



Town of Paradise Town Council Meeting Agenda 6:00 PM – April 08, 2025

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

Mayor, Steve Crowder
Vice Mayor, Steve “Woody” Culleton
Council Member, Greg Bolin
Council Member, Heidi Lange
Council Member, Ronald Lassonde

Town Manager, Jim Goodwin
Town Attorney, Scott E. Huber
Town Clerk/Elections Official, Melanie Elvis
CDD, Planning & Onsite, Susan Hartman
CDD, Building & Code Enforcement, Tony Lindsey
Finance Director/Town Treasurer, Aimee Beleu
Public Works Director/Town Engineer, Marc Mattox
Division Chief, CAL FIRE/Paradise Fire, Jason Finney
Chief of Police, Eric Reinbold
Recovery & Economic Development Director, Colette Curtis
Human Resources & Risk Management Director, Crystal Peters
Information Systems Director, Luis Marquez

Meeting Procedures

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

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

1. OPENING

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

- 1e. Presentation by Biochar Coalition Executive Director Kenneth Scherer on the benefits of biochar for vegetation management.
- 1f. p5 Camp Fire Recovery Updates - Written reports are included in the agenda packet.

Colette Curtis, Recovery and Economic Development Director - recovery projects, advocacy, economic recovery and development, communications, emergency operations and Housing updates.

Marc Mattox, Public Works Director/Town Engineer -infrastructure and sewer updates.

Tony Lindsey, CDD-Building and Code Enforcement- Code Enforcement update.
- 1g. p18 Paradise Sewer Project Update by Town Engineer Marc Mattox.

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. p20 Approve the minutes of the March 11, 2025 Special and Regular Town Council meetings, and the March 17, 2025 Special Town Council meeting. (**Town Clerk/Melanie Elvis**)
- 2b. p30 Approve March 2025 Cash Disbursements in the amount of \$4,791,560.74. (**Aimee Bealeu/Finance Director**)
- 2c. p38 Adopt Resolution No. 2025-___, "A Resolution of the Town Council of the Town of Paradise Rescinding and amending Resolution No. 18-33 and Adopting Administrative Policy 330, a Credit Card Policy." (**Aimee Bealeu/Finance Director**)
- 2d. p46 1. Consider approving an amendment to the management contract between the Town of Paradise and the Butte Fire Safe Council (BCFSC); and, 2. Consider approving an Amendment to the contract between the Town of Paradise and Mountain Engineering for biological survey services; and, 3. Consider approving an Amendment to contract between the Town of Paradise and Mountain Engineering for archaeological survey services. (**Colette Curtis/Recovery & Economic Development Director**)
- 2e. p52 Concur with staff recommendation to rescind and amend Resolution No. 2024-32 and adopt Resolution No. 2025-___, A Resolution of the Town Council of the Town of Paradise, "A Resolution Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments Thereto from the 2023-2024 Funding Year of the State CDBG Mitigation (CDBG-MIT) Resilient Planning and Public Services (MIT-PPS)

Program.” (**Colette Curtis/Recovery & Economic Development Director**)

2f. p56 1. Approve Credit Application for Tri-Counties Bank to move town credit cards from US Bank to Credit Card Treasury Services provided by Tri-Counties Bank; and, 2. Adopt Resolution 2025-___ "A Resolution of the Town Council of the Town of Paradise Transitioning Credit Card Vendors From US Bank to Tri-Counties Bank." (**Aimee Bealeu/Finance Director**)

2g. p58 Adopt Resolution No. 2025-___ “A Resolution of the Town Council of the Town of Paradise Adopting a Title VI Implementation Plan, Designating the Public Works Director to Execute all Necessary Documents Associated with the Plan.” (**Marc Mattox/Public Works Director**)

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. Ask Town Clerk if there are any cards submitted
 - ii. Ask if there is anyone else wishing to comment
- C. Mayor closes the hearing
- D. Council discussion and vote

5a. p83 Consider waiving the first reading of the Town of Paradise Ordinance No. 645 and read by title only; and, 2. Introduce Town of Paradise Ordinance No. 645 “An Ordinance Adding Section 9.70 to the Paradise Municipal Code Relating to Military Equipment Use” as part of the military equipment use ordinance annual renewal requirements. (ROLL CALL VOTE) (**Eric Reinbold/Police Chief**)

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. p106 1. Consider waving the first reading of the entire Town Ordinance No. 646 and read by title only; and, 2. Introduce Town Ordinance No. 646 “An Ordinance of the Town Council of the Town of Paradise adopting the updated CAL FIRE 2025 Local Response Area Fire Hazard Severity Zone Map for the Town of Paradise”; or, 3. Provide alternative directions to town staff. (ROLL CALL VOTE) (**Susan Hartman/Community Development Director**)

- 6b. p111 Consider adopting Resolution No. 2025-____, “ A Resolution of the Town Council of the Town of Paradise Awarding Construction Contract No. 8404 CON, Camp Fire Hydrant Repair Project, to RCI General Engineering in the amount of their base bid and designating authority to the Town Manager to Execute an Agreement with RCI General Engineering and to approve contingency expenditures not exceeding 10%”. (ROLL CALL VOTE) (**Marc Mattox/Town Engineer**)
- 6c. p116 1. Consider approving the Community Development Block Grant Disaster Recovery – Infrastructure Action Plan Amendment 3; or, 2. Provide staff with alternate direction. (ROLL CALL VOTE) (**Marc Mattox/Town Engineer**)
- 6d. p180 1. Consider authorizing Accounting Assistant I/II Full Time Equivalent (FTE) to be added to the Finance Department with the correlating budget adjustment; and, 2. Consider adopting Resolution No. 2025-____ “A Resolution of the Town Council of the Town of Paradise Amending the Salary Pay Plan for the Town of Paradise Employees for the Fiscal Year 2024-2025.” (ROLL CALL VOTE) (**Aimee Bealeu/Finance Director**)

7. COUNCIL INITIATED ITEMS AND REPORTS

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

8. STAFF COMMUNICATION

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

9. CLOSED SESSION - None

10. ADJOURNMENT

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



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 1(f)

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

COUNCIL ACTION REQUESTED:

1. None

Background:

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

Analysis:

ECONOMIC DEVELOPMENT

CDBG-DR Economic Development

- The Town of Paradise submitted an application for a Workforce Training Center, located on the Paradise High School campus.
- The project is a partnership between the Town of Paradise, Butte College, PUSD, Valley Contractors Workforce Foundation, and NoRETC.
- The Standard Agreement is being routed for signature.

