the Town, and to the extent not paid from taxes, income, revenue, cash receipts or other moneys pledged to the repayment thereof, shall be paid with interest thereon from any other moneys of the Town lawfully available therefor, as required by Section 53857 of the Act;

WHEREAS, the Note shall not be issued in an amount greater than the maximum anticipated cumulative cash flow deficit to be financed by the anticipated tax or other revenue sources for the period for which such taxes or other revenues are being anticipated and during which the Note is outstanding, all as provided in Section 1.103-14(c) of the Income Tax Regulations;

WHEREAS, it appears, and this Town Council hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, shall not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue, cash receipts or other moneys of the Town, and available to pay principal and interest on the Note;

WHEREAS, no money has heretofore been borrowed during fiscal year 2017-18 (“Fiscal Year 2017-18”) by or on behalf of the Town through the issuance of tax and revenue anticipation note or temporary notes in anticipation of the receipt of such uncollected taxes, income, revenue, cash receipts and other moneys;

WHEREAS, pursuant to Section 53856 of the Act, certain moneys of the Town can be pledged for the payment of the principal of the Note and the interest thereon (as hereinafter provided);

WHEREAS, this Town Council desires to approve the form of a purchase contract for the Note (the “Contract of Purchase”), in substantially the form presented hereto, with the final form thereof determined upon execution by an Authorized Officer (as defined herein);

WHEREAS, the Note shall be offered for sale to U.S. Bank National Association (the “Purchaser”) pursuant to the terms and provisions of this Resolution and the Contract of Purchase; and

WHEREAS, pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), under certain circumstances, certain obligations the interest on which is exempt from federal income tax under Section 103 of the Code may be designated by the issuer thereof as “qualified tax-exempt obligations,” thereby allowing certain financial institutions that are holders of such qualified tax-exempt obligations to deduct for federal income tax purposes a portion of such institution’s interest expense that is allocable to such qualified tax-exempt obligations, all as determined in accordance with Sections 265 and 291 of the Code; and

WHEREAS, this Town Council wishes to designate the Notes as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code; and

WHEREAS, it is necessary to engage the services of certain professionals to assist the Town in its sale of the Note;

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

Section 1. Recitals. All the recitals in this Resolution above are true and correct and this Town Council so finds, determines and represents.

Section 2. Authorization of Issuance of Note; Terms Thereof. As required by law, the Town hereby determines to and shall issue, in an amount not-to-exceed a Principal Amount of \$2,100,000, a note or notes under Sections 53850 *et seq.* of the Act, designated “Town of Paradise (Butte County, California) 2017-18 Tax and Revenue Anticipation Note” (collectively, the “Note”); to be in denominations of One Hundred Thousand Dollars (\$100,000) principal amount or any integral multiple of Five Thousand Dollars (\$5,000) in excess thereof, to be dated the date of delivery thereof; to mature (with option of prior redemption as provided herein) no later than thirteen months after the date of issuance (based on a 30-day month/360-day year basis); and to bear interest, payable at maturity and computed on a 30-day month/360-day year basis, at the rate or rates set forth in the Contract of Purchase, but not in excess of that permitted by law. Both the principal of and interest on the Note shall be payable, only upon surrender thereof, in lawful money of the United States of America at the principal office of the Purchaser. The Note shall be subject to redemption prior to maturity, at the option of the Town,

from any source of available funds, in whole or in part, at a redemption price equal to the principal amount or portion thereof called for redemption, together with interest accrued to the date fixed for redemption, without premium. The Town shall be required to provide the Purchaser 30-day written notice of any such redemption.

Section 3. Form of Note; Sale of Note. The Note shall be issued in the form of and represented by one physical Note in the full principal amount thereof, without coupons, and shall be substantially in the form and substance set forth in Exhibit A attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures. The Note shall be sold to U.S. Bank National Association, as the initial purchaser thereof (the “Purchaser”). Unless otherwise set forth in the Contract of Purchase, ownership of the Note may not thereafter be transferred by the Purchaser for any reason. There shall be simultaneously delivered with the Note the legal opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation respecting the validity of said Note and, immediately following such legal opinion, a certificate executed with the manual or facsimile signature of the Mayor of the Town (the “Mayor”), said certificate to be in substantially the following form:

I HEREBY CERTIFY that the following is a true and correct copy of the legal opinion regarding the Note therein described that was manually signed by Stradling Yocca Carlson & Rauth, a Professional Corporation, and was dated as of the date of delivery of and payment for said Note.

[Manual/Facsimile Signature]
Mayor, Town of Paradise

Section 4. Deposit of Note Proceeds; No Arbitrage. The moneys so borrowed shall be deposited with the Town into a segregated account within the General Fund of the Town and shall be pledged to the payment of the Note to the extent sufficient Pledged Revenues and other legally available Unrestricted Revenues are not deposited into the Repayment Fund (as such terms defined below). The Town hereby covenants that it will make no use of the proceeds of the Note that would cause the Note to be “arbitrage bonds” under Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”); and, to that end, so long as the Note is outstanding, the Town, and all of its officers having custody or control of such proceeds, shall comply with all requirements of said section, including restrictions on the use and investment of proceeds of the Note and the rebate of a portion of investment earnings on certain amounts, including proceeds of the Note, if required, to the Federal government, and of the Income Tax Regulations of the United States Treasury promulgated thereunder or under any predecessor provisions, to the extent that such regulations are, at the time, applicable and in effect, so that the Note will not be “arbitrage bonds.”

Section 5. Payment of Note.

(A) **Source of Payment.** The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue (including, but not limited to, revenue from State and federal governments), cash receipts and other moneys (including moneys deposited in inactive or term deposits but excepting therefrom moneys encumbered for a special purpose) which are intended as receipts for the general fund of the Town and which are generally available for the payment of current expenses and other obligations of the Town (collectively, the “Unrestricted Revenues”). To the extent the Note matures during the fiscal year succeeding Fiscal Year 2017-18, the Notes shall be payable only from Unrestricted Revenues which are received in or accrued to Fiscal Year 2017-18

The Note shall be a general obligation of the Town, and to the extent the Note is not paid from the Unrestricted Revenues pledged to the repayment therefore pursuant to Section 5(B) hereof, the Note shall be paid with interest thereon from any other moneys of the Town lawfully available therefor, as provided in this Resolution and by law.

(B) **Pledged Revenues.** Except as otherwise provided in the Note or in the Contract of Purchase, as security for the payment of the principal of and interest on the Note, the Town pledges an amount equal to fifty percent (50%) of the principal amount of the Note from the Unrestricted Revenues by the Town received in the month ending January 31, 2018; plus an amount equal to fifty percent (50%) of the principal amount of the Note from the Unrestricted Revenues received by the Town in the month ending April 30, 2018; plus an amount sufficient to pay interest on the Note through maturity and any deficiencies in amounts required to be deposited during any prior month, from Unrestricted Revenues received by the Town in the month ending April 30, 2018 (such pledged amounts being hereinafter called the “Pledged Revenues”).

The principal of the Note and the interest thereon shall be a first lien and charge against and shall be payable from the first moneys received by the Town from such Pledged Revenues as provided by law.

In the event that there are insufficient Unrestricted Revenues received by the Town to permit the deposit into the Repayment Fund, as hereinafter defined, of the full amount of Pledged Revenues to be deposited from such Unrestricted Revenues in any month, then the amount of such deficiency shall be satisfied and made up from any other moneys of the Town lawfully available for the repayment of the Note and the interest thereon.

(C) **Covenant Regarding Additional Short Term Borrowing.** The Town covenants and warrants that it will not request the Butte County Treasurer-Tax Collector to make temporary transfers of funds in the custody thereof to meet any obligations of the Town during Fiscal Year 2017-18 pursuant to the authority of Article XVI, Section 6 of the Constitution of the State of California or any other legal authority.

(D) **Deposit of Pledged Revenues in Repayment Fund.** The Pledged Revenues shall be held by the Town in a special fund hereby authorized to be created within the

General Fund of the Town and designated as the “Town of Paradise 2017-18 Tax and Revenue Anticipation Note Repayment Fund” (herein called the “Repayment Fund”) and applied as directed in this Resolution. The Town shall invest money in the Repayment Fund as provided in Section 5(E) hereof. Any moneys accounted for in the Repayment Fund shall be for the benefit of the holder of the Note, and until the Note and all interest thereon are paid or until provision has been made for the payment of the Note at maturity with interest to maturity, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created.

(E) **Disbursement and Investment of Moneys in Repayment Fund.** From the date this Resolution takes effect, all Pledged Revenues shall, when received, be deposited in and accounted for in the Repayment Fund. After such date as the amount of Pledged Revenues deposited for in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Note, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the General Fund of the Town. On the maturity date of the Note, the moneys in the Repayment Fund shall be used to pay the principal of and interest on the Note and any excess remaining in the Repayment Fund after payment of Note shall be transferred to the Town.

Moneys in the Repayment Fund shall be invested in investment securities or other investments permitted by applicable California law, as it is now in effect and as it may be amended, modified or supplemented from time to time, including investments authorized by Section 9 hereof, provided that no such investment shall have a maturity date later than the Maturity Date of the Note.

Section 6. Execution of Note. The Mayor, or a designated deputy thereof, is hereby authorized to sign the Note manually or by facsimile signature, and the Town Manager (the “Town Manager”) is hereby authorized to countersign the Note manually or by facsimile signature, provided that at least one of the foregoing shall sign manually, and said officers are hereby authorized to cause the blank spaces thereof to be filled in as may be appropriate.

Section 7. Approval of Contract of Purchase. The form of Contract of Purchase for the Note, by and between the Town and the Purchaser, substantially in the form on file with the Clerk or Secretary of the Town Council, is hereby approved. The Mayor, Town Manager, or a designated deputy thereof (the “Authorized Officers”), each alone, are each hereby requested to acknowledge such Contract of Purchase with such changes therein, deletions therefrom and modifications thereto as such Authorized Officer may approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; provided, however, that the maximum interest rate on the Note shall not exceed that authorized by law. The Authorized Officers, each alone, are hereby further authorized to determine the maximum Principal Amount of Note to be specified in the Contract of Purchase, up to \$2,100,000, and to enter into and execute the Contract of Purchase with the Purchaser, if the conditions set forth in this Resolution are satisfied.

Section 8. Delivery of Note. The proper officers of the Town are hereby authorized and directed to deliver the Note to the Purchaser in accordance with the Contract of

Purchase. All actions heretofore taken by the officers and agents of the Town with respect to the sale and issuance of the Note are hereby approved, confirmed and ratified, and the officers of the Town Council are hereby authorized and directed, for and in the name and on behalf of the Town Council, to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements and other documents, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note in accordance with this Resolution.

Section 9. Authorization to Invest Proceeds. Pursuant to Section 53601(l) of the Government Code of the State of California, the following are hereby designated as authorized investments for the proceeds of the Note and for the moneys in the Repayment Fund: (i) a guaranteed investment contract with (a) a financial institution or insurance company which has or its guarantor has at the date of execution thereof one or more outstanding issues of unsecured, uninsured and unguaranteed debt obligations or a claims paying ability rated not lower than the second highest rating category (without regard to subcategories) by Moody's Investors Service and by Standard & Poor's Rating Service, (ii) the Local Agency Investment Fund administered by the State of California, and (iii) the Butte County Investment Pool.

Section 10. Other Actions. (A) Officers of the Town Council and Town officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Note and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(B) Notwithstanding any other provision herein, the provisions of this Resolution as they relate to the terms of the Note may be amended by the Contract of Purchase.

(C) The Town Council hereby appoints Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California, as Bond Counsel to the Town with respect to the issuance of the Note.

Section 11. Designation as Qualified Tax-Exempt Obligation. Based on the following representations of the Town, the Notes are hereby designated as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code: (i) the Notes are not private activity bonds within the meaning of Section 141 of the Code; (ii) the Town, together with all of its subordinate entities, has not issued obligations (other than those obligations described in clause (iv) below) in calendar year 2016 the interest on which is excluded from gross income for federal income tax purposes under Section 103 of the Code; (iii) the Town reasonably anticipates that it, together with its subordinate entities, will issue during the remainder of calendar year 2017 obligations (other than those obligations described in clause (iv) below) the interest on which is excluded from gross income for federal income tax purposes under to Section 103 of the Code which, when aggregated with all obligations described in clause (ii) above, will not exceed an aggregate principal amount of \$10,000,000; (iv) and notwithstanding clauses (ii) and (iii) above, the Town and its subordinate entities may have issued in calendar year 2017 and may

continue to issue during the remainder of calendar year 2016 private activity bonds other than qualified 501(c)(3) bonds as defined in Section 145 of the Code.

Section 12. Action Regarding Qualified Tax-Exempt Obligation.

Appropriate officials of the Town are hereby authorized and directed to take such other actions as may be necessary to designate the Notes as “qualified tax-exempt obligations,” including, if either deemed necessary or appropriate, placing a legend to such effect on the form of Notes in such form as either deemed necessary or appropriate.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

BY: _____
Dina Volenski, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney

EXHIBIT A

THIS NOTE HAS NOT BEEN REGISTERED UNDER THE SECURITIES ACT OF 1933. THIS NOTE IS SUBJECT TO RESTRICTIONS ON TRANSFERABILITY AND MAY ONLY BE TRANSFERRED IN ACCORDANCE WITH THE PROVISIONS OF THE AUTHORIZING RESOLUTION AND THE PURCHASE CONTRACT, AS DEFINED HEREIN, TO PERSONS WITH THE EXPERIENCE AND FINANCIAL EXPERTISE TO UNDERSTAND AND EVALUATE THE HIGH DEGREE OF RISK INHERENT IN THIS INVESTMENT.

No. 1

TBD

TOWN OF PARADISE
(BUTTE COUNTY, CALIFORNIA)
2017-2018 TAX AND REVENUE ANTICIPATION NOTE
(Bank Qualified)

Rate of Interest:	Note Date:	Maturity Date:
1.99%	_____	June 30, 2018

OWNER: U.S. BANK NATIONAL ASSOCIATION

PRINCIPAL AMOUNT: _____

FOR VALUE RECEIVED, the Town of Paradise (the "Town"), Butte County, California, acknowledges itself indebted to and promises to pay the Owner identified above, or registered assigns, at the principal office thereof, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, together with interest thereon at the Rate of Interest per annum set forth above (computed on the basis of a 360-day year of twelve 30-day months) in like lawful money from the Note Date specified above until payment in full of said principal sum. Both the principal of and interest on this Note shall be payable only upon surrender of this Note as the same shall fall due; provided, however, no interest shall be payable for any period after maturity during which the holder hereof fails to properly present this Note for payment.

This Note shall be subject to redemption at any time prior to the Maturity Date, at the option of the Town, from any source of available funds, in whole or in part, at a redemption price equal to the Principal Amount or portion thereof of the Note called for redemption, together with interest accrued to the date fixed for redemption, without premium.

It is hereby certified, recited and declared that this Note is one of an authorized issue of Note in the aggregate principal amount of _____ (\$_____), all of like date, tenor and effect, made, executed and given pursuant to and by authority of a resolution of the Town Council of the Town of Paradise, duly passed and adopted on September 12, 2017, and under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1,

Division 2, Title 5, California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the Town, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

This Note has been designated a “qualified tax-exempt obligation” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, by resolution of the Town.

The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue (including, but not limited to, revenue from State and federal governments), cash receipts and other moneys (including moneys deposited in inactive or term deposits but excepting therefrom moneys encumbered for a special purpose), which are intended as receipts for the general fund of the Town and generally available for the payment of current expenses and other obligations of the Town (collectively, the “Unrestricted Revenues”). As security for the payment of the principal of and interest on the Note the Town has pledged an amount equal to fifty percent (50%) of the principal amount of the Note from the first Unrestricted Revenues received by the Town in the month ending January 31, 2018; plus an amount equal to fifty percent (50%) of the principal amount of the Note from the first Unrestricted Revenues received by the Town in the month ending April 30, 2018; plus an amount sufficient to pay interest on the Note through maturity and any deficiencies in amounts required to be deposited during any prior month, from the first Unrestricted Revenues received by the Town in the month ending April 30, 2018 (such pledged amounts being hereinafter collectively referred to as the “Pledged Revenues”). The principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the Town lawfully available therefor.

This Note shall not be transferable by the Owner hereof except upon surrender at the date of maturity or redemption thereof, and cancellation of this Note upon payment therefor. The Owner hereof shall be treated as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and the Town shall not be affected by any notice to the contrary.

Unless this certificate is presented to the issuer for payment thereof, ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL.

IN WITNESS WHEREOF, the Town has caused this 2017-18 TAX AND REVENUE ANTICIPATION NOTE to be executed by the Mayor of the Town of Paradise, and countersigned by the Town Manager this ____th day of _____, 2017.

TOWN OF PARADISE

By: _____ [no signature; form only]
Mayor

Countersigned

By: _____ [no signature; form only]
Town Manager

LEGAL OPINION

I HEREBY CERTIFY that the following is a true and correct copy of the legal opinion upon the Note therein described that was manually signed by Stradling Yocca Carlson & Rauth, a Professional Corporation, and was dated as of the date of delivery of and payment for said Note.

_____ [no signature; form only]
Mayor, Town of Paradise



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 2(e)

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

Reviewed by: Lauren Gill, Town Manager

Subject: Santander Municipal Lease Purchase

Council Action Requested:

1. Approve a Resolution of the Town Council of the Town of Paradise authorizing the execution and delivery of a lease with option to purchase, and authorizing certain actions in connection therewith; and,

Alternatives:

Choose one of the other proposals for the 2017/18 lease purchase.

Background:

On June 27, 2017, the Town Council approved the 2017/18 Operating and Capital Budget. Contained therein were the estimates for purchasing through lease purchase some critical and overdue operating equipment, all of which will be funded by Measure "C" the temporary 0.50% sales tax. Specifically the following items will be purchased:

- 3 Ford Explorer 4-Door Police Patrol Vehicles and Equipment (Measure C)

Collectively these items will cost about \$150,000 to purchase, so arranging lease purchase of these items was recommended at the time of budget approval.

Discussion:

Staff submitted a request for municipal lease proposals to twelve specific finance companies on July 21, 2017 and advertised in the local paper. A copy of the request for proposal is attached for Council's review. Staff solicited quotes for financing as follows:

LEASE QUOTE:	<i>Amount</i>	<i>Rate</i>	<i>Payments</i>	<i>Factor</i>	<i>Pmts/Yr.</i>	<i>Term</i>	<i>Adv./Arr.</i>
5 YEAR Police Vehicles & Equip	\$149,000				4	5- years	Advance

The Town received proposals from six financial institutions as summarized below:

Santander Bank Municipal Lease Purchase
September 12, 2017

5 Year \$149,000		<i>Rate</i>	<i>Quarterly Payments</i>	<i>Factor</i>
	Santander Bank	2.36%	\$7,873.67	.05284
	Municipal Asset Management	2.69%	\$7,933.87	.05325
	PNC Equipment Finance	2.99%	\$7,988.80	.05362
	KS State Bank	3.05%	\$7,999.81	.05369
	Leasource Financial Services	3.21%	\$8,029.28	.05389
	Lease Corporation of America	4.02%	\$8,178.84	.05489

Based on the quotes received, staff recommends awarding the municipal lease purchase contract to Santander Bank who had the best financing terms. A copy of their complete proposal is attached for Council's review.

Council should be aware that the credit approval process is still pending. With the Town's improved financial health, it is anticipated that the Town will be approved, but it is not guaranteed.

Town Council already approved the purchase of the (3) Ford Interceptor police vehicles and equipment purchase and installation.

Fiscal Impact Analysis:

The lease purchase of these items have already been included and approved as part of the 2017/18 budget. The numbers included in the budget are expected to be very close to the actual amounts. Once all the equipment is installed and the lease is finalized, staff will provide Town Council with an updated financial impact as part of a subsequent budget update.

Town of Paradise

Finance Department

REQUEST FOR PROPOSAL FOR MUNICIPAL LEASE PURCHASE

I. INTRODUCTION

Request for Proposal (RFP). The Town of Paradise (“Town”) is currently seeking proposals from qualified financing companies interested in providing a municipal lease purchase of budgeted equipment replacement for the 2017/18 fiscal year. The primary objective of requesting proposals is for the Town to determine which financing company can offer the best financing terms for the items it will lease purchase.

The Town of Paradise is a full service City with about 26,000 residents. The Town provides a wide range of municipal services, including police and fire protection, community planning, building and safety, street maintenance, and onsite wastewater monitoring services. The Town is managed under the Council/Town Manager form of government. The annual operating and capital budget total approximately \$22 million with a work force of 59 full-time and 16 part-time employees.

The local community has recently voted to approve a 0.50% six-year transaction and use tax that will generate about \$1.2 million a year in additional revenues. The tax took effect April 1, 2015 and will provide funding for the items the Town proposes to lease purchase this 2017/18 fiscal year.

II. PROPOSAL PROCEDURES

The Town has made every effort to include enough information within this proposal request for a financing company (“company”) to prepare a responsive proposal. If additional information is required, the Town will respond promptly to questions from company representatives and, is prepared to complete lease applications upon request. Also, if deemed necessary, additional information will be provided to all proposers. The schedule of the proposal process is as follows:

- a. **Distribution of Request for Proposals.** Requests for Proposals will be mailed on **July 21, 2017** to financing companies:
- b. **Proposal Submission.** Proposals must be signed by an individual who is authorized to bind the financing company to all commitments made in the RFP and received by the Town of Paradise in a sealed envelope by the RFP deadline of **5:00 P.M., August 21, 2017**, at the following address:

**Town of Paradise
Attn: Town Clerk
5555 Skyway
Paradise, CA 95969**

The proposal must be submitted and the outside of the envelope marked: **"MUNICIPAL LEASE PURCHASE"**. Proposals will not be opened until after the closing date and time indicated. Late submission after the deadline or proposals delivered via FAX will not be accepted.

- c. **Proposal Review.** Town staff will evaluate each proposal submitted. Selected proposers may be requested to answer questions or clarify their proposals verbally. Those proposers will be notified to arrange specific times.
- d. **Notification.** The Town anticipates sending written notification to all companies regarding the outcome of the review and contract award process by **September 11, 2017**.

The Town will make every effort to administer the proposal process in accordance with the terms and dates discussed in the request for proposal. However, the Town reserves the right to modify the proposal process and dates as deemed necessary.

III. MINIMUM QUALIFICATIONS

To be considered for selection, proposing companies must have at least the following qualifications:

1. Be a reputable municipal lease purchase company operating within the United States of America.
2. Be capable of providing the municipal lease purchase options sought by the Town (including credit approval).
3. Have experience in providing municipal lease purchase services for other municipalities.
4. Be sufficiently capitalized to accommodate the Town's lease purchase needs.

IV. LEASE PURCHASE REQUIREMENTS

The Town is seeking lease purchase terms that align with funding sources and that do not exceed the optimal useful life of the equipment lease purchased. The Town desires to make one payment in advance at the time of financing and quarterly payments thereafter for the years and equipment indicated below:

5 Year – 20 Payments

Equipment Description	Estimated Finance Amount
1. (3) 2017 Ford Interceptor Police vehicles, equipment and installation	\$149,000

V. Other Information

The most recent Town of Paradise Financial Statements with Independent Auditor's Report is posted on the Town's website at www.townofparadise.com under finance department. In addition to the audit, the 2017/18 Operating and Capital Budget and other interim financial reports are also available on the Town's website.

The Town has collected a quote for the equipment it will purchase. Copies of these bids can be requested.

VI. FORMAT AND CONTENT OF PROPOSAL

In order for Town staff to adequately compare and evaluate proposals objectively, all proposals **MUST** be submitted in accordance with the following format. The proposal should complete the blanks in the format below, providing straightforward and concise information as requested.

LEASE QUOTE:	Amount	Rate	Payments	Factor	Pmts/Yr.	Term	Adv./Arr.
5 YEAR (3) Ford Interceptor Police vehicles and equipment	\$149,000				4	5-years	Advance

VII. EVALUATION OF PROPOSALS

The proposals will be evaluated by Town Staff directly and indirectly responsible for administering the Town's lease purchase activities. The Town, at its sole discretion, will determine whether to hold discussions with the proposers who are in a "competitive range" or to recommend that the contract be awarded without discussion on the basis of the proposal submitted.

IX. FINAL COMMENTS

The Town reserves the right to reject any and all proposals, cancel all or part of this RFP, waive any minor irregularities and to request additional information from proposing companies. By requesting proposals, the Town is in no way obligated to award a contract or pay expenses of the proposing companies in connection with the preparation or submission of a proposal.

The Town truly appreciates the effort all the companies and their respective staffs will put forth in responding to the Municipal Lease Purchase Proposal for the Town of Paradise.

Request for additional information or assistance relative to the Request for Proposal should be

directed to: ***Gina Will, Administrative Services Director/Town Treasurer, (530) 872-6291 x 119 or gwill@townofparadise.com.***

VIA OVERNIGHT MAIL

August 17, 2017

Town of Paradise
Attn: Town Clerk
5555 Skyway
Paradise, CA 96969

RE: Municipal Lease Purchase

Dear Town Clerk:

Santander Bank is pleased to submit the following proposal for your review and acceptance. Our proposed terms and conditions are as follows:

Company Overview: Santander Bank is a market leader in providing cost-effective financing to public entities nationwide. With just over \$1 billion in financings we have the knowledge, flexibility and financial strength that is unmatched in the finance industry.

Our public finance team of professionals has a thorough understanding of the municipal market to ensure transactions are completed quickly, efficiently and cost effectively.

Santander Bank was founded in Northern Spain in 1857, with over \$1.7 trillion in assets. Santander is one of the world's strongest, safest and most successful banks and has grown to become one of the five largest banks in the world by profit.

Structure: Tax-exempt Municipal Lease/Purchase Agreement
(Subject to annual appropriation) ("Lease")

Borrower: Town of Paradise, CA ("Town")

Lender: Santander Bank, N.A. ("Santander")

Financed Amount: \$149,000.00

Equipment: (3) Ford Interceptor Police Vehicles and Equipment

Interest Rate: 2.36%

(Interest rate is valid 14 days unless otherwise agreed upon by Santander)

Amount	Rate	Payments	Factor	Pmts/Yr.	Term	Adv./Arr.
\$149,000	2.36%	\$7,873.67	0.0528434	4	5 Yrs.	Advance

Anticipated Closing: TBD

Prepayment Terms:	On any payment date with no prepayment premium
Tax Assumption:	Interest income received by Santander will be exempt from Federal and State Income Tax.
Credit Review:	Upon award by the Town, Santander will complete the credit approval process after receiving a complete credit package which consists of the last (2) years audited financial statements, most recent approved budget, vendor quote or proposal and an executed Lease Application from the Town.
Escrow Agreement:	Santander will establish an Internal Escrow account for the Town. In this case, there will be no fee assessed to the Town for establishing the Internal Escrow account. All interest earnings shall be retained by Santander in consideration of managing the Internal Escrow account.
Fees/Closing Costs:	None other than those listed herein, however the Town will be responsible for any fees or expenses with respect to its (i) legal counsel, if any and (ii) registration and title fees. Santander is willing to finance any expenses related to closing the transaction.

This proposal is subject to final credit approval and final documentation. Please feel free to call me at 480-477-7896 with any questions or further clarification.

Thank you for the opportunity to present this proposal.

Sincerely,



Bruce Block
Senior Vice President

Amortization Schedule

Interest Rate: 2.36%

	Date	Payment	Interest	Principal	Balance
Loan	9/1/2017				149,000.00
1	9/1/2017	7,873.67	0.00	7,873.67	141,126.33
2	12/1/2017	7,873.67	832.65	7,041.02	134,085.31
3	3/1/2018	7,873.67	791.10	7,082.57	127,002.74
4	6/1/2018	7,873.67	749.32	7,124.35	119,878.39
5	9/1/2018	7,873.67	707.28	7,166.39	112,712.00
6	12/1/2018	7,873.67	665.00	7,208.67	105,503.33
7	3/1/2019	7,873.67	622.47	7,251.20	98,252.13
8	6/1/2019	7,873.67	579.69	7,293.98	90,958.15
9	9/1/2019	7,873.67	536.65	7,337.02	83,621.13
10	12/1/2019	7,873.67	493.36	7,380.31	76,240.82
11	3/1/2020	7,873.67	449.82	7,423.85	68,816.97
12	6/1/2020	7,873.67	406.02	7,467.65	61,349.32
13	9/1/2020	7,873.67	361.96	7,511.71	53,837.61
14	12/1/2020	7,873.67	317.64	7,556.03	46,281.58
15	3/1/2021	7,873.67	273.06	7,600.61	38,680.97
16	6/1/2021	7,873.67	228.22	7,645.45	31,035.52
17	9/1/2021	7,873.67	183.11	7,690.56	23,344.96
18	12/1/2021	7,873.67	137.74	7,735.93	15,609.03
19	3/1/2022	7,873.67	92.09	7,781.58	7,827.45
20	6/1/2022	7,873.67	46.22	7,827.45	0.00
Grand Totals		157,473.40	8,473.40	149,000.00	

TOWN OF PARADISE
RESOLUTION NO. 17-____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE WITH OPTION TO PURCHASE BETWEEN THE TOWN OF PARADISE AND SANTANDER BANK N.A., AND AUTHORIZING CERTAIN ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Town Council of the Town of Paradise has determined that a true and very real need exists to replace three (3) patrol vehicles and equipment that will be described in the Master Lease/Purchase Agreement (the “Lease”) with **Santander Bank, N.A.** (the “Lessor”). The Town of Paradise has determined that it is necessary, desirable and in their best interest to enter into the Lease for the purposes herein specified, and the execution and delivery are hereby approved, ratified and confirmed, and

WHEREAS, the Town of Paradise (the “Town” or “Lessee”) is a municipal corporation duly organized and existing under and pursuant to the Constitution and laws of the State of California; and

WHEREAS, the Town desires to obtain financing in the approximate amount of \$150,000 for the financing of the following 2017-2018 projects (the “Property”); and

5 Year	3 Ford Explorer 4-Door Patrol Vehicles & Equipment	\$150,000
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WHEREAS, Lessor has proposed a cost-effective lease purchase financing arrangement according to the useful life of the items to be purchased at a 2.36% interest rate for five years;

WHEREAS, the Lessee has determined that this lease financing arrangement is the most economical means for providing the Property to the Lessee.

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

SECTION 1. Lease with Option to Purchase. The Mayor, Town Manager or a designee is hereby authorized to enter into a Lease with Option to Purchase (the “Lease”) with the Lessor to finance the Property and to transfer ownership to the Property as necessary to enter into the Lease, subject to approval as to form by the Town’s legal counsel.

SECTION 2. Attestation. The Town Clerk or other appropriate Town officer is hereby authorized and directed to attest the signature of the Mayor or Town Manager or of such other person or persons as may have been designated by the Mayor or Town Manager, and to affix and attest the seal of the Town, as may be required or appropriate in connection with the execution and delivery of the Lease.

SECTION 3. Other Actions. The Mayor, Town Manager and other officers of the Town are each hereby authorized and directed, jointly and severally, to take any and all actions and to execute and deliver any and all agreements, documents and certificates which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms of this Resolution and the Lease. Such actions are hereby ratified, confirmed and approved.

SECTION 4. Qualified Tax-Exempt Obligations. The Lease is hereby designated as “qualified tax-exempt obligations” within the meaning of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended the “Code). The Town together with all subordinate entities of the Town, do not reasonably expect to issue during the calendar year in which the Lease is issued more than \$10,000,000 of obligations which it could designate as “qualified tax-exempt obligations” under Section 265(b) of the Code.

SECTION 5. Reimbursement of Prior Expenditures. The Town declares its official intent to be reimbursed from the proceeds of the Lease approved hereby for a maximum principal amount of \$150,000 of expenditure occurring no earlier than sixty days prior to the adoption of this Resolution. All reimbursed expenditures will be capital expenditures as defined in Section 1.150-1(b) of the Federal Income Tax Regulations.

SECTION 6. Effect. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Approved: _____
Scott Lotter, Mayor

ATTEST:

BY: _____
Dina Volenski, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney



TOWN OF PARADISE
Council Agenda Summary
Date: September 12, 2017

Agenda No. 2(f)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Measure C Bille Rd Overlay Project Acceptance

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 17-___, A Resolution of the Town Council of the Town of Paradise accepting Contract No. 17-05, Measure C Bille Rd Overlay, performed by Knife River Construction of Chico, CA.

Background:

On March 28, 2017, the Measure C Oversight Committee concurred with staff recommendation to proceed preparing a road maintenance project for bid that would help maintain and extend the life of Bille Road between Graham Road and Oliver Road. The proposed project would install a 1.5" asphalt leveling course over the existing roadway followed by 1.2" asphalt overlay. The timing of this road project was especially critical for two reasons: (1) the age and deterioration of the proposed project limits, and (2) the ability to achieve a higher economy of scale with the Town's three other awarded grant projects would be advantageous, should competitive bidding yield a contractor who is already mobilized in Paradise.

On April 11, 2017, Paradise Town Council approved the project plans, specifications and estimate for the subject project and authorized staff to advertise for bids.

On May 9, 2017, Paradise Town Council awarded Contract No. 17-05, Measure C Bille Rd Overlay, to Knife River Construction in the amount of their bid of \$120,637.00. With award, Council identified a 10% contingency bringing the total cost to \$132,700.00.

Analysis:

Knife River Construction has successfully completed all project work as of August 15, 2017. Paving work was completed in one day with follow-up striping and markers on separate days in mid-August. There were no issues with construction and staff is confident the work will serve the community well for years to come.

Financial Impact:

Funding for the Measure C Bille Rd Overlay 2017 comes from local Fiscal Year 2017/2018 Measure C funds. The total construction cost is \$110,402.16, approximately \$10,000 less than contract costs. This savings was attributable to a budgetary conservative estimate of tonnage to complete the overlay.

RESOLUTION NO. _____

**RESOLUTION OF THE TOWN COUNCIL OF TOWN OF PARADISE
ACCEPTING THE WORK PERFORMED UNDER THE MEASURE C
BILLE RD OVERLAY (CONTRACT NO. 17-05).**

WHEREAS, the Town of Paradise has heretofore contracted with Knife River Construction for certain work performed under that certain project known as the MEASURE C BILLE RD OVERLAY, being Contract No. 17-05; and

WHEREAS, said work of improvements, as called for by the contract between the Town of Paradise and Knife River Construction, referable to said project was completed on August 15, 2017 to the satisfaction of the Town; and

WHEREAS, there has been posted a bond insuring the work of improvements from a maintenance standpoint for a period of one year from and after completion.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Town Council of the Town of Paradise that it hereby accepts the work performed on those certain improvements, the subject of a contract between the Town of Paradise and Knife River Construction, known and referred to as the MEASURE C BILLE RD OVERLAY.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the Town Council of the Town of Paradise at a regular meeting thereof held on the 12th day of September 2017.

AYES:

NOES:

ABSENT:

MAYOR

ATTEST:

TOWN CLERK



Town of Paradise
Council Agenda Summary
Date: September 12, 2017

Agenda Item: 2(g)

ORIGINATED BY: Dina Volenski, Town Clerk
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Authorize destruction of certain records maintained in the Town Clerk Department in keeping with the principles of an effective and cost efficient Records Management Program

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 17-___, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Clerk Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for the required number of years and are eligible for destruction.

Alternatives:

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

Background:

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

Analysis:

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

Conclusion:

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

Financial Impact:

No additional costs. The documents will be placed in the Chico Shred bin that is picked up on a monthly basis

**TOWN OF PARADISE
RESOLUTION NO. 17-__**

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

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

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

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

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

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

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

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

EXHIBIT "A"

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

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibits B attached to Resolution No. 17-__.

DATED:

DWIGHT L. MOORE, Town Attorney

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

EXHIBIT "B"

LIST OF FILES ELIGIBLE FOR DESTRUCTION

File#		Box #
	BUILDING/WASTE MANAGEMENT	
750-60-09	Mikey's Sports Bar & Grill	#86
750-65-10	Wedgewood Retirement Inn Use Permit	#86
940-10-09	Integrated Waste Management Task Force #5	#87
960-30-45	Onsite Annual Report 2003/2004	
960-30-46	Onsite Annual Report 2004/2005	
960-30-47	Onsite Annual Report 2005/2006	
960-30-48	Onsite Annual Report 2006/2007	
960-30-49	Onsite Annual Report 2007/2008	
960-30-52	Onsite Annual Report 2009/2010	
	FINANCIAL/FISCAL	
	Fee Schedule 1995-96	
	Regional Transit Funding Study	#134
	LEGAL/LEGISLATIVE	
	Municipal Organization Act of 1978	#134
	ADMINISTRATION	
630-20-04	Employee 5-year Luncheons	
630-20-05	1991 Employee Picnic	
1140-10-01	Mosquito Abatement Dist. General File	#134
	Fire Advisory Committee Binder 1985	#134
	CDF RFP 1990	#134
	Town of Paradise Speed Zone Study September 1982	#134
	Town of Paradise Traffic Circulation Study September 1982	#134
	Town of Paradise Traffic Control Device Inventory September 1982	#134

Reviewed by:



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: SEPTEMBER 12, 2017**

AGENDA ITEM: 2(h)

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Police Department Carpet Replacement

COUNCIL ACTION REQUESTED:

- (1) Award the contract for the Police Department Carpet Replacement 2017, to Dick's Floor Covering in the amount of their Bid of \$16,979.36.
- (2) Authorize the Town Manager to execute an agreement with Dick's Floor Covering relating to the Police Department Carpet Replacement 2017 and to approve contingency expenditures not exceeding 10%.

ALTERNATIVES:

- (1) Reject carpet bids and keep the existing carpet, or
- (2) Reject carpet bids and rebid to include less square feet of carpet replacement.

BACKGROUND:

Portions of the Police Department facility are carpeted. There currently are at least four different series of carpet installed, where the carpet has been replaced in different areas of the facility at different times. Some of the carpet appears to be original to the facility when it was constructed in 1984. Consequently, the carpet throughout the facility is worn to varying degrees, from staining and deep wear to splitting seams, fraying areas and stairs worn through to the wood underlayment. While the stains are unsightly, the fraying threads, splitting seams and areas where the carpet has worn through present tripping hazards to employees, outside agency representatives and the public brought into the facility. This in turn creates a liability to the Town for the potential trip and fall hazards.

On June 27, 2017, the Town Council approved the FY 17/18 budget which included the expenditure of funds up to \$20,000 for the replacement of the Police Department carpet. As a result of the approved budget, Requests for Proposals were sent out with a bid opening date of August 30, 2017, at 1:00 PM. On August 30, 2017, at 1:00 PM the bids were opened at the Clerk's Office. Dick's Floor Covering was the low bidder at \$16,979.36 to replace the Police Department carpet (including tax, fees and installation).

DISCUSSION:

On August 16, 2017, staff issued the Notice to Contractors for Paradise Police Department Carpet Replacement. The project was advertised in the local Paradise Post and mailed out to eleven (11) local dealers; three (3) in Paradise, six (6) in Chico and two (2) in Oroville.

On Wednesday August 30, 2017 at 1:00 pm, the Town of Paradise received five (5) bids for the carpet project.

Bid No.	Bidder's Name	Base Bid Amount
1	Dick's Floor Covering, Paradise, CA	\$16,979.36
2	Hignell "Experts in your Home" Chico, CA	\$21,280.00
3	Carpet Warehouse & Interiors Oroville, CA	\$22,950.34
4	RCO Home Improvements, Carpet One Chico, CA	\$26,220.33
5	Carpets Galore Oroville, CA	\$27,500.25

All bidders were provided the opportunity to come into the Police Department and measure the areas that will have the carpet replaced to determine the amount of carpet that would be needed to complete the project. All bids included carpet, installation materials, sales tax, furniture movement, removal and disposal of existing carpet, floor preparation, carpet installation and fees.

Staff recommends award of the Police Department Carpet Replacement Project 2017 to Dick's Floor Covering, 5701 Skyway, Paradise, in the amount of their bid of \$16,979.36.

FINANCIAL IMPACT:

The Police Department carpet replacement project is expected to cost a total of no more than \$18,677.29 (carpet: \$16,979.36 plus a 10% contingency: \$1,697.93). The cost is less than the approved FY 17/18 General Fund budget allocation.

BID SUMMARY GENERAL

PROJECT NAME: Police Department Carpet Replacement

OPENING DATE: August 30, 2017 @ 1:00 PM

LOCATION: Clerks Office

CONTRACTOR Name of Bidder	BASE BID	Alternate 1 (If Applicable)	Alternate 2 (If Applicable)
Carpet Warehouse & Interiors	\$ 22,950. ³⁴		
RCO Home Imp. Carpet One	\$ 26,220. ³³		
Dicks Floor covering	\$ 16,979. ³⁴		
Carpets Galore	\$ 27,500. ²⁵		
Experts in your Home - Hignell	\$ 21,280. ⁰⁰		

Present at Opening: LT. Borgman
Dina Volenski, Town Clerk



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: SEPTEMBER 12, 2017**

AGENDA ITEM: 2(i)

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

REVIEWED BY: Lauren Gill, Town Manager

COUNCIL ACTION REQUESTED:

- (1) Authorize the award of the Installation of Police Patrol Vehicle Emergency Equipment and Mobile Data Computer (MDC) Bid (install emergency equipment into three 2017 Ford Interceptor Utility vehicles) to Precision Wireless Service, 791 Blevins Street, Lakeport, CA 95453.

BACKGROUND:

In the November 2014 election the citizens of Paradise elected to pass Measure "C"; a half cent sales tax increase in order to provide funding for public safety, roads, and animal control operations. A committee was formed of selected citizens to provide recommendations for the use of the funds. The committee met and provided the Town Council with their recommendations on Measure C funds expenditures. The purchase of police patrol vehicles for the Paradise Police Department was one of their recommendations.

On June 27, 2017, the Town Council approved the FY 2017/18 budget which included the Measure C committee's recommendation and expenditure of funds for the purchase and equipping of three (3) police patrol vehicles. During the same meeting the Council approved the purchase bid for the cars to Towne Ford, Redwood City. At the August 8, 2017 Council meeting the Council approved the purchase bid for the emergency equipment and MDC to Lehr Auto, Sacramento. As a result of the approved budget and the approved vehicle purchase and equipment Requests for Proposals for installation of said equipment were sent out with a bid opening date of August 30, 2017, at 1:00 PM.

DISCUSSION:

To retain vehicles in our patrol fleet that exceed 100,000 miles has proven to increase our maintenance cost, which impacts the General Fund, impacts the reliability for in-service usage and potentially increases our liability due to component / system failure. We are in the fortunate position, due to the passing of Measure "C", to purchase police vehicles, and have the requisite emergency vehicle equipment installed.

On Wednesday August 30, 2017, at 1:00 PM, the Town of Paradise received three (3) bids for the Installation of Police Patrol Vehicle Emergency Equipment and Mobile Data Computers (MDC) into three (3) 2017 Ford Police Interceptors.

Bid No.	Bidder's Name	Base Bid Amount
1	Precision Wireless Service, Lakeport, CA	\$8,152.55
2	Emergency Vehicle Outfitters, Elk Grove, CA	\$9,011.12
3	Sutter Buttes Communications, Yuba City, CA	\$9,232.78

Precision Wireless Service was the low bidder at \$8,120.00 to assemble all three Patrol vehicles, with an additional \$32.55 for delivery and tax, for a total of \$8,152.55 for three vehicles, delivered.

FINANCIAL IMPACT:

The installation of emergency vehicle equipment into three vehicles will cost a total of \$8,152.55, which would be included in the purchase of the vehicles on a five (5) year lease. The lease payment will be funded by Measure C funds, and has already been included in the 2017/18 budget.

BID SUMMARY GENERAL

PROJECT NAME: Police Vehicle Emergency Equipment and Mobile Data Computer

OPENING DATE: August 30, 2017 @ 1:00 PM

LOCATION: Clerks Office

CONTRACTOR Name of Bidder	BASE BID	Alternate 1 (If Applicable)	Alternate 2 (If Applicable)
Sutter Buttes communications INC	\$ 9232.78		
Precision Wireless Service	\$ 8152.55		
EVO	\$ 9011.12		

Present at Opening: Lt. Borgman
Dina Volenski



**TOWN OF PARADISE
Council Agenda Summary
Date: September 12, 2017**

Agenda No. 2(j)

ORIGINATED BY: Gabriela Tazzari-Dineen, Police Chief
David Hawks, Fire Chief

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Donations to the Paradise Fire & Police Departments

COUNCIL ACTION REQUESTED: Accept the donation of four (4) “Air for Paws” animal resuscitators and two (2) Trauma Kits from Scott Lotter, Mayor of the Town of Paradise, to the Town of Paradise Fire Department in the amount of \$350, and the Paradise Police Department in the amount of \$1,000.

Background: In August 2017, Mayor Lotter asked, the Fire Department if the fire engines in the Town of Paradise carried the “Air for Paws” animal resuscitators. The Town of Paradise and CAL FIRE Paradise engines did not have the “Air for Paws” resuscitators and therefore Mayor Lotter offered to buy one for each of the primary engines operating in Town. The donation to the Paradise Fire Department totals \$350.00.

On or about the same time, Mayor Lotter asked whether the Paradise Police Department had trauma kits for the Department’s K9s, Cash and Taz. The Department did not have trauma kits and Mayor Lotter offered to buy one kit for each K9. The kits contain an Ambu-bag, and a Narcan and IV kit. The donation to the Paradise Police Department totals \$1,000.

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

As such, the Council is requested to accept the \$350.00 donation to the Paradise Fire Department in the form of four (4) Air for Paws animal resuscitators to be carried on Paradise Engines 81 & 82 and CAL FIRE Paradise Station 35 Engines 2167 & 2186, and the \$1,000 donation to the Paradise Police Department in the form of two (2) Trauma Kits to be carried in the K9 Vehicles.

Fiscal Impact Analysis: The donation provides new equipment valued at \$1,350.00 to the Fire Department and Police Department without impacting the General Fund.



**TOWN OF PARADISE
Council Agenda Summary
Date: September 12, 2017**

Agenda No. 2(k)

ORIGINATED BY: Dina Volenski, Town Clerk
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Donation to the Animals at the Animal Shelter

COUNCIL ACTION REQUESTED: Accept the donation of \$200.00 from Cathy Hales to be used for the animals at the Animal Shelter.