Healthcare

- The Town of Paradise and Adventist Health Feather River Foundation are working together to create a Strategic Healthcare Recovery Plan to assess current inventory, existing gaps, projections, and a strategic plan for filling the gaps.
- The Plan is expected to be ready by late Spring 2025.

Biz Pro Academy

- In an effort to make the path to opening a business in Paradise easier, the Town is creating a training program for local volunteers to help potential business owners through the process as mentors.
- The program is under development, with a goal of holding the first training scheduled for April 24, 2025.
- Presenters will include The Paradise Ridge Chamber of Commerce, 3CORE, SBDC and

- Town Staff.
- Topics will include the Town's business start up process, discussion of different types of businesses and their specific needs, resources available, and financing.

Utility Box Mural Program

- 6 submissions were selected by the selection committee
- Installation is slated for late April or May 2025.

Downtown Strategy Phase 3

- Council approved moving forward on Phase 3 of the downtown strategy at the March 2025 meeting.
- Town staff are working with UDA to begin work.

RECOVERY

Community Development Block Grant Disaster Recovery Mitigation Planning Public Services (CDBG DR MIT PPS)

- HCD has awarded a grant to update the Long Term Community Recovery Plan.
- Once the Standard Agreement is signed, the Town will issue a request for proposals to complete a comprehensive update.

Office of Land Use and Climate Innovation Grant

- Town was awarded \$739,680 through the Extreme Heat and Community Resilience Program
- Funding will be used to create a Climate Resilience Plan which will identify prospective resiliency projects such as
 - Community Evacuation/Cooling/Heating Centers
 - Shade Tree Planting
 - Fuels Reduction Projects
 - Green space projects
- The Town is partnered with RCAC to do public outreach and complete the plan by December 2025
- Identified projects may be eligible for future implementation funds through the same grant source.

Overall Hazard Mitigation Project Update

Years of efforts are complete on the pre-award work on all our projects. **All projects are fully approved and funded.**

Category 4 Tree Removal Program

- Project is fully funded and moving forward.
- Work continues on completing the required property survey work in order to have properties ready for tree removal as soon as possible. 370 of 375 properties have been prepped for tree removal as of 3/28/25
- Pending weather, we anticipate tree removal beginning during the month of May. Our initial estimate to begin tree removal in late March was revised due to a more thorough process being required by FEMA for the 300 parcels that were determined to have no impact to biological or archaeological resources.

Early Warning System

- All 21 Towers are standing and operational.
- 20 of the 21 Towers are now fully complete.
- Infrastructure for the in-home units is in process and expect the first units to arrive and be distributed in the coming months.
- We are working with contractors to turn over full control of the system to the TOP dispatch center.
- The operational guidelines were presented to Town Council and approved in November 2024.

Residential Ignition Resistant Retrofit Program

- Project is fully funded and moving forward.
- All necessary Archeological and Architectural survey contracts are in place and pre-construction survey work is beginning on properties moving forward with improvements
- The first batch of 21 properties has been approved to move forward to construction. We anticipate the next batch of 29 properties will be approved in April.

Hazardous Fuels Reduction Program

- Project is fully funded and moving forward.
- Town staff are working with involved monitoring tribes on a plan and timeline for implementation.
- Town staff are working on revising the scope of work to move forward with the project.

Defensible Space Code Enforcement

- The Defensible Space Code Enforcement project was fully approved and obligated in November 2023 by FEMA and CalOES.
- Town Council approved implementation plan in January 2024.
- Grant funded staff have been hired and are in place and working in the community.

EMERGENCY MANAGEMENT

- The Town remains ready for any winter storm related EOC events.

Financial Impact:

None.



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 1(f)

ORIGINATED BY: Sarah Richter, Housing Program Technician
REVIEWED BY: James Goodwin, Town Manager
SUBJECT: Housing Recovery Update
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. None

Background:

This report provides the Town Council with an update of Housing activities.

Analysis:

We have 39.24% of our pre-disaster housing stock to-date (1,720 surviving units + 3,417 new CofOs to-date = 5,137 habitable dwellings / 13,091 housing units before the Camp Fire). Our total number of habitable dwellings does not include the number of mobile homes replaced in mobile home parks because those permits are issued by HCD instead of the Building Dept., but mobile homes in parks are included in the total number of pre-fire housing units. An estimate from tax data shows 126 mobile homes in parks, or **5,263 housing units in Paradise**.

Town of Paradise Owner-Occupied Rehabilitation/Reconstruction Program (\$12.5 million) -- This program helps homeowners rehabilitate or reconstruct their home. We have **completed 63 homes, 8 are under construction, and 10 applications in process**. The CalHome-Disaster Assistance grant expires at the end of 2025 so we reallocated \$4 million in OOR funds to the First-Time Homebuyer program funded by the same grant. However, Housing staff will continue to review applications for as long as funding allows.

Town of Paradise First-Time Homebuyer Program (\$11 million) -- Helping to make homeownership more affordable. We have **assisted 61 households to-date and have 17 applications in process**.

CDBG-DR Multifamily Rental Housing Program (\$55 million) -- Affordable rental housing. Seven (7) projects are eligible for funding; a total of 292 units.

- **CHIP project-** scattered site (4 units) has leased up
- **Eaglepointe-** 5975 Maxwell Dr (43 units) is **63% leased and still taking applications**.
- **Mayer Commons-** 1561 Kay Ct (12 units) scheduled to be completed in April of 2025. Interested applicants should inquire with the Housing Authority.
- **Northwind Senior-** 6983 Pentz Rd (21 units) **received Certificate of Occupancy**. Interested applicants should inquire with the Housing Authority.

- **Cypress Family-** 1633 Cypress Ln (70 units) scheduled to be completed in December of 2025.

The 2 remaining projects are Cypress Senior (70 units), and Clark Rd. (72 units). Cypress Senior is still working on securing additional funding and will be applying for tax credits in early 2025. **Clark Rd. has been recommended for tax credit approval and plans to start construction by the end of this year.**

CDBG (2024 Annual Allocation=\$52,474; unspent funds=\$90,410.48) – CDBG entitlement grants are on a 5-year plan cycle called the Consolidated Plan, and this year is the 5th year in the current plan. Public comments are being accepted until April 12th and the final draft will be submitted to HUD in May. Current year allocations remain unspent because they were planned for use as part of HOME Infill New Construction program. With receipt of the HOME award letter, it's expected that those funds will be spent as planned within the next few months.

HOME Infill New Construction (\$700,000) -- Create affordable housing for first-time homebuyers. **The grant award letter was finally received from HCD.** Program guidelines are in the works.

Permanent Local Housing Allocation (PLHA) (\$399,166) – Allocates matching funds to North Valley Housing Trust to administer for affordable housing projects. A predevelopment loan of \$400,000 has been made for the Cape Cod multi-family project (\$200,000 of PLHA funds) and another \$75,000 of PLHA funds was loaned to build a small, single-family home. That home was just finished and sold to a low-income first-time homebuyer and Camp Fire survivor. The funds spent to construct the house were repaid to the Trust through the buyer's purchase, meaning the Trust can now build another small, single-family home to sell to a different buyer. **Cape Cod is applying for tax credits- the last piece of funding needed to start construction.**

Financial Impact:

None



**TOWN OF PARADISE
Council Agenda Summary
Date: April 8, 2025**

Agenda No. 1(f)

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

REVIEWED BY: Jim Goodwin, Town Manager

SUBJECT: Camp Fire Recovery Updates - Infrastructure

COUNCIL ACTION REQUESTED:

1. None, written monthly update only.

Background:

This report continues the Monthly Disaster Recovery Updates provided to keep the Town Council apprised of important developments related to the recovery of the Town of Paradise from the Camp Fire. **Changes from the prior month's reports are shown in red.**

Analysis:

Road Rehabilitation

The Town of Paradise is endeavoring to pave every public road mile by the end of 2026. These projects are funded through Camp Fire Recovery Projects and are sequenced behind undergrounding of utilities and water service later replacements.

As of April 2025, the following paving progress can be reported:

	March 2025
Completed	40.7 miles
Awarded/In-Progress	5.9 miles
Planned 2025/2026	49.6 miles
Total	96.2 miles

Paradise Town Council has awarded one of three potential contracts for 2025 paving efforts. Work is expected to begin in late April/May. Public outreach efforts will ramp up with project notification letters and door hangers for anticipated work.

Paradise Sewer Project

All updates for the Paradise Sewer Project will now be shown as a separate agenda item under “Presentations” to further promote public engagement on project status and next steps.

Capital Project Updates

Below is an abbreviated Project List intended to show the current status of each project. More information on each project’s scope and schedule can be found at www.townofparadise.com/pwe. Typical project progressions and timeframes are as follows:

- (1) Environmental, 6-24 months
- (2) Design, 12 months
- (3) Right of Way, 6-12 months
- (4) Construction, 6-24 months

Project ID	Project Title	Project Phase	Anticipated Construction Completion Year
7301	On-System Culvert Replacement	Complete	-
7302	On-System Hardscape Replacement	Complete	-
7303	On-System Road Rehabilitation	Construction	2026
7304	On-System Sign Replacement	Complete	-
7307	Neal Road Rehabilitation	Design	2028
8404	Camp Fire Hydrant Repairs	Design	2025
8407	Off-System Road Rehabilitation	Construction	2026
8408	Off-System Culvert Repair	Complete	-
9389	Pentz Pathway Project Phase II	Design	2028
9390	Paradise ATP Gateway Project (Neal Road Class I)	Environmental	2028
9391	Oliver Curve Pathway Phase I	Design	2028
9394	Paradise Sewer Project	Design	2031
9421	Forest Service Road Improvements	Environmental	2027
9424	Skyway Link ATP (Bille to Wagstaff)	Environmental	2027
9425	Upper Skyway Widening (Bille to Wagstaff)	Environmental	2027
9426	Skyway/Pentz Intersection Improvements	Environmental	2028
9427	Pentz Road Widening	Environmental	2028
9428	Roe Road Phase 1 (Pentz to S. Libby)	Environmental	2028
9430	Pearson-Hilltop Guard Rail	Design	2025
9433	Animal Shelter Expansion	Construction	2025
9434	Roe Road Phase 2 (S. Libby to Clark)	Environmental	2028

Funding Pursuits

Below is a listing of active funding pursuits related to infrastructure recovery and status updates:

Program	Project Title	Amount Requested	Anticipated Award Notification	Notes
BUILD 2025	Roe Road Extension Phase 2 Project	\$25M	June 2025	Project was not selected in Round 1 (RAISE 2024 carryover) and has been submitted for Round 2 funding.
Federal CDBG-DR MIT RIP	Evacuation Route Changeable Message Sign Project	\$5.4M	Summer 2024	Project has been formally awarded. Town waiting on HCD Agreements to advance to project kickoff.
Federal CDBG-DR MIT RIP	Storm Drain Resiliency Project	\$3.9M	Summer 2024	Project has been formally awarded. Town waiting on HCD Agreements to advance to project kickoff.
Federal CDBG-DR MIT RIP	Private Road Identification Safety Project	\$960,000	Summer 2024	Project has been formally awarded. Town waiting on HCD Agreements to advance to project kickoff.
US Army Corps of Engineers	Paradise Sewer Project	\$50,000,000	TBD	Section 219 Program requires significant approvals and appropriations. Town has submitted Letter of Interest.
State Water Board Septic to Sewer CWSRF	Paradise Sewer Project	\$27,000,000	TBD	Pending Town revised application after local treatment option selected



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 1(f)

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

COUNCIL ACTION REQUESTED:

1. Code Enforcement Update

Background:

The Code Enforcement Division is committed to fostering a safe and attractive living and working environment. Our mission is to maintain and enhance our community's overall quality by fairly and impartially enforcing municipal codes and land-use regulations. We work in collaboration with residents, neighborhood associations, public service agencies, and other Town departments to achieve the following goals:

- Encourage voluntary compliance with Town codes.
- Promptly and fairly identify and address violations.
- Foster collaborative efforts to resolve community issues.
- Actively engage with the community to facilitate understanding of the code enforcement process.

Analysis:

Under the original Urgency Ordinance, 206 RV Temporary Use Permits (TUPs) were issued. However, only **49** are currently permitted to be occupied (Exhibit A).

	March	February
Parcels permitted to occupy an RV	49	50
Accessory structures	13	13

With the Urgency Ordinance set to expire at the end of the month, 30-day Expiration notices have been mailed and posted at each permitted site. Of these, **34 sites appeared to be occupied, 8 seemed unoccupied or were being used for storage, and 7 sites were found to be vacant.**

RV Code Enforcement activity. Parcels with RV violations. (Exhibit B):

	March	February
Occupied/Unoccupied RVs	25	27
Occupied RVs with TUP Violations	0	0
Compliance gained/RV cases closed	3	7

The Community Enhancement Outreach Team, which includes Disaster Case Managers, Fire Prevention, Housing, Police Department, and Code Enforcement personnel, conducted visits to both permitted and unpermitted RV sites. During these visits, the team interacted with community members to identify and address unmet needs and also provided information on available assistance programs.