Background: Cathy Hales presented a check to the Finance Department on August 24, 2017 to be used specifically for the animals at the Animal Shelter.

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

As such, the Council is requested to accept the \$200.00 donation to the Animal Shelter fund 7811.30.4540.3650.100

Fiscal Impact Analysis: The donation provides an addition \$200 to the Donations/Fundraising account for the Animal Shelter.



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 5(a)

Originated by: Colette Curtis, Administrative Analyst II

Reviewed by: Lauren Gill, Town Manager

Subject: Public Hearing – 2016-2017 Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Program

Council Action Requested:

- 1) Conduct a public hearing to receive comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program
2. Authorize the Town Manager to submit the CAPER to the Department of Housing and Urban Development

Background:

At the conclusion of each program year, the regulations that govern the Community Development Block Grant (CDBG) Program require the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER outlines CDBG program accomplishments and expenditures, as well as provides an evaluation of the town's progress toward meeting its community development goals and objectives.

A copy of the *draft* CAPER is attached for your review and approval. Any comments received during the hearing will be incorporated into the final document prior to its submittal to HUD regional office.

Fiscal Impact Analysis:

The completion of the report does not require an additional expenditure. Staff time is covered by Community Development Block Grant Program funds. General Fund expenditure is not required. However, failure to complete the report could jeopardize future CDBG funding.

Consolidated Annual Performance Evaluation Report (CAPER)

Program Year 2016-17



CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

During the 2016-17 program year, the Town of Paradise assisted an unexpectedly high number of residents with housing assistance. With a smaller staff this year, Paradise was still able to provide assistance to 24 households. The Town was also able to assist more than 700 low income individuals with short term subsistence payments through a local subrecipient. Twenty at risk youth were given on the job training through a subrecipient and as a result, several received job offers at the end of their training period. All of these accomplishments help the residents of Paradise become more resilient and able to weather the economic uncertainty they currently face.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Code Enforcement	Code Enforcement	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	20	0	0.00%	20	0	0.00%
Housing Assistance	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	8	20	250.00%	10	20	200.00%
Housing Assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	4	26.67%	10	4	40.00%

Housing Assistance	Affordable Housing	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	5	1	20.00%			
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	728	364.00%	500	728	145.60%
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homelessness Prevention	Persons Assisted	50	39	78.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Town of Paradise used CDBG funding in the 2016-17 Program year to address the highest priority needs, which also are the priorities of the 2016-17 Annual Plan - 1. Housing Assistance, 2. Public Services. Funding was allocated to Housing to meet the overwhelming need of residents for assistance in buying and staying in their home affordably. Public Services in the form of several non-profit subrecipients received the remainder of funding to the 15% cap. These subrecipients all met needs in the community such as avoiding homelessness, providing resources for abused women and children, and providing activities for at risk youth.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	570
Black or African American	5
Asian	3
American Indian or American Native	28
Native Hawaiian or Other Pacific Islander	2
Total	608
Hispanic	36
Not Hispanic	572

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The racial and ethnic breakdown of families assisted mirrors the demographics of Paradise as a whole.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	267,295	185,869
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other	0	

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Paradise	100		

Table 4 – Identify the geographic distribution and location of investments

Narrative

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While there are no true "matching funds" required for the Town's CDBG programs, the housing programs do require residents to be part of the process, attend classes, and prove they have some equity in most cases before loans are approved.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	4	0
Number of Non-Homeless households to be provided affordable housing units	20	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	24	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	0
Number of households supported through Acquisition of Existing Units	0	0
Total	10	0

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Town has been successful in meeting the specific need of providing affordable housing assistance during the reporting period. The Town assisted residents through the First Time Home Buyer Assistance Program and the Owner Occupied Housing Rehabilitation Program and the Tenant Based Rental Assistance Program.

- The number of extremely low income renter households? 0
- The number of extremely low income owner households? 4
- The number of low-income renter households? 1
- The number of low-income owner households? 20
- The number of moderate income renter households? 0
- The number of moderate income owner households? 0
- The number of middle income persons served? 0
- The number of homeless persons served? 5

This was the first year of the Tenant Based Rental Assistance Program, and as a result, only one household was assisted. We expect that as the word gets out to assist more households in the next program year.

The Town has been successful in meeting the specific need of providing affordable housing assistance during the reporting period. The Town assisted residents through the First Time Home Buyer Assistance Program and the Owner Occupied Housing Rehabilitation Program.

Discuss how these outcomes will impact future annual action plans.

As the Town sees the interest in the TBRA program grow, we will allocate resources accordingly.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4	0
Low-income	21	0
Moderate-income	0	0
Total	25	0

Table 7 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Town's progress on addressing homelessness is an ongoing and it seems growing issue. Many homeless, including unsheltered persons, find assistance through the Town's subrecipients, especially the Family Resource Center (Youth for Change) and the Salvation Army. As the need has grown, the Town has been able to increase funding to these two vital programs to expand their services.

Addressing the emergency shelter and transitional housing needs of homeless persons

This year, the Town of Paradise addressed emergency shelter needs through the subrecipients Salvation Army and Sojourner's House on the Ridge (SHOR). The Salvation Army applied for and received CDBG funding to provide emergency overnight shelter on a temporary basis (2-3 nights) to help avoid homelessness. SHOR provided financial counseling services to homeless residents at their day center.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Town of Paradise provides CDBG grant funding to subrecipients who directly assist low income individuals and families from becoming homeless. The subrecipient Paradise Ridge Family Resource Center assisted over 700 individuals and families with young children this year in a variety of ways to help them from becoming homeless such as short term assistance with electric bills, transportation to jobs and job interviews and childcare.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Town of Paradise provides CDBG grant funding to subrecipients who assist homeless persons. The

Salvation Army and the Paradise Ridge Family Resource Center both provide assistance such as emergency overnight lodging, computer access, employment assistance, budgeting assistance and transportation to homeless persons.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Town of Paradise continues to support Paradise Community Village to address the needs of public housing.

The Town of Paradise provided \$350,000 of CDBG funds for the construction of a wastewater system serving Paradise Community Village, a 35-unit rental housing development, which is occupied by low and very low income residents. This project was completed in FY12-13 and rented in FY13-14. Decent, safe and affordable housing is difficult to provide in Paradise because of the high cost of wastewater disposal. The Town has no wastewater treatment facility and every lot must be able to support an onsite septic treatment and disposal system. This drives up the cost of affordable housing considerably. The units at Paradise Community Village are managed by an onsite resident manager and there are services and programs available for residents. The Town partnered with the Community Housing Improvement program (CHIP) who has a reputation and long-standing record for building and maintaining quality affordable housing units. The facility is now open and fully rented up as of October 2013. The Town continues to work with CHIP on development plans for the land surrounding Paradise Community Village. The Town also continues to monitor Paradise Community Village annually to ensure compliance with CDBG guidelines.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Town of Paradise encourages public housing residents to participate in homeownership by notifying them of the Town's First Time Home Buyer program. It is the Town's hope that public housing residents will utilize the Town's program to buy their first home.

Actions taken to provide assistance to troubled PHAs

The Town works with subrecipients each year to assist underserved needs within the community.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The biggest barrier to affordable housing is the lack of a sewer in the Town of Paradise. There are many areas in Paradise that would be suitable for multi-family residences, however are unable to develop as such due to septic constraints. This has limited the development of low income housing for decades.

Currently, the Town of Paradise is completing a feasibility study and implementation plan for a sewer for the more densely populated areas, including many of the properties that would be suitable for multi-family developments. At the conclusion of the study in July 2017, Town Council decided to move forward on both a regional pipeline to the Chico Water Pollution Control Plant and a Local Plant with Beneficial Reuse and to move forward to environmental, design and ultimately construction. Since the cost was found to be too high, Council also decided to actively pursue additional funding for the project. Once constructed, a sewer will allow for the development of low income housing within the service area.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The Town works with subrecipients each year to assist underserved needs within the community.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Town of Paradise Owner Occupied Rehabilitation Program requires any housing constructed prior to 1979 to undergo lead paint testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The Town of Paradise works with subrecipients to reduce the number of poverty-level families. The Paradise Ridge Family Resource Center works with low income individuals and families who seek assistance to go receive budget counseling and employment assistance to allow them to improve their economic situation on their own.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Town Institutional Structure is as follows:

A five member Town Council holds public hearings on Consolidated Plan, Annual Plans and CAPER reports and approves funding for Public Service Agencies

The Town of Paradise, Business and Housing Services staff provides the main administrative and project management duties over the CDBG program. The BHS Staff is under the management of the Town Manager. Staff prepares the Consolidated Plan, Annual Plans and Consolidated Annual Performance Evaluation Reports (CAPER) for each CDBG program year. The oversight of the CDBG program is provided by the Town Manager. All reports and plans are reviewed by Council before submitted to HUD.

The Town works closely with non-profit organizations in the area that provide specific programs to the citizens of Paradise. These organizations provide services to very low-, low- and moderate-income residents, including the frail and elderly, mentally disabled, physically disabled, homeless, and at-risk youth. These organizations submit funding requests to the Town to qualify for money that comes out of the Community Needs Category. As required by HUD, 15% of annual funding is set-aside for these organizations.

The Town is also focused on collaboration between government agencies; community needs organizations, and local businesses. Community stakeholder meetings give Butte County service organizations an opportunity to submit input regarding the populations these organizations serve, their current and future needs, challenges and successes. The following are some of the organizations we are involved with: Family Resource Center, Youth for Change, Project Vision, Loaves and Fishes Food Ministry, STRIVE, Peg Taylor Center for Adult Day Health Care, Legal Services of Northern California, Community Housing Improvement Program and Community Housing Credit Counseling Center, Boys and Girls Club of the North Valley, Passages, CCSP Torres Community Shelter, Paradise Center for Tolerance and Nonviolence, Salvation Army-Paradise Center, Paradise Meals on Wheels, and the Work Training Center.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Town of Paradise continues to work with CHIP on Paradise Community Village and on plans for future phases of the project .

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Town follows the procedures adopted in the Code of Federal Regulations, created by the Office of the Assistant Secretary of Community Planning and Development that pertain to Community Development programs are contained within Part 570 for CDBG entitlement communities. Once applications for grant funding are received and reviewed by staff, they go through a competitive review process and recommendations are decided by a funding committee and forwarded to the Town Council for final approval. After funding decisions are made, organizations are required to sign a contract with the Town outlining the rules and regulations of public service funds. They are required to submit the required documents and reference material related to grant funding. These organizations are required to report quarterly to the town and also provide an end of year report which is reviewed and input into IDIS for yearly accomplishments at the close of the program year. Organizations are audited and staff performs site visits on a yearly basis. If organizations are not submitting reports on-time or are unable to follow through with program requirements, staff will monitor the organizations to make sure that HUD regulations are being met, or funding is relinquished. At the end of each funding year, staff reviews the accomplishments of community service agencies to determine their ability to serve the residents of Paradise and meet the program requirements.

The Town also follows all applicable program requirements, regarding housing projects and lead-based paint standards. Housing applicants are reviewed thoroughly by staff to ensure they have met all eligibility requirements. This may include verification of employment, assets, banking, credit reports and income tax information. Site inspections are utilized to ensure that the housing; whether a purchase or rehabilitation complies with safety and health requirements of the programs. Recipients are verified annually through utility billing verification to ensure owner occupancy of the property.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Citizen participation is an integral component to the CDBG program for the Town of Paradise. Two public hearings are held for public comment and questions on the draft report. A public notice is published in the local newspaper, the Paradise Post, 15 days prior to the public hearings. The draft document is available on the Town website, at Town Hall, Family Resource Center, Butte County Library (Paradise Branch), and the Paradise Senior Center. These locations are known to be accessible to persons with disabilities, persons of low/moderate income, as well as to citizens at large who may be interested in participating through public commentary.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

NA

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

NA

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 5(b)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: Master Fee Schedule Revision

Council Action Requested:

Approve a resolution of the Town Council of the Town of Paradise, California, establishing a revised Master Fee Schedule for Town Services (repealing the fee schedule previously adopted by resolution 17-27).

Background:

The Town of Paradise has an established policy [Paradise Municipal Code Chapter 3.30] to recover the costs reasonably associated with providing a special service of a limited nature, so that general tax revenues are not diverted from the General Services provided by the Town of Paradise. The Town recently completed a comprehensive review of the costs associated with providing the Town's "**special services**". Those changes were approved by Town Council on June 27, 2017, and went into effect on August 27, 2017.

The purpose of this revision is to reconsider the implementation of the credit card convenience fee, to reclassify five commercial fees to the valuation table, and to add back an onsite review fee that was inadvertently left off the last schedule.

Discussion:

In all of its decisions, staff, management, and Town Council carefully weigh current and future implications of each action. As part of implementing the credit card convenience fee recently approved, it became clear that the convenience fee would likely hamper future use and development of additional on-line services. Particularly, Building Safety and Wastewater Services (which provides most of the services in the master fee schedule) has a goal of implementing frequent and straightforward permits like solar installations on-line. Further, they are on the verge on implementing escrow clearance to records on-line. The clearance to records will be processed through electronic checks that have very similar costs to the Town as credit card transactions. Therefore, implementing the credit card convenience fee may deter customers from using on-line services because of the higher fees, and would not recoup the costs of electronic check processing.

Staff's recommendation is to increase the technical equipment replacement surcharge

fee (tech fee) by 0.50% in lieu of the 2.50% credit card convenience fee. As is, the tech fee is currently falling short of recouping the costs of maintaining the two software systems used exclusively to provide special services, so the increase is justifiable. The Town paid \$68,595 in software maintenance fees last fiscal year to maintain Accela (used by Building Safety and Wastewater, Engineering, and Planning) and Chameleon (used by Animal Control Services). In addition to the software costs, the tech fee should be covering the costs of hardware maintenance and computer replacements.

In addition, it is recommended that five commercial valuation type costs be reclassified to the valuation table. As the associated fees are determined by a valuation per square footage, the valuation table of the fee schedule is a more appropriate placement.

Also, the review for land division fee was mistakenly left out of the Onsite Sanitation Section 8, so has added back to the fee schedule.

Finally, Council may notice that some descriptions and formatting of the fee schedule has been slightly altered to allow for easier referencing between the fee schedule and the systems into which they are implemented.

Attached for Town Council's consideration is a revised Master Fee Schedule showing the revised fees with the 0.50% increase tech fee as compared to the current fee schedule implemented August 27, 2017. For most fees, the difference is negligible.

Fiscal Impact Analysis:

Approval of the increased tech fee and revised master fee schedule will have insignificant fiscal impact. The Town will receive increased revenue to cover more software and hardware costs, but will not cover credit card transaction fee costs. In the end, it is expected to be close to a wash. In the short term, it may recoup a little less, but ultimately, it encourages continued customer focused convenience improvements that fuel economic development.



Town of Paradise

Fiscal Year 2017/18 Master Fee Schedule

TOWN OF PARADISE
5555 Skyway
Paradise, CA 95969
(530) 872-6291

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Section 1: Surcharges

Proposed Effective November 11, 2017

Description of Services	Current Surcharge Amount	Proposed Surcharge Amount
Technology Equipment Replace/Update Program [\$750.00 maximum fee]	12.0%	12.5%
General Plan Update Fee [N/A to Technology Fee Surcharge]	12.0%	12.0%
Credit Card Usage Convenience Fee	2.5%	0%

Section 2: Animal Control Services

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Adopt Small Animal (rabbits etc.)	\$22.61	\$22.71
Adoption of Cat	\$22.61 + cost of feline leukemia test	\$22.71 + cost of feline leukemia test
Adoption of Dog [plus \$50.00 deposit for unaltered dog according to Food and Agriculture Code Section 30503(a)(1)]	\$22.61 + cost of heartworm test	\$22.71 + cost of heartworm test
Adoption of Exotic Animal	\$11.30	\$11.35
Adoption of Large Livestock (cattle, horses, etc.)	Sealed Bid	Sealed Bid
Adoption of Small Livestock (sheep, goats, pigs, etc.)	\$30.47	\$30.61
Notes: 1. State mandated spay/neuter refundable deposit for dogs or cats (as established by the state). 2. Fee waived to non-profit groups per State law – includes chip		
After Hours Impound Surcharge Per Hour	\$100.92	\$101.37
Animal Licensing Late Fee * Late fee waived for first time licensing	\$15.00	\$15.00
Board Cattle/Horse Per Day Plus Trailer Usage	\$33.91	\$34.07
Board Dog/Cat Per Day	\$22.61	\$22.71
Board Sheep/Goats Other Livestock & Animals Per Day Plus Trailer Usage	\$33.91	\$34.07
Dangerous Animal Permit (Annual)	\$122.51	\$123.05
Deer Validation	\$12.89	\$12.95

Animal Control Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Disposal Dogs 50 lbs. and under	\$45.70	\$45.91
Disposal Dogs over 50 lbs.	\$60.94	\$61.21
Disposal of Cats	\$10.36	\$10.41
Dog License 1 Yr. Altered	\$15.00	\$15.00
Dog License 1 Yr. Unaltered	\$30.00	\$30.00
Dog License 2 Yr. Altered	\$23.00	\$23.00
Dog License 2 Yr. Unaltered	\$45.00	\$45.00
Dog License 3 Yr. Altered	\$30.00	\$30.00
Dog License 3 Yr. Unaltered	\$60.00	\$60.00
Dog License Notes: 1 No fee shall be charged for any dog licenses related item above in the case of a dog trained to assist a sight impaired/hearing impaired owner, a qualified service dog and an actively working police dog 2. Dogs less than 1 year old are licensed at the altered rate		
Dog License Replacement Tag	\$12.89	\$12.95
Dog License Transfer	\$12.89	\$12.95
Impound Animals Altered 1st Offense plus boarding (Plus Administrative Citation)	\$61.25	\$61.53
Impound Animals Altered 2nd Offense plus boarding (Plus Administrative Citation)	\$61.25	\$61.53
Impound Animals Altered 3rd Offense plus boarding (Plus Administrative Citation)	\$61.25	\$61.53
Impound Animals Unaltered 1st Offense plus boarding (Plus Administrative Citation)	\$39.87 plus \$35 per F & A Code 31751.7 & 30804.7	\$40.05 plus \$35 per F & A Code 31751.7 & 30804.7

Animal Control Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Impound Animals Unaltered 2nd Offense plus boarding (Plus Administrative Citation)	\$39.87 plus \$50 per F & A Code 31751.7 & 30804.7	\$40.05 plus \$50 per F & A Code 31751.7 & 30804.7
Impound Animals Unaltered 3rd Offense plus boarding (Plus Administrative Citation)	\$39.87 plus \$100 per F & A Code 31751.7 & 30804.7	\$40.05 plus \$100 per F & A Code 31751.7 & 30804.7
Euthanize Cats **	\$40.84	\$41.02
Euthanize Dogs 50 lbs. and Under **	\$61.25	\$61.53
Euthanize Dogs 51-80 lbs. **	\$81.67	\$82.04
Euthanize Dogs Over 80lbs **	\$85.75	\$86.14
Euthanize Kittens less than 8 wks. **	\$40.84	\$41.02
Euthanize Puppies less than 3 mos. **	\$40.84	\$41.02
**Euthanize Plus 3 days boarding fees if required		
Impound Exotic Animals 1st Offense plus boarding	\$102.09	\$102.54
Impound Exotic Animals 2nd Offense plus boarding (Plus Administrative Citation)	\$102.09	\$102.54
Impound Exotic Animals 3rd Offense plus boarding (Plus Administrative Citation)	\$102.09	\$102.54
Impound Livestock Large Animals 1st Offense plus boarding	\$122.51	\$123.05
Impound Livestock Large Animals 2nd Offense plus boarding (Plus Administrative Citation)	\$122.51	\$123.05
Impound Livestock Large Animals 3rd Offense plus boarding (Plus Administrative Citation)	\$122.51	\$123.05

Animal Control Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Impound Livestock Small Animals 1st Offense plus boarding	\$122.51	\$123.05
Impound Livestock Small Animals 2nd Offense plus boarding (Plus Administrative Citation)	\$122.51	\$123.05
Impound Livestock Small Animals 3rd Offense plus boarding (Plus Administrative Citation)	\$122.51	\$123.05
Impound Poultry (each foul)	\$20.42	\$20.51
Incident Copy	6.31	6.33
Kennel & Pet Shop License	\$102.09	\$102.54
Kennel & Pet Shop License Late Penalty	\$20.42	\$20.51
Quarantine Fees	\$30.47	\$30.61
Surrender Cat	\$22.61	\$22.71
Surrender Dog	\$22.61	\$22.71
Surrender Dog 3 mos. and Under	\$22.61	\$22.71
Surrender Kitten Under 8 wks.	\$22.61	\$22.71
Surrender Small Animal	\$22.61	\$22.71
Trailer Use Hourly, Per Officer	\$60.94	\$61.21
Wild Animal Permit Fee (Annual)	\$81.67	\$82.04
Wild Animal Permit Late Fee	\$20.42	\$20.51

Section 3: Administration Services

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Administrative Citation Hearing - Actual Staff Hourly Rate	Actual Hourly	Actual Hourly
Business Regulation		
* Annual Fee - prorated by month starting February		
* Fingerprinting Processing also applies if indicated with FP		
BR Bingo Games (initial)	\$114.12	\$114.63
BR Bingo Games (renewal)	\$46.49	\$46.70
Bingo Fee [PC 326.5 (L) (2)]	1% over \$5,000 gross receipts	1% over \$5,000 gross receipts
BR Card Room (FP)	\$433.05	\$434.79
BR Card Room Employee Work Permit (initial) (FP)	\$201.90	\$202.71
BR Card Room Employee Work Permit (renewal) (FP)	\$100.95	\$101.36
BR Fairs, Carnivals, Circuses and Parades	\$189.75	\$190.60
BR Fortunetelling (initial) (FP)	\$210.12	\$210.97
BR Fortunetelling (renewal) (FP)	\$84.78	\$85.12
BR Hawkers, Peddlers and Street Vendors (initial)	\$136.67	\$137.28
BR Hawkers, Peddlers and Street Vendors (renewal)	\$76.57	\$76.92

Administrative Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
BR Junk, Pawn and Second Hand Dealers (initial) (FP)	\$169.87 + \$1,000 Surety Bond or Deposit	\$170.55 + \$1,000 Surety Bond or Deposit
BR Junk, Pawn and Second Hand Dealers (renewal)	\$85.57 + \$1,000 Surety Bond or Deposit	\$85.92 + \$1,000 Surety Bond or Deposit
BR Masseur/Masseuse (Initial) (FP)	\$219.58	\$220.46
BR Masseur/Masseuse (renewal) (FP)	\$109.79	\$110.23
BR Outdoor Festivals	\$192.08	\$192.94
BR Solicitors (initial) (FP)	\$153.43	\$154.11
BR Solicitors (renewal) (FP)	\$77.29	\$77.64
BR Tattoo Artist & Establishments (initial) (FP)	\$230.72	\$231.75
BR Tattoo Artist & Establishments (renewal) (FP)	\$77.29	\$77.64
BR Taxi & Rental Cars (initial) (FP)	\$169.87	\$170.55
BR Taxi & Rental Cars (renewal) (FP)	\$85.57	\$85.92
BR Theatres, Tent Show & Playhouses	\$151.32	\$151.93
Certified Copy of Town Documents Per Page or Document	\$4.78	\$4.80
Council Chamber Use After Hours - Hourly	\$119.43	\$119.96
Council Chamber Use During Business Hrs. - Hourly	\$45.29	\$45.50
Document Copying - Per Page	\$0.25	\$0.25

Administrative Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Electronic Audio Reproduction on CD	\$3.24 Plus cost of CD	\$3.24 Plus cost of CD
Notary Fees (Per Signature) Per Gov't Code 8211	\$15.00	\$15.00
Printed Material Production/Sale	Actual Cost Incurred	Actual Cost Incurred
Research on Request (Finance) Hourly	\$92.97	\$93.39
Research on Request (Finance) 1/4 Hour	\$23.24	\$23.34
Return Check Processing	\$27.39	\$27.39

Section 4: Community Development – Building

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Building Permit & Inspection (\$1 < Exhibit B Valuation < \$500)	\$59.93	\$60.17
Building Permit & Inspection (\$501 < Exhibit B Valuation < \$2,000)	\$59.93 for the first \$500 plus \$5.991 for each additional \$100 or fraction thereof, to and including \$2,000	\$60.17 for the first \$500 plus \$6.016 for each additional \$100 or fraction thereof, to and including \$2,000
Building Permit & Inspection (\$2,001 < Exhibit B Valuation < \$25,000)	\$149.80 for the first \$2,000 plus \$22.146 for each additional \$1,000 or fraction thereof, to and including \$25,000	\$150.41 for the first \$2,000 plus \$22.235 for each additional \$1,000 or fraction thereof, to and including \$25,000
Building Permit & Inspection (\$25,001 < Exhibit B Valuation < \$50,000)	\$659.16 for the first \$25,000 plus \$16.778 for each additional \$1,000 or fraction thereof, to and including \$50,000	\$661.82 for the first \$25,000 plus \$16.846 for each additional \$1,000 or fraction thereof, to and including \$50,000
Building Permit & Inspection (\$50,001 < Exhibit B Valuation < \$100,000)	\$1,078.61 for the first \$50,000 plus	\$1,082.96 for the first \$50,000 plus

Community Development - Building

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
	\$11.9902 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$12.033 for each additional \$1,000 or fraction thereof, to and including \$100,000
Building Permit & Inspection (\$100,001 < Exhibit B Valuation < \$500,000)	\$1,678.12 for the first \$100,000 plus \$8.98775 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,684.61 for the first \$100,000 plus \$9.0247 for each additional \$1,000 or fraction thereof, to and including \$500,000
Building Permit & Inspection (\$500,001 < Exhibit B Valuation < \$1,000,000)	\$5,273.22 for the first \$500,000 plus \$8.62892 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$5,294.49 for the first \$500,000 plus \$8.6637 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
Building Permit & Inspection (\$1,000,001 < Exhibit B Valuation)	\$9,587.68 for the first \$1,000,000 plus \$10.041 for each additional \$1,000	\$9,626.34 for the first \$1,000,000 plus \$10.091 for each additional \$1,000
Building Plan Review - When a plan or plans are required by section 107 California Building Code and section R106 California Residential Code a plan review fee shall be paid at the time of submitting plans and specifications for review. Plan review fees shall be sixty-five percent (65%)	65%	65%

Community Development - Building

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
of the building permit fees. Additional plan review fees, based on the hourly rate, may be charged by the Building Official when necessary to cover costs of the department. Where plans are incomplete or changed so as to require additional plan review, an additional plan review fee may be charged by the Building Official, based on the hourly rate.		
Carport/Ramada, Pre-Engineered Metal 481 SF and above - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$359.54	\$360.99
Conditional/Temporary Certificate of Occupancy	\$126.69	\$127.20
Demolition Permit Fee	\$228.80	\$229.73
Develop Permit / Developer Impact Fee Request - Hourly	\$114.43	\$114.94
Electrical Inspections - Additional - Hourly	\$119.85	\$120.33
Electrical Permit Inspection	\$59.92	\$60.17
Electrical Permit Issuance	\$59.92	\$60.17
Electrical Private Swimming Pool	\$119.85	\$120.33
Electrical Temporary Power Service	\$59.92	\$60.17
Garage/Storage Group U, Pre-engineered Metal each additional 500SF over 1000SF	\$59.92	\$60.17
General, Additional Plan Review - For use when required by changes, additions or revisions to approved plans (one half hour minimum)	\$126.69	\$127.20
General Inspection Fee – For use where no fee is specifically indicated (minimum charge – one hour)	\$126.69	\$127.20
General Inspections outside of normal business hours (Min. 2 hrs)	\$126.69	\$127.20
General Re-inspection fees after second failed inspection	\$126.69	\$127.20

Community Development - Building

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Energy Plan Review - For plans which require energy design compliance per Title 24 California Code of Regulations. For use outside of consultants for plan checking and inspection or both. * OR: the total hourly cost to the jurisdiction, whichever is greatest. Cost includes supervision, overhead, equipment, hourly wages/fringe benefits of employees involved	\$63.35	\$63.61
General Building Permit Issuance	\$59.92	\$60.17
Factory-built and/or modular on permanent foundation and buildings moved to any parcel within the town limits: The building permit fees shall be based upon contract price to include permanent foundation system, cost of factory-built and/or modular home, and any upgrades.	Per Building Permit & Inspection Valuation Fee	Per Building Permit & Inspection Valuation Fee
Investigative Fee	Actual Cost	Actual Cost
Mechanical Inspections - Additional - Hourly	\$119.85	\$120.33
Mechanical Permit Inspection	\$59.92	\$60.17
Mechanical Permit Issuance	\$59.92	\$60.17
Mobile home installation fees shall be based on the home installed and the cost of the foundation system installed. Except the fee shall be one-half of the building permit fee for a site-built of the same value.	Per Building Permit & Inspection Valuation Fee	Per Building Permit & Inspection Valuation Fee
Open Wood Deck single story, less than 12 feet above grade, up to and including 300SF - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$190.04	\$190.81
Open Wood Deck single story, less than 12 feet above grade, over 300SF - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$316.73	\$318.01
Plumbing Inspections - Additional - Hourly	\$119.85	\$120.33
Plumbing Permit Inspection	\$59.92	\$60.17
Plumbing Permit Issuance	\$59.92	\$60.17
Residential Re-Roof all types up to and including 12 squares	\$119.85	\$120.33

Community Development - Building

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Residential Re-Roof all types 13 squares and over	\$149.81	\$150.41
Shed/Garage/Storage Group U, Pre-Engineered Metal 121SF up to and including 1,000SF - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$479.38	\$481.32
Shed/Storage Group U, Pre-Engineered & Pre-Fabricated Wooden Utility Structure 121SF up to and including 1,000SF - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$190.04	\$190.81
Shed/Storage Group U, Pre-Engineered & Pre-Fabricated Wooden Utility Structure each additional 500SF over 1000SF	\$63.35	\$63.61
Sign permits fee shall be based on the contract value of the sign (fee schedule min)	\$126.69	\$127.20
Solar Photovoltaic System Check/Permit Issuance (Commercial) Roof Mount up to and including 50 kW	\$506.76	\$508.81
Solar Photovoltaic System Check/Permit Issuance (Commercial) Roof Mount above 50 kW	\$760.14	\$763.21
Solar Photovoltaic System Check/Permit Issuance (Residential Only) Ground Mount - includes <u>Bldg. Permit, Plan Review & Onsite Building Clearance</u>	\$380.07	\$381.60
Solar Photovoltaic System Check/Permit Issuance (Residential Only) Roof Mount	\$253.38	\$254.40
Solar Water Heating Systems Plan Check/Permit (Residential Only)	\$126.69	\$127.20
Strong Motion Instrumentation Program (SMIP) fee as determined by the Department of Conservation will be added to all permits. "Building" for the purposes of determining SMIP fees, is any structure built for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind	Per State Department of Conservation	Per State Department of Conservation

Section 5: Community Development – Planning

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Administrative Permit Major	\$807.85	\$811.12
Administrative Permit Minor	\$350.72	\$352.14
Administrative Permit Modification Major	\$372.86	\$374.36
Administrative Permit Modification Minor	\$175.36	\$176.07
Administrative Variance Noise Ordinance	\$168.39	\$169.14
Administrative Zoning Interpretation	\$292.27	\$293.45
Annexation Application	\$2,734.27	\$2,745.30
Annexation Fee Developed Land (Commercial, Industrial and Multi-Family) [per square foot of developed area]	\$2.88	\$2.88
Annexation Fee Developed Land (Residential): [per dwelling plus \$13.00/acre]	\$1,218.00	\$1,218.00
Annexation Fee Vacant Land (Per Acre)	\$365.00	\$365.00
Annexation Fees assessed solely to those projects approved for annexation to the Town of Paradise		
Appeal Review - Advertised Approval/Denial Per Hour *	\$116.91	\$117.38
Appeal Review - Non-advertised Admin Approval/Denial Per Hour *	\$116.91	\$117.38
CEQA Analysis/Document [Projects w/o Land Use Entitlement] **	\$745.71	\$748.72
Code Compliance Enforcement Fee Per Hour **	\$112.74	\$113.20

Community Development - Planning

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Commission Zoning Interpretation	\$409.18	\$410.83
Day Care Permit Large Family or Home Occupation Permit	\$326.73	\$328.05
Design Review Application - Architecture	\$435.64	\$437.39
Design Review Application - Façade	\$272.27	\$273.38
Design Review Application - Sign	\$108.91	\$109.35
Development Agreement [plus \$16 fee per acre]	\$1,389.69	\$1,395.30
Development Agreement Modification	\$804.56	\$807.81
Development Agreement per acre fee	\$19.84	\$19.92
Development Impact Fee Adjustment/Waiver/in-Lieu Credit Application	\$211.19	\$212.13
EIR Requirement Appeal	\$1,118.57	\$1,123.08
EIR Study Review	\$745.71	\$748.72
General Plan Amendment & Rezoning	\$3,604.27	\$3,618.80
General Plan Amendment (Text Only)	\$1,739.99	\$1,747.01
General Plan Interpretation (Commission)	\$526.08	\$528.20
Landscape Plan	\$316.78	\$318.20
Landscape Plan Amendment	\$105.59	\$106.07
Major Map Modification Review	\$1,118.57	\$1,123.08
Major Variance Permit Class B	\$1,615.71	\$1,622.22

Community Development - Planning

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Mello-Roos District Creation Application Fee ***	\$1,056.42	\$1,060.69
Minor Map Modification Review	\$467.63	\$469.51
Minor Variance Permit Class A	\$1,285.98	\$1,291.16
Modification to Planned Development Major	\$621.43	\$623.93
Modification to Planned Development Minor	\$233.81	\$234.76
New Business Checklist Review	\$116.91	\$117.38
Notice of Determination Filing [plus Dept. of Fish & Game Fee]	\$98.37	\$98.81
Parcel Map	\$2,571.96	\$2,582.33
Parking Mixed Use Facility Adjustment	\$175.36	\$176.07
Parking Remote (Offsite) Review	\$175.36	\$176.07
Permit to Mine/Reclamation Plan	\$818.35	\$821.65
Preliminary Development Review Major w/Meeting	\$1,110.62	\$1,115.10
Preliminary Development Review Minor w/o Meeting	\$642.99	\$645.58
Project Mitigation Monitoring - Per Hour *****	\$105.59	\$106.07
Research on Request - Hourly (1 hour minimum)	\$105.59	\$106.07
Rezoning Application	\$2,485.70	\$2,495.73
Road Name Review	\$245.92	\$247.03
Site Plan Review Class A	\$818.35	\$821.65

Community Development - Planning

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Site Plan Review Class B	\$1,242.85	\$1,247.86
Site Plan Review Class C	\$1,926.42	\$1,934.19
Site Plan/Use Permit Modification Class A	\$467.63	\$469.51
Site Plan/Use Permit Modification Class B	\$807.85	\$811.12
Site Plan/Use Permit Modification Class C	\$1,056.42	\$1,060.69
Street Address Change Review	\$108.91	\$109.35
Street Name Change Review Private	\$621.43	\$623.93
Street Name Change Review Public	\$1,242.85	\$1,247.86
Temporary Use Permit (40% Fee Reduction for Non-Profit)	\$174.27	\$174.97
Tentative Map 20 Lots or More (Plus \$25 Per Lot)	\$3,417.84	\$3,431.63
Tentative Map 5 to 19 Lots	\$3,169.27	\$3,182.06
Time Extension Review	\$497.14	\$499.15
Tree Felling Permit - Base	\$34.85	\$35.00
Tree Felling Permit - Fee Per Tree	\$23.61	\$23.72
Tree Felling Permit Hearing - Major (31 or more trees)	\$336.77	\$338.28
Tree Felling Permit Hearing - Minor (5 to 30 trees)	\$224.52	\$225.52
Tree Permit Modification (Administrative Action)	\$58.45	\$58.69
Tree Preservation/Protection Plan Review	\$105.59	\$106.07

Community Development - Planning

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Use Permit Class A	\$876.80	\$880.34
Use Permit Class B	\$1,553.57	\$1,559.84
Use Permit Class C	\$2,485.70	\$2,495.73

* Final billing will include staff time plus actual costs for publication, postage, supplies, copies, etc.

** Final billing will include actual staff and legal counsel time.

***Plus contract cost of Mello Roos consultant.

****Fee may be the actual contract cost for a third party consultant. Typical hours and hourly rate may vary considerably

Section 6: Fire Department

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Burn Permit - Residential	\$25.00	\$25.00
Campfire/Special Activity Permit	\$34.23	\$34.39
Fuel Reduction Permit	\$54.66	\$54.91
Land Clearing Permits	\$85.58	\$85.96
Report	See CAL FIRE Fee Schedule	See CAL FIRE Fee Schedule
Respond - Care Facility Assistance - Hourly	\$272.70	\$273.92
Respond - DUI Accident - Hourly (1/2 hour minimum)	\$136.35	\$136.96
Respond - False Alarm - After Three Responses Per Year	\$136.35	\$136.96
Respond - Negligent Alarm (1/2 hour minimum)	Actual Cost	Actual Cost
Respond - Public Service Request, more than three per year	\$136.35	\$136.96
Respond - Fire Stand By - Hourly (after 1st hour)	\$272.70	\$273.92
Respond - Equipment and Apparatus Damage	Actual Cost	Actual Cost
Respond - Hazard Abatement (1/2 hour minimum)	\$73.75	\$74.08
Respond - Hazard Material – Hourly	\$272.70 + Cost of Materials	\$273.92 + Cost of Materials
Respond - Negligent/Reckless Caused Fire Cost Recovery	Actual Cost	Actual Cost

Fire Department

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Respond - Out-of-Hours Burn - Hourly (1/2 hour minimum)	\$272.70	\$273.92

Section 7: Community Safety Services

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
After Hour Inspection	50% + Original Fee	50% + Original Fee
Annual Fire Inspections - Existing Occupancies - 0-1000 Square Ft	\$42.80 + Permits, if any	\$43.49 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 1001-2000 Square Ft	\$51.96 + Permits, if any	\$52.19 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 2001-3000 Square Ft	\$69.28 + Permits, if any	\$69.59 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 3001-4000 Square Ft	\$77.94 + Permits, if any	\$78.29 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 4001-5000 Square Ft	\$86.60 + Permits, if any	\$86.99 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 5001-6000 Square Ft	\$103.91 + Permits, if any	\$104.38 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 6001-7000 Square Ft	\$112.58 + Permits, if any	\$113.09 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 7001-8000 Square Ft	\$138.56 + Permits, if any	\$139.17 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 8001-9000 Square Ft	\$147.21 + Permits, if any	\$147.87 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 9001-10,000 Square Ft	\$164.54 + Permits, if any	\$165.27 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 10,001-20,000 Square Ft	\$190.51 + Permits, if any	\$191.36 + Permits, if any

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Annual Fire Inspections - Existing Occupancies - 20,001-30,000 Square Ft	\$216.50 + Permits, if any	\$217.46 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 30,001-40,000 Square Ft	\$259.80 + Permits, if any	\$260.96 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 40,001-50,000 Square Ft	\$303.09 + Permits, if any	\$304.45 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 50,001-100,000 Square Ft	\$346.39 + Permits, if any	\$347.94 + Permits, if any
Annual Fire Inspections - Existing Occupancies - 100,001 and above Square Ft	\$432.99 + Permits, if any	\$434.93 + Permits, if any
Appeal of Fire Code Requirements - Fire Marshal - Hourly	\$105.76	\$105.76
Building Permit and Construction Review (BPCR)		
BPCR - New - Commercial, Industrial and Multi-Family		
BPCR - New - Commercial, Industrial and Multi-Family [0 through 10,000 Sq. Ft]	\$262.28	\$263.34
BPCR - New - Commercial, Industrial and Multi-Family [10,001 through 50,000 Sq. Ft]	\$393.43	\$395.01
BPCR - New - Commercial, Industrial and Multi-Family [50,001 through 100,000 Sq. Ft]	\$524.57	\$526.68
BPCR - New - Commercial, Industrial and Multi-Family [per 50,000 Sq. Ft above 100,000]	\$131.14	\$131.67
BPCR - Tenant Improvements/Infill Projects		
BPCR - Tenant Improvements/Infill Projects [0 through 10,000 Sq. Ft]	\$131.14	\$131.67
BPCR - Tenant Improvements/Infill Projects [10,001 through 50,000 Sq. Ft]	\$262.28	\$263.34
BPCR - Tenant Improvements/Infill Projects [50,001 through 100,000 Sq. Ft]	\$393.43	\$395.01

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
BPCR - Tenant Improvements/Infill Projects [per 50,000 Sq. Ft above 100,000]	\$131.14	\$131.67
BPCR - Fire Sprinkler System - NFPA 13 - Commercial Buildings		
BPCR - Fire Sprinkler System - NFPA 13 - Commercial Buildings [0 through 10,000 Sq. Ft]	\$236.90	\$237.96
BPCR - Fire Sprinkler System - NFPA 13 - Commercial Buildings [10,001 through 50,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Fire Sprinkler System - NFPA 13 - Commercial Buildings [50,001 through 100,000 Sq. Ft]	\$355.35	\$356.94
BPCR - Fire Sprinkler System - NFPA 13 - Commercial Buildings [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 13R and 13D - Single or Multi-family		
BPCR - Fire Sprinkler System - NFPA 13R and 13D - Single or Multi-family [0 through 10,000 Sq. Ft]	\$177.68	\$178.47
BPCR - Fire Sprinkler System - NFPA 13R and 13D - Single or Multi-family [10,001 through 50,000 Sq. Ft]	\$236.90	\$237.96
BPCR - Fire Sprinkler System - NFPA 13R and 13D - Single or Multi-family [50,001 through 100,000 Sq. Ft]	\$355.35	\$356.94
BPCR - Fire Sprinkler System - NFPA 13R and 13D - Single or Multi-family [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System Modifications - NFPA 13D & 13R		
BPCR - Fire Sprinkler System Modifications - NFPA 13D & 13R [Minor - Less than 15 Sprinkler Heads]	\$59.23	\$59.49
BPCR - Fire Sprinkler System Modifications - NFPA 13D & 13R [Major 16-30 Sprinkler Heads]	\$118.45	\$118.98
BPCR - Fire Sprinkler System Modifications - NFPA 13D & 13R [Above 30 Sprinkler Heads - Use BPCR - Fire Sprinkler System - NFPA 13R and 13D fees]		
BPCR - Fire Sprinkler System - NFPA 14 Standpipe		

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
BPCR - Fire Sprinkler System - NFPA 14 Standpipe [0 through 10,000 Sq. Ft]	\$236.90	\$237.96
BPCR - Fire Sprinkler System - NFPA 14 Standpipe [10,001 through 50,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Fire Sprinkler System - NFPA 14 Standpipe [50,001 through 100,000 Sq. Ft]	\$355.35	\$356.94
BPCR - Fire Sprinkler System - NFPA 14 Standpipe [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 20 Fire Pumps		
BPCR - Fire Sprinkler System - NFPA 20 Fire Pumps [0 through 10,000 Sq. Ft]	\$236.90	\$237.96
BPCR - Fire Sprinkler System - NFPA 20 Fire Pumps [10,001 through 50,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Fire Sprinkler System - NFPA 20 Fire Pumps [50,001 through 100,000 Sq. Ft]	\$355.35	\$356.94
BPCR - Fire Sprinkler System - NFPA 20 Fire Pumps [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 24/13 Underground Fire Service Mains		
BPCR - Fire Sprinkler System - NFPA 24/13 Underground Fire Service Mains [0 through 10,000 Sq. Ft]	\$177.68	\$178.47
BPCR - Fire Sprinkler System - NFPA 24/13 Underground Fire Service Mains [10,001 through 50,000 Sq. Ft]	\$236.90	\$237.96
BPCR - Fire Sprinkler System - NFPA 24/13 Underground Fire Service Mains [50,001 through 100,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Fire Sprinkler System - NFPA 24/13 Underground Fire Service Mains [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems		
BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems [0 through 10,000 Sq. Ft]	\$177.68	\$178.47
BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems [10,001 through 50,000 Sq. Ft]	\$236.90	\$237.96

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems [50,001 through 100,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 72 Tenant Improvement Fire Alarm		
BPCR - Fire Sprinkler System - NFPA 72 Tenant Improvement Fire Alarm [Minor - Less than 15 fire alarm appliances]	\$118.45	\$118.98
BPCR - Fire Sprinkler System - NFPA 72 Tenant Improvement Fire Alarm [Major - 16-30 fire alarm appliances]	\$177.68	\$178.47
BPCR - Fire Sprinkler System - NFPA 72 Tenant Improvement Fire Alarm [Above 30 appliances - Use BPCR - Fire Sprinkler System - NFPA 72 Fire Alarm Systems fees]		
BPCR - NFPA 96, 17 & 17A Fixed Fire Suppression Systems		
BPCR - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Fixed Fire Suppression System]	\$148.06	\$148.73
BPCR - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Class 1 Hood and Duct System]	\$148.06	\$148.73
BPCR - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Other Specialty Fixed Fire Suppression]	\$177.68	\$178.47
BPCR - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Tenant Improvement of Fixed Fire Suppression Systems]	\$118.45	\$118.98
BPCR - Smoke Removal Systems		-
BPCR - Smoke Removal Systems [0 through 10,000 Sq. Ft]	\$296.13	\$297.45
BPCR - Smoke Removal Systems [10,001 through 50,000 Sq. Ft]	\$355.35	\$356.94
BPCR - Smoke Removal Systems [50,001 through 100,000 Sq. Ft]	\$473.80	\$475.92
BPCR - Smoke Removal Systems [per 50,000 Sq. Ft above 100,000]	\$118.45	\$118.98