	March	February
Sites Visited	22	17
Community members contacted	16	18
Tenants	16	7
Owner-occupied	6	10
Supplied contact information	20	17
Do not qualify/refused	4	0

Fire Prevention is essential for ensuring the safety of our community and supporting its economic growth. It centers around three main goals: Education, Engineering, and Enforcement. Our ordinance on defensible space and hazardous fuel management requires all property owners to maintain fire-safe conditions, regardless of residency. To ensure compliance and minimize fire hazards, our dedicated Fire Prevention team conducts weed abatement inspections on 11,195 parcels across the community.

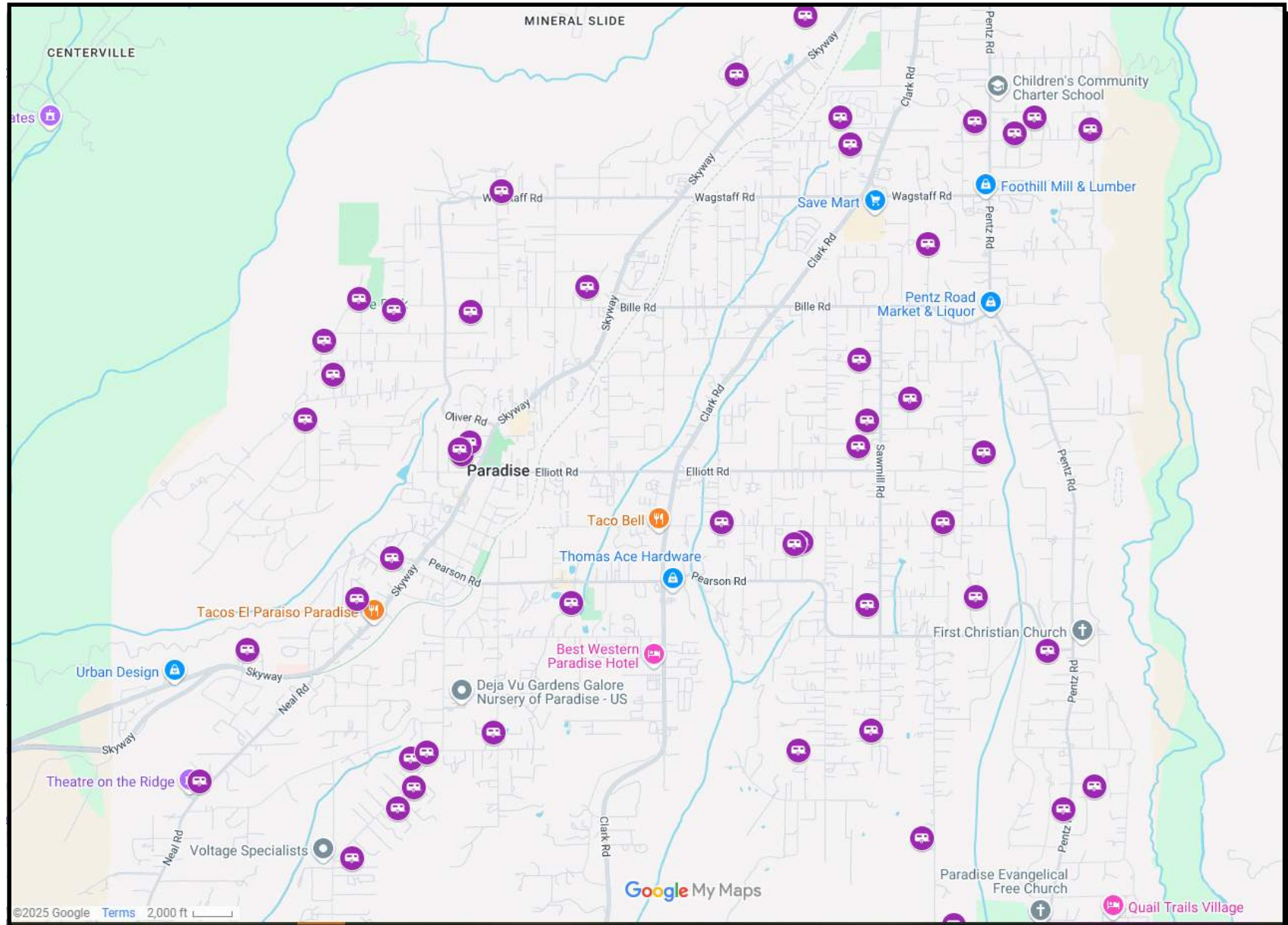
Escrow defensible space inspections	March	February
• Clearance requests received	89	94
• Certificates issued	81	82
• Land Surveyor's Certifications	12	26
• First inspection compliance rate	91%	79%
Weed abatement inspections		
• Compliant parcels	Staff is working through all the parcels in Town, resetting the map	10,852 – 97%
• Active Code cases	213	258
• Commercial parcels	12	15
• Residential parcels	217	243

In October, 396 properties were identified as priorities due to overgrown vegetation posing a public nuisance. Risk Management approved 12 weed abatement contractors, and abatement efforts began in early December. **To date, 375 properties have achieved compliance, with 216 self-abating—10 of which are tax-defaulted—and 159 abated by the Town, including 67 tax-defaulted properties. Currently, 21 properties remain non-compliant, with 10 of them being tax-delinquent. So far, the total expenditure on this project is \$251,564, averaging \$1,595 per parcel.** This cost is below the estimated \$1,600 per parcel and within the total budget of \$441,760.

Other Code Enforcement Items:

Abandoned Vehicle Authority	March	February
• Vehicle Tows	7	8

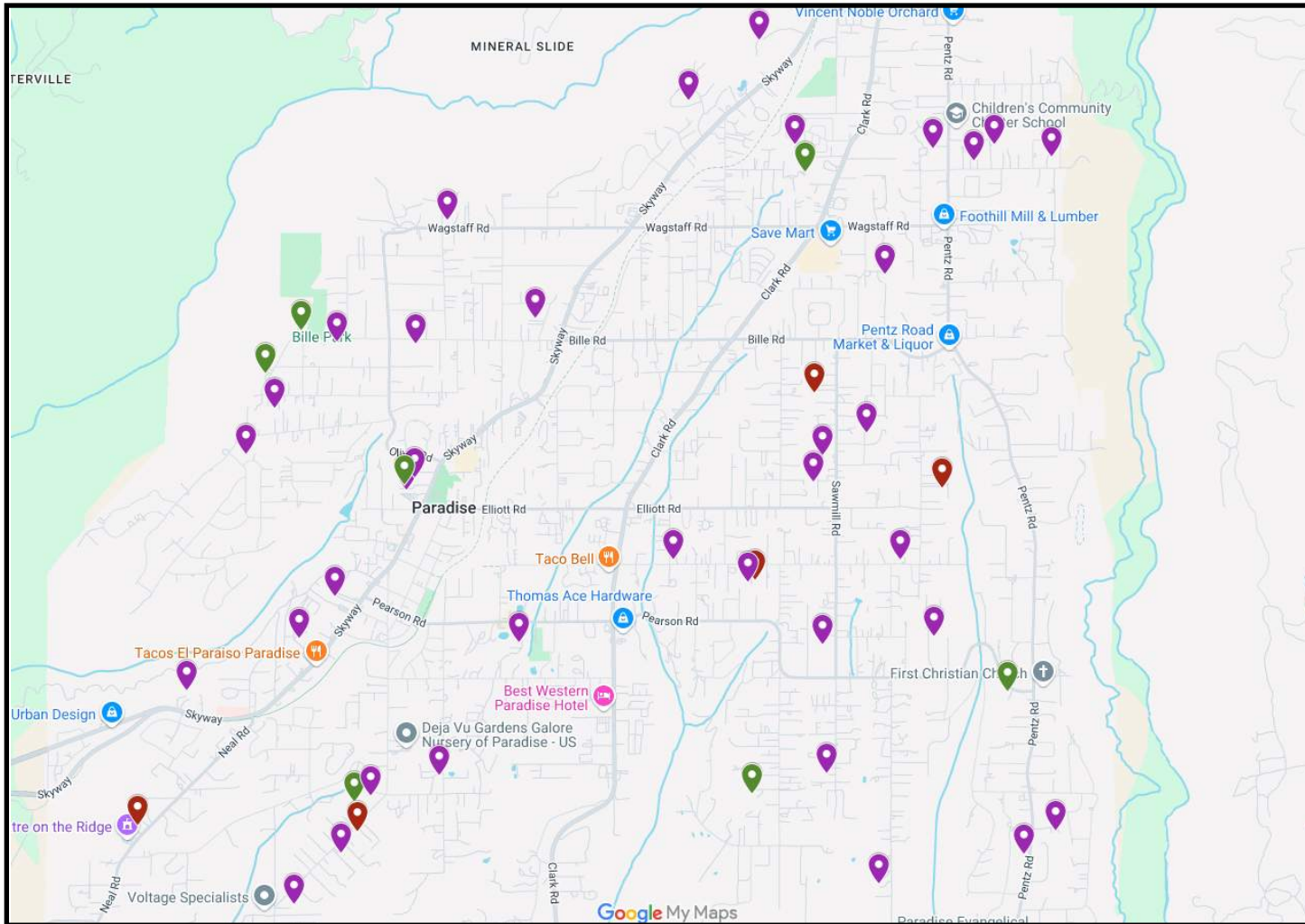
Additionally, Code Enforcement received complaints covering various issues, including waste and refuse problems, zoning violations, construction without the required permits, fire hazards, concerns about vehicles, unauthorized dwellings, cannabis, and the absence of garbage service.




RV TUP Extended 49


Observed Breakdown

TUPs under ORD 632 3/25/2025

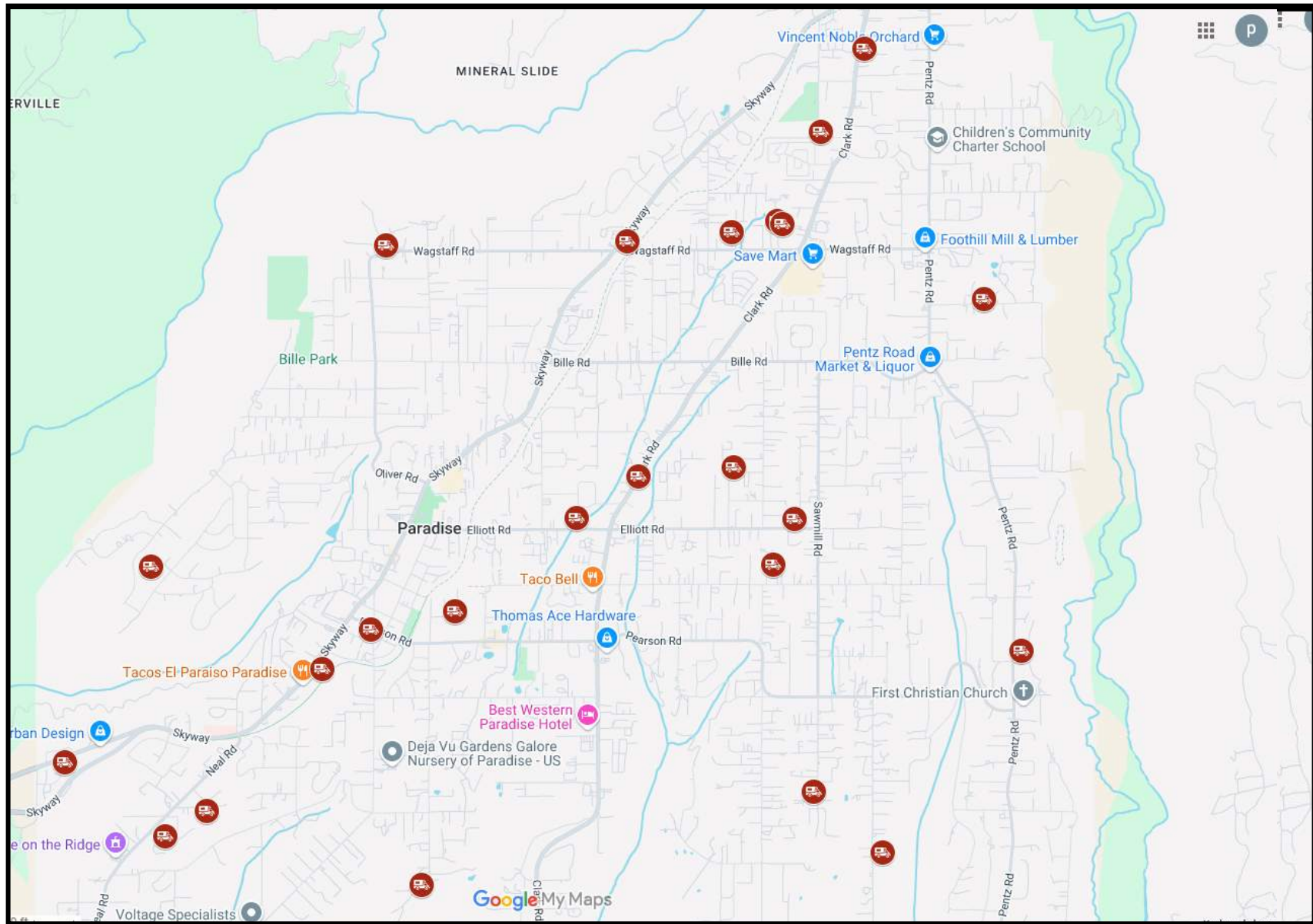


 Vacant lot - No RV (7)