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
BPCR - Flammable and Combustible Liquids		-
BPCR - Flammable and Combustible Liquids [Underground Storage Tank Installation - Per Tank]	\$236.90	\$237.96
BPCR - Flammable and Combustible Liquids [Aboveground Storage Tank - Per Tank]	\$355.35	\$356.94
BPCR - Flammable and Combustible Liquids [Removal of Underground/Aboveground Tank - Per Tank]	\$118.45	\$118.98
BPCR - Flammable and Combustible Liquids [Pipeline or Appurtenances]	\$118.45	\$118.98
Building Permit Work without Permit (each time in year)	50% + Original Fee	50% + Original Fee
California Fire Code Permits		-
California Fire Code Permits - Aerosol Products	\$127.33	\$127.90
California Fire Code Permits - Battery Systems	\$127.33	\$127.90
California Fire Code Permits - Carnivals and Fairs	\$127.33	\$127.90
California Fire Code Permits - Cellulose Nitrate Film	\$127.33	\$127.90
California Fire Code Permits - Combustible Dust Producing Operations	\$191.00	\$191.86
California Fire Code Permits - Combustible Fibers	\$191.00	\$191.86
California Fire Code Permits - Compressed Gases	\$159.17	\$159.87
California Fire Code Permits - Cryogenic Fluids	\$159.17	\$159.87
California Fire Code Permits - Cutting and Welding	\$63.67	\$63.96
California Fire Code Permits - Dry Cleaning Plants	\$127.33	\$127.90
California Fire Code Permits - Exhibits and Trade Shows	\$127.33	\$127.90

Town of Paradise

Exhibit A

Fiscal Year 2017/18 Master Fee Schedule

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Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
California Fire Code Permits - Explosives	\$191.00	\$191.86
California Fire Code Permits - Fire Hydrants and Valves	\$31.83	\$31.97
California Fire Code Permits - Flammable and Combustibles Liquids	\$191.00	\$191.86
California Fire Code Permits - Floor Finishings	\$191.00	\$191.86
California Fire Code Permits - Fumigation and Thermal Insecticidal Fogging	\$63.67	\$63.96
California Fire Code Permits - Hazardous Materials - Bi-Annually	\$636.66	\$639.51
California Fire Code Permits - HPM Facilities - Bi-Annually	\$636.66	\$639.51
California Fire Code Permits - High Piled Combustible Storage - Bi-Annually	\$636.66	\$639.51
California Fire Code Permits - Hot Work Operations	\$31.83	\$31.97
California Fire Code Permits - Industrial Ovens	\$127.33	\$127.90
California Fire Code Permits - Lumber Yards and Wood Working Plants	\$191.00	\$191.86
California Fire Code Permits - Liquid or Gas Fueled Vehicles or Equipment in "A" Occ.	\$63.67	\$63.96
California Fire Code Permits - LP Gas	\$127.33	\$127.90
California Fire Code Permits - Magnesium	\$191.00	\$191.86
California Fire Code Permits - Miscellaneous Combustible Storage	\$127.33	\$127.90
California Fire Code Permits - Open Flame	\$31.83	\$31.97
California Fire Code Permits - Open Flames and Torches	\$31.83	\$31.97
California Fire Code Permits - Open Flames and Candles	\$31.83	\$31.97

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
California Fire Code Permits - Organic Coatings	\$191.00	\$191.86
California Fire Code Permits - Places of Assembly	\$191.00	\$191.86
California Fire Code Permits - Private Fire Hydrants	\$31.83	\$31.97
California Fire Code Permits - Pyrotechnic Special Effects	\$191.00	\$191.86
California Fire Code Permits - Pyroxylin Plastics	\$191.00	\$191.86
California Fire Code Permits - Refrigeration Equipment	\$127.33	\$127.90
California Fire Code Permits - Repair Garages and Motor Fueling Dispensing Facilities	\$191.00	\$191.86
California Fire Code Permits - Spraying and Dipping Operations	\$191.00	\$191.86
California Fire Code Permits - Storage of Tires and Tire By Product	\$254.67	\$255.80
California Fire Code Permits - Temporary Membrane Structures, Tents and Canopies	\$95.50	\$95.93
California Fire Code Permits - Tire Rebuilding Plants - Bi-Annually	\$636.66	\$639.51
California Fire Code Permits - Waste Handling	\$191.00	\$191.86
California Fire Code Permits - Wood Products	\$127.33	\$127.90
Consultant Fee	Actual Cost	Actual Cost
Expedite Plan Review: 50% + Original Fee	50% + Original Fee	50% + Original Fee
Fire Code Enforcement Inspection - Hourly	\$104.35	\$104.82
Fire Protection System Plan Resubmitted (second or subsequent time)	50% + Original Fee	50% + Original Fee
Fire Protection System Plan Re-inspection (second or subsequent time)	50% + Original Fee	50% + Original Fee

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Hydrant Flow Review - Basic [Measure distance to one or more hydrants, record flow for addition to structure or new structure on parcels 1/2 to 1 acre]	\$85.74	\$86.12
Hydrant Flow Review - Complex [Includes land use review or lot splits for multiple structures, measure distance to one or more hydrants, record flow, review map for access and turnaround requirements] - hourly	\$254.67	\$255.80
Hydrant Flow Review - Intermediate [Measure distance to one or more hydrants and record flow for parcels larger than 1 acre, review map for access and turnaround requirements]	\$254.67	\$255.80
Fire Inspection - Apartment Inspection - Annually		-
Fire Inspection - Apartment Inspection - Annually [0 -16 Units]	\$156.53	\$157.23
Fire Inspection - Apartment Inspection - Annually [17-30 Units]	\$208.70	\$209.63
Fire Inspection - Apartment Inspection - Annually [31-60 Units]	\$313.05	\$314.45
Fire Inspection - Apartment Inspection - Annually [61-100 Units]	\$417.40	\$419.27
Fire Inspection - Apartment Inspection - Annually [More than 100 Units - hourly]	\$104.35	\$104.82
Fire Inspection - Hotel and Motel Inspection - Annually		-
Fire Inspection - Hotel and Motel Inspection - Annually [0 -10 Units]	\$156.53	\$157.23
Fire Inspection - Hotel and Motel Inspection - Annually [11-20 Units]	\$208.70	\$209.63
Fire Inspection - Hotel and Motel Inspection - Annually [21-50 Units]	\$313.05	\$314.45
Fire Inspection - Hotel and Motel Inspection - Annually [More than 50 Units - hourly]	\$104.35	\$104.82
Fire Inspection - Vegetation Management Inspections		-
Fire Inspection - Vegetation Management Inspections [Initial Inspection and one Re-inspection]	no charge	-

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Fire Inspection - Vegetation Management Inspections [3rd & subsequent - plus administrative fines]	\$156.53	\$139.76
Inspection - Commercial, Industrial and Multi-Family		-
Inspection - Commercial, Industrial and Multi-Family [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - Commercial, Industrial and Multi-Family [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - Commercial, Industrial and Multi-Family [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - Commercial, Industrial and Multi-Family [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - Tenant Improvements/Infill Projects (BPR)		-
Inspection - Tenant Improvements/Infill Projects (BPR) [0 through 10,000 Sq. Ft]	\$104.35	\$104.82
Inspection - Tenant Improvements/Infill Projects (BPR) [10,001 through 50,000 Sq. Ft]	\$156.53	\$157.23
Inspection - Tenant Improvements/Infill Projects (BPR) [50,001 through 100,000 Sq. Ft]	\$208.70	\$209.63
Inspection - Tenant Improvements/Infill Projects (BPR) [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 13 Fire Sprinkler Systems (Commercial Buildings)		-
Inspection - NFPA 13 Fire Sprinkler Systems (Commercial Buildings) [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 13 Fire Sprinkler Systems (Commercial Buildings) [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - NFPA 13 Fire Sprinkler Systems (Commercial Buildings) [50,001 through 100,000 Sq. Ft]	\$365.23	\$366.86
Inspection - NFPA 13 Fire Sprinkler Systems (Commercial Buildings) [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 13R and 13D Fire Sprinkler Systems (Single or Multi-family)		-

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Inspection - NFPA 13R and 13D Fire Sprinkler Systems (Single or Multi-family) [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 13R and 13D Fire Sprinkler Systems (Single or Multi-family) [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - NFPA 13R and 13D Fire Sprinkler Systems (Single or Multi-family) [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - NFPA 13R and 13D Fire Sprinkler Systems (Single or Multi-family) [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 13 and 13R Fire System Modifications		-
Inspection - NFPA 13 and 13R Fire System Modifications [Minor - Less than 15 sprinkler heads]	\$104.35	\$104.82
Inspection - NFPA 13 and 13R Fire System Modifications [Major - 16-30 sprinkler heads]	\$156.53	\$157.23
Inspection - NFPA 13 and 13R Fire System Modifications [Above 30 head modification use Inspection - NFPA 13R and 13D Fire Sprinkler Systems fees]		1.00
Inspection - NFPA 14 Standpipe		-
Inspection - NFPA 14 Standpipe [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 14 Standpipe [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - NFPA 14 Standpipe [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - NFPA 14 Standpipe [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 20 Fire Pumps		-
Inspection - NFPA 20 Fire Pumps [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 20 Fire Pumps [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Inspection - NFPA 20 Fire Pumps [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - NFPA 20 Fire Pumps [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 24/13 Underground Fire Service Mains		-
Inspection - NFPA 24/13 Underground Fire Service Mains [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 24/13 Underground Fire Service Mains [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - NFPA 24/13 Underground Fire Service Mains [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - NFPA 24/13 Underground Fire Service Mains [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 72 Fire Alarm Systems		-
Inspection - NFPA 72 Fire Alarm Systems [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - NFPA 72 Fire Alarm Systems [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - NFPA 72 Fire Alarm Systems [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - NFPA 72 Fire Alarm Systems [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - NFPA 72 Tenant Improvement Fire Alarm		-
Inspection - NFPA 72 Tenant Improvement Fire Alarm [Minor - Less than 15 alarm appliances sprinkler heads]	\$104.35	\$104.82
Inspection - NFPA 72 Tenant Improvement Fire Alarm [Major - 16-30 fire alarm appliances]	\$156.53	\$157.23
Inspection - NFPA 72 Tenant Improvement Fire Alarm [Above 30 appliance modification use Inspection - NFPA 72 Fire Alarm Systems fees]		
Inspection - NFPA 96, 17 & 17A Fixed Fire Suppression Systems		-

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Inspection - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Fixed Fire Suppression System]	\$104.35	\$104.82
Inspection - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Class I Hood and Duct System]	\$104.35	\$104.82
Inspection - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Other Specialty Fixed Fire Suppression]	\$156.53	\$157.23
Inspection - NFPA 96, 17 & 17A Fixed Fire Suppression Systems [Tenant Improvement of Fixed Fire Suppression Systems]	\$104.35	\$104.82
Inspection - Smoke Removal Systems		
Inspection - Smoke Removal Systems [0 through 10,000 Sq. Ft]	\$208.70	\$209.63
Inspection - Smoke Removal Systems [10,001 through 50,000 Sq. Ft]	\$313.05	\$314.45
Inspection - Smoke Removal Systems [50,001 through 100,000 Sq. Ft]	\$417.40	\$419.27
Inspection - Smoke Removal Systems [per 50,000 Sq. Ft above 100,000]	\$104.35	\$104.82
Inspection - Flammable and Combustible Liquids		
Inspection - Flammable and Combustible Liquids [Underground storage tank installation - per tank]	\$104.35	\$104.82
Inspection - Flammable and Combustible Liquids [Aboveground storage tank - per tank]	\$104.35	\$104.82
Inspection - Flammable and Combustible Liquids [Removal of underground/aboveground tank - per tank]	\$156.53	\$157.23
Inspection - Flammable and Combustible Liquids [Pipeline or appurtenances - per tank]	\$156.53	\$157.23
Inspection - Contract State Fire Marshal	Actual Cost	Actual Cost
Insurance Inspection Fee - Less than 1/3 Acre	\$43.30	\$43.49
Insurance Inspection Fee - 1/3 - 1 Acre	\$69.28	\$69.59

Community Safety Services

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Insurance Inspection Fee - Over 1 Acre - Hourly	\$86.60	\$86.99
Plan Review/Variance - Fire Marshal - Hourly	\$118.45	\$118.98
Plan Review - Fuel Modification Reports	\$592.26	\$594.90
Plan Review - Site Plan Review	\$224.00	\$237.96
Pre-inspection - Capacity to serve 25 or fewer clients [Health and Safety Code Section 13235: Group R, Division 2]	\$69.28	\$69.59
Pre-inspection - Capacity to serve 26 or more clients [Health and Safety Code Section 13235: Group R, Division 2]	\$129.90	\$130.48
Pre-inspection - Residential Care Facilities for the elderly which services six (6) or fewer clients [Health and Safety Code Section 1569.84]	No charge	No charge
Technical Report Review - Fire Marshal - Hourly	\$78.00	\$105.76

Section 8: Onsite Sanitation

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Abandonment of Septic System	\$160.32	\$161.03
Advanced Treatment Systems above 1000 gpd - Recirc, BSF, ATU, etc. - Permit	\$709.97	\$712.84
Advanced Treatment Systems above 1000 gpd - Recirc, BSF, ATU, etc. - Review [Note: All review time in excess of ten (12) hours shall be billed at the standard hourly rate]	\$1,045.23	\$1,049.90
Advanced Treatment Systems up to & including 1000 gpd - Recirc, BSF, ATU, etc. - Permit	\$532.48	\$534.63
Advanced Treatment Systems up to & including 1000 gpd - Recirc, BSF, ATU, etc. - Review	\$827.47	\$831.17
Alteration to Maintain Existing Use/Alteration for Expanded Use	\$354.99	\$356.42
Alternative Systems - Perimeter & Curtain Drain Dewatering - Permit	\$532.48	\$534.63
Alternative Systems - Perimeter & Curtain Drain Dewatering - Review	\$958.13	\$962.40
Alternative Systems - Pressure Dose above 1000 gpd - Permit	\$709.97	\$712.84
Alternative Systems - Pressure Dose above 1000 gpd - Review	\$871.02	\$874.91
Alternative System Pressure Dose up to & including 1000 gpd - Permit	\$532.48	\$534.63
Alternative System Pressure Dose up to & including 1000 gpd - Review	\$500.84	\$503.08
Annual Evaluator License Fee	\$43.55	\$43.75
Annual Operating Permit	\$33.08	\$33.08
Building Permit Clearance - Major	\$88.75	\$89.10

Onsite Sanitation

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Building Permit Clearance - Minor	\$44.37	\$44.56
Compliance Enforcement	\$237.08	\$238.14
Escrow Clearance	\$103.75	\$104.22
Extension Request for Evaluation or Repair	\$37.06	\$37.23
Graywater Systems	\$120.24	\$120.78
Hourly Service Fees (Per Hour)	\$105.37	\$105.84
Innovative Treatment System Permit	\$1,166.59	\$1,171.30
Innovative Treatment System Review	\$2,333.18	\$2,342.59
Land Use Review Major	\$435.51	\$437.46
Land Use Review Major with Covenant or Easement (2 reviews allowed of Covenant or Easement, afterward review will be billed at hourly rate)	\$653.27	\$656.19
Land Use Review Minor	\$283.08	\$284.34
Monitoring Service - Advanced Treatment System over 1000 gpd	\$435.51	\$437.46
Monitoring Service - Advanced Treatment System up to & incl 1000 gpd	\$174.20	\$174.98
Permit Renewal (New Construction) - Alternative or Advanced Treatment System	\$304.86	\$306.23
Permit Renewal (New Construction) - Standard System	\$174.20	\$174.98
Repair - Advanced Treatment Systems Recirc, BSF, ATU, etc. above 1000 gpd - Permit	\$761.50	\$764.91
Repair - Advanced Treatment Systems Recirc, BSF, ATU, etc. above 1000 gpd - Review	\$827.47	\$831.17
Repair - Advanced Treatment Systems Recirc, BSF, ATU, etc. up to & including 1000 gpd - Permit	\$480.95	\$483.10

Town of Paradise

Exhibit A

Fiscal Year 2017/18 Master Fee Schedule

Onsite Sanitation

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Repair - Advanced Treatment Systems Recirc, BSF, ATU, etc. up to & including 1000 gpd - Review	\$783.92	\$787.42
Repair - Pressure Dose - Permit	\$240.48	\$241.55
Repair - Pressure Dose - Review	\$479.06	\$427.74
Repair - Standard Septic System	\$280.55	\$281.81
Repair Minor	\$80.16	\$80.52
Review for Land Division - up to 3 lots	\$605.88 + \$132.34/lot above 3	\$608.58 + \$132.34/lot above 3
Review Land Division - Final Map Check	\$87.10	\$87.49
Standard System New Installation	\$675.04	\$677.77
Standard System/Additional Re-inspection	\$87.10	\$87.49
Water Well Clearance	\$116.66	\$117.13

Section 9: Police Department Services

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Accident Investigation (Only those required by law)	\$184.21	\$185.04
Alarm Registration - Commercial (valid July 1 - June 30)	\$28.00	\$28.00
Alarm Renewal - Commercial (Renewal fee waived if no false alarm during registration year)	\$0 or \$28.00	\$0 or \$28.00
Alarm at Premise Without Permit - Commercial	\$45.92	\$45.92
Alarm Shut-Off Fee - Commercial	\$40.00	\$40.00
1st Burglary/Medical/Fire False Alarm - Commercial	Warning Letter	Warning Letter
2nd - 3rd Burglary/Medical/Fire False Alarm - Commercial	\$68.36	\$68.36
4th Burglary/Medical/Fire False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36
5th Burglary/Medical/Fire False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36
6th Burglary/Medical/Fire False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36
1st Burglary/Medical/Fire False Alarm Cancelled - Officer Dispatched - Commercial	Warning Letter	Warning Letter
2 or more Burglary/Medical/Fire False Alarm Cancelled - Officer Dispatched - Commercial	\$44.80	\$44.80
1st Robbery False Alarm - Commercial	\$68.36	\$68.36
2nd - 3rd Robbery False Alarm - Commercial	\$68.36	\$68.36
4th Robbery False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36
5th Robbery False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36

Town of Paradise

Exhibit A

Fiscal Year 2017/18 Master Fee Schedule

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Police Department

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
6th Robbery False Alarm - Commercial (plus Administrative Citation)	\$68.36	\$68.36
1st Robbery False Alarm - Cancelled - Officer Dispatched - Commercial	Warning Letter	Warning Letter
2 or more Robbery False Alarm - Cancelled - Officer Dispatched - Commercial	\$44.80	\$44.80
Alarm Provider Fee for not Providing Monthly Customer List	\$28.00	\$28.00
Alarm Registration - Residential - (valid July 1 - June 30)	\$17.92	\$17.92
Alarm Renewal - Residential (Renewal fee waived if no false alarm during registration year)	\$0 or \$17.92	\$0 or \$17.92
Alarm at Premise Without Permit - Residential	\$45.92	\$45.92
Alarm Shut-Off Fee - Residential	\$40.00	\$40.00
1st False Alarm - Residential	Warning Letter	Warning Letter
2nd - 3rd False Alarm - Residential	\$45.58	\$45.58
4th False Alarm - Residential (plus Administrative Citation)	\$45.58	\$45.58
5th False Alarm - Residential (plus Administrative Citation)	\$45.58	\$45.58
6th False Alarm - Residential (plus Administrative Citation)	\$45.58	\$45.58
1st False Alarm Cancelled - Officer Dispatched - Residential	Warning Letter	Warning Letter
2 or More False Alarm Cancelled - Officer Dispatched - Residential	\$22.40	\$22.40
Bicycle License (Three Years) - Initial	\$7.87	\$7.87
Bicycle License (Three Years) - Renewal	\$3.15	\$3.15
Citation Sign Off - Vehicle brought to Police Department	\$25.00	\$25.00

Police Department

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Citation Sign Off - Vehicle not brought to Police Department	\$50.00	\$50.00
Deer Validation	\$13.15	\$13.21
DUI Emergency Response - Per Officer - Per Hour	\$105.19	\$105.66
Excessive Noise Disturbance - 1st Response (Plus Administrative Citation)	\$105.19	\$105.66
Excessive Noise Disturbance - 2nd Response (Plus Administrative Citation)	\$105.19	\$105.66
Excessive Noise Disturbance - 3rd and Additional Responses (Plus Administrative Citation)	\$105.19	\$105.66
Fingerprint Processing - Livescan (Plus Dept. of Justice Fees, Livescan Fees and \$0.75 relay fee)	\$20.00	\$20.00
Fingerprint Processing - Rolled (Plus Dept. of Justice Fees)	\$20.00	\$20.00
Firearms Dealer Permit Initial	\$245.62	\$246.71
Firearms Dealer Permit Renewal	\$61.40	\$61.68
Municipal Code Enforcement	Varies	Varies
Photographs/Audio/Video - Per CD	\$21.15	\$21.25
Police Report	\$20.00	\$20.00
Police Report - CAD/Incident Copy	5.00	5.00
Public Convenience/Necessity (Prior to Alcoholic Beverage License)	\$122.81	\$123.36
Special Police Services Hourly	\$105.19	\$105.66
Statutory Registration	\$35.00	\$35.00
Subpoena Duces Tecum - Attorney Requests/Delivery	\$15.74	\$15.74

Police Department

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Subpoena Duces Tecum - Hourly	\$105.19	\$105.66
Vehicle Code Enforcement	Varies	Varies
Vehicle Impound Fee - Traffic Safety Fund	\$180.00	\$180.80
Vehicle Repossession	\$30.70	\$30.84
Vehicle Towing/Impound Fee	\$180.00	\$180.80
VIN Verification - Vehicle brought to Police Department	\$26.30	\$26.42
VIN Verification - Vehicle not brought to Police Department	\$52.60	\$52.83
Visa/Clearance Letter	\$17.63	\$17.71
Volunteers used for private events [Two volunteers & two hour minimum per event recommended] - Hourly	\$16.80	\$16.88
Weapons Storage Fee - Each Additional After Two	\$36.50	\$36.66
Weapons Storage Fee - First Two Weapons	\$97.33	\$97.76
Witness Appearance Fees - Police Officer	\$375.68	\$375.68

Section 10: Public Works - Engineering

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Certificate Of Compliance Review - With Public Hearing (Plus Third Party Costs)	\$964.30	\$968.19
Certificate of Correction - No Public Hearing	\$580.65	\$583.25
Certificate of Correction - With Public Hearing	\$870.98	\$874.87
Covenant/Road Maintenance Agreement Processing	\$217.74	\$218.72
Erosion Control Non-Compliance Abatement	Actual	Actual
Erosion Control Plan Review - 1 - 5 Acres	\$435.49	\$437.43
Erosion Control Plan Review - Less than 1 Acre	\$217.74	\$218.72
Erosion Control Plan Review - More than 5 Acres	\$870.98	\$874.87
Final Parcel Map (Plus Third Party Costs)	\$1,451.63	\$1,458.11
Final Subdivision Map Review (Plus Third Party Costs)	\$2,177.45	\$2,187.17
General Encroachment Permit, Major Review & Inspection (Major >\$5,000 Value of Work in Public Right-of-Way). Fee is 5% of Engineer's Estimate/Valuation of Civil Improvements in the Public Right-of-Way	5%	5%
General Encroachment Permit, Minor Review & Inspection (<\$5,000 Value of Work in Right-of-Way)	\$297.33	\$298.67
General Engineering Hourly Fee	\$145.16	\$145.81
General Engineering Inspection Hourly Fee	\$113.46	\$113.96

Public Works - Engineering

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
General Engineering Inspection Overtime Hourly Fee	\$113.46	\$113.96
General Engineering Overtime Hourly Fee	\$145.16	\$145.81
Grading Permit Review and Inspection - Over 100 to 1000 CY	\$475.73	\$477.86
Grading Permit Review and Inspection - Over 1000 CY	\$951.46	\$955.71
Grading Permit Review and Inspection - Over 50 to 100 CY	\$237.87	\$238.93
Improvement Agreement Review - Less than \$1,500	\$290.33	\$291.62
Improvement Agreement Review - More than \$1,500	\$580.65	\$583.25
Lot Line Adjustment Review (Plus Third Party Costs)	\$1,125.01	\$1,129.55
Lot Merger Review (Plus Third Party Costs)	\$642.87	\$645.46
Onsite (out of Public ROW) Civil Plan Review (Deposit 50% upon initial plan submittal, balance required prior to final approval of plans). Fee is 4% of Engineer's Estimate/Valuation of onsite civil improvements	4.00%	4.00%
Oversize Vehicle Annual Permit	\$100.80	\$101.25
Oversize Vehicle Single Trip Permit	\$17.92	\$18.00
Parking Within Street Setback Review	\$321.43	\$322.73
Public Utility Encroachment Permit, Annual (No Fee)	-	-
Public Utility Encroachment Permit, Major Review & Inspection (Multiple Properties, Main Line Work, Etc.) Hourly Fee	\$118.93	\$119.46
Public Utility Encroachment Permit, Minor Review & Inspection (Single Property, Service Lateral, Spot Location, Etc.)	\$297.33	\$298.67

Public Works - Engineering

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Sign Review and Installation	\$594.66	\$597.32
Site Plan Review (Developed Area) - 1/3 - 2 Acres	\$580.65	\$583.25
Site Plan Review (Developed Area) - Over 2 Acres	\$1,596.80	\$1,603.92
Site Plan Review (Developed Area) - Under 1/3 Acre	\$290.33	\$291.62
Stormwater Post-Construction Standards Plan Review - Regulated Project	\$870.98	\$874.87
Stormwater Post-Construction Standards Plan Review - Small Project	\$145.16	\$145.81
Street Abandonment Plus Third Party Costs]	\$2,032.28	\$2,041.36
Traffic Marking Engineering Review	\$290.33	\$291.62

Section 11: Public Works - Street & Fleet Services

Proposed Effective November 11, 2017

Description of Services	Current Fee with Applicable Surcharge	Proposed Fee with Applicable Surcharge
Fleet Cost Recovery Fees Regular Business Hours - Hourly	\$85.27	\$85.65
Streets Cost Recovery Fees Regular Business Hours - Hourly	\$132.07	\$132.66
Streets Cost Recovery Fees After Hours - Hourly - (3 Hour Minimum)	\$198.11	\$198.99

Building Valuation Table

Effective August 26, 2017

Instructions: The table below shall be used to determine the cost per square foot of proposed improvements for purposes of calculating permit fees referenced in Exhibit A of the Fee Schedule. When cost per square foot is identified, amount shall be multiplied by the size of the improvement to determine total project valuation.

CBC Group	CBC Occupancy Type	Construction Type									
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB	Others
A-1	Assembly, Motion Picture, Concert Hall, Theaters w Stage	\$229.26	\$221.37	\$216.01	\$207.16	\$194.94	\$189.29	\$200.61	\$178.00	\$171.48	
A-1	Assembly, Theaters without Stage	\$210.11	\$202.22	\$196.86	\$188.01	\$175.94	\$170.29	\$181.46	\$158.99	\$152.48	
A-2	Assembly, Nightclubs	\$179.28	\$174.08	\$169.68	\$162.81	\$153.48	\$149.24	\$157.08	\$138.97	\$134.26	
A-2	Assembly, Restaurants, Bars, Banquet Halls	\$178.28	\$173.08	\$167.68	\$161.81	\$151.48	\$148.24	\$156.08	\$136.97	\$133.26	
A-3	Assembly, Churches	\$212.12	\$204.22	\$198.87	\$190.01	\$178.14	\$172.49	\$183.47	\$161.20	\$154.68	
A-3	Assembly, General, Community Halls, Libraries, museums	\$176.94	\$169.04	\$162.69	\$154.83	\$141.96	\$137.30	\$148.28	\$125.01	\$119.50	
A-4	Assembly, Arenas	\$209.11	\$201.22	\$194.86	\$187.01	\$173.94	\$169.29	\$180.46	\$156.99	\$151.48	
B	Business - Print Shops, Beauty Shops, Office	\$182.98	\$176.21	\$170.40	\$161.91	\$147.69	\$142.14	\$155.55	\$129.66	\$123.97	
E	Educational	\$194.27	\$187.38	\$182.00	\$173.88	\$162.37	\$154.12	\$167.88	\$141.89	\$137.57	
F-1	Factory and Industrial, Moderate Hazard	\$109.64	\$104.60	\$98.57	\$94.77	\$85.03	\$81.17	\$90.78	\$71.30	\$66.75	
F-2	Factory and Industrial, Low Hazard	\$108.64	\$103.60	\$98.57	\$93.77	\$85.03	\$80.17	\$89.78	\$71.30	\$65.75	
H-1	High Hazard, Explosives	\$102.63	\$97.58	\$92.55	\$87.75	\$79.22	\$74.36	\$83.76	\$65.48		
H-2,3,4,	High Hazard	\$102.63	\$97.58	\$92.55	\$87.75	\$79.22	\$74.36	\$83.76	\$65.48	\$59.94	
H-5	High Hazard, Semi-Conductors	\$182.98	\$176.21	\$170.40	\$161.91	\$147.69	\$142.14	\$155.55	\$129.66	\$123.97	
I-1	Institutional, Supervised Environment	\$183.95	\$177.72	\$172.57	\$165.30	\$152.29	\$148.15	\$165.39	\$136.43	\$132.19	
I-2	Institutional, Hospitals	\$307.93	\$301.16	\$295.35	\$286.86	\$271.68		\$280.50	\$253.65		
I-3	Detached Drive Thru Pharmacy									\$43.87	
I-2	Institutional, Nursing Homes	\$213.36	\$206.59	\$200.78	\$192.29	\$179.07		\$185.93	\$161.04		
I-3	Institutional, Restrained	\$208.19	\$201.43	\$195.62	\$187.12	\$174.39	\$167.85	\$180.76	\$156.37	\$148.68	
I-4	Institutional, Day Care Facilities	\$183.95	\$177.72	\$172.57	\$165.30	\$152.29	\$148.15	\$165.39	\$136.43	\$132.19	
M	Mercantile, Retail	\$133.57	\$128.37	\$122.97	\$117.10	\$107.27	\$104.03	\$111.38	\$92.75	\$89.05	
R-1	Residential, Hotels, Motels	\$185.63	\$179.39	\$174.24	\$166.97	\$153.72	\$149.58	\$167.06	\$137.86	\$133.61	

Town of Paradise

Exhibit A

Fiscal Year 2017/18 Master Fee Schedule

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Building Valuation Table

CBC Group	CBC Occupancy Type	Construction Type									
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB	Others
R-2	Residential, Multiple Family	\$155.74	\$149.50	\$144.35	\$137.09	\$124.57	\$120.43	\$137.17	\$108.71	\$104.47	
R-2	Basement/Garage									\$78.33	
R-3	Residential, One and Two Family Dwellings	\$145.23	\$141.28	\$137.64	\$134.18	\$129.27	\$125.87	\$131.94	\$120.96	\$113.85	
R-3	Residential Conversion									\$97.59	
R-3	Open Wood Deck									\$16.02	
R-3	Covered Wood Deck									\$32.05	
R-3	Covered Concrete Deck/Patio									\$19.46	
R-3	Enclosed Deck Patio									\$38.56	
R-3	Semi-Finished Basement									\$35.49	
R-3	Unfinished Basement									\$15.90	
R-3	Unfinished rooms other than bment (rough-ins,no drywall)									\$43.06	
R-3	Finished unconditioned, non-habitable rooms									\$57.36	
R-3	Residential Care/Assisted Living Facilities	\$183.95	\$177.72	\$172.57	\$165.30	\$152.29	\$148.15	\$165.39	\$136.43	\$132.19	
S-1	Moderate Hazard, Motor Vehicle Repair Garages	\$101.63	\$96.58	\$90.55	\$86.75	\$77.22	\$73.36	\$82.76	\$63.48	\$58.94	
S-2	Low Hazard	\$100.63	\$95.58	\$90.55	\$85.75	\$77.22	\$72.36	\$81.76	\$63.48	\$57.94	
S-2	Agricultural Building with Dirt Floor									\$39.18	
U	Utility, Misc., Private Garages	\$78.63	\$74.24	\$69.76	\$66.20	\$59.84	\$55.88	\$63.23	\$47.31	\$45.09	
U	Carports									\$19.28	
Others											
	Mobile Home on Foundation	Based on the cost of the home installed plus the cost of the foundation system installed, EXCEPT that the fee shall be one-half of the building permit fee for a site-built of the same value.									
	Retaining Walls	Per Linear Foot									\$148.40
	Swimming Pools, Therapeutic Whirlpools, Spas and Hot Tubs	Based upon the valuation (including labor and materials)									
	Re-roof 90# Rolled	Valuation Per Square									\$149.62
	Re-roof 3-Tab Composition	Valuation Per Square									\$64.21
	Re-roof Built-up	Valuation Per Square									\$82.79

Building Valuation Table

CBC Group	
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**TOWN OF PARADISE
RESOLUTION NO. 17-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE,
CALIFORNIA, ESTABLISHING A NEW MASTER SCHEDULE OF FEES FOR TOWN
SERVICES (REPEALING THE FEE SCHEDULES PREVIOUSLY ADOPTED BY
RESOLUTION 17-27)**

WHEREAS, the Town of Paradise has conducted an extensive analysis of the Town's services, the cost associated with the services rendered by the Town, the beneficiaries of the services provided and the revenues derived from those paying the fees and charges for the special services rendered by the Town; and

WHEREAS, the Town needs to comply with both the letter and the spirit of Article XIII (D) of the California Constitution and limit the growth of taxes; and

WHEREAS, the Town desires to further implement its established policy to recover its full costs reasonably associated with providing a special service of limited nature, such that general taxes are not diverted from the general service provided by the Town of Paradise, and

WHEREAS, the Town Council has adopted Paradise Municipal Code Chapter 3.30 establishing its policy as to the recovery of costs reasonably borne to be recovered from users of Town services and directing staff as to the methodology for implementing said Chapter; and

WHEREAS, pursuant to Government Code Section 66016, et seq., the specific fees to be charged for services must be adopted by the Town Council by resolution, after providing notice and holding a public hearing; and

WHEREAS, notice of public hearing has been provided per Government Code Section 6062 a, oral and written presentations made and received, and the required public hearing held; and

WHEREAS, an updated and revised schedule of fees and charges to be paid by those requesting such special services needs to be adopted so that the Town might effectuate its policies; and

WHEREAS, it is the intention of the Town Council to develop and adopt a revised schedule of fees and charges based on the Town's budgeted and projected costs reasonably borne for the 2017/18 fiscal year; and

WHEREAS, pursuant to California Government Code Sections 66016 and 6062 a, the data and a general explanation relating to schedule of fees and charges have been provided; and

WHEREAS, all requirements of California Government Code Section 66016, et. seq., are hereby found to have been fulfilled.

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

SECTION 1. FEE SCHEDULE ADOPTION. The master schedule of fees, service charges, building valuation and estimate of unit costs as set forth in Exhibits “A” attached hereto and made a part hereof by reference, is hereby adopted and shall be used and applied by the various Town departments in computing Town fees for its services, and to be collected by the Finance Department for the herein listed special services when provided by the Town or its designated contractors.

SECTION 2. SEPARATE FEE FOR EACH PROCESS. All fees charges, etc. set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

A. Added fees and refunds. Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where such charge or refund is ten dollars (\$10.00) or less, a charge or refund need not be made pursuant to California Government Code Sections 29373.1 and 29375.1 and amendments thereto.

SECTION 3. CONSTITUTIONALITY. If any portion of this resolution is declared invalid or unconstitutional, then it is the intention of the Town Council that all other sections of this resolution shall remain in full force and effect.

SECTION 4. REPEALER. Except for Town Resolutions No. 02-05 and 09-38, all resolutions and other actions of the Town Council, including Resolutions No. 17-27 conflict with the contents of this resolution are hereby repealed.

SECTION 5. EFFECTIVE DATE. This resolution shall go into full force and effect sixty (60) days after the date of adoption of the resolution for those fees, valuations, and estimate of unit costs set forth in all sections of Exhibits “A” respectively including the service fees for “development projects” as defined by Government Code Section 66000. The provisions within the master fee schedule adoption or increasing fees for

“development projects” shall go into full force and effect sixty (60) days after the date of adoption of the resolution.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

BY: _____
Dina Volenski, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
September 12, 2017**

Agenda Item: 6(a)

Originated by: Colette Curtis, Administrative Analyst II

Reviewed By: Lauren Gill, Town Manager

Subject: Consider the next steps in implementing a Business License program, focused on low cost, public safety and benefit to business owners, after receiving an update on the progress of the Business License Committee.

Council Action Requested:

1. Receive an update on the progress of the business license committee regarding the Business License program, which will focus on low cost, public safety and benefit to business owners.
2. Direct staff to hold one or more public workshops on the Business License program
3. Direct staff to draft a Business License Ordinance for discussion at a future Council meeting.

Background/Discussion:

The Town of Paradise currently requires special licenses for certain types of businesses in Town (e.g. bingo parlors, taxi services, pawn shops, etc.) It is a nearly universal practice for municipalities to require a license or registration for businesses so that agencies have knowledge about whom and what types of commerce is being conducted within its jurisdiction. The most compelling reason is for public safety purposes.

On February 14, 2017, staff presented a business license program to Council for consideration. The program focused on low cost, public safety, and benefit to business owners. After reviewing the program, Council agreed that the Manager would form a committee to gain insight from members of the community and business owners. A committee was formed consisting of Mayor Lotter, Councilmember Bolin, four local business owners, the President of the Paradise Ridge Chamber Board of Directors, and Town staff. The committee met several times between April and August 2017. On August 14th, 2017 members of the Committee met with members of the Paradise Chamber of Commerce Board to get their feedback and answer questions.

Over the course of four meetings, the Committee discussed many aspects of the program and looked for answers to some of the questions that came up during the February Council meeting. Here is a brief summary of the items generally agreed upon by the Committee that the Council should consider:

1. The Committee agreed that Paradise does need a Business License: While not all members of the committee saw the need for a business license at the outset, by the most recent meeting, all members could see the need for a business license in Paradise. Of particular importance to the committee members were public safety and benefits to business owners.
2. The reasons for establishing a Business License include:
 - **Promote health and safety for Paradise** – knowing who and what type of businesses are operating in our neighborhoods is vitally important to public safety. Also, having emergency contact information is important especially for after-hours emergencies such as when burglar or fire alarms go off in the middle of the night or off hours. Being able to effectively reach individual or collective business owners during local emergencies with vital information is a missing link without a business license.
 - **Leveling the Playing Field** – A business license would help protect businesses from unfair competition with businesses operating in violation of the law. It was very important to the committee members that businesses that operate lawfully not be penalized and lose business to businesses that do not follow the rules. The business license would be another way to guide businesses to the necessary regulations to be in compliance.
 - **Business Assistance** – A business license would provide assistance to businesses both new and existing with compliance to various zoning and other requirements. It is disheartening to have to tell a new business owner that their business is not zoned correctly, or that they do not have sufficient septic capacity at their new location. Requiring a business license BEFORE opening a business will close the “misinformation” gap and assist new business owners through the process of opening a business the right way, in the best location. For existing businesses, the business license program can also provide knowledge of requirements that the owner may have been previously unaware of, potentially saving costly issues down the road.
 - **Comprehensive list of businesses** – A list of businesses is helpful for business activity (peer to peer services and sales), but is also a benefit for the public to find local shops and services. A business list is also helpful in economic development and planning.
3. The committee prefers calling it a “Business License” rather than “Business Registration”. It is the opinion of the committee that “Business License” is a more clear and direct way of describing the program and will be more easily recognizable to business owners as something they are required to do.
4. The committee recommends requiring applicants to report whether they will store hazardous chemicals.. After discussion in several meetings, it was clear that the committee felt public safety was impacted by not knowing what businesses may be operating with potentially hazardous chemicals. While the business license would not require an inventory of chemicals used, it would require applicants to state whether they have chemicals on site and then direct them to file the appropriate State and Federal forms as required.

There were several items that came up which require further discussion. These items include:

- Should businesses located outside Paradise be required to obtain a license? The committee discussed this and did not come to a consensus opinion on the matter. Further public input would be helpful in determining the answer to this question.
- Should small non-profits be exempt? It was the opinion of the committee that all businesses, including non-profits should obtain a business license. However, the committee felt that small non-profits or civic clubs (such as the Garden Club) may be exempt from the fee, while still being required to obtain a license.
- Should the business license be renewed each year? The committee discussed the merits of a one-time license or license that is renewed each year. The committee leaned towards a renewable license to keep information up to date, but more public opinion was requested before coming to consensus.

It was the hope of the committee that further discussion and input on these items could be gained through public outreach at one or more public workshops.

Fiscal Impact Analysis:

The Town Finance Director has calculated the cost of administering the Business License Program, using staff time and technology costs in the equation. In an effort to keep costs low for businesses, Town Staff proposed the license fee be \$40 per year, which is less than the estimated cost to the Town to administer the program.

The Committee found the proposed \$40 fee to be acceptable.



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 6(b)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Approved by: Lauren Gill, Town Manager
Subject: 2016/17 and 2017/18 Operating and Capital Budget Status Update

Council Action Requested:

1. Review and file the financial information provided by staff concerning the 2016/17 and 2017/18 operating and capital budgets, and
2. Approve staff recommended budget adjustments, and
3. Adopt a resolution of the Town Council of the Town of Paradise updating and amending the Town of Paradise Capital Improvement Plan for the 2017-2018 fiscal year, and
4. Adopt a resolution of the Town Council of the Town of Paradise, California, approving job descriptions and revising the personnel structure for certain Town of Paradise positions for the fiscal year 2017-2018.

Alternative:

Direct staff to make alternative budget adjustments, or decline to approve the resolutions.

Background:

The 2016/17 operating and capital budgets were adopted June 20, 2016, currently about 98% of all related transactions have been recorded. Transactions will continue to be recorded as final invoices for products and services come in and as receipts for revenues earned continue to come in through about the end of September 2017.

The 2017/18 operating and capital budgets were recently adopted June 27, 2017. Currently about one month of transactions have been recorded. The General Fund was adopted with a balanced budget, which staff will closely monitor. Other budget highlights include:

- ✓ The use of Measure C funds to maintain services and replace equipment
- ✓ Personnel considerations including replacement of the Police Chief and the renewed CAL FIRE agreement
- ✓ Infrastructure investment through 15 capital improvement projects
- ✓ Efficiency and sustainability improvements with added general fund cash flow reserves, a \$25,000 OPEB contribution, and improved gas tax funding

The weaknesses, which staff will both monitor and attempt to remedy, include Animal Control Services sustainability, rising CalPERs pension contributions, general fund cash flow reserves less than 10%, and the expiration of Measure C in 2020/21.

Discussion:

A budget performance report was ran and analyzed on all key funds. A few changes and developments have been identified which are described more completely below:

General Fund (1010):

- The Town recently received the final true up payment from the County of secured and unsecured property taxes. As a result of the total receipts for 2016/17 and anticipation of similar trends for 2017/18, staff recommends the following 2017/18 budget adjustments:

Property Tax Type	2016/17 Estimated Actual	2016/17 Actual	2017/18 Adopted Budget	2017/18 Proposed Amended Budget	2017/18 Proposed Budget Adjustment
Secured	4,535,132	4,528,621	4,693,862	4,687,123	(6,739)
Unsecured	243,053	241,278	245,483	243,691	(1,792)
Prior Years	7,000	6,368	7,000	7,000	0
Supplemental	51,500	66,507	52,530	66,507	13,977
Total	4,836,685	4,837,042	4,998,875	5,004,321	5,446

- Transfer taxes continue to show improvement with the final payment received for 2016/17. Estimated actual for 2016/17 was \$82,751, and the actual received was \$88,125. Staff recommends increasing the 2017/18 budget \$5,642 to \$92,531.
- The final true-up invoice was processed for the CAL FIRE personnel contract for the 2016/17 fiscal year. While providing excellent fire suppression and medical aid services to the community, CAL FIRE provided savings over and above the requested contract savings of \$140,000 by an additional \$133,568. \$8,880 of this is savings will go to Measure C funds, and the remaining \$124,688 will add to the general fund cash flow reserves for 2016/17. This will help replenish the \$175,306 that was temporarily removed from reserves to help fund a

replacement fire engine until the surplus engine is sold.

- **Police Department**

- Police operations salaries have finalized for 2016/17 a bit different than expected. Salaries came in \$8,818 more than estimated actual, but overtime came in \$13,984 less than estimate actual. No adjustment is currently recommended for 2017/18 as there are vacant positions still pending. Adjustments will be brought forward at the appropriate time.
- Public safety communications salaries finalized \$14,074 less than expected. Again, no adjustment for 2017/18 is currently recommended.

- Older cars and many years of deferred maintenance on an aged fleet, plus an expensive fire engine accident repair has caused the fleet management budget to come in higher than expected. The Town spent \$18,829 more than estimated on repairs and maintenance supplies and \$10,511 more than estimated on repair and maintenance services. Staff is not recommending an adjustment currently on the 2017/18 budget as there is a proposal pending which could help mitigate some of these higher expenses.

Measure C is allowing the Town to replace its two front line engines and 15 of its police vehicles. Staff is currently working through an opportunity with an outside vendor to replace some of its non-public safety vehicles in an economical manner. Staff will bring forward a detailed explanation and proposal for Council's consideration next month.

Measure C:

On July 25, 2017, the quarterly Measure C Citizens Oversight Committee meeting was held in which the 4th quarter 2016/17 report was approved. At the time of budget adoption, estimated actual revenues were \$1,272,923. With only one additional true-up receipt pending for the 2016/17 fiscal year, estimated revenues are \$1,335,000. Staff will bring back an updated financial plan and any necessary budget adjustments for 2017/18 once final receipts and expenses are recorded for 2016/17.

Building Safety & Wastewater Services (2030):

Building permits have finalized \$23,916 more than estimated actual showing continued development within the community. In addition, salaries came in \$13,237 less than expected. This balances the fund and adds about \$3,533 to reserves bringing reserves to about \$442,919. This reserve is important to maintain for an eventual economic downturn and in order to replace equipment. A budget adjustment for 2017/18 related to personnel is described in detail in the personnel section below.

Animal Control Services (2070):

Unfortunately, no significant change in financial position is occurring for the 2016/17

fiscal year. Estimates are coming in materially as expected. As expected, 2017/18 is the final year of available donations for helping to maintain services. This means, that by the end of the fiscal year, another funding source will be required to maintain the current level of services. This division continues to struggle to fill an Animal Control Officer Position and an Animal Shelter Assistant position.

Gas Tax/Streets Fund (2120):

Estimates received from the California Local Government Finance Almanac for 2016/17 were overstated. Following are the actual receipts for 2016/17 and the estimates for 2017/18. Staff will further investigate and scrutinize the 2017/18 estimates before recommending a budget adjustment for 2017/18.

Gas Tax Type	2016/17 Estimated Actual	2016/17 Actual	2017/18 Budget
Section 2106	100,249	107,207	99,029
Section 2107	236,626	186,774	234,022
Section 2107.5	6,000	6,000	6,000
Section 2105	157,976	147,317	155,945
Section 2103	70,474	69,977	115,797
Totals	571,325	517,275	610,793

With some staff turnover in the division and a workers compensation situation in 2016/17, salaries finalized with savings of \$21,194. There continues to be salary savings in 2017/18 from an extended workers compensation situation. Staff proposes to use part of that savings as fully described in the personnel section below.

In total, for 2016/17, the fund will use reserves of about \$178,330 leaving a reserve of about \$92,856. With funding from SB 1, the fund will receive additional revenues to complete projects and maintain services. It is currently expected that the fund will be adding back about \$63,064 in reserves in 2017/18. Staff will be carefully watching and guarding those reserves going forward.

Business and Housing Funds:

On July 13, 2017, staff was notified of an award of a \$1 million HOME grant. As the award was uncertain at the time of budget adoption, funds were not budgeted. Now that funding is certain, staff recommends establishing a budget for fiscal year 2017/18. It is estimated that about half the funds will be used during 2017/18. The funds are expected

to be split between first time homebuyer projects and rehabilitation projects. In addition, with the focus back on home projects, less is expected to be used of Community Development Block Grant (CDBG). Following is the recommended amended budgets for these Business and Housing Funds:

	Fund Balance 7/1/17	Projected Revenues	Projected Expenses	Transfers Out	Fund Balance 6/30/18
2316 CDBG	0	21,241	(21,241)	0	0
2317 CDBG	0	0	0	0	0
2616 Home Grant	0	500,000	(440,365)	(59,635)	0

Capital Improvement Plan Revision:

On April 28, 2017 the Governor signed Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), which is known as the Road Repair and Accountability Act of 2017. To address basic road maintenance, rehabilitation and critical safety needs on both the state highway and local streets and road system, SB 1: increases per gallon fuel excise taxes; increases diesel fuel sales taxes and vehicle registration fees; and provides for inflationary adjustments to tax rates in future years. Beginning November 1, 2017, the State Controller (Controller) will deposit various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). A percentage of this new RMRA funding will be apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code (SHC) Section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system. SB 1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, in order to be eligible for RMRA funding, statute requires cities and counties to provide basic annual RMRA project reporting to the California Transportation Commission (Commission).

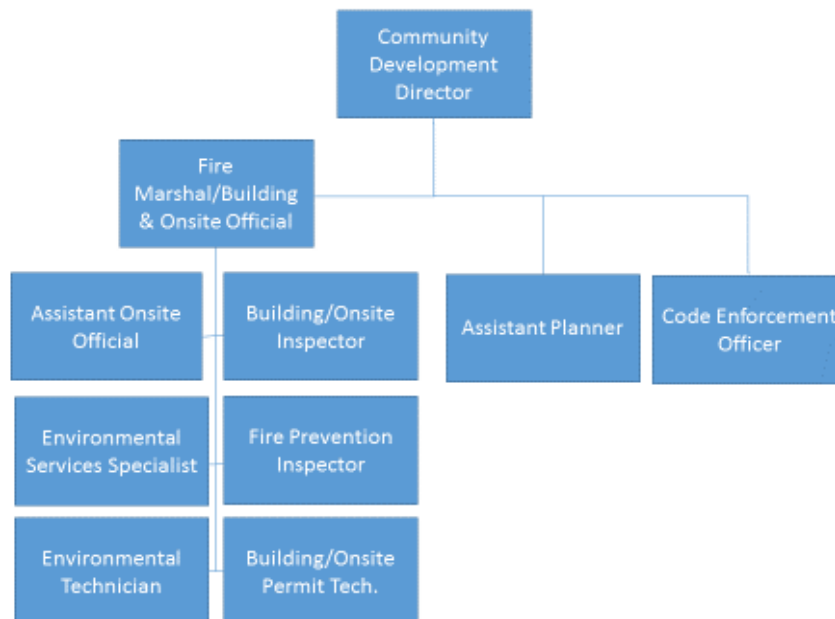
The Town of Paradise is expected to receive additional funding from the RMRA Account during fiscal years 2017/18 and 2018/19 in the amounts of \$178,000 and \$474,000, respectively. On August 31, 2017, the Town of Paradise received notice that the California Transportation Commission staff was recommending the inclusion of the Paradise Gap Closure Complex under the SB-1 Active Transportation Program Augmentation awards. This is a \$3.78M grant to fund new drainage, sidewalks and bike lanes along Elliott Road from Skyway to Almond, Birch Street from Skyway to Black Olive, Fir Street from Skyway to Black Olive, Foster Road from Pearson to Birch and Black Olive Drive from Pearson to Fir. This award, heading to CTC for formal approval in late October 2017, represents the perfect opportunity to address the substandard roadway conditions within the project area. The use of new RMRA funds for this project is recommended, as reflected in the revised Capital Improvement Plan 9385, which is

attached. The project is also in full coordination with the Almond St. Multi-Modal Improvements, a similar \$4M investment in the area and a PG&E-led Underground Utility District that encompasses both projects. Combined, this will represent the largest investment into the Town's infrastructure in over two decades – hitting numerous goals and objectives of SB-1, ATP and downtown revitalization. To facilitate this effort, the Town proposes combining FY 2017/18 and 2018/19 RMRA funds to be expended between FY 2018/19 and 2019/20, as construction schedule allows.

Council is asked to approve this CIP update to remain in compliance with the most current SB-1 guidelines, which requires advanced planning of expenditures of new RMRA funds.

Personnel Adjustments:

The Town recently received the resignation of its Fire Marshal/Building & Onsite Sanitary Official. As this is such a specialized position, there is concern about being able to replace the position as it is currently structured. Further, in the current structure, the position manages many functions and the organization has become dependent on this position for smooth operations. Management and staff met several times to discuss possible restructuring options for the position and the impacted divisions. The following chart shows the current organization structure of the Community Development Department.



It is recommended that the department be equalized and flattened in order to better spread division responsibilities and encourage operating efficiencies. The following

chart shows the recommended revised structure.



Staff recommends lessening some responsibilities and returning to a Fire Marshal/Building Official for the replacement position. The position would be responsible for supervising the two inspector positions instead of currently six positions. The salary pay plan for this position is proposed to decrease by 2.5%. Until the position is filled, the current Fire Marshall/Building & Onsite Official has agreed to return on a limited temporary basis in order to do inspections a few hours a week. Staff recommends that Town Council approve this arrangement. Taking all of these facts into consideration, the reclassification of the position will save the Building Safety and Wastewater fund approximately \$34,000 in the 2017/18 fiscal year and approximately \$23,200 in 2018/19.

Also, staff recommends, reclassifying the Assistant Planner to Community Development Manager/Assistant Planner and adding to that position the supervision of the counter personnel. This position can help facilitate cross training between the divisions and help create consistency and efficiencies. It is proposed that the salary pay plan for this revised position be increased about 20%. The employee will receive an increase of more than 5% and have subsequent step increases in future years. The total additional cost for this reclassification for the 2017/18 fiscal year is about \$8,500 with 38% borne by the general fund, 54% borne by building safety & wastewater services and 8% borne by gas tax/streets. The following 2018/19 fiscal year, the increase is expected to be about \$13,400 with the same allocation between funds.

In addition, staff recommends, reclassifying the Assistant Onsite Official to Onsite Official. Onsite septic knowledge is a specialized field and it is unlikely the Town would find an individual with extensive septic experience (as well as Fire Marshal and Building

Official experience). So, in order for the program to remain successful and to have some consistency within the division, it is proposed to elevate this position to that of Onsite Official with a 20% increase to that salary pay plan. As this position, will not have supervisory responsibilities, the salary pay plan has been resized and is less than that of the most recent Onsite Official. The employee will receive an increase of more than 5% and have subsequent step increases in future years. This will increase costs in the Building Safety and Wastewater fund approximately \$6,200 and increase costs in 2018/19 by about \$11,400.

Over all funds, this restructuring will save about \$19,400 this 2017/18 fiscal year and will cost approximately \$1,500 more in the 2018/19 fiscal year. Staff recommends Town Council's approval of this restructuring and resulting budget adjustments for 2017/18. Attached for Council's review are the revised job descriptions and salary pay plans.

The final proposed personnel change requests approval for a temporary Public Workers Maintenance Worker I. A Public Works Maintenance Worker II has been out on extended workers compensation which has left the division shorthanded. The shortage is expected to continue into winter, so staff is requesting approval to hire a temporary worker for about 23 weeks from mid October 2017 to the end of March 2018 to facilitate public works projects moving forward. To date this fiscal year, the division has achieved salary savings of about \$8,781 through this absence. Another 6.5 weeks of absence, which is likely, will fully fund the 23 weeks of the temporary worker.

Fiscal Impact:

The before described budget transactions and adjustments increases the general fund cash flow reserve for 2016/17 to about \$1.16 million or 9.5% of total financial uses, and for 2017/18 to about \$1.18 million or about 9.4% of total financial uses. The fiscal impact is summarized below:

	2016/17 Estimated Actual	2016/17 Revised Estimated Actual	2017/18 Adopted Budget	2017/18 Proposed Budget
Resources				
General Fund	11,095,321	11,101,052	11,442,119	11,453,207
Measure C	1,272,923	1,335,000	1,272,923	1,335,000
Total Resources	12,368,244	12,436,052	12,715,042	12,788,207
Financial Uses				
General Fund	10,991,146	10,876,558	11,442,119	11,445,349
Measure C	1,343,907	1,335,027	1,172,776	1,172,776
Total Uses	12,335,053	12,211,585	12,614,895	12,618,125
Net Income				
General Fund	104,175	224,494	0	7,858
Measure C	(70,984)	(27)	100,147	162,224

2016/17 and 2017/18 Budget Status Update
September 12, 2017

Total Net Income	33,191	224,467	100,147	170,082
Designated Reserves				
Nonspendable (RDA & Other)	1,964,939	1,964,939	1,951,631	1,951,631
Assigned - Abatements	20,000	20,000	20,000	20,000
Unassigned – Cash Flow	938,717	1,163,211	1,174,537	1,184,377
Designated Reserves – Measure C				
Assigned – Final Year	283,274	283,274	283,274	283,274
Assigned – Vehicle Payments	150,149	150,149	150,149	150,149
Assigned Fixed Reserves			188,000	188,000
Unassigned - Contingencies	141,684	212,641	124,788	186,865



Budget Performance Report

Fiscal Year to Date 08/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3110.311	Property Tax Current Secured	4,693,862.00	.00	4,693,862.00	.00	.00	.00	4,693,862.00	0	4,528,620.82
3110.312	Property Tax Current Unsecured	245,483.00	.00	245,483.00	.00	.00	.00	245,483.00	0	241,278.05
3110.315	Property Tax Prior Secured/Unsecured	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	6,367.59
3110.320	Property Tax General Supplemental	52,530.00	.00	52,530.00	.00	.00	.00	52,530.00	0	61,720.05
3130.325	General Sales and Use Tax Sales and Use Tax	1,841,320.00	.00	1,841,320.00	.00	.00	.00	1,841,320.00	0	1,773,553.68
3167.330	Real Property Transfer Tax Real Property Transfer Tax	86,889.00	.00	86,889.00	9,619.75	.00	9,619.75	77,269.25	11	88,125.08
3182.335	Franchise Taxes Franchise Taxes	950,670.00	.00	950,670.00	.00	.00	.00	950,670.00	0	936,485.89
3185.340	Transient Occupancy Tax Transient Occupancy Tax	209,695.00	.00	209,695.00	.00	.00	.00	209,695.00	0	211,374.23
3210.110	Business Licenses and Permits Business Regulation	4,200.00	.00	4,200.00	131.63	.00	248.63	3,951.37	6	4,857.35
3210.120	Business Licenses and Permits Bingo Regulation	66.00	.00	66.00	.00	.00	.00	66.00	0	.00
3215.100	DOJ/FBI Fees Fingerprinting/Processing	.00	.00	.00	776.00	.00	695.00	(695.00)	+++	(224.00)
3345.100	State Revenues - Other Refunds & Reimbursements	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
3351.001	Property Tax Homeowners Apportionment	66,507.00	.00	66,507.00	.00	.00	.00	66,507.00	0	66,507.34
3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,319,123.00	.00	2,319,123.00	.00	.00	.00	2,319,123.00	0	2,240,698.41
3356.003	State Motor Vehicle In Lieu Section 11001.5 Prior Year	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	11,745.31
3410.101	Administrative Services General Administrative Fees	35.00	.00	35.00	2.82	.00	5.64	29.36	16	27.98
3410.104	Administrative Services Returned Check Processing	150.00	.00	150.00	.00	.00	.00	150.00	0	205.10
3410.106	Administrative Services Building Rental	350.00	.00	350.00	.00	.00	.00	350.00	0	.00
3410.107	Administrative Services Electronic Audio Reproduction	10.00	.00	10.00	.00	.00	.00	10.00	0	27.33
3410.112	Administrative Services Printed Material	500.00	.00	500.00	.00	.00	.00	500.00	0	92.00
3410.113	Production/Sale Administrative Services Document Copying	250.00	.00	250.00	7.75	.00	12.50	237.50	5	137.32
3410.114	Administrative Services Document Certification	150.00	.00	150.00	10.00	.00	10.00	140.00	7	127.72
3410.150	Administrative Services Late Fees	20.00	.00	20.00	2.40	.00	19.76	.24	99	.00
3610.100	Interest Revenue Investments	8,500.00	.00	8,500.00	.00	.00	.00	8,500.00	0	4,766.49
3630.200	Rents and Royalties Billboard Rents and Leases	440.00	.00	440.00	.00	.00	.00	440.00	0	440.00
3901.100	Refunds & Reimbursements Miscellaneous	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	38,816.19
3902.100	Miscellaneous Revenue General	5,000.00	.00	5,000.00	515.19	.00	1,030.41	3,969.59	21	5,472.47
3910.030	Transfers In From Development Services Fund	198,815.00	.00	198,815.00	.00	.00	.00	198,815.00	0	175,971.00
3910.070	Transfers In From Animal Control	52,384.00	.00	52,384.00	.00	.00	.00	52,384.00	0	40,986.00
3910.110	Transfers In From Local Transportation Fund	4,728.00	.00	4,728.00	.00	.00	.00	4,728.00	0	4,670.00
3910.120	Transfers In From State Gas Tax Fund	183,062.00	.00	183,062.00	.00	.00	.00	183,062.00	0	176,130.00
3910.132	Transfers In From HSIP Grant	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
3910.133	Transfers In From ATP Grant	22,884.00	.00	22,884.00	.00	.00	.00	22,884.00	0	.00
3910.140	Transfers In From Traffic Safety Fund	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	27,500.00
3910.160	Transfers In From BHS Development Svcs Fund	43,500.00	.00	43,500.00	.00	.00	.00	43,500.00	0	38,390.00
3910.215	Transfers In From Aband Vehicle Abate Fund	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	8.97



Budget Performance Report

Fiscal Year to Date 08/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3910.650	Transfers In From Successor Agency to RDA NH	13,212.00	.00	13,212.00	.00	.00	.00	13,212.00	0	5,815.93
3910.710	Transfers In Equipment Replacement Fund	6,963.00	.00	6,963.00	.00	.00	.00	6,963.00	0	.00
Program 0000 - Non Program Activity Totals		\$11,103,298.00	\$0.00	\$11,103,298.00	\$11,065.54	\$0.00	\$11,641.69	\$11,091,656.31	0%	\$10,708,684.30
Department 00 - Non Department Activity Totals		\$11,103,298.00	\$0.00	\$11,103,298.00	\$11,065.54	\$0.00	\$11,641.69	\$11,091,656.31	0%	\$10,708,684.30
Department 25 - Finance										
Program 4420 - Measure C TUT										
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	1,272,923.00	.00	1,272,923.00	.00	.00	.00	1,272,923.00	0	1,290,825.31
Program 4420 - Measure C TUT Totals		\$1,272,923.00	\$0.00	\$1,272,923.00	\$0.00	\$0.00	\$0.00	\$1,272,923.00	0%	\$1,290,825.31
Program 5005 - Rental Properties										
3630.100	Rents and Royalties Commercial Prop Rents & Leases	18,000.00	.00	18,000.00	1,500.00	.00	3,000.00	15,000.00	17	18,001.00
3901.100	Refunds & Reimbursements Miscellaneous	2,100.00	.00	2,100.00	294.51	.00	653.89	1,446.11	31	2,037.55
Program 5005 - Rental Properties Totals		\$20,100.00	\$0.00	\$20,100.00	\$1,794.51	\$0.00	\$3,653.89	\$16,446.11	18%	\$20,038.55
Department 25 - Finance Totals		\$1,293,023.00	\$0.00	\$1,293,023.00	\$1,794.51	\$0.00	\$3,653.89	\$1,289,369.11	0%	\$1,310,863.86
Department 30 - Police										
Program 0000 - Non Program Activity										
3320.100	Federal Revenue - Other Refunds and Reimbursements	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	4,276.54
3345.004	State Revenues - Other POST Reimbursements	14,000.00	.00	14,000.00	.00	.00	.00	14,000.00	0	17,417.25
3345.100	State Revenues - Other Refunds & Reimbursements	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0	9,381.60
3380.100	Local Government Revenue Fines and Forfeitures	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	20,532.38
3380.106	Local Government Revenue Administrative Citations	.00	.00	.00	.00	.00	.00	.00	+++	885.40
3410.113	Administrative Services Document Copying	20.00	.00	20.00	.00	.00	2.25	17.75	11	22.70
3410.150	Administrative Services Late Fees	.00	.00	.00	.00	.00	229.08	(229.08)	+++	.00
3421.100	Police Vehicle Repossession	200.00	.00	200.00	.00	.00	21.00	179.00	10	231.00
3421.103	Police Weapons Storage Fee	100.00	.00	100.00	.00	.00	.00	100.00	0	213.00
3421.105	Police Cite Sign Off / VIN Verification	700.00	.00	700.00	83.37	.00	144.42	555.58	21	630.85
3421.110	Police DUI Accident & Arrest Processing	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
3421.111	Police Vehicle Impound Fee	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	784.00
3421.115	Police Police Report (Copy)	8,000.00	.00	8,000.00	481.94	.00	1,168.25	6,831.75	15	9,344.77
3421.120	Police Fingerprint Processing	5,500.00	.00	5,500.00	658.16	.00	1,190.16	4,309.84	22	6,479.00
3421.122	Police Visa/Clearance Letter	60.00	.00	60.00	16.07	.00	48.21	11.79	80	64.28
3421.128	Police Statutory Registration	300.00	.00	300.00	30.00	.00	90.00	210.00	30	180.00
3421.130	Police Reproduce/Sale of Tapes & Photos	125.00	.00	125.00	.00	.00	.00	125.00	0	208.91
3421.140	Police Alarm System Registration	3,000.00	.00	3,000.00	522.61	.00	522.61	2,477.39	17	6,019.06
3421.141	Police False Alarm Response	2,600.00	.00	2,600.00	393.26	.00	393.26	2,206.74	15	4,940.60
3421.180	Police Special Services	1,700.00	.00	1,700.00	.00	.00	.00	1,700.00	0	1,557.51
3421.185	Police Bicycle License	11.00	.00	11.00	.00	.00	.00	11.00	0	5.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 30 - Police										
Program 0000 - Non Program Activity										
3421.187	Police Subpoena Duces Tecum	15.00	.00	15.00	.00	.00	.00	15.00	0	30.00
3901.100	Refunds & Reimbursements Miscellaneous	1,500.00	.00	1,500.00	.00	.00	329.00	1,171.00	22	4,545.00
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	4,456.25
3902.100	Miscellaneous Revenue General	100.00	.00	100.00	.00	.00	.00	100.00	0	74.67
Program 0000 - Non Program Activity Totals		\$76,631.00	\$0.00	\$76,631.00	\$2,185.41	\$0.00	\$4,138.24	\$72,492.76	5%	\$92,289.77
Department 30 - Police Totals		\$76,631.00	\$0.00	\$76,631.00	\$2,185.41	\$0.00	\$4,138.24	\$72,492.76	5%	\$92,289.77
Department 35 - Fire										
Program 0000 - Non Program Activity										
3320.100	Federal Revenue - Other Refunds and Reimbursements	.00	.00	.00	.00	.00	.00	.00	+++	5,505.50
3345.100	State Revenues - Other Refunds & Reimbursements	75,000.00	.00	75,000.00	.00	.00	.00	75,000.00	0	65,722.50
3380.103	Local Government Revenue Fines and Citations Fire	1,000.00	.00	1,000.00	25.00	.00	25.00	975.00	2	2,900.00
3422.303	Fire Out Of Hours Burning Response	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
3422.304	Fire Fuel Reduction Burn Permit	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	2,474.88
3422.315	Fire Residential Burning Regulation	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	5,368.00
3422.335	Fire Land Clearing Fire Regulation	75.00	.00	75.00	.00	.00	.00	75.00	0	75.00
3422.344	Fire Negligent/Reckless Cost Recovery	200.00	.00	200.00	.00	.00	.00	200.00	0	182.12
3901.100	Refunds & Reimbursements Miscellaneous	100.00	.00	100.00	.00	.00	.00	100.00	0	110.00
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	.00	.00	+++	.80
Program 0000 - Non Program Activity Totals		\$83,025.00	\$0.00	\$83,025.00	\$25.00	\$0.00	\$25.00	\$83,000.00	0%	\$82,338.80
Department 35 - Fire Totals		\$83,025.00	\$0.00	\$83,025.00	\$25.00	\$0.00	\$25.00	\$83,000.00	0%	\$82,338.80
Department 40 - Community Development										
Program 4720 - CDD Planning										
3380.101	Local Government Revenue Fines and Citations Comm Develop	13,000.00	.00	13,000.00	6,900.00	.00	8,500.00	4,500.00	65	28,112.55
3400.102	CDD Planning Time Extension Review	350.00	.00	350.00	.00	.00	.00	350.00	0	2,410.00
3400.104	CDD Planning Tentative Parcel Map	1,750.00	.00	1,750.00	.00	.00	.00	1,750.00	0	1,754.50
3400.105	CDD Planning Tentative Subdivision Map	.00	.00	.00	.00	.00	.00	.00	+++	2,194.79
3400.106	CDD Planning Minor Map Modificaiton Review	125.00	.00	125.00	.00	.00	.00	125.00	0	.00
3400.109	CDD Planning Street Address Change Review	135.00	.00	135.00	.00	.00	.00	135.00	0	135.12
3400.111	CDD Planning Landscape Plan	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
3400.139	CDD Planning Research on Request	400.00	.00	400.00	171.77	.00	171.77	228.23	43	478.49
3400.143	CDD Planning EIR Study Review	.00	.00	.00	574.26	.00	574.26	(574.26)	+++	.00
3400.170	CDD Planning Use Permit Class A	1,200.00	.00	1,200.00	.00	.00	.00	1,200.00	0	2,272.13
3400.172	CDD Planning Use Permit Class C	1,700.00	.00	1,700.00	.00	.00	.00	1,700.00	0	1,721.40
3400.173	CDD Planning Temporary Use Permit	250.00	.00	250.00	.00	.00	.00	250.00	0	212.33
3400.174	CDD Planning Administrative Permit	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	2,357.61
3400.176	CDD Planning Home Occupation Permit	436.00	.00	436.00	217.77	.00	217.77	218.23	50	15.54



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Fund 1010 - General Fund										
REVENUE										
Department 40 - Community Development										
Program 4720 - CDD Planning										
3400.177	CDD Planning Site Plan/Use Permit Mod Class A	.00	.00	.00	.00	.00	319.00	(319.00)	+++	.00
3400.184	CDD Planning Site Plan Review Class A	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	400.00
3400.190	CDD Planning Admin Variance-Noise Ordinance	133.00	.00	133.00	.00	.00	.00	133.00	0	133.29
3400.200	CDD Planning Tree Felling Permit	17,000.00	.00	17,000.00	1,690.07	.00	2,782.58	14,217.42	16	17,295.50
3400.307	CDD Planning Design Review Application	750.00	.00	750.00	76.53	.00	76.53	673.47	10	1,186.22
Program 4720 - CDD Planning Totals		\$40,729.00	\$0.00	\$40,729.00	\$9,630.40	\$0.00	\$12,641.91	\$28,087.09	31%	\$61,099.47
Program 4780 - CDD - Waste Management										
3182.335	Franchise Taxes Franchise Taxes	39,454.00	.00	39,454.00	.00	.00	.00	39,454.00	0	39,264.80
3345.200	State Revenues - Other Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	(14,673.00)
3380.104	Local Government Revenue Fines and Citations Waste Mgmt	6,500.00	.00	6,500.00	.00	.00	.00	6,500.00	0	5,834.00
Program 4780 - CDD - Waste Management Totals		\$45,954.00	\$0.00	\$45,954.00	\$0.00	\$0.00	\$0.00	\$45,954.00	0%	\$30,425.80
Department 40 - Community Development Totals		\$86,683.00	\$0.00	\$86,683.00	\$9,630.40	\$0.00	\$12,641.91	\$74,041.09	15%	\$91,525.27
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
3402.201	PW Engineering Final Parcel Map	600.00	.00	600.00	.00	.00	879.30	(279.30)	147	879.30
3402.202	PW Engineering Final Subdivision Map Review	300.00	.00	300.00	.00	.00	.00	300.00	0	1,318.95
3402.205	PW Engineering Street Abandonment	.00	.00	.00	.00	.00	.00	.00	+++	1,231.12
3402.220	PW Engineering Land Divisn/Pvt Develop Projects	47,000.00	.00	47,000.00	.00	.00	.00	47,000.00	0	2,924.88
3402.222	PW Engineering Improvement Agreement Review	132.00	.00	132.00	.00	.00	.00	132.00	0	131.90
3402.223	PW Engineering Engineering Site Plan	350.00	.00	350.00	351.72	.00	351.72	(1.72)	100	.00
3402.224	PW Engineering Grading Check/Inspection	1,500.00	.00	1,500.00	508.86	.00	508.86	991.14	34	1,334.16
3402.226	PW Engineering Cert of Correction with Hearing	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
3402.227	PW Engineering Lot Merger Review	700.00	.00	700.00	.00	.00	.00	700.00	0	703.43
3402.228	PW Engineering Lot Line Adjustment	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	1,846.53
3402.230	PW Engineering Engineer Drain Plan/Calc Review	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	879.30
3402.232	PW Engineering Erosion Control Plan Review	700.00	.00	700.00	.00	.00	.00	700.00	0	527.58
3402.250	PW Engineering Oversized Vehicle Regulation	900.00	.00	900.00	.00	.00	64.00	836.00	7	1,020.00
3402.270	PW Engineering Encroachment Permit Fees	15,000.00	.00	15,000.00	2,545.23	.00	2,979.56	12,020.44	20	15,635.51
Program 4740 - Public Works - Engineering Totals		\$69,882.00	\$0.00	\$69,882.00	\$3,405.81	\$0.00	\$4,783.44	\$65,098.56	7%	\$28,432.66
Program 4745 - Paradise Community Park										
3470.251	Parks & Recreation Space Rental	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,920.00
Program 4745 - Paradise Community Park Totals		\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%	\$2,920.00
Department 45 - Public Works Totals		\$72,382.00	\$0.00	\$72,382.00	\$3,405.81	\$0.00	\$4,783.44	\$67,598.56	7%	\$31,352.66
REVENUE TOTALS		\$12,715,042.00	\$0.00	\$12,715,042.00	\$28,106.67	\$0.00	\$36,884.17	\$12,678,157.83	0%	\$12,317,054.66



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Fund 1010 - General Fund										
EXPENSE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
5225	Bank Fees and Charges	13,400.00	.00	13,400.00	.00	.00	1,066.88	12,333.12	8	12,506.85
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	59.52
5501	Debt Service Payment - Principal	536,963.00	.00	536,963.00	.00	.00	.00	536,963.00	0	553,594.40
5502	Debt Service Payment - Interest	448,037.00	.00	448,037.00	.00	.00	.00	448,037.00	0	401,405.60
5502.201	Debt Service Payment - Interest Tax Anticipation Notes	26,520.00	.00	26,520.00	.00	.00	.00	26,520.00	0	25,087.50
5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	7,400.00	.00	7,400.00	.00	.00	.00	7,400.00	0	7,400.00
5910.611	Transfers Out GASB 45 Retiree Medical Trust	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	7,500.00
5910.923	Transfers Out To TOP Housing Loan Fund	.00	.00	.00	.00	.00	.00	.00	+++	4,450.80
Program 0000 - Non Program Activity Totals		\$1,039,820.00	\$0.00	\$1,039,820.00	\$0.00	\$0.00	\$1,066.88	\$1,038,753.12	0%	\$1,012,004.67
Department 00 - Non Department Activity Totals		\$1,039,820.00	\$0.00	\$1,039,820.00	\$0.00	\$0.00	\$1,066.88	\$1,038,753.12	0%	\$1,012,004.67
Department 10 - Legislative										
Program 4000 - Town Council										
5101	Salaries - Permanent	18,000.00	.00	18,000.00	1,470.00	.00	2,940.00	15,060.00	16	17,640.00
5107	Car Allowance/Mileage	5,400.00	.00	5,400.00	450.00	.00	900.00	4,500.00	17	5,400.00
5111	Medicare	339.00	.00	339.00	28.25	.00	56.55	282.45	17	339.32
5112.102	Retirement Contribution Social Security	1,451.00	.00	1,451.00	120.90	.00	241.80	1,209.20	17	1,450.80
5113	Worker's Compensation	222.00	.00	222.00	1.58	.00	56.38	165.62	25	181.40
5202.100	Operating Supplies General	25.00	.00	25.00	.00	.00	.00	25.00	0	21.55
5219.100	Printing General	50.00	.00	50.00	.00	.00	.00	50.00	0	92.24
5220.100	Employee Development General	12,625.00	.00	12,625.00	.00	.00	1,575.00	11,050.00	12	11,669.00
Program 4000 - Town Council Totals		\$38,112.00	\$0.00	\$38,112.00	\$2,070.73	\$0.00	\$5,769.73	\$32,342.27	15%	\$36,794.31
Department 10 - Legislative Totals		\$38,112.00	\$0.00	\$38,112.00	\$2,070.73	\$0.00	\$5,769.73	\$32,342.27	15%	\$36,794.31
Department 15 - Town Clerk										
Program 4100 - Town Clerk										
5101	Salaries - Permanent	113,276.00	.00	113,276.00	8,591.76	.00	14,993.90	98,282.10	13	104,916.38
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	.00	.00	+++	611.24
5106.100	Incentives & Admin Leave Administrative Leave	3,328.00	.00	3,328.00	.00	.00	.00	3,328.00	0	3,259.16
5111	Medicare	1,691.00	.00	1,691.00	115.44	.00	199.12	1,491.88	12	1,478.48
5112.101	Retirement Contribution PERS	26,369.00	.00	26,369.00	705.62	.00	18,209.88	8,159.12	69	19,713.19
5113	Worker's Compensation	1,399.00	.00	1,399.00	9.94	.00	355.27	1,043.73	25	1,148.34
5114.101	Health Insurance Medical	17,019.00	.00	17,019.00	1,292.52	.00	2,585.04	14,433.96	15	15,570.81
5114.102	Health Insurance Dental	.00	.00	.00	98.90	.00	197.80	(197.80)	+++	1,117.80
5114.103	Health Insurance Vision	.00	.00	.00	10.38	.00	20.76	(20.76)	+++	122.87
5115	Unemployment Compensation	.00	.00	.00	50.95	.00	101.37	(101.37)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,469.00	.00	1,469.00	37.81	.00	75.62	1,393.38	5	407.82



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Fund 1010 - General Fund										
EXPENSE										
Department 15 - Town Clerk										
Program 4100 - Town Clerk										
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	81.23	.00	162.48	(162.48)	+++	830.38
5119.100	Retiree Costs Medical Insurance	13,953.00	.00	13,953.00	1,100.64	.00	2,201.28	11,751.72	16	14,380.71
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	1,501.04
5201.100	Office Supplies General	175.00	.00	175.00	.00	.00	14.06	160.94	8	191.80
5202.100	Operating Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	213.37
5204	Subscriptions and Code Books	695.00	.00	695.00	.00	.00	.00	695.00	0	146.57
5210.100	Postage General	160.00	.00	160.00	2.30	.00	5.06	154.94	3	177.43
5213.100	Professional/Contract Services General	8,218.00	.00	8,218.00	1,297.00	.00	2,031.78	6,186.22	25	8,111.87
5214.100	Repair and Maint Service General	180.00	.00	180.00	.00	.00	79.84	100.16	44	452.09
5218.100	Advertising General	1,895.00	.00	1,895.00	.00	.00	.00	1,895.00	0	2,846.08
5221	Election-County Services	.00	.00	.00	.00	.00	.00	.00	+++	26,121.93
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	624.62
Program 4100 - Town Clerk Totals		\$189,827.00	\$0.00	\$189,827.00	\$13,394.49	\$0.00	\$41,233.26	\$148,593.74	22%	\$203,943.98
Department 15 - Town Clerk Totals		\$189,827.00	\$0.00	\$189,827.00	\$13,394.49	\$0.00	\$41,233.26	\$148,593.74	22%	\$203,943.98
Department 20 - Administrative Services										
Program 4001 - Tourism										
5213.100	Professional/Contract Services General	.00	.00	.00	42.36	.00	62.36	(62.36)	+++	.00
Program 4001 - Tourism Totals		\$0.00	\$0.00	\$0.00	\$42.36	\$0.00	\$62.36	(\$62.36)	+++	\$0.00
Program 4200 - Town Manager										
5101	Salaries - Permanent	117,050.00	.00	117,050.00	8,396.72	.00	14,388.39	102,661.61	12	105,413.67
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	55.13
5106.100	Incentives & Admin Leave Administrative Leave	5,808.00	.00	5,808.00	.00	.00	.00	5,808.00	0	5,122.26
5107	Car Allowance/Mileage	1,573.00	.00	1,573.00	132.00	.00	263.00	1,310.00	17	1,560.00
5111	Medicare	237.00	.00	237.00	21.16	.00	37.41	199.59	16	246.63
5112.101	Retirement Contribution PERS	31,558.00	.00	31,558.00	717.50	.00	22,736.23	8,821.77	72	23,492.25
5113	Worker's Compensation	1,446.00	.00	1,446.00	10.28	.00	367.21	1,078.79	25	1,114.44
5114.101	Health Insurance Medical	6,420.00	.00	6,420.00	438.06	.00	873.95	5,546.05	14	5,230.39
5114.102	Health Insurance Dental	.00	.00	.00	93.20	.00	186.16	(186.16)	+++	1,093.12
5114.103	Health Insurance Vision	.00	.00	.00	3.24	.00	6.45	(6.45)	+++	38.40
5115	Unemployment Compensation	.00	.00	.00	53.20	.00	105.36	(105.36)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	912.00	.00	912.00	25.44	.00	50.75	861.25	6	303.68
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	85.86	.00	184.47	(184.47)	+++	937.23
5119.100	Retiree Costs Medical Insurance	35,235.00	.00	35,235.00	3,180.40	.00	6,360.80	28,874.20	18	40,842.28
5201.100	Office Supplies General	25.00	.00	25.00	.00	.00	.00	25.00	0	.00
5202.100	Operating Supplies General	40.00	.00	40.00	.00	.00	.00	40.00	0	.00
5210.100	Postage General	8.00	.00	8.00	.00	.00	.00	8.00	0	.46



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4200 - Town Manager										
5213.100	Professional/Contract Services General	3,500.00	.00	3,500.00	.00	.00	3,500.00	.00	100	3,500.00
Program 4200 - Town Manager Totals		\$203,812.00	\$0.00	\$203,812.00	\$13,157.06	\$0.00	\$49,060.18	\$154,751.82	24%	\$188,949.94
Program 4201 - Central Services										
5101	Salaries - Permanent	39,012.00	.00	39,012.00	3,000.96	.00	5,236.56	33,775.44	13	38,335.63
5111	Medicare	566.00	.00	566.00	34.53	.00	57.95	508.05	10	448.81
5112.101	Retirement Contribution PERS	3,079.00	.00	3,079.00	196.06	.00	871.95	2,207.05	28	2,563.75
5113	Worker's Compensation	482.00	.00	482.00	3.43	.00	122.41	359.59	25	390.28
5114.101	Health Insurance Medical	11,916.00	.00	11,916.00	867.46	.00	1,734.92	10,181.08	15	10,345.15
5114.102	Health Insurance Dental	.00	.00	.00	99.66	.00	199.32	(199.32)	+++	1,165.34
5114.103	Health Insurance Vision	.00	.00	.00	10.01	.00	20.02	(20.02)	+++	119.46
5115	Unemployment Compensation	.00	.00	.00	15.24	.00	30.29	(30.29)	+++	(668.86)
5116.101	Life and Disability Insurance Life & Disab.	605.00	.00	605.00	12.36	.00	24.72	580.28	4	153.55
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	30.68	.00	55.69	(55.69)	+++	333.96
5202.100	Operating Supplies General	3,130.00	.00	3,130.00	100.17	.00	226.19	2,903.81	7	1,935.49
5203.100	Repairs and Maint Supplies General	2,000.00	.00	2,000.00	265.98	.00	413.70	1,586.30	21	1,180.54
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	14.50
5210.100	Postage General	65.00	.00	65.00	.00	.00	.00	65.00	0	76.95
5211.135	Utilities Water and Sewer	800.00	.00	800.00	.00	.00	71.26	728.74	9	805.29
5211.137	Utilities Electric and Gas	34,860.00	.00	34,860.00	.00	.00	3,914.59	30,945.41	11	34,775.51
5212.100	Insurance General	215,359.00	.00	215,359.00	.00	.00	214,876.00	483.00	100	215,844.00
5213.100	Professional/Contract Services General	43,418.00	.00	43,418.00	.00	.00	7,500.00	35,918.00	17	43,843.33
5214.100	Repair and Maint Service General	10,638.00	.00	10,638.00	.00	.00	560.00	10,078.00	5	11,874.96
5215.100	Rents and Leases Miscellaneous	1,552.00	.00	1,552.00	129.31	.00	258.62	1,293.38	17	1,658.14
5218.100	Advertising General	100.00	.00	100.00	.00	.00	.00	100.00	0	242.84
5219.100	Printing General	700.00	.00	700.00	.00	.00	.00	700.00	0	686.93
5225	Bank Fees and Charges	.00	.00	.00	.00	.00	.00	.00	+++	90.65
5260	Miscellaneous	32,773.00	.00	32,773.00	.00	.00	29,746.45	3,026.55	91	31,836.49
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	21,067.68
5500	Bond Payments - Fiscal Agent	4,294.00	.00	4,294.00	1,750.08	.00	1,750.08	2,543.92	41	4,294.31
Program 4201 - Central Services Totals		\$405,349.00	\$0.00	\$405,349.00	\$6,515.93	\$0.00	\$267,670.72	\$137,678.28	66%	\$423,414.68
Program 4202 - Information Technology										
5101	Salaries - Permanent	92,560.00	.00	92,560.00	7,120.00	.00	12,426.00	80,134.00	13	90,756.83
5106.100	Incentives & Admin Leave Administrative Leave	3,916.00	.00	3,916.00	.00	.00	.00	3,916.00	0	3,841.20
5111	Medicare	1,399.00	.00	1,399.00	111.13	.00	195.95	1,203.05	14	1,466.27
5112.101	Retirement Contribution PERS	20,772.00	.00	20,772.00	635.18	.00	13,624.25	7,147.75	66	18,071.51
5113	Worker's Compensation	1,144.00	.00	1,144.00	8.13	.00	290.51	853.49	25	1,144.26



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4202 - Information Technology										
5114.101	Health Insurance Medical	5,205.00	.00	5,205.00	433.74	.00	867.48	4,337.52	17	5,204.88
5115	Unemployment Compensation	.00	.00	.00	49.04	.00	97.65	(97.65)	+++	668.86
5116.101	Life and Disability Insurance Life & Disab.	914.00	.00	914.00	19.00	.00	38.00	876.00	4	228.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	55.81	.00	111.62	(111.62)	+++	635.22
5199.199	Other Fund Support IT-Serv from Tech Fee	(78,000.00)	.00	(78,000.00)	.00	.00	.00	(78,000.00)	0	(75,167.00)
5202.100	Operating Supplies General	7,440.00	.00	7,440.00	.00	.00	.00	7,440.00	0	6,737.34
5209.101	Auto Fuel Expense Town Vehicles	200.00	.00	200.00	.00	.00	219.37	(19.37)	110	255.29
5210.100	Postage General	150.00	.00	150.00	.00	.00	.00	150.00	0	91.02
5213.100	Professional/Contract Services General	11,000.00	.00	11,000.00	.00	.00	735.00	10,265.00	7	10,374.00
5214.100	Repair and Maint Service General	57,038.00	.00	57,038.00	261.49	.00	261.49	56,776.51	0	55,511.57
5215.106	Rents and Leases Copiers	4,599.00	.00	4,599.00	383.22	.00	766.44	3,832.56	17	4,197.88
5216.100	Communications General Services	36,222.00	.00	36,222.00	2,980.84	.00	5,898.22	30,323.78	16	36,929.10
5220.100	Employee Development General	3,500.00	.00	3,500.00	.00	.00	.00	3,500.00	0	433.95
5225	Bank Fees and Charges	3,750.00	.00	3,750.00	.00	.00	104.15	3,645.85	3	2,125.02
5304	Furniture & Equipment	5,485.00	.00	5,485.00	.00	.00	.00	5,485.00	0	5,889.16
5501	Debt Service Payment - Principal	36,631.00	.00	36,631.00	.00	.00	.00	36,631.00	0	36,631.00
5502.150	Debt Service Payment - Interest Interfund Loans	720.00	.00	720.00	.00	.00	.00	720.00	0	.00
5910.615	Transfers Out Asset Sales Proceeds Fund	6,687.00	.00	6,687.00	.00	.00	.00	6,687.00	0	.00
Program 4202 - Information Technology Totals		\$221,332.00	\$0.00	\$221,332.00	\$12,057.58	\$0.00	\$35,636.13	\$185,695.87	16%	\$205,795.36
Program 4203 - HR and Risk Management										
5101	Salaries - Permanent	62,230.00	.00	62,230.00	4,635.36	.00	8,088.85	54,141.15	13	58,045.60
5106.100	Incentives & Admin Leave Administrative Leave	2,974.00	.00	2,974.00	.00	.00	.00	2,974.00	0	2,397.80
5111	Medicare	945.00	.00	945.00	55.36	.00	93.60	851.40	10	734.45
5112.101	Retirement Contribution PERS	13,966.00	.00	13,966.00	413.52	.00	9,136.07	4,829.93	65	11,598.40
5113	Worker's Compensation	769.00	.00	769.00	5.47	.00	195.29	573.71	25	588.14
5114.101	Health Insurance Medical	15,864.00	.00	15,864.00	1,127.70	.00	2,255.40	13,608.60	14	13,532.40
5114.102	Health Insurance Dental	.00	.00	.00	174.34	.00	348.68	(348.68)	+++	2,050.08
5114.103	Health Insurance Vision	.00	.00	.00	14.44	.00	28.88	(28.88)	+++	173.28
5115	Unemployment Compensation	.00	.00	.00	24.44	.00	48.58	(48.58)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	830.00	.00	830.00	19.00	.00	52.94	777.06	6	228.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	47.40	.00	71.10	(71.10)	+++	519.52
5119.120	Retiree Costs PERS 1959 Survivor Benefits	3,475.00	.00	3,475.00	.00	.00	.00	3,475.00	0	3,405.60
5202.100	Operating Supplies General	318.00	.00	318.00	.00	.00	.00	318.00	0	256.93
5204	Subscriptions and Code Books	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5210.100	Postage General	15.00	.00	15.00	.92	.00	2.30	12.70	15	33.58
5213.100	Professional/Contract Services General	1,991.00	.00	1,991.00	.00	.00	.00	1,991.00	0	1,616.16



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4203 - HR and Risk Management										
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	624.62
Program 4203 - HR and Risk Management Totals		\$108,377.00	\$0.00	\$108,377.00	\$6,517.95	\$0.00	\$20,321.69	\$88,055.31	19%	\$96,634.56
Program 4300 - Legal Services										
5210.100	Postage General	10.00	.00	10.00	.00	.00	.00	10.00	0	3.78
5213.100	Professional/Contract Services General	186,390.00	.00	186,390.00	14,076.00	.00	32,252.00	154,138.00	17	184,258.87
Program 4300 - Legal Services Totals		\$186,400.00	\$0.00	\$186,400.00	\$14,076.00	\$0.00	\$32,252.00	\$154,148.00	17%	\$184,262.65
Department 20 - Administrative Services Totals		\$1,125,270.00	\$0.00	\$1,125,270.00	\$52,366.88	\$0.00	\$405,003.08	\$720,266.92	36%	\$1,099,057.19
Department 25 - Finance										
Program 4400 - Finance										
5101	Salaries - Permanent	134,329.00	.00	134,329.00	10,179.06	.00	17,764.30	116,564.70	13	131,217.80
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	1,182.92
5106.100	Incentives & Admin Leave Administrative Leave	4,848.00	.00	4,848.00	.00	.00	.00	4,848.00	0	5,078.68
5107	Car Allowance/Mileage	2,041.00	.00	2,041.00	170.00	.00	340.00	1,701.00	17	2,040.00
5111	Medicare	2,048.00	.00	2,048.00	151.25	.00	264.89	1,783.11	13	2,230.98
5112.101	Retirement Contribution PERS	24,707.00	.00	24,707.00	819.28	.00	15,192.24	9,514.76	61	23,413.53
5113	Worker's Compensation	1,660.00	.00	1,660.00	11.80	.00	421.55	1,238.45	25	1,332.38
5114.101	Health Insurance Medical	10,923.00	.00	10,923.00	706.99	.00	1,413.98	9,509.02	13	8,526.68
5114.102	Health Insurance Dental	.00	.00	.00	181.12	.00	362.24	(362.24)	+++	2,145.18
5114.103	Health Insurance Vision	.00	.00	.00	16.10	.00	32.20	(32.20)	+++	193.94
5115	Unemployment Compensation	.00	.00	.00	66.74	.00	132.88	(132.88)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,539.00	.00	1,539.00	39.04	.00	78.08	1,460.92	5	463.12
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	82.20	.00	164.61	(164.61)	+++	934.01
5119.100	Retiree Costs Medical Insurance	23,252.00	.00	23,252.00	2,230.68	.00	4,461.36	18,790.64	19	25,456.51
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	13,639.05
5201.100	Office Supplies General	40.00	.00	40.00	.00	.00	36.64	3.36	92	35.64
5202.100	Operating Supplies General	590.00	.00	590.00	.00	.00	.00	590.00	0	1,052.26
5203.100	Repairs and Maint Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	161.61
5210.100	Postage General	1,500.00	.00	1,500.00	124.00	.00	261.53	1,238.47	17	1,327.67
5213.100	Professional/Contract Services General	681.00	.00	681.00	57.50	.00	75.45	605.55	11	2,188.83
5218.100	Advertising General	150.00	.00	150.00	.00	.00	109.30	40.70	73	238.78
5219.100	Printing General	640.00	.00	640.00	.00	.00	402.20	237.80	63	525.83
5220.100	Employee Development General	110.00	.00	110.00	.00	.00	.00	110.00	0	110.00
5304	Furniture & Equipment	550.00	.00	550.00	.00	.00	.00	550.00	0	.00
5501	Debt Service Payment - Principal	212.00	.00	212.00	.00	.00	.00	212.00	0	211.91
Program 4400 - Finance Totals		\$209,820.00	\$0.00	\$209,820.00	\$14,835.76	\$0.00	\$41,513.45	\$168,306.55	20%	\$223,707.31