 RV appears unoccupied/stored (8)

 RV appears occupied (34)

TUP Violations 3/25/2025



Violations w/ TUP 0



RV no TUP 25



TOWN OF PARADISE
Council Agenda Summary
Date: April 8, 2025

Agenda No. 1(g)

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

REVIEWED BY: Jim Goodwin, Town Manager

SUBJECT: Paradise Sewer Project Update

COUNCIL ACTION REQUESTED:

1. None, written monthly update only.

Background:

This report is a monthly effort to provide additional opportunity for public engagement on the status and next steps of the Paradise Sewer Project.

Analysis:

The Town of Paradise is extremely grateful for the continued support and collaboration as it continues to pivot towards a local wastewater solution. The Paradise Sewer Project (Project) objectives remain as follows:

- Provide long-term, efficient, reliable treatment of wastewater in a cost-effective, environmentally beneficial manner to current and returning Town residents, in a manner acceptable to the RWQCB and other permitting agencies:
 - Accommodate regrowth while reducing further environmental degradation of groundwater and surface water from failing septic systems
 - Reduce the public health risk associated with failing septic systems
- Generate economic recovery by eliminating septic-related capacity limitations, as well as the general burden of on-site wastewater management for businesses:
 - Promote the return or arrival of essential community services and businesses by removing restrictions caused by on-site septic systems
- Provide for the ability to construct and maintain affordable housing, specifically multi-family housing:
 - Support centralizing affordable housing to Paradise's urban core, along major evacuation routes

In just over two months the Town has made great strides in laying out a swift process to advance the project forward. Critically, the Project Ad Hoc Committee comprised of Mayor Crowder and Councilmember Lange was formed with the following objective:

Increase project momentum while keeping the public apprised of project progress to find a fundable, permissible, scalable wastewater collection and treatment solution.

Below is a brief list of recent accomplishments and updates for the Project:

- In late February, the Town of Paradise mailed Community Meeting invitations to every parcel owner and site address within the original Paradise Sewer Project Sewer Service Area. This meeting, held on March 6, 2025, was well attended and communicated clear and urgent

support for the Paradise Sewer Project.

- An invitation to all Town of Paradise Onsite Wastewater Operators and wastewater industry professionals was issued to collect input and ideas for the best steps forward on the project. Vendor and individual meetings are forecasted to be completed in early April 2025.
- A new www.paradisesewer.com website was launched reflecting project changes
- A survey was conducted of Community Meeting attendees as well as hosted on the new Project website, results shown below:
 - o Which area (of the two options shown on a map) would you prefer to be primarily served during the first phase of the Paradise Sewer Project?
 - Skyway and Downtown – 93
 - Clark Road – 27
 - o Recognizing that wastewater treatment plants can potentially have various community impacts, which plant location option would you prefer?
 - OUTSIDE of Paradise limits, serving FEWER parcels for the first phase of the Paradise Sewer Project - 32
 - NEAR OR WITHIN Paradise limits, serving MORE parcels for the first phase of the Paradise Sewer Project – 75
- Town of Paradise submitted a Letter of Interest to the United States Army Corps of Engineers 219 Program. This program has potential to access up to \$50M in funding for the project following key approvals and appropriations at the federal level. The Town has collected key letters of support for further advocacy efforts.
- Paradise Town Council is considering reallocating \$20M of Community Development Block Grant Disaster Recovery Infrastructure funds from roadway projects towards the Sewer Project. Formal consideration of this reallocation will occur at the Regular Town Council Meeting on April 8.
- The Project Ad Hoc Committee was expanded to begin a higher level of partnership and collaboration with Paradise Irrigation District. The District has authorized two Board Members and the District Manager to attend Ad Hoc Committee meetings to explore potential opportunities to streamline the project while leveraging respective expertise.

Key next steps and milestones are summarized below:

- Continue to engage and inform the broader community of the project status and direction.
- Advance funding efforts with the US Army Corps of Engineers as well as State Water Board Division of Financial Assistance.
- Reach a selected revised project description this summer with resources positioned to immediately commence environmental work ensuring minimal delays to overall project delivery.

As previously noted, the Town is immensely grateful for the unwavering project support. We are committed to hearing all perspective input and if at any point you would like to get in touch with us, please do not hesitate to contact me.



**MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 5:00 PM - MARCH 11, 2025**

1. OPENING

The Special meeting of the Paradise Town Council was called to order by Mayor Crowder at 5:00 p.m. in the Council Chambers located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Heidi Lange, Ronald Lassonde, and Steve Crowder, Mayor.

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Jim Goodwin, Town Attorney Scott E. Huber, Town Clerk/Elections Official Melanie Elvis, Finance Director Aimee Belev, Human Resources & Risk Management Director Crystal Peters, and Information Systems Director Luis Marquez.

At 5:00 p.m. Mayor Crowder announced that the Town Council would adjourn to Closed Session for the following items:

2. CLOSED SESSION

- 2a. Pursuant to Government Code Section 54957.6, the Town Council will hold a closed session to meet with the Town Manager, and Town Attorney regarding labor relations between the Town of Paradise and the Paradise Police Officers Association, Confidential Mid-Management Association, General Employees Unit, Police Mid-Management Unit and the Management Group.
- 2b. Pursuant to Government Code section 54956.9(d)(4), the Council will meet with the Town Manager and the Town Attorney regarding potential initiation of litigation – one case.

After reconvening from Closed Session at 6:05 p.m., Assistant Town Attorney David Ritchie announced direction given; no action was taken.

3. ADJOURNMENT

Mayor Crowder adjourned the Council meeting at 6:05 p.m.