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Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4420 - Measure C TUT										
Cost Center Activity 300 - Police Administration										
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	15,000.00
5111	Medicare	.00	.00	.00	.00	.00	.00	.00	+++	218.00
5220.100	Employee Development General	.00	.00	.00	.00	.00	.00	.00	+++	6,831.51
5303	Improvements	75,000.00	.00	75,000.00	.00	.00	.00	75,000.00	0	146,394.53
Cost Center Activity 300 - Police Administration Totals		\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00	0%	\$168,444.04
Cost Center Activity 301 - Police Operations										
5101	Salaries - Permanent	71,926.00	.00	71,926.00	4,664.00	.00	8,127.60	63,798.40	11	62,208.55
5102	Salaries - Temporary	28,622.00	.00	28,622.00	5,116.80	.00	8,916.80	19,705.20	31	25,131.76
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	.00	.00	+++	178.48
5104	Wages - PS Holiday Pay	3,747.00	.00	3,747.00	256.72	.00	509.72	3,237.28	14	3,877.79
5105	Salaries - Overtime/FLSA	22,000.00	.00	22,000.00	1,760.44	.00	4,053.67	17,946.33	18	18,562.75
5106.101	Incentives & Admin Leave School Incentive	3,008.00	.00	3,008.00	256.32	.00	511.57	2,496.43	17	3,725.56
5106.103	Incentives & Admin Leave Team Pay	.00	.00	.00	233.20	.00	462.96	(462.96)	+++	2,826.93
5109.100	Allowances Uniform Allowance	930.00	.00	930.00	77.50	.00	155.00	775.00	17	891.25
5111	Medicare	1,888.00	.00	1,888.00	177.54	.00	326.20	1,561.80	17	1,755.88
5112.101	Retirement Contribution PERS	55,585.00	.00	55,585.00	1,091.38	.00	1,943.13	53,641.87	3	52,201.92
5112.102	Retirement Contribution Social Security	.00	.00	.00	203.23	.00	341.85	(341.85)	+++	1,801.07
5113	Worker's Compensation	21,486.00	.00	21,486.00	152.72	.00	5,456.31	16,029.69	25	7,132.68
5114.101	Health Insurance Medical	17,987.00	.00	17,987.00	1,814.96	.00	3,629.92	14,357.08	20	12,682.77
5114.102	Health Insurance Dental	.00	.00	.00	168.34	.00	336.68	(336.68)	+++	1,878.13
5114.103	Health Insurance Vision	.00	.00	.00	14.44	.00	28.88	(28.88)	+++	164.70
5115	Unemployment Compensation	.00	.00	.00	78.37	.00	158.08	(158.08)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,530.00	.00	1,530.00	19.00	.00	38.00	1,492.00	2	265.32
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	50.08	.00	99.42	(99.42)	+++	531.16
5202.100	Operating Supplies General	4,581.00	.00	4,581.00	.00	51.47	99.46	4,430.07	3	11,745.34
5213.100	Professional/Contract Services General	5,638.00	.00	5,638.00	.00	.00	135.00	5,503.00	2	7,478.35
5220.100	Employee Development General	23,603.00	.00	23,603.00	.00	591.70	7,388.84	15,622.46	34	24,280.06
5501	Debt Service Payment - Principal	105,917.00	.00	105,917.00	7,552.25	.00	7,552.25	98,364.75	7	42,171.06
Cost Center Activity 301 - Police Operations Totals		\$368,448.00	\$0.00	\$368,448.00	\$23,687.29	\$643.17	\$50,271.34	\$317,533.49	14%	\$281,491.51
Cost Center Activity 303 - Animal Control										
5101	Salaries - Permanent	46,611.00	.00	46,611.00	1,704.00	.00	3,060.21	43,550.79	7	20,306.25
5104	Wages - PS Holiday Pay	2,590.00	.00	2,590.00	95.04	.00	188.47	2,401.53	7	1,191.59
5105	Salaries - Overtime/FLSA	1,100.00	.00	1,100.00	183.71	.00	655.68	444.32	60	1,602.92
5109.100	Allowances Uniform Allowance	1,194.00	.00	1,194.00	42.62	.00	85.24	1,108.76	7	511.44
5111	Medicare	731.00	.00	731.00	26.00	.00	51.12	679.88	7	22.16



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Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4420 - Measure C TUT										
Cost Center Activity 303 - Animal Control										
5112.101	Retirement Contribution PERS	3,455.00	.00	3,455.00	117.52	.00	212.15	3,242.85	6	1,412.53
5113	Worker's Compensation	6,116.00	.00	6,116.00	43.47	.00	1,553.14	4,562.86	25	2,171.12
5114.101	Health Insurance Medical	10,268.00	.00	10,268.00	325.30	.00	650.60	9,617.40	6	3,903.60
5114.102	Health Insurance Dental	.00	.00	.00	36.56	.00	73.12	(73.12)	+++	429.92
5114.103	Health Insurance Vision	.00	.00	.00	3.68	.00	7.36	(7.36)	+++	44.16
5115	Unemployment Compensation	.00	.00	.00	11.48	.00	24.90	(24.90)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	918.00	.00	918.00	14.24	.00	28.49	889.51	3	170.88
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	15.66	.00	31.07	(31.07)	+++	171.95
5202.100	Operating Supplies General	500.00	.00	500.00	.00	.00	.00	500.00	0	627.93
5213.100	Professional/Contract Services General	2,100.00	.00	2,100.00	.00	.00	.00	2,100.00	0	10,000.00
5214.100	Repair and Maint Service General	17,200.00	.00	17,200.00	.00	.00	.00	17,200.00	0	.00
5220.100	Employee Development General	1,600.00	.00	1,600.00	.00	.00	.00	1,600.00	0	990.99
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	.00	.00	+++	11.25
5303	Improvements	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	2,200.00
5304	Furniture & Equipment	1,017.00	.00	1,017.00	.00	.00	.00	1,017.00	0	8,310.30
Cost Center Activity 303 - Animal Control Totals		\$103,400.00	\$0.00	\$103,400.00	\$2,619.28	\$0.00	\$6,621.55	\$96,778.45	6%	\$54,358.99
Cost Center Activity 325 - Fire Administration										
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	1,410.91
Cost Center Activity 325 - Fire Administration Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,410.91
Cost Center Activity 326 - Fire Suppression										
5202.100	Operating Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	120.12
5213.100	Professional/Contract Services General	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0	141,119.80
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	4,836.55
5501	Debt Service Payment - Principal	167,183.00	.00	167,183.00	.00	.00	20,137.76	147,045.24	12	125,668.10
5910.615	Transfers Out Asset Sales Proceeds Fund	.00	.00	.00	.00	.00	.00	.00	+++	50,000.00
Cost Center Activity 326 - Fire Suppression Totals		\$417,183.00	\$0.00	\$417,183.00	\$0.00	\$0.00	\$20,137.76	\$397,045.24	5%	\$321,744.57
Cost Center Activity 350 - Public Works Streets										
5910.100	Transfers Out To Capital Projects	208,745.00	.00	208,745.00	.00	.00	.00	208,745.00	0	500,913.53
Cost Center Activity 350 - Public Works Streets Totals		\$208,745.00	\$0.00	\$208,745.00	\$0.00	\$0.00	\$0.00	\$208,745.00	0%	\$500,913.53
Program 4420 - Measure C TUT Totals		\$1,172,776.00	\$0.00	\$1,172,776.00	\$26,306.57	\$643.17	\$77,030.65	\$1,095,102.18	7%	\$1,328,363.55
Program 5005 - Rental Properties										
5211.175	Utilities Rental Properties	2,600.00	.00	2,600.00	.00	.00	297.75	2,302.25	11	2,632.74
5214.100	Repair and Maint Service General	480.00	.00	480.00	40.00	.00	80.00	400.00	17	480.00
5501	Debt Service Payment - Principal	17,202.00	.00	17,202.00	1,433.48	.00	2,866.96	14,335.04	17	17,201.76
Program 5005 - Rental Properties Totals		\$20,282.00	\$0.00	\$20,282.00	\$1,473.48	\$0.00	\$3,244.71	\$17,037.29	16%	4.50



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance Totals		\$1,402,878.00	\$0.00	\$1,402,878.00	\$42,615.81	\$643.17	\$121,788.81	\$1,280,446.02	9%	\$1,572,385.36
Department 30 - Police										
Program 4510 - Police Administration										
5101	Salaries - Permanent	354,809.00	.00	354,809.00	26,035.56	.00	45,356.40	309,452.60	13	304,282.40
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	14,228.31
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	30.50	(30.50)	+++	291.74
5104	Wages - PS Holiday Pay	16,524.00	.00	16,524.00	1,122.00	.00	2,233.12	14,290.88	14	13,386.29
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	2,315.79
5106.100	Incentives & Admin Leave Administrative Leave	18,722.00	.00	18,722.00	1,294.52	.00	2,576.48	16,145.52	14	14,864.80
5106.101	Incentives & Admin Leave School Incentive	20,571.00	.00	20,571.00	1,589.40	.00	3,172.27	17,398.73	15	16,941.22
5106.200	Incentives & Admin Leave Gym Reimbursement	240.00	.00	240.00	.00	.00	.00	240.00	0	180.00
5109.100	Allowances Uniform Allowance	2,868.00	.00	2,868.00	232.50	.00	465.00	2,403.00	16	2,480.00
5111	Medicare	6,212.00	.00	6,212.00	427.38	.00	757.38	5,454.62	12	5,213.58
5112.101	Retirement Contribution PERS	207,720.00	.00	207,720.00	5,341.22	.00	28,037.84	179,682.16	13	191,402.59
5113	Worker's Compensation	44,767.00	.00	44,767.00	318.20	.00	11,368.46	33,398.54	25	30,498.52
5114.101	Health Insurance Medical	45,562.00	.00	45,562.00	3,122.86	.00	6,245.72	39,316.28	14	35,739.34
5114.102	Health Insurance Dental	.00	.00	.00	505.02	.00	1,010.04	(1,010.04)	+++	5,069.81
5114.103	Health Insurance Vision	.00	.00	.00	43.32	.00	86.64	(86.64)	+++	442.09
5115	Unemployment Compensation	.00	.00	.00	188.64	.00	376.05	(376.05)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	3,623.00	.00	3,623.00	85.50	.00	171.00	3,452.00	5	923.69
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	204.19	.00	408.38	(408.38)	+++	2,072.68
5119.100	Retiree Costs Medical Insurance	43,232.00	.00	43,232.00	4,333.16	.00	8,666.32	34,565.68	20	57,128.67
5122	Accrual Bank Payoff	14,692.00	.00	14,692.00	.00	.00	.00	14,692.00	0	1,216.65
5201.100	Office Supplies General	2,000.00	.00	2,000.00	.00	64.64	43.49	1,891.87	5	1,358.86
5202.100	Operating Supplies General	9,904.00	.00	9,904.00	985.52	582.22	1,589.87	7,731.91	22	7,489.11
5203.100	Repairs and Maint Supplies General	2,000.00	.00	2,000.00	224.02	.00	228.72	1,771.28	11	1,747.98
5204	Subscriptions and Code Books	100.00	.00	100.00	.00	.00	98.55	1.45	99	85.25
5209.101	Auto Fuel Expense Town Vehicles	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5210.100	Postage General	1,868.00	.00	1,868.00	.00	22.24	607.20	1,238.56	34	1,853.20
5211.135	Utilities Water and Sewer	984.00	.00	984.00	.00	.00	85.19	898.81	9	996.33
5211.137	Utilities Electric and Gas	25,716.00	.00	25,716.00	.00	.00	3,252.83	22,463.17	13	25,665.37
5211.139	Utilities Propane	500.00	.00	500.00	.00	.00	.00	500.00	0	735.97
5213.100	Professional/Contract Services General	32,740.00	.00	32,740.00	84.95	.00	12,992.61	19,747.39	40	28,525.09
5214.100	Repair and Maint Service General	55,148.00	.00	55,148.00	579.30	.00	3,660.57	51,487.43	7	31,552.55
5215.100	Rents and Leases Miscellaneous	566.00	.00	566.00	.00	.00	141.00	425.00	25	565.00
5215.106	Rents and Leases Copiers	4,020.00	.00	4,020.00	334.93	.00	669.86	3,350.14	17	3,694.37
5216.100	Communications General Services	5,500.00	.00	5,500.00	.00	.00	658.09	4,841.91	12	5,506.09
5218.100	Advertising General	500.00	.00	500.00	.00	.00	.00	500.00	0	6.66



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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4510 - Police Administration										
5219.100	Printing General	200.00	.00	200.00	.00	.00	.00	200.00	0	656.93
5220.100	Employee Development General	6,600.00	.00	6,600.00	.00	.00	709.00	5,891.00	11	789.00
5220.110	Employee Development Education Reimb MOU Program	550.00	.00	550.00	.00	.00	.00	550.00	0	143.50
5223.105	Meals and Refreshments Emergencies and Meetings	350.00	.00	350.00	.00	30.38	.00	319.62	9	273.75
5225	Bank Fees and Charges	600.00	.00	600.00	(5.00)	.00	38.56	561.44	6	573.86
5303	Improvements	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
5304	Furniture & Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	1,410.96
5501	Debt Service Payment - Principal	424.00	.00	424.00	.00	.00	.00	424.00	0	3,146.80
Program 4510 - Police Administration Totals		\$943,312.00	\$0.00	\$943,312.00	\$47,047.19	\$699.48	\$135,737.14	\$806,875.38	14%	\$815,654.80
Program 4520 - Police Operations										
5101	Salaries - Permanent	1,081,163.00	.00	1,081,163.00	71,045.57	.00	126,477.46	954,685.54	12	948,441.88
5102	Salaries - Temporary	27,984.00	.00	27,984.00	1,442.93	.00	3,060.28	24,923.72	11	19,148.53
5103.102	Differential Pay Out of Class	.00	.00	.00	224.03	.00	555.67	(555.67)	+++	8,570.49
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	2,457.46	.00	4,573.93	(4,573.93)	+++	32,612.54
5103.108	Differential Pay Canine Maintenance	.00	.00	.00	587.80	.00	1,028.80	(1,028.80)	+++	7,376.00
5104	Wages - PS Holiday Pay	51,028.00	.00	51,028.00	3,507.04	.00	6,961.11	44,066.89	14	48,860.91
5105	Salaries - Overtime/FLSA	208,000.00	.00	208,000.00	12,066.10	.00	27,164.65	180,835.35	13	259,451.57
5106.101	Incentives & Admin Leave School Incentive	36,309.00	.00	36,309.00	2,761.24	.00	5,492.62	30,816.38	15	36,017.10
5106.103	Incentives & Admin Leave Team Pay	.00	.00	.00	233.20	.00	462.96	(462.96)	+++	3,388.32
5106.200	Incentives & Admin Leave Gym Reimbursement	180.00	.00	180.00	.00	.00	.00	180.00	0	180.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,000.00
5109.100	Allowances Uniform Allowance	16,539.00	.00	16,539.00	1,219.34	.00	2,438.68	14,100.32	15	16,734.96
5111	Medicare	20,622.00	.00	20,622.00	1,290.45	.00	2,394.23	18,227.77	12	19,153.11
5112.101	Retirement Contribution PERS	538,734.00	.00	538,734.00	12,672.72	.00	63,421.99	475,312.01	12	449,317.69
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	.00	.00	+++	(671.09)
5113	Worker's Compensation	156,902.00	.00	156,902.00	1,115.24	.00	39,844.83	117,057.17	25	121,033.12
5114.101	Health Insurance Medical	262,094.00	.00	262,094.00	17,260.55	.00	34,521.10	227,572.90	13	230,993.47
5114.102	Health Insurance Dental	.00	.00	.00	2,206.20	.00	4,412.40	(4,412.40)	+++	27,273.96
5114.103	Health Insurance Vision	.00	.00	.00	185.64	.00	371.28	(371.28)	+++	2,420.42
5115	Unemployment Compensation	.00	.00	.00	569.57	.00	1,186.17	(1,186.17)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	13,379.00	.00	13,379.00	304.00	.00	608.00	12,771.00	5	3,902.99
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	744.62	.00	1,489.64	(1,489.64)	+++	8,723.69
5119.100	Retiree Costs Medical Insurance	157,304.00	.00	157,304.00	13,904.75	.00	27,809.50	129,494.50	18	164,454.05
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	28,640.07
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(137,398.00)	.00	(137,398.00)	.00	.00	.00	(137,398.00)	0	(121,289.79)
5202.100	Operating Supplies General	29,408.00	.00	29,408.00	.00	785.16	1,802.96	26,819.88	9	9.85



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4520 - Police Operations										
5204	Subscriptions and Code Books	400.00	.00	400.00	.00	.00	.00	400.00	0	384.48
5209.101	Auto Fuel Expense Town Vehicles	41,000.00	.00	41,000.00	.00	91.20	6,794.89	34,113.91	17	42,313.25
5213.100	Professional/Contract Services General	4,600.00	.00	4,600.00	.00	.00	220.37	4,379.63	5	9,578.75
5214.100	Repair and Maint Service General	2,419.00	.00	2,419.00	.00	.00	668.50	1,750.50	28	1,305.50
5216.100	Communications General Services	4,775.00	.00	4,775.00	.00	.00	.00	4,775.00	0	3,937.29
5218.100	Advertising General	400.00	.00	400.00	.00	.00	.00	400.00	0	622.43
5220.100	Employee Development General	20,000.00	.00	20,000.00	.00	.00	.00	20,000.00	0	18,883.90
5220.110	Employee Development Education Reimb MOU Program	1,870.00	.00	1,870.00	.00	.00	.00	1,870.00	0	285.00
5304	Furniture & Equipment	17,955.00	.00	17,955.00	.00	.00	.00	17,955.00	0	4,718.04
Program 4520 - Police Operations Totals		\$2,556,667.00	\$0.00	\$2,556,667.00	\$145,798.45	\$876.36	\$363,762.02	\$2,192,028.62	14%	\$2,420,402.48
Program 4530 - Public Safety Communications										
5101	Salaries - Permanent	393,003.00	.00	393,003.00	24,290.66	.00	43,525.70	349,477.30	11	308,651.86
5102	Salaries - Temporary	50,710.00	.00	50,710.00	3,708.84	.00	6,790.83	43,919.17	13	48,793.32
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	.00	.00	+++	1,457.18
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	827.96	.00	1,508.39	(1,508.39)	+++	10,522.21
5104	Wages - PS Holiday Pay	17,846.00	.00	17,846.00	1,123.57	.00	2,246.13	15,599.87	13	15,294.60
5105	Salaries - Overtime/FLSA	40,000.00	.00	40,000.00	4,211.62	.00	9,155.31	30,844.69	23	43,575.38
5106.101	Incentives & Admin Leave School Incentive	13,969.00	.00	13,969.00	1,208.96	.00	2,414.57	11,554.43	17	13,377.59
5106.200	Incentives & Admin Leave Gym Reimbursement	180.00	.00	180.00	.00	.00	90.00	90.00	50	180.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	.00	.00	.00	.00	.00	.00	.00	+++	1,500.00
5109.100	Allowances Uniform Allowance	6,138.00	.00	6,138.00	454.72	.00	909.44	5,228.56	15	6,410.88
5111	Medicare	7,567.00	.00	7,567.00	489.35	.00	906.10	6,660.90	12	6,286.18
5112.101	Retirement Contribution PERS	60,602.00	.00	60,602.00	2,095.05	.00	31,802.02	28,799.98	52	48,547.27
5113	Worker's Compensation	28,817.00	.00	28,817.00	204.83	.00	7,318.00	21,499.00	25	23,338.36
5114.101	Health Insurance Medical	91,611.00	.00	91,611.00	6,035.18	.00	12,070.36	79,540.64	13	75,424.02
5114.102	Health Insurance Dental	.00	.00	.00	728.50	.00	1,457.00	(1,457.00)	+++	8,533.43
5114.103	Health Insurance Vision	.00	.00	.00	58.00	.00	116.00	(116.00)	+++	692.82
5115	Unemployment Compensation	.00	.00	.00	215.99	.00	443.18	(443.18)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	5,685.00	.00	5,685.00	138.70	.00	277.40	5,407.60	5	1,759.40
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	273.83	.00	547.66	(547.66)	+++	3,065.86
5119.100	Retiree Costs Medical Insurance	50,751.00	.00	50,751.00	4,269.06	.00	8,538.12	42,212.88	17	51,807.56
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	6,000.00
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(50,000.00)	.00	(50,000.00)	.00	.00	.00	(50,000.00)	0	(45,834.00)
5202.100	Operating Supplies General	2,680.00	.00	2,680.00	.00	184.94	205.25	2,289.81	15	3,140.54
5204	Subscriptions and Code Books	150.00	.00	150.00	.00	.00	.00	150.00	0	149.00
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	0.56



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4530 - Public Safety Communications										
5214.100	Repair and Maint Service General	35,000.00	.00	35,000.00	.00	.00	.00	35,000.00	0	34,856.00
5216.100	Communications General Services	21,023.00	.00	21,023.00	1,635.26	.00	3,238.16	17,784.84	15	18,745.76
5220.100	Employee Development General	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	2,239.27
5220.110	Employee Development Education Reimb MOU Program	550.00	.00	550.00	.00	.00	.00	550.00	0	.00
5304	Furniture & Equipment	3,000.00	.00	3,000.00	.00	.00	673.96	2,326.04	22	2,582.71
5501	Debt Service Payment - Principal	1,756.00	.00	1,756.00	.00	.00	.00	1,756.00	0	65,330.37
Program 4530 - Public Safety Communications Totals		\$787,038.00	\$0.00	\$787,038.00	\$51,970.08	\$184.94	\$134,233.58	\$652,619.48	17%	\$760,278.13
Program 4550 - Fleet Management										
5101	Salaries - Permanent	59,592.00	.00	59,592.00	4,584.00	.00	7,943.20	51,648.80	13	55,119.40
5105	Salaries - Overtime/FLSA	2,500.00	.00	2,500.00	300.82	.00	300.82	2,199.18	12	1,570.10
5109.100	Allowances Uniform Allowance	1,000.00	.00	1,000.00	41.66	.00	83.32	916.68	8	499.92
5109.101	Allowances Boot Allowance	.00	.00	.00	.00	.00	500.00	(500.00)	+++	500.00
5109.102	Allowances Tool Allowance	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	1,000.00
5111	Medicare	929.00	.00	929.00	63.95	.00	127.53	801.47	14	762.15
5112.101	Retirement Contribution PERS	6,554.00	.00	6,554.00	330.04	.00	2,691.34	3,862.66	41	5,626.76
5113	Worker's Compensation	3,607.00	.00	3,607.00	25.64	.00	915.99	2,691.01	25	2,685.96
5114.101	Health Insurance Medical	11,916.00	.00	11,916.00	867.46	.00	1,734.92	10,181.08	15	10,408.98
5114.102	Health Insurance Dental	.00	.00	.00	111.56	.00	223.12	(223.12)	+++	1,311.82
5114.103	Health Insurance Vision	.00	.00	.00	4.90	.00	9.80	(9.80)	+++	58.80
5115	Unemployment Compensation	.00	.00	.00	28.23	.00	63.12	(63.12)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	805.00	.00	805.00	19.00	.00	38.00	767.00	5	228.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	46.88	.00	93.76	(93.76)	+++	493.75
5119.100	Retiree Costs Medical Insurance	7,272.00	.00	7,272.00	650.56	.00	1,301.12	5,970.88	18	6,637.98
5202.100	Operating Supplies General	5,000.00	.00	5,000.00	169.09	.00	259.25	4,740.75	5	3,750.43
5203.100	Repairs and Maint Supplies General	69,000.00	.00	69,000.00	10,622.59	.00	16,360.36	52,639.64	24	103,829.28
5203.300	Repairs and Maint Supplies Accident and Negligence	17,000.00	.00	17,000.00	.00	.00	.00	17,000.00	0	.00
5204	Subscriptions and Code Books	2,080.00	.00	2,080.00	.00	.00	1,616.25	463.75	78	2,189.73
5209.101	Auto Fuel Expense Town Vehicles	575.00	.00	575.00	(10.07)	.00	122.64	452.36	21	644.16
5210.100	Postage General	20.00	.00	20.00	.00	.00	.00	20.00	0	9.65
5213.100	Professional/Contract Services General	5,190.00	.00	5,190.00	60.00	.00	455.69	4,734.31	9	4,879.52
5214.100	Repair and Maint Service General	27,200.00	.00	27,200.00	2,337.05	.00	5,741.30	21,458.70	21	44,511.33
5214.300	Repair and Maint Service Accident and Negligence	6,800.00	.00	6,800.00	.00	.00	.00	6,800.00	0	.00
5216.100	Communications General Services	900.00	.00	900.00	75.00	.00	150.00	750.00	17	900.00
5220.100	Employee Development General	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	3,706.24
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	495.00	.00	495.00	30.00	.00	60.00	435.00	12	420.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4550 - Fleet Management										
5303	Improvements	.00	.00	.00	.00	.00	.00	.00	+++	248.41
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	3,120.84
5910.611	Transfers Out GASB 45 Retiree Medical Trust	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	10,000.00
Program 4550 - Fleet Management Totals		\$241,935.00	\$0.00	\$241,935.00	\$20,358.36	\$0.00	\$41,791.53	\$200,143.47	17%	\$265,113.21
Department 30 - Police Totals		\$4,528,952.00	\$0.00	\$4,528,952.00	\$265,174.08	\$1,760.78	\$675,524.27	\$3,851,666.95	15%	\$4,261,448.62
Department 35 - Fire										
Program 4610 - Fire - Administrative										
5101	Salaries - Permanent	36,379.00	.00	36,379.00	2,759.68	.00	4,812.51	31,566.49	13	21,707.84
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	1,327.38
5103.101	Differential Pay On Call	.00	.00	.00	52.99	.00	122.99	(122.99)	+++	126.72
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	3.80
5106.200	Incentives & Admin Leave Gym Reimbursement	.00	.00	.00	30.00	.00	59.70	(59.70)	+++	.00
5109.100	Allowances Uniform Allowance	165.00	.00	165.00	18.94	.00	37.79	127.21	23	16.04
5109.101	Allowances Boot Allowance	.00	.00	.00	.00	.00	165.00	(165.00)	+++	.00
5111	Medicare	530.00	.00	530.00	47.72	.00	87.83	442.17	17	382.79
5112.101	Retirement Contribution PERS	5,333.00	.00	5,333.00	180.30	.00	3,212.28	2,120.72	60	26,377.91
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	.00	.00	+++	82.30
5113	Worker's Compensation	1,119.00	.00	1,119.00	7.97	.00	284.68	834.32	25	788.74
5114.101	Health Insurance Medical	4,840.00	.00	4,840.00	404.80	.00	808.90	4,031.10	17	3,194.45
5115	Unemployment Compensation	.00	.00	.00	21.06	.00	43.07	(43.07)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	564.00	.00	564.00	17.74	.00	35.45	528.55	6	138.74
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	28.22	.00	56.27	(56.27)	+++	186.83
5119.100	Retiree Costs Medical Insurance	50,594.00	.00	50,594.00	5,090.95	.00	10,473.45	40,120.55	21	64,644.58
5201.100	Office Supplies General	400.00	.00	400.00	.00	.00	9.96	390.04	2	271.06
5202.100	Operating Supplies General	3,451.00	.00	3,451.00	.00	.00	64.63	3,386.37	2	3,791.29
5203.100	Repairs and Maint Supplies General	5,500.00	.00	5,500.00	584.87	.00	886.95	4,613.05	16	5,272.98
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	93.31	(93.31)	+++	.00
5210.100	Postage General	200.00	.00	200.00	.00	.00	50.61	149.39	25	392.40
5211.135	Utilities Water and Sewer	2,220.00	.00	2,220.00	.00	.00	216.99	2,003.01	10	2,263.32
5211.137	Utilities Electric and Gas	23,000.00	.00	23,000.00	88.89	.00	2,845.04	20,154.96	12	22,392.77
5211.139	Utilities Propane	500.00	.00	500.00	15.08	.00	15.08	484.92	3	285.14
5213.100	Professional/Contract Services General	4,158.00	.00	4,158.00	.00	.00	19.26	4,138.74	0	4,007.45
5214.100	Repair and Maint Service General	5,817.00	.00	5,817.00	102.68	.00	2,822.74	2,994.26	49	5,466.99
5215.106	Rents and Leases Copiers	2,280.00	.00	2,280.00	188.32	.00	376.64	1,903.36	17	2,572.53
5216.100	Communications General Services	10,819.00	.00	10,819.00	784.08	.00	1,649.34	9,169.66	15	10,267.13
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 35 - Fire										
Program 4610 - Fire - Administrative										
5219.100	Printing General	.00	.00	.00	.00	.00	34.48	(34.48)	+++	.00
5303	Improvements	7,990.00	.00	7,990.00	.00	.00	.00	7,990.00	0	30.92
5501	Debt Service Payment - Principal	3,241.00	.00	3,241.00	.00	.00	.00	3,241.00	0	3,240.46
Program 4610 - Fire - Administrative Totals		\$169,100.00	\$0.00	\$169,100.00	\$10,424.29	\$0.00	\$29,284.95	\$139,815.05	17%	\$179,292.56
Program 4615 - Fire - EOC										
5202.100	Operating Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	643.44
5203.100	Repairs and Maint Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	6.89
5214.100	Repair and Maint Service General	3,700.00	.00	3,700.00	.00	.00	.00	3,700.00	0	5,322.50
5216.100	Communications General Services	5,508.00	.00	5,508.00	449.82	.00	897.33	4,610.67	16	5,733.36
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	344.57
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	915.47
Program 4615 - Fire - EOC Totals		\$9,258.00	\$0.00	\$9,258.00	\$449.82	\$0.00	\$897.33	\$8,360.67	10%	\$12,966.23
Program 4620 - Fire - Prevention										
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	3.00
Program 4620 - Fire - Prevention Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3.00
Program 4630 - Fire - Suppression										
5112.101	Retirement Contribution PERS	179,890.00	.00	179,890.00	.00	.00	15,623.33	164,266.67	9	123,258.00
5119.100	Retiree Costs Medical Insurance	176,090.00	.00	176,090.00	16,169.11	.00	32,338.22	143,751.78	18	194,587.89
5202.100	Operating Supplies General	11,800.00	.00	11,800.00	152.30	.00	382.35	11,417.65	3	12,895.01
5203.100	Repairs and Maint Supplies General	6,184.00	.00	6,184.00	9.03	.00	36.79	6,147.21	1	4,214.00
5209.101	Auto Fuel Expense Town Vehicles	16,100.00	.00	16,100.00	50.64	.00	2,083.27	14,016.73	13	15,445.03
5213.100	Professional/Contract Services General	3,315,906.00	.00	3,315,906.00	.00	.00	.00	3,315,906.00	0	3,002,251.61
5214.100	Repair and Maint Service General	11,900.00	.00	11,900.00	.00	.00	.00	11,900.00	0	10,242.30
5220.100	Employee Development General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	993.00
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	45.70
5269.135	Emergency Incident Costs Fire Related	400.00	.00	400.00	.00	.00	18.15	381.85	5	373.68
5304	Furniture & Equipment	30,959.00	.00	30,959.00	150.00	.00	150.00	30,809.00	0	21,394.75
5501	Debt Service Payment - Principal	68,738.00	.00	68,738.00	.00	.00	68,737.70	.30	100	114,264.55
Program 4630 - Fire - Suppression Totals		\$3,818,967.00	\$0.00	\$3,818,967.00	\$16,531.08	\$0.00	\$119,369.81	\$3,699,597.19	3%	\$3,499,965.52
Program 4640 - Fire - Volunteer Program										
5118	Volunteer Benefits	8,486.00	.00	8,486.00	82.00	.00	680.09	7,805.91	8	6,938.67
5202.100	Operating Supplies General	2,080.00	.00	2,080.00	.00	.00	.00	2,080.00	0	465.22
5213.100	Professional/Contract Services General	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	3,717.00
Program 4640 - Fire - Volunteer Program Totals		\$16,566.00	\$0.00	\$16,566.00	\$82.00	\$0.00	\$680.09	\$15,885.91	4%	\$11,120.89
Department 35 - Fire Totals		\$4,013,891.00	\$0.00	\$4,013,891.00	\$27,487.19	\$0.00	\$150,232.18	\$3,863,658.82	4%	\$3,703,348.20



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 40 - Community Development										
Program 4720 - CDD Planning										
5101	Salaries - Permanent	80,942.00	.00	80,942.00	6,226.34	.00	10,782.16	70,159.84	13	78,434.91
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	30.51
5106.100	Incentives & Admin Leave Administrative Leave	1,409.00	.00	1,409.00	.00	.00	.00	1,409.00	0	1,382.21
5106.200	Incentives & Admin Leave Gym Reimbursement	50.00	.00	50.00	.00	.00	.00	50.00	0	50.40
5107	Car Allowance/Mileage	552.00	.00	552.00	46.00	.00	92.00	460.00	17	552.00
5109.101	Allowances Boot Allowance	450.00	.00	450.00	.00	.00	450.00	.00	100	450.00
5111	Medicare	1,209.00	.00	1,209.00	77.82	.00	138.17	1,070.83	11	1,015.20
5112.101	Retirement Contribution PERS	15,927.00	.00	15,927.00	467.54	.00	15,129.63	797.37	95	9,536.53
5113	Worker's Compensation	3,227.00	.00	3,227.00	22.94	.00	819.49	2,407.51	25	2,565.98
5114.101	Health Insurance Medical	16,025.00	.00	16,025.00	1,161.54	.00	2,323.08	13,701.92	14	14,327.24
5114.102	Health Insurance Dental	.00	.00	.00	153.10	.00	306.20	(306.20)	+++	1,800.00
5114.103	Health Insurance Vision	.00	.00	.00	11.98	.00	23.96	(23.96)	+++	143.76
5115	Unemployment Compensation	.00	.00	.00	34.36	.00	71.25	(71.25)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,020.00	.00	1,020.00	26.32	.00	52.64	967.36	5	315.84
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	35.94	.00	72.97	(72.97)	+++	406.61
5119.100	Retiree Costs Medical Insurance	13,953.00	.00	13,953.00	1,262.37	.00	2,524.74	11,428.26	18	17,024.48
5201.100	Office Supplies General	150.00	.00	150.00	.00	.00	14.99	135.01	10	144.20
5202.100	Operating Supplies General	200.00	.00	200.00	.00	.00	24.06	175.94	12	156.25
5209.101	Auto Fuel Expense Town Vehicles	800.00	.00	800.00	.00	.00	128.37	671.63	16	813.84
5210.100	Postage General	500.00	.00	500.00	100.69	.00	236.00	264.00	47	350.24
5213.100	Professional/Contract Services General	50.00	.00	50.00	.00	.00	.00	50.00	0	62.00
5214.100	Repair and Maint Service General	6,035.00	.00	6,035.00	.00	.00	6,321.76	(286.76)	105	5,792.66
5216.100	Communications General Services	810.00	.00	810.00	96.01	.00	192.02	617.98	24	1,333.98
5218.100	Advertising General	600.00	.00	600.00	.00	.00	206.90	393.10	34	676.22
5219.100	Printing General	.00	.00	.00	.00	.00	.00	.00	+++	26.94
5223.101	Meals and Refreshments Employee Meals-MOU	.00	.00	.00	.00	.00	13.50	(13.50)	+++	.00
5501	Overtime Debt Service Payment - Principal	7,337.00	.00	7,337.00	.00	.00	.00	7,337.00	0	7,336.58
Program 4720 - CDD Planning Totals		\$151,246.00	\$0.00	\$151,246.00	\$9,722.95	\$0.00	\$39,923.89	\$111,322.11	26%	\$144,728.58
Program 4780 - CDD - Waste Management										
5101	Salaries - Permanent	32,879.00	.00	32,879.00	2,529.17	.00	4,339.23	28,539.77	13	32,338.09
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	52.31
5106.100	Incentives & Admin Leave Administrative Leave	1,042.00	.00	1,042.00	.00	.00	.00	1,042.00	0	1,021.63
5106.200	Incentives & Admin Leave Gym Reimbursement	86.00	.00	86.00	.00	.00	.00	86.00	0	86.40
5107	Car Allowance/Mileage	408.00	.00	408.00	34.00	.00	68.00	340.00	17	408.00
5111	Medicare	498.00	.00	498.00	31.52	.00	52.61	445.39	11	426.37
5112.101	Retirement Contribution PERS	7,434.00	.00	7,434.00	225.62	.00	387.37	7,046.63	5	7,199.64



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Fund 1010 - General Fund										
EXPENSE										
Department 40 - Community Development										
Program 4780 - CDD - Waste Management										
5113	Worker's Compensation	406.00	.00	406.00	2.89	.00	103.11	302.89	25	324.30
5114.101	Health Insurance Medical	5,544.00	.00	5,544.00	399.91	.00	799.81	4,744.19	14	4,798.76
5114.102	Health Insurance Dental	.00	.00	.00	52.60	.00	105.20	(105.20)	+++	618.20
5114.103	Health Insurance Vision	.00	.00	.00	4.98	.00	9.96	(9.96)	+++	59.76
5115	Unemployment Compensation	.00	.00	.00	13.90	.00	27.65	(27.65)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	373.00	.00	373.00	9.40	.00	18.80	354.20	5	112.80
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	25.86	.00	51.47	(51.47)	+++	287.95
5211.135	Utilities Water and Sewer	2,250.00	.00	2,250.00	.00	.00	213.34	2,036.66	9	2,159.23
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	19.00
5501	Debt Service Payment - Principal	1,179.00	.00	1,179.00	.00	.00	.00	1,179.00	0	1,178.14
Program 4780 - CDD - Waste Management Totals		\$52,099.00	\$0.00	\$52,099.00	\$3,329.85	\$0.00	\$6,176.55	\$45,922.45	12%	\$50,320.58
Department 40 - Community Development Totals		\$203,345.00	\$0.00	\$203,345.00	\$13,052.80	\$0.00	\$46,100.44	\$157,244.56	23%	\$195,049.16
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
5101	Salaries - Permanent	19,034.00	.00	19,034.00	1,464.17	.00	2,546.91	16,487.09	13	17,700.01
5103.101	Differential Pay On Call	.00	.00	.00	.00	.00	.00	.00	+++	54.42
5105	Salaries - Overtime/FLSA	.00	.00	.00	115.48	.00	146.75	(146.75)	+++	85.29
5106.100	Incentives & Admin Leave Administrative Leave	855.00	.00	855.00	.00	.00	.00	855.00	0	838.62
5106.200	Incentives & Admin Leave Gym Reimbursement	54.00	.00	54.00	.00	.00	.00	54.00	0	21.60
5107	Car Allowance/Mileage	360.00	.00	360.00	30.00	.00	60.00	300.00	17	330.00
5109.101	Allowances Boot Allowance	.00	.00	.00	.00	.00	45.00	(45.00)	+++	.00
5111	Medicare	294.00	.00	294.00	22.26	.00	38.40	255.60	13	269.42
5112.101	Retirement Contribution PERS	2,848.00	.00	2,848.00	111.00	.00	1,594.12	1,253.88	56	1,794.62
5113	Worker's Compensation	1,948.00	.00	1,948.00	13.85	.00	494.69	1,453.31	25	1,571.10
5114.101	Health Insurance Medical	2,837.00	.00	2,837.00	208.20	.00	416.40	2,420.60	15	2,244.67
5114.102	Health Insurance Dental	.00	.00	.00	25.26	.00	50.52	(50.52)	+++	308.29
5114.103	Health Insurance Vision	.00	.00	.00	2.16	.00	4.32	(4.32)	+++	29.73
5115	Unemployment Compensation	.00	.00	.00	9.83	.00	19.38	(19.38)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	216.00	.00	216.00	6.00	.00	12.00	204.00	6	64.24
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	14.94	.00	29.72	(29.72)	+++	146.36
5119.100	Retiree Costs Medical Insurance	11,238.00	.00	11,238.00	650.56	.00	1,301.12	9,936.88	12	10,674.55
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	495.13
5201.100	Office Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	17.27
5202.100	Operating Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	9.25
5209.101	Auto Fuel Expense Town Vehicles	530.00	.00	530.00	.00	.00	126.20	403.80	24	641.77
5210.100	Postage General	140.00	.00	140.00	.46	.00	5.37	134.63	4	16.88



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
5213.100	Professional/Contract Services General	5,000.00	.00	5,000.00	550.00	.00	2,161.00	2,839.00	43	7,515.00
5214.100	Repair and Maint Service General	2,515.00	.00	2,515.00	.00	.00	2,634.06	(119.06)	105	2,394.60
5216.100	Communications General Services	81.00	.00	81.00	6.76	.00	13.52	67.48	17	36.42
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	17.46
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	2.70	.00	4.05	(4.05)	+++	5.40
Program 4740 - Public Works - Engineering Totals		\$47,950.00	\$0.00	\$47,950.00	\$3,233.63	\$0.00	\$11,703.53	\$36,246.47	24%	\$47,392.10
Program 4745 - Paradise Community Park										
5202.100	Operating Supplies General	1,600.00	.00	1,600.00	36.15	.00	516.83	1,083.17	32	2,132.96
5203.100	Repairs and Maint Supplies General	2,000.00	.00	2,000.00	146.45	.00	146.45	1,853.55	7	1,754.99
5211.135	Utilities Water and Sewer	5,000.00	.00	5,000.00	.00	.00	1,207.40	3,792.60	24	5,622.24
5211.137	Utilities Electric and Gas	3,500.00	.00	3,500.00	.00	.00	287.77	3,212.23	8	3,686.53
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	223.75	(223.75)	+++	.00
5214.100	Repair and Maint Service General	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	32.50
5216.100	Communications General Services	250.00	.00	250.00	20.96	.00	40.80	209.20	16	240.29
Program 4745 - Paradise Community Park Totals		\$18,350.00	\$0.00	\$18,350.00	\$203.56	\$0.00	\$2,423.00	\$15,927.00	13%	\$13,469.51
Program 4747 - Public Facilities										
5203.100	Repairs and Maint Supplies General	1,000.00	.00	1,000.00	.00	.00	644.15	355.85	64	1,555.75
5211.135	Utilities Water and Sewer	5,000.00	.00	5,000.00	.00	.00	1,073.03	3,926.97	21	5,582.28
5214.100	Repair and Maint Service General	500.00	.00	500.00	.00	.00	100.00	400.00	20	710.00
Program 4747 - Public Facilities Totals		\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$0.00	\$1,817.18	\$4,682.82	28%	\$7,848.03
Department 45 - Public Works Totals		\$72,800.00	\$0.00	\$72,800.00	\$3,437.19	\$0.00	\$15,943.71	\$56,856.29	22%	\$68,709.64
EXPENSE TOTALS		\$12,614,895.00	\$0.00	\$12,614,895.00	\$419,599.17	\$2,403.95	\$1,462,662.36	\$11,149,828.69	12%	\$12,152,741.13
Fund 1010 - General Fund Totals										
REVENUE TOTALS		12,715,042.00	.00	12,715,042.00	28,106.67	.00	36,884.17	12,678,157.83	0%	12,317,054.66
EXPENSE TOTALS		12,614,895.00	.00	12,614,895.00	419,599.17	2,403.95	1,462,662.36	11,149,828.69	12%	12,152,741.13
Fund 1010 - General Fund Totals		\$100,147.00	\$0.00	\$100,147.00	(\$391,492.50)	(\$2,403.95)	(\$1,425,778.19)	\$1,528,329.14		\$164,313.53
Fund 2030 - Building Safety & Waste Wtr Svcs										
REVENUE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
3380.102	Local Government Revenue Fines and Citations Onsite	7,000.00	.00	7,000.00	100.00	.00	1,900.00	5,100.00	27	10,048.00
3380.103	Local Government Revenue Fines and Citations Fire	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	.00
3401.301	CDD Building Plan Check Fees	83,000.00	.00	83,000.00	15,057.45	.00	21,614.63	61,385.37	26	76,241.52
3401.302	CDD Building Construction Review-Bldg Permit	257,000.00	.00	257,000.00	21,754.05	.00	37,908.42	219,091.58	15	247,657.72
3401.306	CDD Building Development Permit/DIF Est Req	200.00	.00	200.00	.00	.00	.00	200.00	0	2.93



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Fund 2030 - Building Safety & Waste Wtr Svcs										
REVENUE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
3401.320	CDD Building Permit Valuation Surcharge	50.00	.00	50.00	39.00	.00	53.00	(3.00)	106	46.00
3404.116	Onsite Land Use Review	9,000.00	.00	9,000.00	460.12	.00	1,610.42	7,389.58	18	11,920.07
3404.117	Onsite Repairs to Maintain Existing Use	70,000.00	.00	70,000.00	6,644.80	.00	11,402.52	58,597.48	16	68,212.52
3404.118	Onsite New Installation Standard System	6,500.00	.00	6,500.00	1,412.34	.00	1,883.12	4,616.88	29	6,826.31
3404.119	Onsite Permit: Alteration/Expanded Use	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,371.27
3404.120	Onsite Review for Land Division	700.00	.00	700.00	.00	.00	68.70	631.30	10	1,307.80
3404.123	Onsite Hourly Service Fee	.00	.00	.00	510.06	.00	510.06	(510.06)	+++	.00
3404.125	Onsite Escrow Clearance	50,000.00	.00	50,000.00	5,516.30	.00	10,332.23	39,667.77	21	54,158.09
3404.126	Onsite Building Permit Clearance	5,000.00	.00	5,000.00	699.28	.00	1,201.47	3,798.53	24	4,896.30
3404.127	Onsite Operating Permit/Annual	394,000.00	.00	394,000.00	2,050.96	.00	4,366.56	389,633.44	1	397,924.99
3404.128	Onsite Construct Install Permit Renewal	250.00	.00	250.00	.00	.00	.00	250.00	0	470.78
3404.137	Onsite Alternative Systems Review	4,500.00	.00	4,500.00	2,399.26	.00	2,399.26	2,100.74	53	4,446.22
3404.138	Onsite Abandonment of Septic System	520.00	.00	520.00	71.29	.00	137.51	382.49	26	519.48
3404.150	Onsite Annual Evaluator License Fee	1,235.00	.00	1,235.00	68.70	.00	343.50	891.50	28	1,990.77
3404.151	Onsite Extension Req for Eval or Repair	1,300.00	.00	1,300.00	144.30	.00	202.02	1,097.98	16	1,500.76
3410.150	Administrative Services Late Fees	5.00	.00	5.00	.00	.00	.00	5.00	0	6.00
3422.337	Fire Code Enforcement Inspection	30,000.00	.00	30,000.00	1,838.00	.00	2,138.00	27,862.00	7	15,833.24
3422.368	Fire Permit Fees	5,000.00	.00	5,000.00	351.00	.00	351.00	4,649.00	7	3,999.00
3901.100	Refunds & Reimbursements Miscellaneous	40,123.00	.00	40,123.00	.00	.00	.00	40,123.00	0	.00
3902.100	Miscellaneous Revenue General	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	3,134.32
3902.110	Miscellaneous Revenue Cash Over and Short	.00	.00	.00	.00	.00	.00	.00	+++	2.21
3910.626	Transfers In From Traffic Offender Impounds	.00	.00	.00	.00	.00	.00	.00	+++	300.00
Program 4730 - Building and Onsite Inspections Totals		\$969,383.00	\$0.00	\$969,383.00	\$59,116.91	\$0.00	\$98,422.42	\$870,960.58	10%	\$913,576.30
Department 40 - Community Development Totals		\$969,383.00	\$0.00	\$969,383.00	\$59,116.91	\$0.00	\$98,422.42	\$870,960.58	10%	\$913,576.30
REVENUE TOTALS		\$969,383.00	\$0.00	\$969,383.00	\$59,116.91	\$0.00	\$98,422.42	\$870,960.58	10%	\$913,576.30
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
5101	Salaries - Permanent	454,792.00	.00	454,792.00	34,725.92	.00	60,142.88	394,649.12	13	400,628.96
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	57.01
5103.101	Differential Pay On Call	.00	.00	.00	106.01	.00	246.01	(246.01)	+++	257.28
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	.00	.00	+++	647.18
5106.100	Incentives & Admin Leave Administrative Leave	10,724.00	.00	10,724.00	.00	.00	.00	10,724.00	0	11,108.97
5106.200	Incentives & Admin Leave Gym Reimbursement	434.00	.00	434.00	60.00	.00	210.30	223.70	48	464.40
5107	Car Allowance/Mileage	1,632.00	.00	1,632.00	136.00	.00	272.00	1,360.00	17	1,624.00
5109.100	Allowances Uniform Allowance	.00	.00	.00	37.90	.00	75.89	(75.89)	+++	32.58
5109.101	Allowances Boot Allowance	985.00	.00	985.00	.00	.00	1,485.00	(500.00)	151	0.00



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Fund 2030 - Building Safety & Waste Wtr Svcs										
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
5111	Medicare	5,999.00	.00	5,999.00	466.99	.00	853.90	5,145.10	14	5,976.75
5112.101	Retirement Contribution PERS	82,385.00	.00	82,385.00	2,830.20	.00	49,800.51	32,584.49	60	80,421.54
5113	Worker's Compensation	22,553.00	.00	22,553.00	160.33	.00	5,728.04	16,824.96	25	21,704.94
5114.101	Health Insurance Medical	71,226.00	.00	71,226.00	5,736.82	.00	10,606.89	60,619.11	15	51,974.65
5114.102	Health Insurance Dental	.00	.00	.00	948.34	.00	1,896.68	(1,896.68)	+++	10,434.89
5114.103	Health Insurance Vision	.00	.00	.00	56.38	.00	112.77	(112.77)	+++	605.59
5115	Unemployment Compensation	.00	.00	.00	208.80	.00	438.51	(438.51)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	5,853.00	.00	5,853.00	158.98	.00	317.97	5,535.03	5	1,643.65
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	338.18	.00	675.27	(675.27)	+++	3,353.41
5119.100	Retiree Costs Medical Insurance	30,231.00	.00	30,231.00	2,718.74	.00	5,437.49	24,793.51	18	33,043.64
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	10,969.43
5201.100	Office Supplies General	300.00	.00	300.00	.00	.00	27.10	272.90	9	260.66
5202.100	Operating Supplies General	5,000.00	.00	5,000.00	134.69	.00	204.27	4,795.73	4	1,717.50
5204	Subscriptions and Code Books	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,085.94
5209.101	Auto Fuel Expense Town Vehicles	3,000.00	.00	3,000.00	.00	.00	489.84	2,510.16	16	2,075.17
5210.100	Postage General	1,800.00	.00	1,800.00	122.00	.00	238.52	1,561.48	13	1,546.98
5213.100	Professional/Contract Services General	6,500.00	.00	6,500.00	158.00	.00	458.00	6,042.00	7	6,161.98
5214.100	Repair and Maint Service General	39,224.00	.00	39,224.00	.00	.00	41,091.39	(1,867.39)	105	37,355.82
5216.100	Communications General Services	3,700.00	.00	3,700.00	314.75	.00	576.11	3,123.89	16	2,474.93
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	267.05
5219.100	Printing General	200.00	.00	200.00	.00	.00	.00	200.00	0	86.20
5220.100	Employee Development General	2,850.00	.00	2,850.00	705.00	.00	965.00	1,885.00	34	2,189.00
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	1.50	(1.50)	+++	.00
5225	Bank Fees and Charges	400.00	.00	400.00	.00	.00	35.00	365.00	9	280.53
5304	Furniture & Equipment	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	3,927.05
5501	Debt Service Payment - Principal	12,698.00	.00	12,698.00	1,504.27	.00	1,504.27	11,193.73	12	5,193.09
5910.010	Transfers Out To General Fund	198,815.00	.00	198,815.00	.00	.00	.00	198,815.00	0	175,971.00
5910.611	Transfers Out GASB 45 Retiree Medical Trust	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	5,000.00
Program 4730 - Building and Onsite Inspections Totals		\$969,801.00	\$0.00	\$969,801.00	\$51,628.30	\$0.00	\$183,891.11	\$785,909.89	19%	\$882,691.77
Department 40 - Community Development Totals		\$969,801.00	\$0.00	\$969,801.00	\$51,628.30	\$0.00	\$183,891.11	\$785,909.89	19%	\$882,691.77
EXPENSE TOTALS		\$969,801.00	\$0.00	\$969,801.00	\$51,628.30	\$0.00	\$183,891.11	\$785,909.89	19%	\$882,691.77
Fund 2030 - Building Safety & Waste Wtr Svcs Totals										
REVENUE TOTALS		969,383.00	.00	969,383.00	59,116.91	.00	98,422.42	870,960.58	10%	913,576.30
EXPENSE TOTALS		969,801.00	.00	969,801.00	51,628.30	.00	183,891.11	785,909.89	19%	882,691.77
Fund 2030 - Building Safety & Waste Wtr Svcs Totals		(\$418.00)	\$0.00	(\$418.00)	\$7,488.61	\$0.00	(\$85,468.69)	\$85,050.69		\$4.53



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Fund 2070 - Animal Control										
REVENUE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
3120.330	Other Taxes Voter Appointed Parcel Tax	132,362.00	.00	132,362.00	.00	.00	.00	132,362.00	0	132,146.90
3380.105	Local Government Revenue Fines and Citations Animal Cntrl	12,000.00	.00	12,000.00	500.00	.00	1,876.67	10,123.33	16	9,628.25
3410.113	Administrative Services Document Copying	10.00	.00	10.00	.00	.00	.00	10.00	0	3.75
3410.150	Administrative Services Late Fees	1,000.00	.00	1,000.00	63.42	.00	137.41	862.59	14	634.97
3455.200	Animal Control Adoption Fees	5,000.00	.00	5,000.00	171.00	.00	450.00	4,550.00	9	3,601.00
3455.205	Animal Control Surrender/Euth/Disp Fees	6,000.00	.00	6,000.00	45.23	.00	150.87	5,849.13	3	1,085.03
3455.210	Animal Control Dog Licenses	40,000.00	.00	40,000.00	1,946.54	.00	3,822.47	36,177.53	10	21,228.99
3455.215	Animal Control Dangerous/Wild Animal Permit	142.00	.00	142.00	.00	.00	.00	142.00	0	142.42
3455.225	Animal Control Impound/Quarantine Fees	7,000.00	.00	7,000.00	48.12	.00	583.32	6,416.68	8	4,464.06
3455.226	Animal Control Impound Unaltered State Fee	1,500.00	.00	1,500.00	.00	.00	140.00	1,360.00	9	840.00
3901.100	Refunds & Reimbursements Miscellaneous	8,500.00	.00	8,500.00	.00	.00	(75.22)	8,575.22	-1	5,997.99
3902.100	Miscellaneous Revenue General	201.00	.00	201.00	(.03)	.00	(.04)	201.04	0	689.18
3910.811	Transfers In From Animal Control Donations	22,268.00	.00	22,268.00	.00	.00	.00	22,268.00	0	26,468.00
Program 4540 - Police - Animal Control Totals		\$235,983.00	\$0.00	\$235,983.00	\$2,774.28	\$0.00	\$7,085.48	\$228,897.52	3%	\$206,930.54
Department 30 - Police Totals		\$235,983.00	\$0.00	\$235,983.00	\$2,774.28	\$0.00	\$7,085.48	\$228,897.52	3%	\$206,930.54
REVENUE TOTALS		\$235,983.00	\$0.00	\$235,983.00	\$2,774.28	\$0.00	\$7,085.48	\$228,897.52	3%	\$206,930.54
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5101	Salaries - Permanent	79,155.00	.00	79,155.00	5,869.20	.00	10,143.32	69,011.68	13	71,368.86
5102	Salaries - Temporary	10,076.00	.00	10,076.00	.00	.00	.00	10,076.00	0	8,090.49
5104	Wages - PS Holiday Pay	2,575.00	.00	2,575.00	216.04	.00	429.01	2,145.99	17	2,577.27
5105	Salaries - Overtime/FLSA	1,400.00	.00	1,400.00	293.67	.00	921.02	478.98	66	1,928.43
5106.200	Incentives & Admin Leave Gym Reimbursement	180.00	.00	180.00	.00	.00	.00	180.00	0	90.00
5109.100	Allowances Uniform Allowance	1,364.00	.00	1,364.00	113.70	.00	227.40	1,136.60	17	1,364.40
5111	Medicare	1,363.00	.00	1,363.00	91.98	.00	165.85	1,197.15	12	1,214.26
5112.101	Retirement Contribution PERS	13,135.00	.00	13,135.00	449.02	.00	7,134.77	6,000.23	54	10,113.18
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	.00	.00	+++	501.60
5113	Worker's Compensation	9,883.00	.00	9,883.00	70.45	.00	2,517.12	7,365.88	25	8,302.56
5114.101	Health Insurance Medical	12,853.00	.00	12,853.00	867.48	.00	1,734.96	11,118.04	13	10,409.80
5114.102	Health Insurance Dental	.00	.00	.00	191.72	.00	383.44	(383.44)	+++	2,254.34
5114.103	Health Insurance Vision	.00	.00	.00	6.12	.00	12.24	(12.24)	+++	73.44
5115	Unemployment Compensation	.00	.00	.00	40.60	.00	82.20	(82.20)	+++	3,120.00
5116.101	Life and Disability Insurance Life & Disab.	1,140.00	.00	1,140.00	38.02	.00	76.03	1,063.97	7	456.24
5116.102	Life and Disability Insurance Long Term/Short Term	.00	.00	.00	59.45	.00	119.15	(119.15)	+++	626.76
5119.100	Disability Retiree Costs Medical Insurance	8,762.00	.00	8,762.00	790.93	.00	1,581.86	7,180.14	18	\$2.47



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2070 - Animal Control										
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5201.100	Office Supplies General	250.00	.00	250.00	.00	.00	.00	250.00	0	245.60
5202.100	Operating Supplies General	8,060.00	.00	8,060.00	303.76	130.22	1,436.85	6,492.93	19	9,224.51
5203.100	Repairs and Maint Supplies General	300.00	.00	300.00	.00	.00	.00	300.00	0	23.78
5204	Subscriptions and Code Books	180.00	.00	180.00	.00	.00	.00	180.00	0	135.00
5209.101	Auto Fuel Expense Town Vehicles	3,000.00	.00	3,000.00	.00	.00	369.54	2,630.46	12	2,399.53
5210.100	Postage General	50.00	.00	50.00	.00	.00	.00	50.00	0	2.70
5211.135	Utilities Water and Sewer	1,150.00	.00	1,150.00	.00	.00	170.42	979.58	15	1,131.45
5211.137	Utilities Electric and Gas	4,224.00	.00	4,224.00	.00	.00	451.49	3,772.51	11	3,935.17
5211.139	Utilities Propane	1,700.00	.00	1,700.00	.00	.00	.00	1,700.00	0	1,026.26
5213.100	Professional/Contract Services General	15,510.00	.00	15,510.00	.00	.00	1,143.63	14,366.37	7	13,028.15
5214.100	Repair and Maint Service General	4,060.00	.00	4,060.00	.00	.00	27.00	4,033.00	1	8,004.95
5215.100	Rents and Leases Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	1.00
5216.100	Communications General Services	2,169.00	.00	2,169.00	81.23	.00	211.44	1,957.56	10	1,651.22
5218.100	Advertising General	.00	.00	.00	(11.10)	.00	(11.10)	11.10	+++	299.21
5219.100	Printing General	300.00	.00	300.00	.00	.00	.00	300.00	0	373.90
5220.100	Employee Development General	160.00	.00	160.00	.00	.00	.00	160.00	0	100.00
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	15.00	(15.00)	+++	78.75
5225	Bank Fees and Charges	600.00	.00	600.00	.00	.00	43.44	556.56	7	570.16
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	1,183.76
5910.010	Transfers Out To General Fund	52,384.00	.00	52,384.00	.00	.00	.00	52,384.00	0	40,986.00
Program 4540 - Police - Animal Control Totals		\$235,983.00	\$0.00	\$235,983.00	\$9,472.27	\$130.22	\$29,386.08	\$206,466.70	13%	\$216,445.20
Department 30 - Police Totals		\$235,983.00	\$0.00	\$235,983.00	\$9,472.27	\$130.22	\$29,386.08	\$206,466.70	13%	\$216,445.20
EXPENSE TOTALS		\$235,983.00	\$0.00	\$235,983.00	\$9,472.27	\$130.22	\$29,386.08	\$206,466.70	13%	\$216,445.20
Fund 2070 - Animal Control Totals										
REVENUE TOTALS		235,983.00	.00	235,983.00	2,774.28	.00	7,085.48	228,897.52	3%	206,930.54
EXPENSE TOTALS		235,983.00	.00	235,983.00	9,472.27	130.22	29,386.08	206,466.70	13%	216,445.20
Fund 2070 - Animal Control Totals		\$0.00	\$0.00	\$0.00	(\$6,697.99)	(\$130.22)	(\$22,300.60)	\$22,430.82		(\$9,514.66)
Fund 2120 - State Gas Tax										
REVENUE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
3345.100	State Revenues - Other Refunds & Reimbursements	178,132.00	.00	178,132.00	.00	.00	.00	178,132.00	0	.00
3355.001	State Gas Tax Section 2106	99,029.00	.00	99,029.00	17,936.04	.00	17,936.04	81,092.96	18	107,206.83
3355.002	State Gas Tax Section 2107	234,022.00	.00	234,022.00	29,446.36	.00	29,446.36	204,575.64	13	186,773.82
3355.003	State Gas Tax Section 2107.5	6,000.00	.00	6,000.00	6,000.00	.00	6,000.00	.00	100	0.00



Budget Performance Report

Fiscal Year to Date 08/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2120 - State Gas Tax										
REVENUE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
3355.005	State Gas Tax Section 2105	155,945.00	.00	155,945.00	24,503.06	.00	24,503.06	131,441.94	16	147,316.84
3355.006	State Gas Tax RSTP Regional Surface Trans Prog	.00	.00	.00	.00	.00	.00	.00	+++	301,055.22
3355.007	State Gas Tax Section 2103	115,797.00	.00	115,797.00	23,350.89	.00	23,350.89	92,446.11	20	69,977.10
3410.150	Administrative Services Late Fees	150.00	.00	150.00	.00	.00	17.07	132.93	11	105.41
3610.100	Interest Revenue Investments	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
3901.100	Refunds & Reimbursements Miscellaneous	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0	849.98
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	4,000.00	.00	4,000.00	.00	.00	.00	4,000.00	0	10,564.03
3902.100	Miscellaneous Revenue General	500.00	.00	500.00	2,381.24	.00	2,381.24	(1,881.24)	476	275.00
3910.110	Transfers In From Local Transportation Fund	14,450.00	.00	14,450.00	.00	.00	.00	14,450.00	0	.00
3910.112	Transfers In From Federal CMAQ Fund	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
3910.121	Transfers In From RSTP Fund	299,000.00	.00	299,000.00	.00	.00	.00	299,000.00	0	301,055.22
3910.130	Transfers In From State Water Board Prop 1	.00	.00	.00	.00	.00	.00	.00	+++	35,474.26
3910.132	Transfers In From HSIP Grant	28,500.00	.00	28,500.00	.00	.00	.00	28,500.00	0	21,714.64
3910.133	Transfers In From ATP Grant	72,366.00	.00	72,366.00	.00	.00	.00	72,366.00	0	49,946.17
Program 4750 - Public Works - Streets Maint. Totals		\$1,234,691.00	\$0.00	\$1,234,691.00	\$103,617.59	\$0.00	\$103,634.66	\$1,131,056.34	8%	\$1,238,314.52
Department 45 - Public Works Totals		\$1,234,691.00	\$0.00	\$1,234,691.00	\$103,617.59	\$0.00	\$103,634.66	\$1,131,056.34	8%	\$1,238,314.52
REVENUE TOTALS		\$1,234,691.00	\$0.00	\$1,234,691.00	\$103,617.59	\$0.00	\$103,634.66	\$1,131,056.34	8%	\$1,238,314.52
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5101	Salaries - Permanent	452,099.00	.00	452,099.00	30,456.14	.00	52,755.28	399,343.72	12	400,424.84
5102	Salaries - Temporary	.00	.00	.00	.00	.00	.00	.00	+++	142.52
5103.101	Differential Pay On Call	.00	.00	.00	1,381.50	.00	2,421.00	(2,421.00)	+++	20,060.52
5103.102	Differential Pay Out of Class	.00	.00	.00	12.20	.00	29.93	(29.93)	+++	184.22
5105	Salaries - Overtime/FLSA	10,500.00	.00	10,500.00	2,489.79	.00	3,687.15	6,812.85	35	12,648.80
5106.100	Incentives & Admin Leave Administrative Leave	8,533.00	.00	8,533.00	.00	.00	.00	8,533.00	0	8,344.71
5106.200	Incentives & Admin Leave Gym Reimbursement	638.00	.00	638.00	.00	.00	.00	638.00	0	450.90
5107	Car Allowance/Mileage	2,208.00	.00	2,208.00	184.00	.00	368.00	1,840.00	17	2,246.00
5109.101	Allowances Boot Allowance	3,230.00	.00	3,230.00	.00	.00	3,230.00	.00	100	4,775.00
5111	Medicare	6,719.00	.00	6,719.00	470.87	.00	849.05	5,869.95	13	6,131.96
5112.101	Retirement Contribution PERS	69,070.00	.00	69,070.00	2,334.61	.00	39,210.78	29,859.22	57	62,907.35
5113	Worker's Compensation	94,938.00	.00	94,938.00	674.81	.00	24,109.25	70,828.75	25	77,735.88
5114.101	Health Insurance Medical	67,383.00	.00	67,383.00	4,901.17	.00	10,432.81	56,950.19	15	58,048.11
5114.102	Health Insurance Dental	.00	.00	.00	550.42	.00	1,100.84	(1,100.84)	+++	6,492.57
5114.103	Health Insurance Vision	.00	.00	.00	54.60	.00	109.20	(109.20)	+++	675.60
5115	Unemployment Compensation	.00	.00	.00	213.18	.00	435.77	(435.77)	+++	.00



Budget Performance Report

Fiscal Year to Date 08/31/17

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 2120 - State Gas Tax										
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5116.101	Life and Disability Insurance Life & Disab.	5,749.00	.00	5,749.00	159.62	.00	319.23	5,429.77	6	1,897.87
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	314.68	.00	629.74	(629.74)	+++	3,553.40
5119.100	Retiree Costs Medical Insurance	27,092.00	.00	27,092.00	2,067.62	.00	4,135.24	22,956.76	15	24,789.12
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	6,539.57
5201.100	Office Supplies General	200.00	.00	200.00	.00	.00	15.57	184.43	8	518.97
5202.100	Operating Supplies General	4,450.00	.00	4,450.00	49.30	.00	450.29	3,999.71	10	7,189.95
5203.100	Repairs and Maint Supplies General	55,500.00	.00	55,500.00	875.01	.00	4,651.54	50,848.46	8	44,193.97
5204	Subscriptions and Code Books	500.00	.00	500.00	.00	.00	.00	500.00	0	176.11
5209.101	Auto Fuel Expense Town Vehicles	12,000.00	.00	12,000.00	.00	.00	721.75	11,278.25	6	11,834.88
5210.100	Postage General	50.00	.00	50.00	.00	.00	.00	50.00	0	108.97
5211.137	Utilities Electric and Gas	27,700.00	.00	27,700.00	.00	.00	2,426.36	25,273.64	9	11,883.66
5211.139	Utilities Propane	1,300.00	.00	1,300.00	.00	.00	.00	1,300.00	0	1,297.42
5213.100	Professional/Contract Services General	2,300.00	.00	2,300.00	.00	.00	.00	2,300.00	0	3,115.54
5214.100	Repair and Maint Service General	107,687.00	.00	107,687.00	.00	.00	1,580.00	106,107.00	1	84,830.98
5215.100	Rents and Leases Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	304.50
5215.131	Rents and Leases Street Maintenance Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	19.00
5216.100	Communications General Services	4,800.00	.00	4,800.00	474.68	.00	1,047.02	3,752.98	22	4,810.17
5218.100	Advertising General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	905.62
5219.100	Printing General	250.00	.00	250.00	.00	.00	.00	250.00	0	26.94
5220.100	Employee Development General	4,750.00	.00	4,750.00	253.00	.00	1,483.00	3,267.00	31	3,022.68
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	500.00	.00	500.00	26.70	.00	70.05	429.95	14	352.50
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	531.06
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	6,091.81
5501	Debt Service Payment - Principal	11,294.00	.00	11,294.00	1,936.25	.00	1,936.25	9,357.75	17	23,083.64
5910.010	Transfers Out To General Fund	183,062.00	.00	183,062.00	.00	.00	.00	183,062.00	0	176,130.00
5910.100	Transfers Out To Capital Projects	3,125.00	.00	3,125.00	.00	.00	.00	3,125.00	0	53.99
Program 4750 - Public Works - Streets Maint. Totals		\$1,171,627.00	\$0.00	\$1,171,627.00	\$49,880.15	\$0.00	\$158,205.10	\$1,013,421.90	14%	\$1,078,531.30
Department 45 - Public Works Totals		\$1,171,627.00	\$0.00	\$1,171,627.00	\$49,880.15	\$0.00	\$158,205.10	\$1,013,421.90	14%	\$1,078,531.30
EXPENSE TOTALS		\$1,171,627.00	\$0.00	\$1,171,627.00	\$49,880.15	\$0.00	\$158,205.10	\$1,013,421.90	14%	\$1,078,531.30
Fund 2120 - State Gas Tax Totals										
REVENUE TOTALS		1,234,691.00	.00	1,234,691.00	103,617.59	.00	103,634.66	1,131,056.34	8%	1,238,314.52
EXPENSE TOTALS		1,171,627.00	.00	1,171,627.00	49,880.15	.00	158,205.10	1,013,421.90	14%	1,078,531.30
Fund 2120 - State Gas Tax Totals		\$63,064.00	\$0.00	\$63,064.00	\$53,737.44	\$0.00	(\$54,570.44)	\$117,634.44		\$159,783.22
Grand Totals										



Budget Performance Report

Fiscal Year to Date 08/31/17
Exclude Rollup Account

REVENUE TOTALS	15,155,099.00	.00	15,155,099.00	193,615.45	.00	246,026.73	14,909,072.27	2%	14,675,876.02
EXPENSE TOTALS	14,992,306.00	.00	14,992,306.00	530,579.89	2,534.17	1,834,144.65	13,155,627.18	12%	14,330,409.40
Grand Totals	\$162,793.00	\$0.00	\$162,793.00	(\$336,964.44)	(\$2,534.17)	(\$1,588,117.92)	\$1,753,445.09		\$345,466.62

**TOWN OF PARADISE
RESOLUTION NO. 17-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE UPDATING AND AMENDING
THE TOWN OF PARADISE CAPITAL IMPROVEMENT PLAN FOR THE 2017-2018 FISCAL YEAR**

WHEREAS, the Town of Paradise needs to plan for critical long term Capital Improvement Projects; and

WHEREAS, the Town adopted Capital Improvement Plan (Exhibit A) on June 27, 2017 as a valuable planning tool for Town staff; and

WHEREAS, on August 31, 2017 the Town received notification of a \$3.78 million award for the Paradise Gap Closure Complex under the SB-1 Active Transportation Program; and

WHEREAS, funding from the Road Maintenance and Rehabilitation Account (RMRA) will be used with SB-1 Active Transportation Program to fund the Paradise Gap Closure Complex (Project 9385), and

WHEREAS, the most current SB-1 guidelines require planning for the expenditures of RMRA funds, and

WHEREAS, the update to the Capital Improvement Plan (Exhibit B) will document appropriate planning of the expenditures, and

WHEREAS, the updated Capital Improvement Plan has been reviewed by the Planning Director and reported to be consistent with the goals and objectives of the Town's adopted 1994 Paradise General Plan; and

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

Section 1. The Capital Improvement Plan update attached as Exhibit "B" shall be added to and included as part of the Capital Improvement Plan attached as Exhibit "A" and is hereby approved and adopted for the time period of July 1, 2017 through June 30, 2018.

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PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017, by the following vote:

AYES:

NOES: None

ABSENT: None

NOT VOTING: None

Scott Lotter, Mayor

ATTEST:

By: _____
Dina Volenski, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN SUMMARY

Project List and Total Costs											
Proj No.	Project	Alternatives Analysis/ Report Prep	Project Approval & Environmental Document	Plans, Specifications & Estimates	Preliminary Engineering	Right of Way & Utility Relocation	Construction Engineering	Construction	Construction Contingency	Non- Infrastructure	Total Costs
9367	Clark Road Safety Enhancements				\$ 21,301		\$ 34,204	\$ 432,550			\$ 488,055
9368	Cypress Curve Realignment				\$ 196,515	\$ 55,477	\$ 63,449	\$ 879,426	\$ 87,942		\$ 1,282,809
9370	Measure C Pearson Rd Improvements				\$ 100,599		\$ 1,995	\$ 1,119,367			\$ 1,221,960
9371	Pearson Rd SR2S Connectivity Project		\$ 35,766	\$ 202,190			\$ 36,808	\$ 964,700	\$ 68,966	\$ 91,000	\$ 1,399,430
9372	Maxwell Dr SR2S Project		\$ 23,411	\$ 84,809			\$ 63,000	\$ 640,041	\$ 63,003	\$ 66,000	\$ 940,264
9376	Paradise Sewer Project	\$ 500,000									\$ 500,000
9377	Almond St Multi-Modal Improvements		\$ 64,097	\$ 200,903		\$ 30,000	\$ 150,000	\$ 2,765,805	\$ 266,581		\$ 3,477,386
9378	Memorial Trailway Class I Enhancements		\$ 20,000	\$ 30,000			\$ 50,000	\$ 1,130,146	\$ 113,015		\$ 1,343,161
9379	Downtown Paradise Equal Mobility Project		\$ 25,000	\$ 26,135		\$ 50,000	\$ 20,000	\$ 420,000	\$ 42,000		\$ 583,135
9380	Ponderosa Elementary SR2S Project		\$ 62,741	\$ 175,000		\$ 90,000	\$ 75,000	\$ 1,112,619	\$ 125,632	\$ 101,000	\$ 1,741,992
9381	Measure C Road Rehabilitation Project 2016							\$ 500,914			\$ 500,914
9382	Skyway at Black Olive Signalization Project				\$ 65,050	\$ 15,000	\$ 10,000	\$ 480,627	\$ 53,403		\$ 624,080
9383	Pearson Rd Bike-Ped Improvements				\$ 4,350		\$ 39,250	\$ 587,335	\$ 73,415		\$ 704,350
9384	Paradise Systemic Safety Analysis Report	\$ 250,000									\$ 250,000
9385	Paradise Gap Closure Complex				\$ 306,000						\$ 306,000
9386	Measure C Bille Rd Overlay							\$ 120,637	\$ 12,063		\$ 132,700
9387	Paradise Pavement Management Program	\$ 60,000									\$ 60,000
9388	Greenwood Drive FEMA Storm Repair							\$ 50,000			\$ 50,000
Total		\$ 810,000	\$ 231,015	\$ 719,037	\$ 693,815	\$ 240,477	\$ 543,705	\$ 11,204,166	\$ 906,020	\$ 258,000	\$ 15,606,235

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN SUMMARY

Project List and Total Funding by Source											
Proj No.	Project	1010 Measure C	2110 Local Transportation	2120 Gas Tax	2130 Prop 1 Small Comm. Wastewater Grant	2112/2132 Federal CMAQ/ HSIP/SSARP	2133 State ATP	2135 FEMA Reimb or 2299 Utility Reimb./ Grants Misc.	2551 DIF Drainage	7629 Hydrant Maintenance	Total Funding
9367	Clark Road Safety Enhancements			\$ 2,153		\$ 485,902					\$ 488,055
9368	Cypress Curve Realignment		\$ 2,998	\$ 16,663		\$ 1,245,148		\$ 18,000			\$ 1,282,809
9370	Measure C Pearson Rd Improvements	\$ 200,000	\$ 339,844	\$ 14,838		\$ 602,399		\$ 22,000	\$ 42,879		\$ 1,221,960
9371	Pearson Rd SR2S Connectivity Project		\$ 20,000				\$ 1,375,725			\$ 3,705	\$ 1,399,430
9372	Maxwell Dr SR2S Project	\$ 76,045					\$ 849,219	\$ 5,000	\$ 10,000		\$ 940,264
9376	Paradise Sewer Project				\$ 500,000						\$ 500,000
9377	Almond St Multi-Modal Improvements	\$ 387,500	\$ 190,592				\$ 2,899,294				\$ 3,477,386
9378	Memorial Trailway Class I Enhancements		\$ 34,320				\$ 1,308,841				\$ 1,343,161
9379	Downtown Paradise Equal Mobility Project		\$ 44,045				\$ 539,089				\$ 583,135
9380	Ponderosa Elementary SR2S Project	\$ 193,000	\$ 45,389				\$ 1,503,603				\$ 1,741,992
9381	Measure C Road Rehabilitation Project 2016	\$ 500,914									\$ 500,914
9382	Skyway at Black Olive Signalization Project		\$ 30,000			\$ 594,080					\$ 624,080
9383	Pearson Rd Bike-Ped Improvements		\$ 4,350			\$ 698,000		\$ 2,000			\$ 704,350
9384	Paradise Systemic Safety Analysis Report		\$ 25,000			\$ 225,000					\$ 250,000
9385	Paradise Gap Closure Complex					\$ 306,000					\$ 306,000
9386	Measure C Bille Rd Overlay	\$ 132,700									\$ 132,700
9387	Paradise Pavement Management Program		\$ 60,000								\$ 60,000
9388	Greenwood Drive FEMA Storm Repair			\$ 3,125				\$ 46,875			\$ 50,000
Total		\$ 1,490,159	\$ 796,538	\$ 36,779	\$ 500,000	\$ 4,156,530	\$ 8,475,772	\$ 93,875	\$ 52,879	\$ 3,705	\$ 15,606,235

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN SUMMARY

Project List and Total Funding By Year									
Proj No.	Project	Prior Years	2016-2017 Estimated Actual	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	Total Funding
9367	Clark Road Safety Enhancements	\$ 480,046	\$ 8,009						\$ 488,055
9368	Cypress Curve Realignment	\$ 202,816	\$ 78,480	\$ 1,001,513					\$ 1,282,809
9370	Measure C Pearson Rd Improvements	\$ 811,748	\$ 410,213						\$ 1,221,960
9371	Pearson Rd SR2S Connectivity Project	\$ 214,814	\$ 761,650	\$ 422,966					\$ 1,399,430
9372	Maxwell Dr SR2S Project	\$ 102,038	\$ 391,182	\$ 447,044					\$ 940,264
9376	Paradise Sewer Project	\$ 98,151	\$ 279,974	\$ 121,875					\$ 500,000
9377	Almond St Multi-Modal Improvements		\$ 114,097	\$ 165,903	\$ 15,000	\$ 3,182,386			\$ 3,477,386
9378	Memorial Trailway Class I Enhancements		\$ 13,000	\$ 627,073	\$ 703,088				\$ 1,343,161
9379	Downtown Paradise Equal Mobility Project		\$ 51,135	\$ 291,000	\$ 241,000				\$ 583,135
9380	Ponderosa Elementary SR2S Project	\$ 585	\$ 112,156	\$ 265,500	\$ 1,363,751				\$ 1,741,992
9381	Measure C Road Rehabilitation Project 2016		\$ 500,914						\$ 500,914
9382	Skyway at Black Olive Signalization Project	\$ 50	\$ 65,000	\$ 559,030					\$ 624,080
9383	Pearson Rd Bike-Ped Improvements		\$ 4,350	\$ 700,000					\$ 704,350
9384	Paradise Systemic Safety Analysis Report			\$ 250,000					\$ 250,000
9385	Paradise Gap Closure Complex		\$ 8,000	\$ 250,000	\$ 48,000				\$ 306,000
9386	Measure C Bille Rd Overlay			\$ 132,700					\$ 132,700
9387	Paradise Pavement Management Program			\$ 60,000					\$ 60,000
9388	Greenwood Drive FEMA Storm Repair			\$ 50,000					\$ 50,000
Total		\$ 1,910,248	\$ 2,798,159	\$ 5,344,604	\$ 2,370,839	\$ 3,182,386	\$ -	\$ -	\$ 15,606,235

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Clark Road Safety Enhancements
Project Number: 9367, HSIPL 5428 (028)

Est. Start Date: 07/2014
Est. Completion Date: 08/2016

Project Description: Micro-surface roadway, modify striping layout, add center turn lane, construct ADA ramps, and various other safety enhancements on Clark Road between Bille Road and Wagstaff Road.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ 21,301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,301	
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
30	Construction Engineering	\$ 32,148	\$ 2,056	\$ -	\$ -	\$ -	\$ -	\$ 34,204	
40	Construction	\$ 426,597	\$ 5,953	\$ -	\$ -	\$ -	\$ -	\$ 432,550	
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Annual Total		\$ 480,046	\$ 8,009	\$ -	\$ -	\$ -	\$ -	\$ 488,055	

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2120	Gas Tax/Streets	\$ 2,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,153	
2132	Federal HSIP	\$ 477,893	\$ 8,009	\$ -	\$ -	\$ -	\$ -	\$ 485,902	
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Annual Total		\$ 480,046	\$ 8,009	\$ -	\$ -	\$ -	\$ -	\$ 488,055	

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Cypress Curve Realignment Project
Project Number: 9368, HSIPL 5425 (025)

Est. Start Date: 07/2014
Est. Completion Date: 06/2017

Project Description: Improve vertical and horizontal alignments; improve drainage; widen shoulders on Clark Road between Adams Road and Kimberly Lane.

Project Development Costs								
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ 166,626	\$ 29,889	\$ -	\$ -	\$ -	\$	196,515
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
20	Right of Way & Utility Relocation	\$ 36,190	\$ 6,855	\$ 12,432	\$ -	\$ -	\$	55,477
30	Construction Engineering	\$ -	\$ 3,449	\$ 60,000	\$ -	\$ -	\$	63,449
40	Construction	\$ -	\$ 38,287	\$ 841,139	\$ -	\$ -	\$	879,426
50	Construction Contingency	\$ -	\$	\$ 87,942	\$ -	\$ -	\$	87,942
Annual Total		\$ 202,816	\$ 78,480	\$ 1,001,513	\$ -	\$ -	\$	1,282,809

Project Development Funding								
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2110	Local Transportation (Transit)	\$ -	\$ 2,998	\$ -	\$ -	\$ -	\$	2,998
2120	Gas Tax/Streets	\$ 16,663	\$ -	\$ -	\$ -	\$ -	\$	16,663
2132	Federal HSIP	\$ 186,153	\$ 75,482	\$ 983,513	\$ -	\$ -	\$	1,245,148
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ 18,000	\$ -	\$ -	\$	18,000
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ 202,816	\$ 78,480	\$ 1,001,513	\$ -	\$ -	\$	1,282,809

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Measure C Pearson Road Improvements Project
Project Number: 9370, HSIPL 5425 (027)

Est. Start Date: 07/2014
Est. Completion Date: 09/2016

Project Description: Widen shoulders, rehabilitate roadway, add bicycle lanes on Pearson Road between Clark Road and Pentz Road.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ 100,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,599	
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
30	Construction Engineering	\$ 1,316	\$ 679	\$ -	\$ -	\$ -	\$ -	\$ 1,995	
40	Construction	\$ 709,833	\$ 409,534	\$ -	\$ -	\$ -	\$ -	\$ 1,119,367	
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Annual Total		\$ 811,748	\$ 410,213	\$ -	\$ -	\$ -	\$ -	\$ 1,221,960	

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C" (Approved)	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	
2110	Local Transportation (Transit)	\$ 159,274	\$ 180,570	\$ -	\$ -	\$ -	\$ -	\$ 339,844	
2120	Gas Tax/Streets	\$ 14,892	\$ (54)	\$ -	\$ -	\$ -	\$ -	\$ 14,838	
2132	Federal HSIP	\$ 394,703	\$ 207,696	\$ -	\$ -	\$ -	\$ -	\$ 602,399	
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000	
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2551	DIF Drainage	\$ 42,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,879	
Annual Total		\$ 811,748	\$ 410,213	\$ -	\$ -	\$ -	\$ -	\$ 1,221,960	

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Pearson Rd SR2S Connectivity Project
Project Number: 9371, ATPL 5425 (029)

Est. Start Date: 02/2015
Est. Completion Date: 06/2016

Project Description: Specific improvements include the construction of sidewalk, curb and gutter on the south side of Pearson Road between Black Olive Drive and Academy Drive. In addition, the project includes construction of curb, gutter and sidewalk on the south side of Pearson Road between Skyway and Almond Street.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19		2019-20	Total Costs
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ 35,766	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,766
12	Plans, Specifications & Estimates	\$ 179,048	\$ 23,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 202,190
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ 10,000	\$ 26,808	\$ -	\$ -	\$ -	\$ -	\$ 36,808
40	Construction	\$ -	\$ 688,508	\$ 276,192	\$ -	\$ -	\$ -	\$ -	\$ 964,700
50	Construction Contingency	\$ -	\$ -	\$ 68,966	\$ -	\$ -	\$ -	\$ -	\$ 68,966
60	Non-Infrastructure Component	\$ -	\$ 40,000	\$ 51,000	\$ -	\$ -	\$ -	\$ -	\$ 91,000
Annual Total		\$ 214,814	\$ 761,650	\$ 422,966	\$ -	\$ -	\$ -	\$ -	\$ 1,399,430

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19		2019-20	Total Funding
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2110	Local Transportation (Transit)	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ 214,814	\$ 748,130	\$ 412,781	\$ -	\$ -	\$ -	\$ -	\$ 1,375,725
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7629	Hydrant Maintenance Fund	\$ -	\$ 3,520	\$ 185	\$ -	\$ -	\$ -	\$ -	\$ 3,705
Annual Total		\$ 214,814	\$ 761,650	\$ 422,966	\$ -	\$ -	\$ -	\$ -	\$ 1,399,430

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Maxwell Dr SR2S Project
Project Number: 9372, ATPL 5425 (030)

Est. Start Date: 02/2015
Est. Completion Date: 12/2017

Project Description: The proposed project aims to improve safety and increase non-motorized transportation to Paradise High School on Maxwell Drive. The project includes construction of sidewalk, curb and gutter along the one side of Maxwell Drive while widening shoulders, as needed to facilitate the addition of Class II Bicycle Lanes on both sides of Maxwell Drive between Skyway and Elliott Road, a 0.56 mile stretch.

Project Development Costs								
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ 23,411	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,411
12	Plans, Specifications & Estimates	\$ 78,627	\$ 6,182	\$ -	\$ -	\$ -	\$ -	\$ 84,809
30	Construction Engineering	\$ -	\$ 15,000	\$ 48,000	\$ -	\$ -	\$ -	\$ 63,000
40	Construction	\$ -	\$ 350,000	\$ 290,041	\$ -	\$ -	\$ -	\$ 640,041
50	Construction Contingency	\$ -	\$ -	\$ 63,003	\$ -	\$ -	\$ -	\$ 63,003
60	Non-Infrastructure Component	\$ -	\$ 20,000	\$ 46,000	\$ -	\$ -	\$ -	\$ 66,000
Annual Total		\$ 102,038	\$ 391,182	\$ 447,044	\$ -	\$ -	\$ -	\$ 940,264

Project Development Funding								
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding
1010	Measure "C"	\$ -	\$ -	\$ 76,045	\$ -	\$ -	\$ -	\$ 76,045
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ 102,038	\$ 391,182	\$ 355,999	\$ -	\$ -	\$ -	\$ 849,219
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
Annual Total		\$ 102,038	\$ 391,182	\$ 447,044	\$ -	\$ -	\$ -	\$ 940,264

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Paradise Sewer Project
Project Number: 9376

Est. Start Date: 12/2015
Est. Completion Date: 12/2017

Project Description: The proposed project will study wastewater alternatives for a to be determined special assessment district. Alternatives include the following: (A) Localized treatment plant(s), (B) Surface water discharge location(s), (C) Direct connection to the City of Chico WPCP, (D) Beneficial Reuse/Innovative Technology Solution, (E) No Project. Project also includes extensive public outreach and transition efforts to the preliminary engineering project phase.

Project Development Costs								
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs	
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60	Alternatives Analysis	\$ 98,151	\$ 279,974	\$ 121,875	\$ -	\$ -	\$ -	\$ 500,000
Annual Total		\$ 98,151	\$ 279,974	\$ 121,875	\$ -	\$ -	\$ -	\$ 500,000

Project Development Funding								
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2130	Prop 1 SC Wastewater Grant	\$ 98,151	\$ 279,974	\$ 121,875	\$ -	\$ -	\$ -	\$ 500,000
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ 98,151	\$ 279,974	\$ 121,875	\$ -	\$ -	\$ -	\$ 500,000

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Almond St. Multi-Modal Improvements
Project Number: 9377, ATPL 5425 (031)

Est. Start Date: 07/2016
Est. Completion Date: 06/2019

Project Description: The proposed project will add sidewalks, curbs and gutters to Almond Street between Pearson Road and Elliott Road. In addition construction will widen Almond Street to incorporate Class II Bicycle Lanes on both sides of the roadway. To facilitate the construction of these improvements, underground drainage needs to be addressed and is included in the project.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs		
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
11	Project Approval & Environmental Document	\$ -	\$ 64,097	\$ -	\$ -	\$ -	\$ 64,097		
12	Plans, Specifications & Estimates	\$ -	\$ 50,000	\$ 150,903	\$ -	\$ -	\$ 200,903		
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 30,000		
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000		
40	Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,765,805	\$ 2,765,805		
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ 266,581	\$ 266,581		
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 114,097	\$ 165,903	\$ 15,000	\$ 3,182,386	\$ 3,477,386		

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding		
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ 387,500	\$ 387,500		
2110	Local Transportation (Transit)	\$ -	\$ 3,097	\$ 19,748	\$ 375	\$ 167,372	\$ 190,592		
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2133	State ATP	\$ -	\$ 111,000	\$ 146,155	\$ 14,625	\$ 2,627,514	\$ 2,899,294		
2299	Utility Reimbursements/Grants Misc.								
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 114,097	\$ 165,903	\$ 15,000	\$ 3,182,386	\$ 3,477,386		

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Memorial Trailway Class I Enhancements
Project Number: 9378, ATPL 5425 (032)

Est. Start Date: 07/2016
Est. Completion Date: 06/2018

Project Description: The proposed project is located along the Memorial Trailway between Pentz Road to Princeton way and will add lighting, flashing beacons and minor widening to the Class I bike/ped facility.