Date approved:

By:

Attest:

Steve Crowder, Mayor

Melanie Elvis, Town Clerk



TOWN COUNCIL Meeting Minutes

6:00 PM – March 11, 2025

1. OPENING

The Regular meeting of the Paradise Town Council was called to order by Mayor Crowder at 6:05 p.m. in the Town Council Chamber located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America. An invocation was offered by Council Member Bolin.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Heidi Lange, Ronald Lassonde, and Steve Crowder, Mayor

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Jim Goodwin, Town Attorney Scott E. Huber, Town Clerk/Elections Official Melanie Elvis, Community Development Director Tony Lindsey, Community Development Director Susan Hartman, Public Works Director/Town Engineer Marc Mattox, Recovery and Economic Development Director Colette Curtis, Finance Director Aimee Bealeu, Police Chief Eric Reinbold, Fire Chief Jason Finney, Information Systems Director Luis Marquez.

- 1a. Mayor Crowder presented Years of Service recognition to the following employees:

5 Years:

Derek Archuleta
Justin Kanner
Amannda Oakley
Brock Stratton
Montana Wood

10 Years:

John Alvies
Matthew Gates
Michael Houdek
Andrea Lui

20 Years:

Susan Hartman
Robert Larson
Kevin Peppas

25 Years:

Robert Pickering
(630-20-022)

- 1b. Council Member Greg Bolin recused himself from this item due to a potential conflict of interest.

Paradise Irrigation District (PID) Manager Kevin Phillips and Board President Bob Matthews shared PID's desire to partner with the Town on the Paradise Sewer Project.

1. Cliff Jacobson spoke in favor of PID's partnership and participation.

Council provided direction to staff to discuss more formal partnerships with Paradise Irrigation District in the development and operation of the Paradise Sewer Project. All Council concurred with Greg Bolin not voting.

- 1c. Camp Fire Recovery Updates - Written reports are included in the agenda packet. (110-60-061)

Colette Curtis, Recovery and Economic Development Director - recovery projects, advocacy, economic recovery and development, communications, emergency operations and Housing updates.

Marc Mattox, Public Works Director/Town Engineer -infrastructure and sewer updates.

Tony Lindsey, CDD-Building and Code Enforcement- Code Enforcement update.

2. CONSENT CALENDAR

MOTION by Bolin, seconded by Culleton, approved consent calendar items 2a through 2i. Roll call vote was unanimous.

- 2a. Approved minutes from the February 11, 2025 Special and Regular Town Council Meetings.
- 2b. Approved February 2025 Cash Disbursements in the amount of \$6,696,322.59. (310-10-035)
- 2c. Adopted Resolution No. 2025-14, "A Resolution of the Town Council of the Town of Paradise Amending and Re-Adopting Conflict of Interest Code for the Agencies and Departments of the Town of Paradise Which Incorporate by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest." (540-20-033)
- 2d. Adopted Resolution No. 2025-15 "A Resolution of the Town Council of the Town of Paradise Rescinding Resolution No. 14-37 and Adopting the Revised Council Member Handbook." (180-35-017)

- 2e. Acknowledged receipt of and filed the Planning Commission's annual report concerning implementation status of the 1994 Paradise General Plan and Housing Element for the 2024 calendar year. (760-40-062) (760-40-055)
- 2f. 1. Waived the second reading of the entire Town Ordinance No. 644 and approve reading by title only (roll call vote); and, 2. Adopted Town Ordinance No. 644, " An Ordinance Amending Text Regulations Within Paradise Municipal Code Titel 5 [Business Licenses]; Title 17 [Zoning] Relative to the Central Business Zoning District; Vending Licenses; Farmers Markets; and the Walkable Downtown Core". (540-16-213)
- 2g. 1. Waived the second reading of Town Ordinance No. 643 and read by title only; and, 2. Adopted Town Ordinance No. 643 "An Ordinance of the Town Council of the Town of Paradise Rezoning Certain Real Property From "C-F" (Community-Facilities) to a "C-B" (Central Business) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (TOP: PL24-00128)". (540-16-212)
- 2h. Concurred with staff recommendation to file a CEQA Notice of Exemption for the Go Paradise: Neal Gateway Project. (950-40-044) (510-20-379)
- 2i. Adopted Resolution No. 2025-16, "A Resolution of the Town Council of Town of Paradise accepting the work performed under the Off-System Roadway Rehabilitation Project - 2023, Contract 8407.1 CON performed by Hat Creek Construction & Materials, Inc." (510-20-398) (950-40-061)

3. ITEMS REMOVED FROM CONSENT CALENDAR - None

4. PUBLIC COMMUNICATION - None

5. PUBLIC HEARINGS

- 5a. Housing Technician Sarah Richter presented the draft 2025-2029 Consolidated Plan and 2025-2026 Annual Action Plan.

Mayor Crowder opened the public hearing at 6:32 p.m.

- 1. There were no public comments.

Mayor Crowder closed the public hearing at 6:32 p.m.

MOTION by Bolin, seconded by Lassonde 1. Authorized staff to revise the Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan to include any additional comments received during second 30-day public comment period; and 2. Authorized staff to submit the revised Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan to the U.S. Department of Housing and Urban Development. Roll call vote was unanimous. (710-10-110, 710-10-109)

6. COUNCIL CONSIDERATION

- 6a. Town Clerk Melanie Elvis provided an overview of the two Planning Commission vacancies and the proposed process to fill the positions.

MOTION by Bolin, seconded by Culleton 1. Approved the Notice of Vacancy for the expiration of term for Planning Commissioner Kim Morris and the unscheduled vacancy due to the resignation of Planning Commissioner Lynn Costa; and, 2. Approved the Planning Commission application and authorized staff to advertise the scheduled Planning Commission vacancy; and, 3. Designated Council Members Lassonde and Culleton to serve on an interview panel for the Planning Commission interview process; and, 4. Scheduled appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective June 30, 2025. Roll call vote was unanimous. (760-45-012)

- 6b. Town Clerk Melanie Elvis provided an overview of the Measure V Committee vacancy and the proposed process to fill the position.

MOTION by Bolin, seconded by Crowder 1. Approved the Notice of Vacancy created by a Committee Member's resignation; and, 2. Approved the Measure V application and authorized staff to advertise the Measure V Committee vacancy; and, 3. Designated Council Members Lassonde and Culleton to serve on an interview panel for the Measure V interview process; and, 4. Scheduled appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective immediately. Roll call vote was unanimous. (395-70-019)

- 6c. Town Engineer Marc Mattox presented the proposed construction contract award for the 2025 Off-System Road Rehabilitation Project to DeSilva Gates Construction LLC.