Project Development Costs							
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs
10	Preliminary Engineering	\$ -				\$ -	\$ -
11	Project Approval & Environmental Document	\$ -	\$ 13,000	\$ 7,000			\$ 20,000
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ 30,000			\$ 30,000
20	Right of Way & Utility Relocation	\$ -	\$ -			\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 50,000
40	Construction	\$ -	\$ -	\$ 565,073	\$ 565,073	\$ -	\$ 1,130,146
50	Construction Contingency	\$ -	\$ -		\$ 113,015	\$ -	\$ 113,015
60	Non-Infrastructure Component	\$ -	\$ -	\$ -		\$ -	\$ -
Annual Total		\$ -	\$ 13,000	\$ 627,073	\$ 703,088	\$ -	\$ 1,343,161

Project Development Funding							
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding
1010	Measure "C"	\$ -	\$ -			\$ -	\$ -
2110	Local Transportation (Transit)	\$ -	\$ 650	\$ 16,092	\$ 17,578	\$ -	\$ 34,320
2120	Gas Tax/Streets	\$ -	\$ -			\$ -	\$ -
2132	Federal HSIP	\$ -	\$ -			\$ -	\$ -
2133	State ATP	\$ -	\$ 12,350	\$ 610,981	\$ 685,510	\$ -	\$ 1,308,841
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -			\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ 13,000	\$ 627,073	\$ 703,088	\$ -	\$ 1,343,161

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Downtown Paradise Equal Mobility Project
Project Number: 9379, ATPL 5425 (034)

Est. Start Date: 07/2016
Est. Completion Date: 06/2019

Project Description: The proposed project will remove and replace out-dated non-ADA compliant sidewalks and driveways in the downtown Paradise commercial core. The proposed project aims to increase mobility in the downtown by removing barriers and pedestrian hazards throughout the project area.

Project Development Costs								
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -					\$	-
11	Project Approval & Environmental Document		\$ 25,000				\$	25,000
12	Plans, Specifications & Estimates		\$ 26,135				\$	26,135
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ 50,000			\$	50,000
30	Construction Engineering	\$ -	\$ -	\$ 10,000	\$ 10,000		\$	20,000
40	Construction	\$ -	\$ -	\$ 210,000	\$ 210,000		\$	420,000
50	Construction Contingency	\$ -	\$ -	\$ 21,000	\$ 21,000		\$	42,000
60	Non-Infrastructure Component	\$ -	\$ -				\$	-
Annual Total		\$ -	\$ 51,135	\$ 291,000	\$ 241,000	\$ -	\$	583,135

Project Development Funding								
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2110	Local Transportation (Transit)	\$ -	\$ 2,045	\$ 21,000	\$ 21,000	\$ -	\$	44,045
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2133	State ATP	\$ -	\$ 49,089	\$ 270,000	\$ 220,000	\$ -	\$	539,089
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ -	\$ 51,135	\$ 291,000	\$ 241,000	\$ -	\$	583,135

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Ponderosa Elementary Safe Routes to School Project
Project Number: 9380, ATPL 5425 (033)

Est. Start Date: 07/2016
Est. Completion Date: 06/2019

Project Description: The proposed project will add sidewalks, curbs and gutters along Pentz Road between 300' north of Wagstaff Road and tie in to existing sidewalks just north of Bille Road on both sides of the roadway. Class II Bicycle Lanes will be added to the existing roadway section to allow for bicyclists to use Pentz Road safely.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19		2019-20	Total Costs
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ 585	\$ 62,156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,741
12	Plans, Specifications & Estimates	\$ -	\$ 50,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
30	Construction Engineering	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
40	Construction	\$ -	\$ -	\$ -	\$ 1,112,619	\$ -	\$ -	\$ -	\$ 1,112,619
50	Construction Contingency	\$ -	\$ -	\$ -	\$ 125,632	\$ -	\$ -	\$ -	\$ 125,632
60	Non-Infrastructure Component	\$ -	\$ -	\$ 50,500	\$ 50,500	\$ -	\$ -	\$ -	\$ 101,000
Annual Total		\$ 585	\$ 112,156	\$ 265,500	\$ 1,363,751	\$ -	\$ -	\$ -	\$ 1,741,992

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19		2019-20	Total Funding
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ 193,000	\$ -	\$ -	\$ -	\$ 193,000
2110	Local Transportation (Transit)	\$ 70	\$ 13,459	\$ 31,860	\$ -	\$ -	\$ -	\$ -	\$ 45,389
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ 515	\$ 98,697	\$ 233,640	\$ 1,170,751	\$ -	\$ -	\$ -	\$ 1,503,603
2299	Utility Reimbursements/Grants Misc.								
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ 585	\$ 112,156	\$ 265,500	\$ 1,363,751	\$ -	\$ -	\$ -	\$ 1,741,992

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Measure C Road Rehabilitation Project 2016
Project Number: 9381

Est. Start Date: 07/2016
Est. Completion Date: 09/2016

Project Description: The proposed project will micro-surface roadways overdue for regular maintenance. The following roads are included in the project: 1. Skyway, Town Limits to Neal, 2. Skyway, Bille to Wagstaff, 3. Clark, Elliott to Bille, 4. Wagstaff, Skyway to Clark, 5. Bille, Skyway to Clark, 6. Elliott, Skyway to Clark

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs		
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
40	Construction	\$ -	\$ 500,914	\$ -	\$ -	\$ -	\$ 500,914		
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 500,914	\$ -	\$ -	\$ -	\$ 500,914		

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding		
1010	Measure "C" (Approved)	\$ -	\$ 500,914	\$ -	\$ -	\$ -	\$ 500,914		
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 500,914	\$ -	\$ -	\$ -	\$ 500,914		

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Skyway at Black Olive Traffic Signal
Project Number: 9382, HSIPL 5425 (035)

Est. Start Date: 04/2016
Est. Completion Date: 10/2018

Project Description: The proposed project will install a four way traffic signal at the intersection of Skyway at Black Olive Drive.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ 50	\$	65,000	\$ -	\$ -	\$ -	\$	65,050
11	Project Approval & Environmental Document	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
12	Plans, Specifications & Estimates	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
20	Right of Way & Utility Relocation	\$ -	\$	-	\$ 15,000	\$ -	\$ -	\$	15,000
30	Construction Engineering	\$ -	\$	-	\$ 10,000	\$ -	\$ -	\$	10,000
40	Construction	\$ -	\$	-	\$ 480,627	\$ -	\$ -	\$	480,627
50	Construction Contingency	\$ -	\$	-	\$ 53,403	\$ -	\$ -	\$	53,403
60	Non-Infrastructure Component	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ 50	\$	65,000	\$ 559,030	\$ -	\$ -	\$	624,080

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
2110	Local Transportation (Transit)	\$ -	\$	5,000	\$ 25,000	\$ -	\$ -	\$	30,000
2120	Gas Tax/Streets	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
2132	Federal HSIP	\$ 50	\$	60,000	\$ 534,030	\$ -	\$ -	\$	594,080
2133	State ATP	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
2299	Utility Reimbursements/Grants Misc.	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
2520	DIF Signal	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
2551	DIF Drainage	\$ -	\$	-	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ 50	\$	65,000	\$ 559,030	\$ -	\$ -	\$	624,080

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Pearson Bike-Ped Improvements
Project Number: 9383, CML 5425 (036)

Est. Start Date: 02/2017
Est. Completion Date: 11/2017

Project Description: The proposed project will construct sidewalks, curbs, gutters and bike lanes along the north side of Pearson Road between Black Olive Drive and Academy Drive

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs		
10	Preliminary Engineering	\$ -	\$ 4,350	\$ -	\$ -	\$ -	\$ 4,350		
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
30	Construction Engineering	\$ -	\$ -	\$ 39,250	\$ -	\$ -	\$ 39,250		
40	Construction	\$ -	\$ -	\$ 587,335	\$ -	\$ -	\$ 587,335		
50	Construction Contingency	\$ -	\$ -	\$ 73,415	\$ -	\$ -	\$ 73,415		
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 4,350	\$ 700,000	\$ -	\$ -	\$ 704,350		

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding		
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2110	Local Transportation (Transit)	\$ -	\$ 4,350	\$ -	\$ -	\$ -	\$ 4,350		
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2132	Federal CMAQ	\$ -	\$ -	\$ 698,000	\$ -	\$ -	\$ 698,000		
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000		
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Annual Total		\$ -	\$ 4,350	\$ 700,000	\$ -	\$ -	\$ 704,350		

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Paradise SSAR
Project Number: 9384, SSAR 5425 (037)

Est. Start Date: 07/2017
Est. Completion Date: 06/2018

Project Description: Preparation of a Systemic Safety Analysis Report for severely underdeveloped two-lane roadways. Will study collision history, identify infrastructure needs for motorists, bicyclists and pedestrians.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70	Report Preparation	\$ -	\$ -	\$ -	250,000	\$ -	\$ -	\$ -	250,000
Annual Total		\$ -	\$ -	\$ -	250,000	\$ -	\$ -	\$ -	\$ 250,000

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	25,000	\$ -	\$ -	\$ -	25,000
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal SSARP	\$ -	\$ -	\$ -	225,000	\$ -	\$ -	\$ -	225,000
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	250,000	\$ -	\$ -	\$ -	\$ 250,000

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Paradise Gap Closure Complex
Project Number: 9385, CML 5425 (038)

Est. Start Date: 06/2017
Est. Completion Date: 02/2019

Project Description: Infill of sidewalks, curbs, gutters and bike lanes/routes along Elliott, Birch, Fir, Foster and Black Olive Drive in commercial core. Funding is only secured for design and environmental as of June 2017.

Project Development Costs								
Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -	\$ 8,000	\$ 250,000	\$ 48,000	\$ -	\$	306,000
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
40	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ -	\$ 8,000	\$ 250,000	\$ 48,000	\$ -	\$	306,000

Project Development Funding								
Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2112	Federal CMAQ	\$ -	\$ 8,000	\$ 250,000	\$ 48,000	\$ -	\$	306,000
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Annual Total		\$ -	\$ 8,000	\$ 250,000	\$ 48,000	\$ -	\$	306,000

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Measure C Bille Rd Overlay
Project Number: 9386

Est. Start Date: 07/2017
Est. Completion Date: 10/2017

Project Description: Overlay on Bille Road from Fern to Oliver.

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ -	120,637	\$ -	\$ -	\$ -	\$ 120,637
50	Construction Contingency	\$ -	\$ -	\$ -	12,063	\$ -	\$ -	\$ -	\$ 12,063
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	\$ 132,700	\$ -	\$ -	\$ -	\$ 132,700

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C"	\$ -	\$ -	\$ -	132,700	\$ -	\$ -	\$ -	\$ 132,700
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal CMAQ	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	\$ 132,700	\$ -	\$ -	\$ -	\$ 132,700

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Paradise Pavement Management Program
Project Number: 9387

Est. Start Date: 07/2017
Est. Completion Date: 02/2018

Project Description: Preparation of comprehensive Pavement Management Program

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70	Report Preparation	\$ -	\$ -	\$ -	60,000	\$ -	\$ -	\$ -	60,000
Annual Total		\$ -	\$ -	\$ -	60,000	\$ -	\$ -	\$ -	\$ 60,000

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	60,000	\$ -	\$ -	\$ -	60,000
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2299	Utility Reimbursements/Grants Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	60,000	\$ -	\$ -	\$ -	\$ 60,000

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN

Project Name: Greenwood Drive FEMA 2017 Storm Repair
Project Number: 9388

Est. Start Date: 07/2017
Est. Completion Date: 10/2017

Project Description: Repair Greenwood Drive February 2017 Storm Damage through FEMA reimbursements

Project Development Costs									
Code	Project Costs	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Costs	
10	Preliminary Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ -	50,000	\$ -	\$ -	\$ -	50,000
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
70	Report Preparation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	50,000	\$ -	\$ -	\$ -	50,000

Project Development Funding									
Code	Project Funding	Prior Years	2016-17 Estimated Actual		2017-18	2018-19	2019-20	Total Funding	
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2110	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	3,125	\$ -	\$ -	\$ -	3,125
2132	Federal HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2133	State ATP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2135	FEMA Reimbursement	\$ -	\$ -	\$ -	46,875	\$ -	\$ -	\$ -	46,875
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ -	\$ -	50,000	\$ -	\$ -	\$ -	50,000

TOWN OF PARADISE
Fiscal Year 2017/18 Budget
CAPITAL IMPROVEMENT PLAN - REVISED SEPTEMBER 12, 2017

Project Name: Paradise Gap Closure Complex

Project Number: 9385, CML 5425 (038)

Project Lead: Marc Mattox, Public Works Director / Town Engineer

Contact Information: (530) 872-6291 x125 or mmattox@townofparadise.com

Est. Start Date: 06/2017

Est. Completion Date: 09/2020

Project Description: Complete streets project with road rehabilitation and infill of sidewalks, curbs, gutters and bike lanes/route. Improvements will be made along Elliott from Skyway to Almond, Birch from Skyway to Black Olive, Fir from Skyway to Black Olive, Foster from Pearson to Birch and Black Olive Drive from Pearson to Fir. Multi-year project is in coordination with Active Transportation Program and Rule 20A Underground Utility District efforts to provide a transformative, cohesive, efficient, revitalized Downtown Paradise. Estimated useful life for the roadways will be 10-15 years with regular maintenance. Useful life of the sidewalks will be 40-50 years with regular maintenance.

Project Development Costs Based Upon Authorization Dates

Code	Project Costs	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Costs
10	Preliminary Engineering	\$ -	\$ 8,000	\$ 298,000	\$ -	\$ -	\$ 306,000
11	Project Approval & Environmental Document	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Plans, Specifications & Estimates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	Right of Way & Utility Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Construction Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	Construction	\$ -	\$ -	\$ 4,689,000	\$ -	\$ -	\$ 4,689,000
50	Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60	Non-Infrastructure Component	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ 8,000	\$ 4,987,000	\$ -	\$ -	\$ 4,995,000

Project Development Funding Based Upon Expenditure Dates

Code	Project Funding	Prior Years	2016-17 Estimated Actual	2017-18	2018-19	2019-20	Total Funding
1010	General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1010	Measure "C" (Potential)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2120	Gas Tax/Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2121	Road Maintenance and Rehabilitation Acct.	\$ -	\$ -	\$ -	\$ 316,500	\$ 316,500	\$ 633,000
2132	Federal CMAQ	\$ -	\$ 8,000	\$ 298,000	\$ 134,500	\$ 134,500	\$ 575,000
2133	Federal ATP	\$ -	\$ -	\$ -	\$ 1,893,500	\$ 1,893,500	\$ 3,787,000
2510	DIF Road	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2520	DIF Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2551	DIF Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Utility Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900	Local Transportation (Transit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total		\$ -	\$ 8,000	\$ 298,000	\$ 2,344,500	\$ 2,344,500	\$ 4,995,000

**TOWN OF PARADISE
SALARY PAY PLAN FY 2017/18**

Head Count	Approve FTE's	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	FIRE MARSHAL/BUILDING OFFICIAL							
		HOURLY	40	33.94	35.64	37.42	39.29	41.25	43.31
		BIWEEKLY		2,715.18	2,851.20	2,993.60	3,143.20	3,300.00	3,464.80
		MONTHLY		5,882.89	6,177.60	6,486.13	6,810.27	7,150.00	7,507.07
		ANNUAL		70,594.68	74,131.20	77,833.60	81,723.20	85,800.00	90,084.80
1.00	1.00	COMMUNITY DEVELOPMENT MANAGER/ASSISTANT PLANNER							
		HOURLY	40	26.59	27.92	29.32	30.79	32.33	33.95
		BIWEEKLY		2,127.20	2,233.60	2,345.60	2,463.20	2,586.40	2,716.00
		MONTHLY		4,608.93	4,839.47	5,082.13	5,336.93	5,603.87	5,884.67
		ANNUAL		55,307.20	58,073.60	60,985.60	64,043.20	67,246.40	70,616.00
1.00	1.00	ONSITE SANITARY OFFICIAL							
		HOURLY	40	25.99	27.29	28.65	30.08	31.58	33.16
		BIWEEKLY		2,079.20	2,183.20	2,292.00	2,406.40	2,526.40	2,652.80
		MONTHLY		4,504.93	4,730.27	4,966.00	5,213.87	5,473.87	5,747.73
		ANNUAL		54,059.20	56,763.20	59,592.00	62,566.40	65,686.40	68,972.80

**TOWN OF PARADISE
RESOLUTION NO. 17-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA,
APPROVING JOB DESCRIPTIONS AND REVISING THE PERSONNEL STRUCTURE
FOR CERTAIN TOWN OF PARADISE POSITIONS FOR THE FISCAL YEAR 2017-2018**

WHEREAS, it is prudent for the Town of Paradise to periodically review its personnel structure and the job descriptions of the positions within the Town of Paradise; and

WHEREAS, to improve efficiency of certain Town functions and to appropriately reflect the duties and qualifications of certain positions.

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

SECTION 1. Job descriptions for the following positions are revised and approved effective September 13, 2017:

Fire Marshal/Building Official
Community Development Manager/Assistant Planner
Onsite Sanitary Official

SECTION 2. The complete job descriptions are attached as Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 12th day of September, 2017, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

By: _____
Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



JOB TITLE:	Fire Marshal / Building Official
DEPARTMENT:	Community Development
REVISION DATE:	September 12, 2017
STANDARD HOURS:	40 hours per week
CLASSIFICATION:	Exempt
REPORTS TO:	Community Development Director
WORKS WITH:	Dept. Heads, Staff, Public
SUPERVISES:	Building Division, Fire Prevention

FIRE MARSHAL / BUILDING OFFICIAL

DEFINITION

The Fire Marshal / Building Official works under the general supervision of the Community Development Director. This position will serve as the Town's Building Official and the Town's Fire Marshal. This is an integral position which has managerial responsibility for the activities carried out by the Building Division which consists of building services and fire prevention personnel. Activities within this division include building inspections, business inspections, licensed care facility inspections, fire suppression systems, construction plan review, public education program and grants related thereto. Oversees/performs technical work in the enforcement and interpretation of state and local building, mechanical, plumbing, electrical, fire, housing, energy conservation codes; and performs other duties as required. In the Fire Marshal's functions he/she will coordinate with the Fire Chief when necessary and appropriate. For activities involving the Fire Department the Fire Marshal will seek authorization through the Fire Chief and coordinates those activities within the department.

ESSENTIAL DUTIES

Manages the Building Division; supervises, trains and evaluates staff members, establish goals and objectives for the division and assignments for staff. Prepares and administers the Building Division Budget, writes policies, standards and procedures concerning building and fire safety related issues. Conducts building inspections and fire investigations, oversees plan reviews; attends Project Evaluation Committee meetings, Council meetings, meets with contractors; architects, engineers and other technical professions and trades involved in construction projects. Administers the engine company business inspections and school fire safety programs. Supervises the Fire Investigations and the fire prevention team, reviews fire investigation/prevention reports. Prepares building and fire codes and ordinances for adoption by the Town.

Oversees complicated inspections and plans review of a broad range of building types and project complexities including all of the major trades; performs and/or oversees combination inspections of various work done under permit; performs housing inspections upon request by tenants, determines and describes substandard housing conditions according to state law definition and obtains compliance with "repair or abate" orders to resolution; responds to citizen complaints regarding construction activity; issues STOP WORK orders for work started without permit and DO NOT OCCUPY ORDERS as necessary and follows through to resolution; answers specific and general questions regarding code requirements on the telephone and at

the counter during specified times; contributes to the notification and education of the building community regarding code and policy changes; participates in the performance of plan review.

REQUIRED QUALIFICATIONS

Knowledge of: Principles and practices applicable to fire, electrical, plumbing, mechanical and structural building inspections; Applicable federal, state and local laws and regulations; Organization and functions of the various trades involved in the building permit approval process; Model and state codes governing construction, remodel and repair of residential and commercial buildings and structures; and construction principals, methods and practices.

Ability to: Plan, organize and act in accordance with Town adopted policies and regulations. Make effective presentations to community and staff. Supervise, evaluate and train assigned subordinates. Physical agility and ability to climb ladders at varying heights and work in small spaces. Communicate effectively both orally and in writing. Ability to work effectively with other departments and handle difficult situations. Fire prevention experience including inspections and public education. Demonstrated management and supervisory skills. Inspect construction sites for compliance with adopted codes; deal professionally and communicate effectively with individuals on the job site and at the office; communicate effectively by written correspondence; secure compliance with applicable codes from owners and contractors; maintain accurate records and prepare clear and concise reports and documentation; review plans and specifications for compliance and makes sound judgments within established guidelines.

Experience: Five (5) years of building construction, plan check and inspection experience, including one to two years of supervisory experience.

Education: Associate Degree in Building Inspection, Construction Technology, or related field or equivalent combination of experience and/or education.

License: Valid Class C California driver's license in conformance with established Town employee driving standards.

Certificates: Current and valid Cardiopulmonary Resuscitation certification from either the American Red Cross or the American Heart Association and Completion of ICS-200 Training within 90 days of hire. Shall have or should obtain within eighteen (18) months of date of hire, the ICC certification as a Building Official and/or as a Plans Examiner as well as extensive coursework completed in building and fire inspection.

Desired Knowledge of: *Conducting fire inspections and critical plan review. Budget preparation experience. The state and national fire and building codes*

Desired Ability to: *Comprehend and understand applicable code and ordinance requirements, read and interpret construction plans.*

Desired Education: *BA/BS in Fire Science, Business or Public Administration or a related field.*

Desired Certificates: *ICC Fire Plans Examiner, Fire Inspector II*

Physical Standards: Work is performed mostly outdoors, but also works in an office environment. Outdoor work is required in the inspection of various projects, construction sites, or public works

facilities. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee is often required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk and hear and smell. The employee must occasionally lift and/or move up to 35 pounds.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, or risk of electrical shock.

The noise level in this work environment is usually quiet in the office, moderate to loud in the field.



JOB TITLE: CDD Manager/Assistant Planner
DEPARTMENT: Community Development
REVISION DATE: September 12, 2017
HOURS: 40 hours per week
CLASSIFICATION: Exempt
UNIT: CMMA
REPORTS TO: Community Development Dir.
WORKS WITH: Contractors, Colleagues,
General Public
SUPERVISES:
Environmental Services
Specialist, Building/Onsite Permit
Tech, Environ. Tech.

CDD MANAGER / ASSISTANT PLANNER

DEFINITION

Under the direction of the Community Development Director will perform a range of complex, advance level, supervisory, administrative and technical duties in support of the services and activities of the Community Development Department, and any related work as required.

TYPICAL DUTIES, INCLUDING ESSENTIAL DUTIES

Responsible for the coordination and oversight of the Community Development Department's services and activities to include land use/development applications such as building permits, administrative permits, home occupations, signs, landscape plans, use permits, tree permits, variances, site plan reviews, land divisions, zone changes, sanitation clearance requests, onsite sewage disposal permits, onsite system operating permits, etc.; ensure that existing statutes and Town required processing compliance standards are adhered to; develop additional processing standards where applicable; provide information on the permit application process and requirements; discuss issues and promote resolution with parties involved; confer with builders, contractors, arborists, architects, engineers, real estate brokers, land surveyors, septic tank pumpers, and the general public concerning Paradise Municipal Code and permit requirements; act as a coordinating liaison between departments and divisions as needed. Monitor status of high profile permit applications.

Supervise, train and evaluate staff; assist the public and applicants with Town building and planning requirements and processes; respond to procedural inquiries, answer questions and provide related information; refer issues/problems beyond the scope of the Planner's responsibilities to an appropriate staff member. Ensure timely processing of permits; monitor the progress of permit approvals. Accept and review permit applications, plans, and supporting documents for completeness, conformance with legal standards, and compliance with Town requirements; input information into computer system; route plans and information to appropriate Town departments and consultants. Analyze operations for efficiency, customer satisfaction and work output.

Conduct building plan reviews for routine building permits; review building permit fees; verify addresses on new projects; complete planning and building site review approval process on site plans; review and approve plans and accompanying documents on over-the-counter permits. Perform plan checking for zoning code and Town adopted project conditions compliance including plan checks for commercial and multi-family dwellings. Assist plan checkers with permit review processes and project approvals. Prepare permit fees; calculate and produce fee estimates on assigned projects.

Compile research, data, field observations, etc. to prepare and present staff report recommendations related to assigned activities including those for the Department Director, outside agencies, Town departments, and other agencies as required. Perform other related duties as assigned.

REQUIRED QUALIFICATIONS

Knowledge of: Administration of Town Ordinances pertaining to plan review, Organization, procedures, and operating details of the Community Development Department including the Planning, Solid Waste and Building/Safety/Wastewater; Principles and practices used in planning processes of Town government organization, functions, and policies; Town ordinances, codes, and regulations pertaining to assigned area of responsibility including those pertaining to permit approval; Customer service techniques, letter writing and basic report preparation practices; Modern office procedures, methods, and equipment including computers and standard word processing and spreadsheet applications. Basic mathematic principles.

Ability to: Coordinate training and performance management of staff to ensure that a high level of competency is maintained. Perform responsible and technical work involving the use of independent judgment and personal initiative; Understand, interpret, and effectively explain Town policies, procedures, fees, and planning, zoning, and building ordinances, codes, and regulations to the general public, permit applicants, and Town staff; Read and understand common, “drawn to scale” building construction and site improvement plans, and maps, etc.; Coordinate and monitor the progress of permit approvals through Town departments and outside agencies; actively assist customers in obtaining permits; Respond to a wide variety of requests and inquiries from the general public; Analyze data and situations and draw logical conclusions; identify and troubleshoot problems; make logical decisions without direction; Use good judgment to recognize when a problem or issue is beyond the Planner's scope of responsibility or knowledge; Handle difficult situations effectively, using diplomacy and firmness; Review documents for accuracy and completeness; Operate and use modern office equipment including a computer and standard software packages; Perform mathematical calculations including addition, subtraction, multiplication, and division; Communicate clearly and concisely, both orally and in writing; Establish and maintain effective working relationships with those contacted in the course of work.

Experience: Five years of increasingly responsible technical, or public contact experience preferably in the local government building, engineering, planning services or related field.

Education: Required minimum education shall be equivalent to the completion of high school or GED supplemented by one or two years of college level course work in building technology, construction management, planning, engineering, architecture, or a related field. Applicants with associate degree in related field and/or planning certificate preferred.

Certification: Certification by the International Conference of Building Officials (ICBO) as a building technician or in one or more building-related technical codes and/or college awarded planning certificate (or equivalent) is desirable.

License: Valid Class C California drivers license in conformance with established Town employee driving standards.

Physical Standards: Work is performed mostly in office settings. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee is occasionally required to stand or sit; talk and hear; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb; stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. The noise level in this work environment is usually quiet in the office.



JOB TITLE:	Onsite Sanitary Official
DEPARTMENT:	Community Development
REVISION DATE:	September 12, 2017
STANDARD HOURS:	40 hours per week
CLASSIFICATION:	Exempt
UNIT:	CMMA
REPORTS TO:	Community Development Dir.
WORKS WITH:	Contractors, Colleagues,
	General Public
SUPERVISES:	n/a

ONSITE SANITARY OFFICIAL

DEFINITION

Under general direction of the Community Development Director, to plan direct and coordinate a comprehensive program of environmental health as it relates to the functions of the Onsite Wastewater Maintenance Division and any related work as required.

TYPICAL DUTIES, INCLUDING ESSENTIAL DUTIES

Plans organizes and directs the activities of the Onsite Wastewater Maintenance Program. Prepares administrative and technical reports as required. Ensures sound onsite practices and makes onsite inspections and investigations in the enforcement of sanitation laws and regulations in accordance with the Town ordinances. Evaluates and approves simple to complex septic treatment system designs, oversees abatement procedures.

Provide regulatory public health onsite wastewater treatment and disposal system services within the Town Onsite Wastewater Management Zone. Responsible for review and approval/disapproval of all submittals presented to the Onsite Division for installation of new systems and the repair of existing systems. Assure that the approvals/disapprovals shall include, but not be limited to; Land Use Reviews, Land Division Reviews, Building Clearances, New Construction (standard and alternative), Water Well Clearances, and Abatements. Shall issue and monitor all system operations permits. Shall oversee the Town Evaluator program and review submitted evaluations for thoroughness and correctness. Shall perform "plan check" of submitted systems construction plans, new and repairs. Shall perform construction inspection services on approved construction. Perform surface water and ground water sampling. Train and work with others in the department to ensure consistent oversight, customer service and a streamlined process.

Confers with the California State Regional Water Quality Control Board representatives and other professionals in all matters relating to the onsite wastewater division. Promotes improved sanitation and public health standards within the Town through public contact, and performs other duties as assigned.

REQUIRED QUALIFICATIONS

Knowledge of: Basic principles and practices of onsite sanitary wastewater and leadership necessary to plan, analyze, develop, and evaluate the activities of the Onsite Program.

Ability to: Organize, direct and coordinate the activities of the Onsite program as needed; interpret, explain and apply applicable laws and regulations; maintain cooperative working relationships; communicate clearly and concisely, orally and in writing; train other employees as needed relating to the Onsite Program.

Experience: Six years of field experience and at least two years of supervising others.

Education: The equivalent to an Associate's Degree with a major emphasis in engineering, wastewater management, chemistry, bacteriology or a related field or an equivalent combination of education and/or experience.

Certification: California Certification as an Environmental Health Specialist is preferred.

License: Valid Class C California Driver's License in conformance with established Town employee driving standards.

Physical Standards: Work is performed mostly outdoors, but also works in an office environment. Outdoor work is required in the inspection of various projects, construction sites, or public works facilities. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee is often required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk and hear and smell. The employee must occasionally lift and/or move up to 35 pounds.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, or risk of electrical shock.

The noise level in this work environment is usually quiet in the office, moderate to loud in the field.



**Town of Paradise
Council Agenda Summary
Date: September 12, 2017**

Agenda Item: 6(c)

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer
Reviewed by: Lauren Gill, Town Manager
Subject: US Bank Banking Services

Council Action Requested:

1. Authorize the Mayor and Town Manager to enter into an agreement for banking services with US Bank for five years with an optional extension of two years.

Alternatives:

Choose one of the other Banks for banking services.

Background:

On November 1, 2012, the Town of Paradise entered into a three year banking agreement with an optional two-year extension with US Bank. The Town is fast approaching the end of its second and final extension year. On July 21, 2017, the Town submitted a request for proposal to fourteen separate financial institutions, and published a notice of bid in the local paper in order to obtain as many banking proposals as possible.

A copy of the request for proposal is attached for Town Council's review.

Discussion:

Staff was pleased to receive three comprehensive proposals for banking services. Each proposal was of high quality and each addressed fifteen specific sections ranging from comparable experience to detailed options on specific services. A committee made up of the Administrative Services Director, the Senior Accountant and the Town Clerk Administrative Analyst was formed to evaluate the proposals. The proposals were evaluated in accordance with the criteria outlined in the proposal as follows:

1. **Conformity to RFP Specifications.** The proposal must be received by the Town by the specified due date. It is the responsibility of the bank to ensure proper submission and timely delivery of all required material.
2. **Responsiveness to RFP.** The quality of the proposal, i.e. did the bank demonstrate a good understanding of the Town's needs and respond in a comprehensive manner?

3. **Comprehensiveness of Services Provided.** The Town's evaluation of the overall capabilities of the bank to meet the required service levels described in this RFP.
4. **Related Experience.** The bank's related experience in providing services comparable to the Town's needs.
5. **Account Analysis.** The quality of the bank's standard account analysis statement.
6. **Conversion Plan.** The thoroughness of the conversion plan to ensure a smooth transition.
7. **Charges for Services.** The amount of the standard charges, proposed pricing increases in subsequent years and the pricing structure being proposed.
8. **Service Enhancements.** The bank's efforts to understand the Town's banking needs and goals and the creativity the bank shows in introducing new technologies and efficiencies to the Town to improve current practices and procedures.
9. **Other Factors.** Any other factors that the Town believes would be in the best interest of the Town to consider which were not previously described.

Out of 1,050 possible points assigned to this criteria, the committee scored the banks in order of ranking as follows:

<u>Rank</u>	<u>Bank</u>	<u>Score</u>
1	US Bank	893
2	Five Star Bank	825
3	Wells Fargo Bank	730

Staff recognizes and appreciates the time and effort taken by each of the banks to submit proposals. Ultimately, staff recommends that Town Council approve a five year banking service agreement with US Bank, with the option of extending for an additional two years.

Highlights of the evaluation process includes:

- US Bank continues to demonstrate their understanding of the Town's banking priorities and has shown commitment to helping the Town achieve its financial goals. US Bank's proposal aligned most closely with the Town's short term objectives including offering the only Tax Revenue Anticipation Note (TRAN) for the last seven years which has been essential for continued operations.
- Five Star Bank submitted an impressive proposal with discounted fees and earnings credit incentives to attempt to sway the Town's decision. The committee

had concerns over the closest location being in Chico, and banking interface conveniences and depth.

- Wells Fargo's proposal was of high quality and demonstrated their establishment in the banking world. Their service offerings are similar to US Bank, but their proposed fees were higher than both US Bank and Five Star Bank.

A copy of the US Bank proposal is attached for Town Council's review.

Fiscal Impact Analysis:

Banking fees will remain about the same for 2017/18, and in accordance with the agreement will be locked in at current rates for the duration of the five-year agreement. Estimated fees were included in the 2017/18 budget, and so the agreement will not have any fiscal impact.

Town of Paradise and Successor Agency to the Paradise Redevelopment Agency

Finance Department

REQUEST FOR PROPOSAL FOR BANKING SERVICES

I. INTRODUCTION

Request for Proposal (RFP). The Town of Paradise and Successor Agency to the Paradise Redevelopment Agency ("Town") are currently seeking proposals from qualified financial institutions interested in providing banking services. The Town intends to maintain all banking services with one institution in order to maximize its cash flow as well as to minimize its administrative costs. The primary objective of requesting proposals is for the Town to determine which bank can offer the highest quality of service at the most reasonable cost. This process also provides the Town the opportunity to explore alternative procedural methods that could improve its banking, cash management and customer service capabilities.

We encourage you to be creative and educational in your responses. While your format must be consistent with the requirements of the RFP, if you believe that your proposed solution or services would be beneficial to the Town, we invite you to offer them. Please provide options that may create efficiencies, make improvements, and take advantage of new, applicable technologies.

This RFP does not cover treasury related investment services, such as custody and safekeeping. The investment activities of the Town will not be affected by the appointment of a banking institution to handle the Town's banking requirements.

The Town intends to establish a five-year contract, with an additional two-year renewal option. The conditions of the proposal must remain valid for a minimum contract term of five years. As a matter of policy, the Town may conduct a RFP for banking services at the end of the term. Either party may cancel the contract for any reason with 180 days written notice.

The Town of Paradise. Town of Paradise is a full service Town with nearly 26,000 residents. The Town provides a wide range of municipal services, including police and fire protection, community planning, building and safety, street maintenance, revitalization and onsite wastewater monitoring services. The Town is managed under the Council/Town Manager form of government. The annual operating and capital budget total approximately \$22 million with a work force of 59 full-time and 16 part-time employees.

II. PROPOSAL PROCEDURES

The Town has made every effort to include enough information within this proposal request for a bank to prepare a responsive proposal. The Town encourages banks to submit the most comprehensive and competitive proposal possible, however, each proposal should be prepared simply and economically. If additional information is required, the Town will respond promptly to questions from bank representatives and, if deemed necessary, to all proposers. The schedule of the proposal process is as follows:

- a. **Distribution of Request for Proposals.** Requests for Proposals will be mailed on **July 21, 2017** to the financial institutions:
- b. **Proposal Submission.** Proposal must be signed by an individual who is authorized to bind the financial institution to all commitments made in the RFP and received by the Town of Paradise in a sealed envelope by the RFP deadline of **5:00 P.M., August 24, 2017**, at the following address:

**Town of Paradise
Attn: Town Clerk
5555 Skyway
Paradise, CA 95969**

One (1) copy of the proposal must be submitted and the outside of the envelope marked: "**BANKING SERVICES PROPOSAL**", and if possible, please also email a PDF document of the proposal to dvolenski@townofparadise.com. Proposals will not be opened until after the closing date and time indicated. Late submission after the deadline or proposals delivered via FAX will not be accepted.

- c. **Proposal Review.** Town staff will evaluate each proposal submitted. Selected proposers may be requested to provide oral presentations. Those proposers will be notified to arrange specific times.
- d. **Notification.** The Town anticipates sending written notification to all banks regarding the outcome of the review and contract award process by **September 11, 2017**
- e. **Conversion Activities.** The approved bank will be required to coordinate with Town staff all activities necessary to ensure a smooth transition. Conversion activities will begin upon notification.
- f. **Contract Term.** The Banking Services contract will become effective on the conversion completion date for a five-year term. The contract shall provide that either party reserves the right to cancel this contract at any time with 180 days written notice.

The Town will make every effort to administer the proposal process in accordance with the terms and dates discussed in the request for proposal. However, the Town reserves the right to modify the proposal process and dates as deemed necessary.

III. MINIMUM QUALIFICATIONS

To be considered for selection, proposing banks must have at least the following qualifications:

1. Be a federally or State of California chartered financial institution.
2. Be a member of the Federal Reserve System.
3. Be a full service bank in good standing among other comparable banks.
4. Be capable of providing the banking services sought by the Town.
5. Have established offices within the Town of Paradise, have an alternative depository source, or same day courier service.
6. Have experience in providing banking services for other large organizations, preferably for other municipalities.
7. Be sufficiently capitalized to accommodate the Town's cash management needs.
8. Be a qualified depository for public funds.

IV. ACCOUNT DESCRIPTION

The Town requires a General Account for Town operations and one Interest Bearing Account for Successor Agency to the Paradise Redevelopment Agency purposes. The General Account is used for all cashiering, accounts payable payments, payroll, investment and money transfer activities. In order to assist you in understanding the scope and volume of the Town's banking activities, please reference Attachment 1.

Deposits. In addition to checks received by the Town, the Accounts will be utilized as designated depositories for electronic transfer deposits. The service bank must give immediate ledger credit for deposit items received during regularly scheduled banking hours whether or not the deposit items can be fully processed by the bank on the day of receipt.

Disbursements. Disbursement of funds in the custody of the Town, except for investments, direct deposit of payroll, electronic transfer of federal and state taxes and retirement system (PERS) contributions, and authorized wire transfers, are made through the issuance of checks. The Town will furnish check stock suitable to the bank's processing standards. Imprinted on the checks is the bank clearing number, name of the bank, MICR encoding for the bank ABA number, check number and any other required information.

Compensation. The Town currently pays for banking services through earnings credit based service charges. An earnings credit is applied to an average collected balance to offset the total service charges. The Town is willing to entertain bank compensation methods.

V. REQUIRED SERVICES

The services required to accommodate the Town's current and anticipated banking needs are outlined as follows:

1. **Demand Account Services.** The bank must have an operation center or a correspondent bank in the Town of Paradise, or an alternative depository source such as electronic deposit, or same day courier service; be a member of the Federal Reserve System; and meet all California government codes pertaining to depository requirements.
2. **Daily Account Statements/Electronic Reporting.** The bank account transaction and balance information must be made available electronically by 8:00 a.m. PST for all Town accounts on a daily basis, via Internet interface.
3. **Monthly Account Statements.** Bank must provide, within ten working days after the last calendar day of the month, account statements, account analysis statements and return cleared items for all Town accounts or provide electronic copies of both the front and backsides of the cleared items.
4. **Federal and State Payroll Tax Payments.** The Town participates in Federal and State Electronic Fund Transfer Payment Systems. The bank must enable the Town to continue with these programs.
5. **Electronic Payments, Deposits and Transfers.** The bank must have the capability to accommodate a wide range of electronic payments, electronic deposits, money transfers, wires and ACH transactions for the transfer of funds to and from the Town's accounts. The bank should also provide the Town with a money transfer service that allows the Town to initiate wire transfers with the use of a personal computer.
6. **Payroll Direct Deposit.** The Town utilizes direct deposit services for its payroll on a bi-weekly basis. (Note: Not all employees subscribe to direct deposit.)
7. **Credit Card Services.** The bank must be able to provide credit card services. Currently, the Town accepts credit cards at various Town locations.
8. **Positive Pay Services.** The bank must provide positive pay services to combat check fraud. The bank pays only those items with serial numbers and dollar amounts matching the Town's issue file.
9. **Processing of Returned Items.** The bank must redeposit returned items due to "non sufficient funds" or "refer to maker". Items returned a second time should be forwarded to the Town on a daily basis. Indicate if returned check charges will be incurred.
10. **Custody & Investment Services.** Custody and investment services for the Town's investment portfolio are not a part of this banking services Request for Proposal.
11. **Supply Services.** The bank must provide standard banking documents and services not specifically referenced in this RFP to the Town at no cost, including but

not limited to: deposit slips, deposit bags, cashier checks and endorsement stamps.

12. **Other Services.** The Town reserves the right to add other services, at a reasonable cost, during the term of the contract.

VI. OPTIONAL SERVICES

The Town may wish to consider additional services based on the availability and the associated costs, if any. If the bank desires to offer any of the following services, the proposal should so specify:

1. Special account considerations for Town employees who maintain accounts at the local branch, such as no-charge or reduced-price checking accounts and home banking.
2. No-fee credit cards for business use by Town employees, subject to a selective issuance process.

VII. FORMAT AND CONTENT OF PROPOSAL

In order for Town staff to adequately compare and evaluate proposals objectively, all proposals **MUST** be submitted in accordance with the following format. The proposal should be prepared simply and economically, providing straightforward and concise information as requested. Each proposal should be placed in book format, separated by section and tabbed in conjunction with the proposal specifications. (The page number maximums, shown below in italics, are strongly recommended maximums. However, if your bank has pre-printed information, it is not necessary to re-draft that information to comply with the page number limitation. Alternatively, if you feel you must exceed the maximum number of pages in order to provide a complete response, please submit as necessary.)

Title Page/Cover *One printed page maximum.* Show the name of the proposing bank, its principal business address and the branch address that would serve the Town, the name of the proposer, a bank contact for questions by the Town and the date that the proposal was submitted.

Tab 1. Table of Contents. *One printed page maximum.*

Tab 2. Transmittal Letter. *Two printed pages maximum.* The letter should briefly address the bank's willingness and commitment, if selected, to provide the services, why the bank believes it should be selected and any exceptions to the services requested by the Town.

Tab 3. Bank and Staff Profile. *Five printed pages maximum.* Respond to the following sections:

- a. Describe the bank's experience in providing similar services. Summarize the services provided for no more than two of the bank's most comparable customers. It is preferable that one of the comparable customers be a municipal agency. Include

a brief description of the services provided, how long such services have been provided and a contact person for each client described.

- b. Identify the key personnel or department group assigned to the Town's account. Describe the role and responsibility of each person or group.
- c. Exceptions. List any services required by the Town that are not included in the bank's proposal.

Tab 4. Balance Reporting. *One printed page maximum.* Describe the electronic media and process by which the Town would have access to daily transaction and balance information.

Tab 5. Monthly Account Statements. *One printed page maximum.* Describe the process and method of data transmission by which the bank would transmit monthly transaction and balance information for all of the Town's accounts.

Tab 6. Electronic Money Transfers. *One printed page maximum.* Describe the electronic money transfer services offered by the bank.

Tab 7. Payroll Direct Deposits. *One printed page maximum.* Describe the process and method of data transmission by which the bank would receive data from the Town for payroll direct deposits.

Tab 8. Payroll Tax Processing. *One printed page maximum.* Describe the services available from the bank to accommodate the Town's payment and reporting of payroll taxes.

Tab 9. Credit Card Processing. *Two printed pages maximum.* Describe the electronic system(s) available to the Town for processing credit card transactions.

Tab 10. Interest Allowance/Earnings (where applicable). *One printed page maximum.* Describe the methodology that would be used to give interest earnings to the Town for bank balances. Provide the proposed formula to calculate interest earnings. All interest earnings for any bank account shall be credited to that account on a monthly basis.

Tab 11. Pricing. *Three printed pages maximum.* Describe the pricing for services and supplies that the bank proposes. The bank should provide a complete listing of all hard dollar costs for services. Proposals should reflect two options: (one) utilizing hard dollar costs and (two) utilizing compensating balance. An additional option may be proposed utilizing a combination thereof. Include a pro forma detailed monthly billing statement as part of this section. (*Pricing schedules and billing statements are not included as part of the page maximum for this section*). Indicate if the bank will cap or propose a flat monthly service fee based on information provided by the Town in this RFP. Pricing must include both Accounts, as well as other limited activity accounts that may be required by the Town during the term of the agreement.

Tab 12. Pricing Adjustments. *One printed page maximum.* Prices are to remain constant for the five years of the contract. (If the bank's proposed pricing is based on the activity levels of the Town's accounts, the basis for determining the pricing must remain constant for these years of the contract.) For subsequent years, indicate what process the

bank proposes for price increases, if any. Bank may propose an annual adjustment to prices either on a fixed percentage basis or on a variable percentage based on the increase in a nationally recognized index. Indicate if there is maximum percentage increase applicable.

Tab 13. Conversion Plan. *If applicable.* Describe the overall plan your bank would coordinate to ensure a smooth transition from the current provider. Indicate what direct costs the Town would be responsible for in the conversion. Indicate what conversion costs, if any, would be absorbed by the bank as start up costs. The current provider should discuss any issues that may be different from the existing services. Also, discuss the training program for Town staff that the bank would provide, if any.

Tab 14. Service Enhancements. *Three printed pages maximum.* Based on the bank's understanding of the Town's banking needs and goals, describe any enhancements, technological or otherwise, that the Town should consider to improve operational or cash management efficiencies.

Tab 15. Other Information. *Three printed pages maximum.* Briefly describe any other information not previously mentioned that the bank believes should be given consideration by the Town.

VIII. EVALUATION OF PROPOSALS

The proposals will be evaluated by Town Staff directly and indirectly responsible for administering the Town's banking activities. The Town, at its sole discretion, will determine whether to hold discussions with the proposers who are in a "competitive range" or to recommend that the contract be awarded without discussion based on the proposal submitted. The evaluation criteria will include the following:

1. **Conformity to RFP Specifications.** The proposal must be received by the Town by the specified due date. It is the responsibility of the bank to ensure proper submission and timely delivery of all required material.
2. **Responsiveness to RFP.** The quality of the proposal, i.e. did the bank demonstrate a good understanding of the Town's needs and respond in a comprehensive manner?
3. **Comprehensiveness of Services Provided.** The Town's evaluation of the overall capabilities of the bank to meet the required service levels described in this RFP.
4. **Related Experience.** The bank's related experience in providing services comparable to the Town's needs.
5. **Account Analysis.** The quality of the bank's standard account analysis statement.
6. **Conversion Plan.** The thoroughness of the conversion plan to ensure a smooth transition.
7. **Charges for Services.** The amount of the standard charges, proposed pricing increases in subsequent years and the pricing structure being proposed.

8. **Service Enhancements.** The bank's efforts to understand the Town's banking needs and goals and the creativity the bank shows in introducing new technologies and efficiencies to the Town to improve current practices and procedures.
9. **Other Factors.** Any other factors that the Town believes would be in the best interest of the Town to consider which were not previously described.

IX. FINAL COMMENTS

The Town reserves the right to reject any and all proposals, cancel all or part of this RFP, waive any minor irregularities and to request additional information from proposing banks. By requesting proposals, the Town is in no way obligated to award a contract or pay expenses of the proposing banks in connection with the preparation or submission of a proposal.

Contained within this RPF is confidential information regarding the Town's banking activities, and it is the responsibility of the bank receiving the RFP to ensure that the confidentiality of the information remains protected.

The Town's decision to award a contract will be based on many factors including but not limited to service, cost, and innovation. Although cost will be a significant factor, it will not be the sole determining factor in the final decision to award.

The successful bidder will be required to sign the Town of Paradise's Standard Service Agreement, which will be revised to accommodate the terms agreed upon between the Town and the bank.

The Town truly appreciates the effort all the banks and their respective staffs will put forth in responding to the Banking Services Request for Proposal for the Town of Paradise.

Request for additional information or assistance relative to the Request for Proposal should be directed to: ***Gina Will, Finance Director/Town Treasurer, (530) 872-6291 x 119 or gwill@townofparadise.com.***

ATTACHMENT 1

Merchant Service Volume Activity

July 1, 2016 – June 30, 2017

	<u>Transactions</u>	<u>Value</u>
Twelve month average	148	\$29,400
Visa twelve month average	124	\$25,701
Master Card twelve month average	20	\$3,355
Interlink POS	3	\$126
Discover Card twelve month average	2	\$136
American Express twelve month average	1	\$77

General Account

July 1, 2016 – June 30, 2017

	<u>Transactions</u>	<u>Value</u>
Twelve month average ledger balance		\$723,062
Twelve month average float		\$15,478
Twelve month average customer deposits	9	\$8,398
Twelve month average other deposits	77	\$2,461,047
Twelve month average other withdrawals	33	\$1,504,422
Twelve month average checks paid	196	\$1,010,392

Interest Bearing Successor Agency to the Paradise Redevelopment Agency

July 1, 2016 – June 30, 2017

	<u>Transactions</u>	<u>Value</u>
Twelve month average ending balance		\$189,174
Twelve month average customer deposits	0	\$35,720
Twelve month average other deposits	1	\$7
Twelve month average other withdrawals	1	\$2,788
Twelve month average checks paid	1	\$36,678

CONTRACT FOR BANKING SERVICES

This contract for banking services (hereinafter “Contract”), effective October 1, 2017, is by and between U.S. Bank National Association (hereinafter “Bank”), and the Town of Paradise (hereinafter “Town”).

Whereas, the Town desires to secure a wide range of banking services to be provided by a single financial institution pursuant to a contract; and,

Whereas, the Town solicited proposals to provide such banking services from financial institutions qualified to provide such services; and,

Whereas, Bank submitted a proposal which the Town deems to be the most complete and responsive to the Town’s request for proposals, and will provide the Town the desired type, availability and quality of services; and,

Whereas, Bank represents to the Town that it meets the requisite legal and other qualifications and possesses sufficient financial strength and capacity to render the banking services sought by the Town.

Section 1. Now, therefore, in consideration of mutual covenants, Bank and Town agree that Bank will service and provide the Town banking needs at the costs in the Bank’s proposal, dated August 24th, 2017; a copy of which is attached as Exhibit “A” to this Contract.

Section 2. That portion of the Bank’s proposal, which was accepted by the Town’s Council relating to the general banking services, is made a part of this Contract. A copy of the minutes as approved by the Town’s Council will be attached as Exhibit “B” to this Contract upon approval.

Section 3. This Contract shall be for a term not exceed five (5) years starting October 1, 2017. This Contract may be terminated with one hundred and eight (180) days notice by either party by delivering written notice of such termination to the other party.

U.S. BANK NATIONAL ASSOCIATION

TOWN OF PARADISE

Mayor Scott Lotter

Government Banking

Town Manager Lauren Gill
Attest:

Town Clerk Dina Volenski
Approved as to Legal Form:

Town Attorney Dwight L. Moore,



Presented to

Town of Paradise

August 24, 2017

Troy Kidd
Relationship Manager
530.893.6152
troy.kidd@usbank.com

Barbara Fithian
Treasury Management & Payments Consultant
530.893.6710
barbara.fithian@usbank.com

U.S. Bank Government Banking
2385 Esplanade
Chico, CA 95926

Paradise Branch
6817 Skyway Road
Paradise, CA 95969

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Exhibits

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Confidentiality Agreement

The information provided in this proposal is privileged and confidential and is only to be used by the town of Paradise (the Town) for the sole purpose of choosing a service provider. This information is the sole and absolute property of U.S. Bank and nothing is intended to, in any way, transfer ownership rights to the Town. This information should not be shared outside of the Town, U.S. Bank does not agree to contract terms as a part of this response to the Town's Request for Proposal. Regulation W disclaimer: U.S. Bank N.A. is not responsible for the obligations of its affiliates.



Tab 2. Transmittal Letter.

August 24, 2017

Gina Will
Director of Finance/Town Treasurer
Town of Paradise
5555 Skyway
Paradise, CA 95969

Dear Ms. Will:

Thank you for the opportunity to bid for the Town of Paradise's (the Town) relationship. As your dedicated relationship manager, I will function as your primary point of contact for the Town's relationship team. I am joined by a number of other experienced bankers, including treasury management payments consultant Barbara Fithian, as well as commercial credit officer Kiley Patterson. We are dedicated to exceeding your service expectations.

We believe that we are the ideal bank for the Town. Three factors set us apart from other banks:

1. **Highly Competitive Offer**—U.S. Bank is pleased to offer the Town five years of fixed pricing, as well as a highly competitive ECR
2. **Customer Service**—The foundation of our relationship based service model is at the heart of every interaction of every member of the U.S. Bank team. All of us create the environment to inspire the innovation, drive, teamwork, integrity and sincerity to excel with our customers. All of us work to surpass expectations with superior products, solutions and service.
3. **Innovative banking solutions, increased efficiency, continued support**—U.S. Bank stands out as a banking industry trailblazer, as the first bank to post deposits by computer, the first to introduce remote check deposit, and one of the few with an in-house merchant services processor for credit card transactions. Such innovation in a banking partner affords the Town a seat at the cutting edge of technology.

U.S. Bank encourages your acceptance of the enclosed competitive proposal for continued banking services. Your questions about any of this information are welcome. Please contact me at 530.893.6152 at your convenience.

Sincerely,

Troy Kidd
Vice President and Relationship Manager
U.S. Bank Government Banking
troy.kidd@usbank.com

Tab 3. Bank and Staff Profile.

Describe the bank's experience in providing similar services. Summarize the services provided for no more than two of the bank's most comparable customers. It is preferable that one of the comparable customers be a municipal agency. Include a brief description of the services provided, how long such services have been provided and a contact person for each client described.

Our legacy of providing specialized financial services to federal, state, city, county, special districts and authorities dates back more than a century. The responsibility for working with public entities has been vested within the Government Banking division, a specialized group within Corporate Banking. The U.S. Bank Government Banking division is made up of over 100 highly skilled individuals that cover our 25-state territory.

Current government relationships number over 5,500 across the country. Extensive work with entities of all shapes and sizes, from federal agencies and state governments to small cities and special- purpose districts gives our Government Banking relationship managers a unique perspective.

Among the most significant relationships are the U.S. Postal Service and the Internal Revenue Service. This diverse expertise showcases our understanding of a public entity's detailed and specific requirements and how they differ from those of the private sector.

Customer Name	Butte County
Contact Name	Colette Worsham Banking/Cash Management Supervisor
Phone Number	(530) 538-6264
Services	Depository, Treasury Management, Sweep/Cash Management, Custody Services, Purchasing Cards
How long have they been a customer	<u>20 years</u>

Customer Name	City of Woodland
Contact Name	Kimberly McKinney – Finance Director
Phone Number	(530) 661-5849
Services	Depository, Treasury Management, Sweep/Cash Management, Custody Services, Purchasing Cards
How long have they been a customer	<u>16 years</u>

a. Identify the key personnel or department group assigned to the Town's account. Describe the role and responsibility of each person or group.

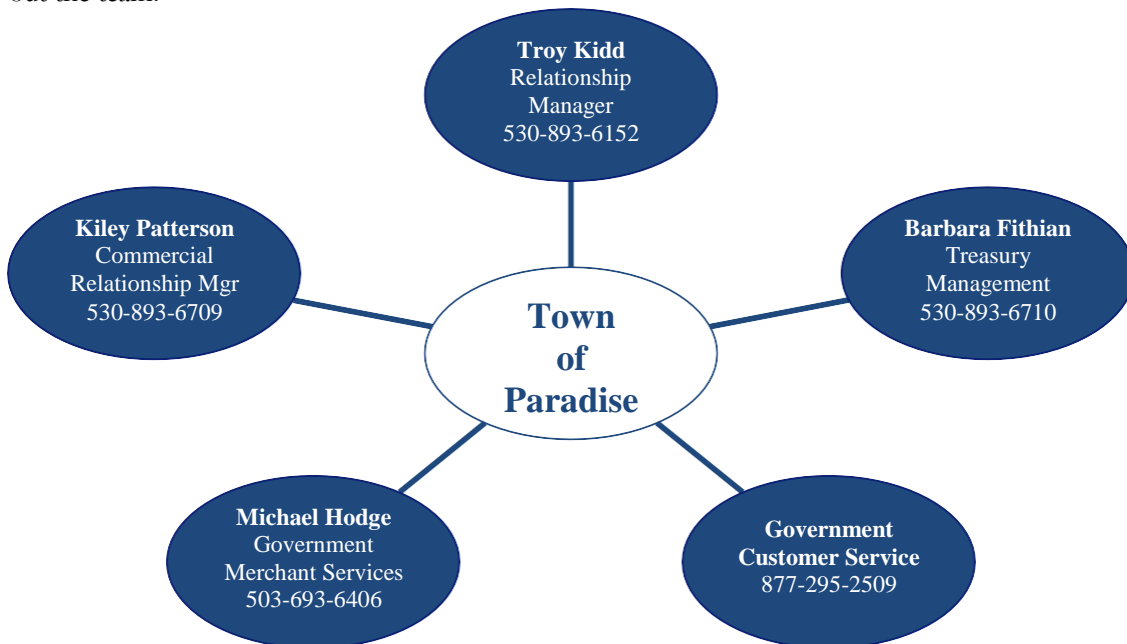
U.S. Bank utilizes a relationship management model that combines local representation and government specific management. This model assures that the Town will always have a local bank representative available and access to a relationship manager with government sector expertise. In addition, the Town will have direct access to our Government Customer Service team for routine requests, research and issue resolution. A few of our competitors attempt to utilize a similar type of model. We believe the difference in our competitors and U.S. Bank is how we execute against this model in providing the best service possible to our customers.

Our Relationship Managers

- Partner with other U.S. Bank product experts to build a true consultative and customer focused relationship
- Commit to developing and maintaining products and services that meet the needs of government entities
- Follow state-specific regulatory requirements
- Structure timely and accurate implementation of all U.S. Bank products, including depository, treasury management, credit products, custody services, corporate trust and cash investments

U.S. Bank Relationship Team

Troy Kidd is the Town's Government Banking Relationship Manager. Troy has ownership of his client relationships across all products of U.S. Bank and is responsible for your complete satisfaction with our services. In addition to Troy, the Town will have Barbara Fithian, a Treasury Management Consultant who is responsible for the delivery of banking services. Additional professionals from Merchant Card Services and dedicated Government Banking Commercial Customer Service representatives will round out the team.



Relationship Managers

Troy Kidd

Vice President and Relationship Manager – Government Banking
530.893.6152
troy.kidd@usbank.com

As your primary relationship manager, Troy is responsible for ensuring that your servicing support needs are met by each division within U.S. Bank. Troy manages policy or pricing issues and partners with you to identify, offer and deliver the right mix of cost-effective solutions. Troy and other team members regularly review relationship strategy, service levels and deliverables. They also meet with you periodically to confirm those objectives are met.

Troy Kidd is the Government Banking relationship manager for our customers located in Northern California, Northern Nevada and Southern Oregon. Troy has 25 years of banking experience, including the past 21 years with U.S. Bank in a variety of roles. Troy is based out of Chico, California and actively works with the management staff and other specialized partners. Troy attended Chico State University, majoring in Economics and Political Science. He is very active in the local community as a member of Chico Rotary, Board of Directors for the Boys & Girls Club of the North Valley and Board of Directors Chico Eastside Little League.

Kiley Patterson

Relationship Manager - Chico Branch
530.893.6709
kiley.patterson@usbank.com

Kiley Patterson serves as the local Community Banker and specializes in Business/Commercial lending. She will be the local contact person should Troy not be available. Kiley was born and raised in the Paradise community where she continues to reside. With 20 years in community banking, Kiley is the Business Relationship Manager for the Town. She has served her community in several different areas including being a Rotarian for fourteen years and serving on the Board of Directors from 2006-2007, Paradise Rotary International Community Director, Paradise Rotary Youth Exchange Officer, Prior Board Member of Paradise Community Foundation and Paradise Scholarship Foundation.

Treasury Management Consultant

Barbara Fithian
Vice President
Treasury Management and Payments Consultant
530.893.6710
barbara.fithian@usbank.com

Based in Chico, California, Barbara is the Treasury Management and Payments Consultant for U.S. Bank customers located in Northern California. Barbara is assigned to our Government Banking clients and is responsible for supporting all cash management solutions, including those discussed in this proposal. Her role is to offer product insight, proactive support and innovative solutions for commercial and government customers. Barbara has over 34 years banking experience, including the past 28 years with U.S. Bank. She holds the Certified Sales Professional (CSP) designation from the Association of

Financial Professionals (AFP) Organization, and an Associate's Degree in Business Banking from Hartnell College in Salinas, California.

Branch Manager

Taylor Gilmore

Branch Manager - Paradise Branch

530.877.9373

taylor.gilmore@usbank.com

As the Paradise branch manager, Taylor is responsible for ensuring the branch's banking transactional needs are met with accuracy and efficiency. The branch partners with and supports the relationship manager and treasury management consultant to ensure each customer's financial needs are cared for effectively.

Taylor and his team at the Paradise branch personally take great pride in providing exceptional service to their customers and the community they serve. Taylor has been the manager of the Paradise branch for three years. He has 13 years of retail banking experience, 10 years as a branch manager.

Merchant Services Representative

Michael Hodge

Government Sales Executive - U.S. Bank Payment Solutions

503.693.6406

michael.hodge@usbank.com

Michael will serve a strategic role in ensuring that the merchant services structure is tailored to the Town's needs. Credit and debit card processing is a continually changing environment and Michael will assist the Town with the latest in processing methods, technology, and regulatory consulting, including EBT, a process by which states/government agencies allow payments for benefit programs to be made electronically, rather than by issuing paper checks or coupons.

Michael Hodge is a leading expert in the field of electronic payments and credit/debit card processing. He possesses over 22 years of experience in this field. More specifically, he specializes in client consultation, sales, and service. Michael works exclusively with government/public sector and clients. Additionally, Michael has spent the past 31 years managing high profile client relationships. He will be responsible for coordinating and implementing Town's Merchant Payment acceptance

Customer Service

Kim Lisse

Customer Service Manager - U.S. Bank Government Banking

503.401.7283

kimberly.lisse@usbank.com

Kim Lisse is the team lead for Commercial Customer Service (CCS) for the Government Banking division. Kim has 34 years of banking experience. She has worked through the branch system, as well as the corporate side. She has worked with government clients for the past seven years as the team lead for the CCS team.

Kim manages a staff of six service bankers that are available to assist you at any time your assigned service banker is away from the office.

b. Exceptions. List any services required by the Town that are not included in the bank's proposal.

U.S. Bank meets or exceeds all minimum qualifications.

Tab 4. Balance Reporting.

Describe the electronic media and process by which the Town would have access to daily transaction and balance information.

At the heart of our offering is U.S. Bank SinglePoint, our integrated suite of treasury management services, which has already empowered the Town to achieve new levels of efficiency by bringing our diverse banking services together into one easy-to-use website. SinglePoint allows the Town to monitor account activity; view, manipulate and download images; transfer and manage payments; process and deposit collections; prevent fraud; and manage your employees' system use.

SinglePoint's browser-based access to account information allows the Town to schedule reports and transmissions at any time throughout the day. Reports are then delivered via transmission or secure email at the specified time. Fax and email reporting allows users to receive current and or prior day reporting at a preset time without logging in.

Information reporting provides detailed information on ACH, book transfers, wires, lockbox transactions, other paper deposits, Federal Reserve Bank Settlement Activity, and other items, including ATM, phone and branch-initiated transactions.

The SinglePoint system administrator serves as your security manager. The system administrator:

- Creates and deletes SinglePoint users
- Requests and maintains tokens, required to initiate payment transactions
- Sets and modifies user payment and transaction quantity limits
- Assigns user access to services and accounts
- Assigns initiation and approval entitlements
- Resets own and other users' passwords when necessary (regular users can change their own passwords)

The Town can determine which accounts, services, functionality and limits each user can see and use in SinglePoint. Administrators can add, copy and reuse user profiles to streamline the set-up of new users. They can also modify user entitlements, account access and transaction limits at any time with immediate updates. Change user status for interim periods. Assign entitlements by service area, function and account access. Set user payment limits for ACH, book transfers and wire transfers.

Security

SinglePoint protects account information with the most current and proven technology available, including:

- Two-way 128-bit encryption
- SSLv3
- Individual client IDs, passwords and digital signatures
- VeriSign time based tokens are required for users to access payment services (ACH and wire transfer). Tokens are pre-programmed to produce a new numerical code every 60 seconds. One token is assigned to each user at your site.
- By default, all SinglePoint entitlements must be approved by a second system administrator. The Town must complete additional paperwork to waive the dual approval requirement.

Tab 5. Monthly Account Statements.

Describe the process and method of data transmission by which the bank would transmit monthly transaction and balance information for all of the Town's accounts.

SinglePoint Statement Access

U.S. Bank SinglePoint offers the account analysis statement online as part of its special reports. Statements are downloadable to a CSV file and also available via an EDI822.

Account analysis statements are available on the ninth business day of each month and contain 12 months of history.

A **Sample Account Analysis Statement** and an **Account Analysis Statement Guide**, along with a **Sample Monthly DDA Statement** are provided in the **Exhibits** section of this proposal.

File Reporting via Direct Transmission

U.S. Bank Data Transmission Service offers the Town a variety of methods to transfer your data files to and from U.S. Bank, enabling you to send and receive data in an efficient and secure manner. You get faster account updates and the convenience of sending and receiving transaction information when you wish, using the method of your choice. File level encryption options can be used in conjunction with channel level encryption.

U.S. Bank Data Transmission Service supports the following communication options:

- Internet-based Hypertext Transfer Protocol Security (HTTPS)
- AS2
- File Transfer Protocol over SSL (FTPS)
- SSH File Transfer Protocol (SFTP)
- Virtual Private Networks (VPN) using FTP-SSH or FTP-SSL client
- IBM/Sterling's CONNECT:Direct

The Internet-based transmission methods incorporate 128-bit SSL, DES3, or AES 256-CBC encryption to ensure secure communication over the internet. The encryption method is tied to the transmission communication method selected, but all offer comparable security features. File level encryption is also available.

The Town controls the delivery time of your data; data files can be pushed to the Town or held until you connect to retrieve the data. Our system is available for file transfers 24/7. Many of our supported transmission options offer you the ability to predefine recurring transfers and schedule them for automatic processing. We can accept transmissions directly from your systems, which eliminates the need to handle tapes, cartridges and diskettes. The internet-based transmission methods offer you the option of reducing telecommunication charges associated with other types of data transmissions.

U.S. Bank Data Transmission Service fully complements our comprehensive line of treasury management products, such as ACH, account reconciliation and positive pay and lockbox services, among others. Our data transmission specialists can assist you in determining which data transmission method best meets your requirements, as well as establishing connectivity with our system. Our data transmission specialists are available 24/7.

Tab 6. Electronic Money Transfers.

Describe the electronic money transfer services offered by the bank.

SinglePoint, our integrated multi-product online portal, offers a one-stop business solution for our money transfer services.

Wire Transfer

U.S. Bank Wire Transfer service combines advanced technology with national and international networks to enable your organization to move funds quickly and securely around the country or the world. Wire transfers are an important treasury management tool, helping to control cash flow with the convenience of same day and future dated movement of funds directly and reliably.

U.S. Bank offers you a full range of telephone, PC and mainframe transmission capabilities for moving money globally. The table below describes wire transfer origination processes. The descriptions assume no repair or reject activity (which branch to special sub-processes) and that sufficient funds are in the settlement account to cover the value of the wire transfer.

Funds sent via wire transfer are considered collected funds and available as soon as the wire is received. Domestic transfers arrive at their destination on the day they are sent, so no allowance for mailing or collection time is required. International wires can take an additional day or so depending on each foreign bank's processing. Built-in safeguards, such as security codes and call-back confirmation, ensure the accurate, safe and confidential transfer of the Town's funds.

ACH

As one of the top six largest originators and receivers of Automated Clearing House (ACH) transactions in the United States, U.S. Bank offers your organization a variety of ACH services that allow you to eliminate paper checks by using electronic payments. U.S. Bank offers the following options for the Town to originate ACH transactions:

- With **ACH Direct File Transmission** an organization or their third-party provider transmits the disbursement or collection transaction information in a National Automated Clearing House Association (NACHA) formatted data file, EDI format, or custom format to U.S. Bank.
- **U.S. Bank SinglePoint ACH** enables the Town to originate ACH transactions online through a web browser. SinglePoint is a full-service ACH application that creates, stores and originates ACH transactions from any location at any time. U.S. Bank SinglePoint® Book Transfers

Book Transfers

U.S. Bank SinglePoint® Book Transfers enable the Town to manage your financial position and easily move funds between U.S. Bank accounts, including checking, savings and loan accounts. Funds are immediately available upon completion of a book transfer; for maximum flexibility, funds movement can also be future dated, up to 30 days in advance. Users can create book transfers on a single page or from a template.

Users can create templates for commonly used book transfer details and add a schedule to the template so that transfers are automatically initiated based on scheduled dates. Virtually all of the Town's account information is pre-filled with default values and is otherwise selectable from dropdown lists. You only need to select a source, a destination, a value date and the amount.

LAIF Transfer

U.S. Bank was selected as a state depository bank in 1992. U.S. Bank can easily support both deposits and withdrawals between the Town and LAIF. As one of seven authorized California state depository banks, the need to make expensive wire transfers to and from LAIF is eliminated. CoThere is no charge for transfers to or from LAIF.

Tab 7. Payroll Direct Deposits.

Describe the process and method of data transmission by which the bank would receive data from the Town for payroll direct deposits.

Direct Deposit lets you pay your employees directly through an electronic transfer into their checking or savings account. If your organization has multiple locations, it also eliminates transfer time and handling costs. With Direct Deposit, the Town maintains a better forecast of cash flow and maximize the value of funds by retaining them in your account until the settlement day. Your employees simply authorize you to provide U.S. Bank with payroll data. You deliver the data by transmission, SinglePoint or through a third-party payroll processor. Direct Deposit eliminates the need to make special payment arrangements for employees who are traveling, vacationing, or located far from the Town headquarters.

By combining ACH Direct Deposit with our Focus Pay Card program, you can eliminate the time and cost of managing checks.

Tab 8. Payroll Tax Processing.

Describe the services available from the bank to accommodate the Town's payment and reporting of payroll taxes.

U.S. Bank EasyTax is an easy-to-use electronic tax payment service. Upon enrollment, the Town receives an access code and PIN) allowing you to initiate federal, state or municipality tax payments. It works in any state or municipality that allows taxes to be paid electronically and is EFTPS compliant. You may make your payments through the internet or using a touch-tone phone. The tax payment is deducted from your U.S. Bank business checking account the same day the tax payment is initiated and payments are made to the appropriate state and the Internal Revenue Service (IRS) on the tax payment due date.

Initiating tax payments electronically provides a faster and more convenient way to ensure taxes will be paid on time per the instructions provided saving from any possible interest or penalty fees if tax payments are late. Payment information is repeated back via touch-tone phone for verification. The system will notify you of duplicate payments entered same day for the identical tax authority. After the transaction is complete, you will receive a payment verification number and can request to receive a receipt in the mail or by fax.

The internet tax payment service provides the following functionality:

- **Manage your User Profile**—Once you are setup on EasyTax, you can manage your entitlements by adding or removing tax authorities and jurisdictions.
- **View Transaction History**—View up to one year of transaction history via the internet by payment jurisdiction.
- **Same Day Payment Deletion**—If you made a payment in error the same day, you can delete the payment through the internet before the payment deadline same day.

Tab 9. Credit Card Processing.

Describe the electronic system(s) available to the Town for processing credit card transactions.

BACKGROUND

U.S. Bank Payment Solutions has been providing electronic payment solutions to merchants since 1968. U.S. Bancorp operates a wholly-owned subsidiary, Elavon, specializing in providing integrated credit and debit card payment processing services, and electronic check/check verification processing services.

Through its alliance with its payment platform network, Elavon, U.S. Bank Payment Solutions provides processing services for more than one (1.3) million Merchants worldwide and processes more than \$3 billion in transactions, making U.S. Bank Payment Solutions the 2nd largest merchant processor in the United States in terms of number of locations / client relationships supported, and the 4th largest processor in terms of volume processed annually over 3 billion dollars.



PROCESSING OVERVIEW

U.S. Bank Payment Solutions processes and maintains all credit and debit card transaction information. Elavon supplies all hardware, software and special programming needed for implementation. All transactions are electronically authorized and settled (EDC). This can be achieved by using software installed at a central PC workstation or stand-alone point-of-sale terminals.

HARDWARE OPTIONS (Point of Sale and Mail /Telephone Order)

U.S. Bank Payment Solutions hardware supports all non-proprietary industry-standard card swipe terminals and printers (Ingenico, VeriFone). The terminal solutions are full-featured with simplicity in mind. The terminals feature a choice of integrated printers and pin-pads. All terminals can process both swipe and key-entered transactions for credit, debit, and check cards. Each terminal manufacturer offers unique advantages that will integrate with your application.

The terminals have been designed to deliver full functionality at an attractive cost. The terminal sizes average about 12 inches in length x 12 inches in width. The terminals use a standard telephone line for communication or an IP connection.

U.S. Bank Payment Solutions has worked with VeriFone to develop a POS terminal (Vx520) application with support for processing the Convenience Fee and/or Service Fee transaction. U.S. Bank Convenience and Service Fee Terminal support percentage-based fees. The terminal can also be used to collect payments for a variety of other government services under a processor administered convenience fee program, **registration is required**. Select payments for education are also included in the program.

SOFTWARE SOLUTIONS

U.S. Bank Payment Solutions also supports an internal software solution called Converge. Converge, functions as a centralized electronic payment processing application that resides on an Elavon hosted server, and allows multiple entry points (PC's) for processing transactions using the Internet as the method of

delivery. Average response time range of transactions processed by Converge is 2-3 seconds from point of request to notification of approval (or decline). Using a secure Internet connection to communicate eliminates the need for additional phone lines. Converge supports transaction payments for credit card, debit card, electronic check services. It also can support recurring payments. Converge provides these services at the point of purchase via an EMV card reader/PIN Pad and electronic check imager.

To address the growing technology of mobile payments **Converge Mobile** utilizes existing hardware, technical infrastructures and communications providers to enable mobile commerce and accept most card payments. It supports Purchase and Authorization Only transactions and works with Smartphone devices including most Apple®, Blackberry® and Google® Android mobile devices. Quick and easy set up and configuration process includes downloading the Converge (Virtual Merchant) Mobile App from the relevant App Store and entering account configuration credentials which are provided by our Acquirer (Elavon). Once your Smartphone is configured, you can accept key-entered transactions or swiped transactions can be accepted with the addition of a card reader that encrypts card data at the time of swipe to ensure security. U.S. Bank Payment Solutions supports multiple readers for multiple devices.

eCommerce SOLUTIONS

Converge also has a secure payment gateway, which connects your web site to the processing power of the Elavon Network. Converge can process real-time credit card transactions by providing a “buy button / payment page” for a web site. Converge can be easily integrated into your web site with just a few lines of HTML code. Converge is a secure link between the web site and the Elavon Network. The transactions are encrypted and are passed for real-time transactions. Converge transactions are not stored on the web site to reduce the possibility of fraud.

FUND SETTLEMENT & ADJUSTMENTS

U.S. Bank Payment Solutions offers 7 day a week funding. Through our Payment provider (Elavon) deposits of credit card (Discover, MasterCard and Visa), debit card (MasterCard, Visa), gift card and electronic checks transmitted prior to 7:00 PM PST to your U.S. Bank DDA account via ACH the morning of the first business day following the transmission, even on Weekend Days and Holidays. Funds directed and deposited into another financial institution will be delayed one additional business day. American Express is typically within 2 business days following transmission. Keep in mind, most financial institutions do not post debits and deposits Saturday, Sunday and Holidays. This means any previous deposits will be posted the next business day.

Tab 10. Interest Allowance/Earnings (where applicable).

Describe the methodology that would be used to give interest earnings to the Town for bank balances. Provide the proposed formula to calculate interest earnings. All interest earnings for any bank account shall be credited to that account on a monthly basis.

U.S. Bank maintains a number of account products designed to fit the varying needs of our vast customer base. Our government accounts may be interest based, earnings credit based or a combination of the two. All of the accounts offered to our government clients are either fully collateralized in accordance with state and federal requirements or 100 percent FDIC insured. Given today's challenging interest rate environment, we recommend that the Town keep its excess balances in an analyzed checking account where the earnings credit rate (ECR) is much higher than the interest rate offered on other account types.

U.S. Bank uses a managed rate approach to determine earnings credit rates, which can include market trends and other environmental factors. Earnings credit rates are applied to collected balances.

Earnings credit is calculated as follows:


Collected Balance Available for Earnings Credit x the Earnings Credit Rate x the actual days in the month ÷ by 365 or 366*

**The actual number of days in the year is used.*

A common practice is to link multiple accounts through account analysis for the sole purpose of combining the average collected balances per account to provide higher total balances in which earnings credits are paid and compensating balances are calculated on. The actual dollars in the individual accounts are not co-mingled and each account has its own activity reporting.

Tab 11. Pricing.

Describe the pricing for services and supplies that the bank proposes. The bank should provide a complete listing of all hard dollar costs for services. Proposals should reflect two options: (one) utilizing hard dollar costs and (two) utilizing compensating balance. An additional option may be proposed utilizing a combination thereof. Include a pro forma detailed monthly billing statement as part of this section. (Pricing schedules and billing statements are not included as part of the page maximum for this section). Indicate if the bank will cap or propose a flat monthly service fee based on information provided by the Town in this RFP. Pricing must include both Accounts, as well as other limited activity accounts that may be required by the Town during the term of the agreement.

				
Account Analysis & Billing				
		<u>Volume</u>	<u>Unit Price</u>	<u>Total Price</u>
Town of Paradise				
Consolidated Analysis Summary				
		Earnings Credit Rate		0.22%
		Current Month Multiplier		5,454.55
		Settlement Frequency		Monthly
Balance Summary				
Average Collected Balance			=	520,116.52
Settlement Analysis				
Collected Balance Available for Earnings Credit Services			=	520,116.52
Earnings Credit @ 0.22%				95.35
Earnings Credit Based Service Charges			-	410.96
Current Month Surplus/(Deficit) Position			=	(315.60)
Net Service Charges			\$	315.60
<u>Service</u>	<u>Volume</u>		<u>Unit Price</u>	<u>Total Price</u>
Depository Services				
Account Maintenance	1	\$	8.00	\$ 8.00
Paper Credits	9	\$	0.80	\$ 7.20
Electronic Credits	59	\$	0.15	\$ 8.85
Paper Debits	178	\$	0.12	\$ 21.36
Electronic Debits	10	\$	0.11	\$ 1.10
Deposited Item	3	\$	0.17	\$ 0.51
Returned Deposited Items	1	\$	12.00	\$ 12.00
Returned Item Special Instruc		\$	0.00	
For First 1	1	\$	5.00	\$ 5.00
For Over 1		\$	5.00	\$ -
Returned Item Email Notice	1	\$	2.25	\$ 2.25
Returned Item Email Images	1	\$	2.00	\$ 2.00
Returned Item Image Viewed	1	\$	1.25	\$ 1.25
Deposit Coverage	521	\$	0.14575	\$ 75.94
Subtotal Depository Services			\$	145.46

Account Reconciliation Services				
SPE PPay Exceptions	6	\$	0.75	\$ 4.50
SPE Issue/Cancel Input	44	\$	0.05	\$ 2.20
SPE File Upload		\$	0.00	
For First 1	1	\$	5.00	\$ 5.00
For Next 3	2	\$	0.00	\$ -
For Over 4		\$	3.00	\$ -
SPE PPay w/ Issue Mo Maint	1	\$	5.00	\$ 5.00
SPE PPay Only-per Item	178	\$	0.025	\$ 4.45
Subtotal Account Reconciliation Services				\$ 21.15
SinglePoint				
SPE CDay Det & Sum Mo Maint		\$	0.00	
For First 10	1	\$	5.00	\$ 5.00
For Over 10		\$	75.00	\$ -
SPE Current Day per Item Det				
For First 750	107	\$	0.00	\$ -
For Over 750		\$	0.75	\$ -
SPE Pday Det & Sum Mo Maint		\$	0.00	
For First 1	1	\$	7.50	\$ 7.50
For Next 2	1	\$	0.00	\$ -
For Next 7		\$	15.00	\$ -
For Over 10		\$	75.00	\$ -
SPE Pday Sum Mo Maint	310	\$	0.00	\$ -
SPE Token Mo Maintenance	4	\$	1.50	\$ 6.00
SPE ACH Mo Maintenance				
For First 1	1	\$	10.00	\$ 10.00
For Over 1		\$	0.00	\$ -
SP Image Access Mo Maint	1	\$	30.00	\$ 30.00
SPE Ext Messaging Mo Maint		\$	0.00	
For First 1	1	\$	10.00	\$ 10.00
For Over 1		\$	0.00	\$ -
Subtotal SinglePoint				\$ 68.50
Wire Transfers				
Internal Wire Credit	1	\$	7.00	\$ 7.00
Subtotal Wire Transfers				\$ 7.00
Image Services				
SP Cks Pd per Item Stored	178	\$	0.035	\$ 6.23
Dep Itms Img per Item Stored	334	\$	0.035	\$ 11.69
Subtotal Image Services				\$ 17.92
EasyTax				
EasyTax Web Tax Payment	6	\$	2.00	\$ 12.00
Subtotal EasyTax				\$ 12.00
ACH Services				
EasyTax ACH Item	6	\$	0.14	\$ 0.84
ACH Received Item	22	\$	0.085	\$ 1.87
ACH Filter Mthly Maint	1	\$	8.50	\$ 8.50
SDA Special Processing		\$	150.00	
SP E ACH-per Item	150	\$	0.175	\$ 26.25
SPT E SDA TRAN ITEM		\$	1.00	
Subtotal ACH Services				\$ 37.46

Branch Coin/Currency Services			
Cash Deposited-per \$100	68	\$ 0.085	\$ 5.78
Branch Deposit Processing Fee	9	\$ 1.25	\$ 11.25
Subtotal Branch Coin/Currency Services			\$ 17.03
Electronic Deposit Services			
EDM Monthly Maint - per Acct		\$ 0.00	
For First 1	1	\$ 40.00	\$ 40.00
For Over 1		\$ 15.00	\$ -
Web Monthly Maint - per Wrkstn		\$ 0.00	
If 1 - 10	1	\$ 19.00	\$ 19.00
If 11 - 50		\$ 35.00	\$ -
If Over 50		\$ 30.00	\$ -
Deposit Credit	7	\$ 0.50	\$ 3.50
Image Check Item - On-Us	30	\$ 0.05	\$ 1.50
Image Check Item - Transit	292	\$ 0.07	\$ 20.44
Subtotal Electronic Deposit			\$ 84.44
Total Service Charges			\$ 410.96

**Credit Card Processing
Service Fee Based**

<i>Visa/MasterCard/Discover Interchange Fees</i>	
Elavon “Managed” Service Fee	3.00%/per transaction
<i>Equipment EMV/NFC Terminals-Peripherals</i>	
<i>VeriFone Vx520 Terminal-Printer</i>	\$395 purchase
<i>Reporting Tool Options (Merchant Connect)</i>	
Web reporting tool (Basic)	FREE
Web Reporting Tool (Premium 1-5 Users)	\$20/monthly

Elavon offers a processor-managed service fee program, which allows for revenue/cost-neutral payment collection programs on behalf of billers. Fees are retained by Elavon in exchange for full or partial offset to costs associated with processing the payment. Elavon’s service fee program is fully compliant with card association, debit network, and ACH rules and regulations, and Elavon provides industry-leading expertise in consulting with City to achieve its goals within a challenging compliance framework.

When the constituent elects to make their payment, they will be charged a non-refundable fee by Elavon for using the service. The constituent will be provided with two confirmations: one confirmation for the principal amount of the payment and a second confirmation for the fee amount of the payment. The constituent will see two charges on their statement, one charge in City’s/City’s Department name for the principal and one charge by Elavon for the fee. Elavon will set up two Merchant Identification Numbers (MIDs). The principal merchant ID will be in City/City’s Department name and the fee merchant ID will be in Elavon’s Service Fee (SF) name. The principal will be deposited into your account in accordance with your current depository schedule.

Pricing Provisions:

1. Pricing implies that all hardware and software is certified to U.S. Bank’s Payment Provider network/ platform (Elavon). If another Payment Provider Network (PPN) is necessary to authorize and settle transactions; we will pass through any additional fees. Fees vary by specific “PPN”.
2. U.S. Bank will provide same day credit and next day funds availability for Discover, MasterCard and Visa transactions provided the settlement is received by 7:00 PM EST, funds are deposited into a U. S. Bank checking account. American Express and Diners transactions are submitted directly to American Express for processing, payment and settlement.
3. Rate qualifications require compliance with Discover, Visa and MasterCard Interchange requirements, including settlement within 24 hours of authorization.
4. Processing fees may be adjusted from time to time to reflect and correspond to increases or decreases in applicable Discover, Visa and MasterCard Interchange, Assessments and Debit Network Fees.

**Credit Card Processing
Pass Through Based**

Visa/MasterCard/Discover Interchange Fees	
Interchange Card Level	PASS THROUGH
Association Dues and Assessments	PASS THROUGH
Encryption~Tokenization, if desired	\$0.06/per transaction
Other Fees	
Visa/MasterCard/Discover Processing Fee	0.30%
American Express Fee, (settlement)	\$0.10/per transaction
Online (PIN) Debit Fee	Network Interchange/Switch Fees \$ 0.30
Electronic Check Acceptance, Verification	\$0.22/per check
Voice Authorization Fee	\$0.85/per authorization
Chargeback/Return NSF Item Fees	\$15/\$15
Paper Statement fees, if desired	\$10/monthly
PCI Monthly Fee (Protection Policy) *	\$10 per MID
PCI Non Compliance Fee**	\$45 monthly
Equipment EMV/NFC Terminals-Peripherals	
VeriFone Vx520 Terminal-Printer	\$395 purchase
VeriFone Vx820 PIN Pad	\$225 purchase
Equipment Options-Mobile	
Converge ICMP EMV-NFC Reader w/ PIN Pad	\$175 purchase
Star SM-220i Bluetooth Printer	\$350 purchase
Star SM-300 Bluetooth Printer	\$375 purchase
Equipment Options-Software	
Converge License Fee, Mobile/Terminal/Web (Unlimited MIDs/Users), one-time	\$800 purchase + \$10 monthly
Converge Ingenico ICMP EMV-NFC Reader (Virtual Terminal) w/ PIN Pad	\$175 purchase
Converge Mobile Ingenico RP457C EMV Card Reader	\$95 purchase
Reporting Tool Options (Merchant Connect)	
Web reporting tool (Basic)	FREE
Web Reporting Tool (Premium 1-5 Users)	\$20/monthly

Discover, MasterCard and Visa Interchange, and Assessments, pricing are dependent upon interchange and other fees imposed on all Associations members and other Acquirers. Elavon will pass through increases or decreases of these fees imposed by the Association members upon written notice.

The Card Association members offer over 300+ cards that may be presented for payment; the Interchange and Assessment for the each card type is located at the following links

Visa.....http://usa.visa.com/merchants/operations/interchange_rates.html

MasterCard.....http://www.mastercard.com/us/merchant/support/interchange_rates.html

Discover.....<http://www.discovernetwork.com/home/data/acqIntchgPricingVerify.html>

Discover Verification Code (required): disc5379

Additional Comments

*This fee is a protection policy for PCI. We will provide monetary coverage up to 20K for forensic/investigation cost associated with breach and/or security fraud.

**This fee is only assessed if the Agencies have not provided its required PCI SAQ (Self-Assessment Questionnaire) within 90 days of MID issuance.

Overview of solutions:

<https://www.paymentstart.com/start>

Overview of online reporting (Merchant Connect):

Basic level; <https://www.merchantconnect.com/CWRWeb/demo.htm>

Premium level; https://www.merchantconnect.com/CWRWeb/merchant_premium03.html

Tab 12. Pricing Adjustments.

Prices are to remain constant for the five years of the contract. (If the bank's proposed pricing is based on the activity levels of the Town's accounts, the basis for determining the pricing must remain constant for these years of the contract.) For subsequent years, indicate what process the bank proposes for price increases, if any. Bank may propose an annual adjustment to prices either on a fixed percentage basis or on a variable percentage based on the increase in a nationally recognized index. Indicate if there is maximum percentage increase applicable.

U. S. Bank is happy to keep the pricing fixed for the 5 year term, with two additional 1 year extensions. After 5 years, we would allow for a pricing review, but an option to extend for a total of 7 years.

Tab 13. Conversion Plan.

Describe the overall plan your bank would coordinate to ensure a smooth transition from the current provider. Indicate what direct costs the Town would be responsible for in the conversion. Indicate what conversion costs, if any, would be absorbed by the bank as start up costs. The current provider should discuss any issues that may be different from the existing services. Also, discuss the training program for Town staff that the bank would provide, if any.

As the incumbent bank, U.S. Bank anticipates any implementation required would be minimal based on the requirements of this RFP. Any additional products requiring implementation would be supported by a dedicated implementation resource. The implementation resource would work closely with your relationship manager and treasury management consultant to ensure we meet the implementation date and complete a successful plan on every new implementation. The implementation resource manages the entire implementation from start to finish, bringing together the necessary bank resources and communicating with the designated customer contact(s). Training can be a combination of telephone, user guides and web-based, depending on the service.

Tab 14. Service Enhancements.

Based on the bank's understanding of the Town's banking needs and goals, describe any enhancements, technological or otherwise, that the Town should consider to improve operational or cash management efficiencies.

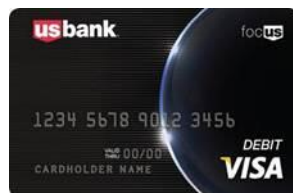
U.S. Bank Focus Card:

To support your need for payroll card services, U.S. Bank recommends implementing the **Focus Card**. The Focus Card replaces costly paper checks with card-based payroll disbursements, giving you the ability to provide electronic payroll in the form of a prepaid card, which reduces costs and delivers timely payments. It is used for in-cycle, off-cycle and recurring payroll payments by many businesses and government agencies.

Our end-to-end solution, from relationship management and operational support to reporting and online access, aims to provide all the resources and information you need to successfully implement and manage your program. Furthermore, it equips your cardholders with the tools they need to utilize their payroll cards, including a 24/7 live agent hotline and dedicated cardholder website.

A few key features of our solution that will benefit you and your cardholders include:

- **Convenient, 24/7 Cardholder Services** –Your cardholders are able to ask questions, get their card balance, voice complaints and resolve problems through a variety of methods, including a cardholder website, IVR, live agents, mobile banking app and proactive text alerts.
- **Ease of Use** – Cardholders can use their card anywhere Visa® is accepted to make purchases, get cash and pay bills (if you choose to enable the functionality), without needing a bank account.
- **Cost Savings for You and Your Cardholders through Reduced Check Use** – Our card programs replace costly paper checks with automatic disbursements, giving you the ability to distribute government funds while reducing costs and delivering timely payments. Cardholders, even those without traditional bank accounts, will not have to rely on check cashing locations (that often charge significant fees) to access their funds.
- **Simplified, Intuitive Program Administration** – Your administrators have direct access to the necessary tools to manage all aspects of their program from card enrollment to funding and reporting through our informative, easily-navigated administrative website.
- **Innovation in the Prepaid Space** – As the winner of five Paybefore Awards for prepaid innovation since 2010 U.S. Bank is known for our industry-leading approach to investment and innovation in the prepaid space. From our mobile app to enhanced budget maintenance tools, U.S. Bank looks to continually infuse our prepaid offering with compelling features.



U.S. Bank ReliaCard:

The **U.S. Bank ReliaCard** provides State agencies a reloadable, non-portable card option to claimants of various government distributions, including, but not limited to, child support, unemployment insurance, workers' compensation and retirement payments. Our end-to-end solution, from relationship management and operational support to reporting and online access, is designed to provide all the resources and information you need to successfully implement and manage your program.

A few key features of our solution that will benefit you and your cardholders include:

- **Convenient, 24/7 Cardholder Services** –Your cardholders are able to ask questions, get their card balance, voice complaints and resolve problems through a variety of methods, including a cardholder website, IVR, live agents, mobile banking app and proactive text alerts.
- **Ease of Use** – Cardholders can use their card anywhere Visa® is accepted to make purchases, get cash and pay bills (if the client chooses to enable the functionality), without needing a bank account.
- **Cost Savings for You and Your Cardholders through Reduced Check Use** – Our card programs replace costly paper checks with automatic disbursements, giving you the ability to distribute government funds while reducing costs and delivering timely payments. Cardholders, even those without traditional bank accounts, will not have to rely on check cashing locations (that often charge significant fees) to access their funds.
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Tab 15. Other Information.

Briefly describe any other information not previously mentioned that the bank believes should be given consideration by the Town.

We look forward to a continued long term partnership with the Town of Paradise.