MOTION by Bolin, seconded by Culleton, Adopted Resolution No. 2025-17 "A Resolution of the Town Council of the Town of Paradise Awarding Construction Contract No. 8407.3 CON, 2025 Off-System Road Rehabilitation Project, to DeSilva Gates Construction LLC in the amount of their base bid and designating authority to the Town Manager to Execute an Agreement with DeSilva Gates Construction LLC and to approve contingency expenditures not exceeding 10%". Roll call vote was unanimous. (950-40-074, 510-20-472)

- 6d. Town Engineer Marc Mattox presented the proposed plans, specifications and estimate for the On-System Road Rehabilitation – 2025 Misc/HSIP Systemic Intersection Safety Improvement Project

MOTION by Culleton, seconded by Bolin, Adopted Resolution No. 2025-18, "A resolution of the Town Council of the Town of Paradise approving the plans, specifications and estimate for the On-System Road Rehabilitation – 2025 Misc/HSIP Systemic Intersection Safety Improvement Project and

authorizing advertisement for bids on the project”. Roll call vote was unanimous. (950-40-075)

- 6e. Town Engineer Marc Mattox provided an informational update on the closure of Honey Run Road. Council provided direction for staff to review alternatives with Butte County for Honey Run Road from Merlin Lane to Honey View Terrace to be closed to motorized vehicles, converted to one-way traffic control or other operational function which reduces long term costs and risks. All Council concurred. (490-40-004)

- 6f. Town Engineer Marc Mattox presented the proposed Memorandum of Understanding between the Butte Fire Safe Council for a Ground Cover and Native Plant Garden Pilot Project.

1. Jon Remalia spoke in favor of this item.

MOTION by Bolin, seconded by Culleton, approved a Memorandum of Understanding between the Butte Fire Safe Council and Town of Paradise for a Ground Cover and Native Plant Garden Pilot Project along the Yellowstone Kelly Trailway near the Paradise Community Park with the additional language: “The BCFSC and PRFSC agree that if the garden is not maintained to the satisfaction of the Town, that the garden shall be removed by BCFSC and PRFSC at their cost.” Roll call vote was unanimous. (510-20-473)

- 6g. Recovery & Economic Development Director Colette Curtis presented the proposed agreement with Urban Design Associates (UDA) to complete Phase 3 of the Downtown Strategy.

MOTION by Bolin, seconded by Lassonde, authorized the Town Manager to enter into an agreement with Urban Design Associates (UDA) to complete Phase 3 of the Downtown Strategy. AYES: Bolin, Lange, Lassonde and Crowder; NOES: None; ABSTAIN: Culleton; ABSENT: None. MOTION PASSES (510-20-437, 710-80-13)

- 6h. Recovery & Economic Development Director Colette Curtis presented a resolution, if approved, would authorize submittal of an application to the California State Department of Housing and Community Development and the execution of a standard agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Investment Partnership Program.

1. Craig Newton spoke in opposition to this project.

2. Carrie Max asked if septic was an issue on Skyway.

MOTION by Bolin, seconded by Lassonde, 1. Adopted Resolution No. 2025-19, “A Resolution of the Town Council of the Town of Paradise Authorizing Submittal of an Application to the California State Department of Housing and Community Development to Allocate Program Income

Funding Received Under the Home Investment Partnerships Program; and if Selected, the Execution of a Standard Agreement, any Amendments thereto, and of any Related Documents Necessary to Participate in the Home Investment Partnerships Program.” 2. Authorized staff to create a deferred loan agreement with Kingdom Development LLC to develop the Cape Cod Apartments using \$2 million of HOME Investment Partnership Program Income funding. Roll call vote was unanimous. (510-20-474)

- 6i. Community Development Directors Tony Lindsey and Susan Hartman and Fire Chief Jason Finney presented fire risk management strategies including amending zoning regulations pertaining to livestock and animal regulations i.e. goat keeping; and recommended requirements if Council were to allow broadcast burning.

1. Jim Broshears spoke in favor of the Town allowing broadcast burning.

Council provided direction to staff to create a policy guide on broadcast burning and to draft amendments to the AG 3/5 zoning regulations that would potentially allow for goat keeping without a primary structure provided recommended performance requirements be met. (440-60-020) (Tickler file)

- 6j. Police Chief Eric Reinbold presented the proposed reinstatement of the Community Service Officer/Records position.

MOTION by Crowder, seconded by Lassonde, approved the reinstatement of the Community Service Officer/ Records Position. Roll call vote was unanimous. (610-10-020)

- 6k. Finance Belev Aimee Belev reviewed and the financial information concerning the FY 2024-25 operating and capital budgets.

MOTION by Bolin, seconded by Crowder, 1. Filed the financial information provided by staff concerning the FY 2024-25 operating and capital budgets; and 2. Adopted Resolution No. 2025-20 “A Resolution of the Town Council of the Town of Paradise Adopting Budget Amendments to the 2024/2025 Fiscal Year Budget.” Roll call vote was unanimous. (340-40-017)

7. COUNCIL INITIATED ITEMS AND REPORTS

- 7a. Council initiated agenda items – None

- 7b. Council reports on committee representation:

Council Member Bolin attended the monthly LAFCo meeting and a tour with Council Member Parks from Palisades.

Council Member Lange attended the monthly Continuum of Care meeting; the Healthcare Committee meeting; Ad Hoc Sewer Committee meeting; a ribbon cutting; the Butte County Fire Safe Council Board meeting and staff appreciation lunch.

Council Member Lassonde attended the monthly BCAOG and BCAQM meetings; an Explore Butte County meeting; and the staff appreciation lunch.

Vice Mayor Culleton attended the Solid Waste Committee meeting and participated in a tour with Council Member Parks from Palisades.

Mayor Crowder participated in a tour with Council Member Parks from Palisades; attended the staff appreciation lunch; toured Paradise with a representative from Altadena and hosted guests from Ukraine.

7c. Future Agenda Items - None

8. STAFF COMMUNICATION

8a. Town Manager Jim Goodwin shared that the Town hosted a meeting for the neighboring city managers and the quarterly meeting for Camp Fire Collaborative.

9. CLOSED SESSION - None

10. ADJOURNMENT

Mayor Crowder adjourned the meeting at 8:52 p.m.

Date approved:

By:

Attest:

Steve Crowder, Mayor

Melanie Elvis, Town Clerk



**MINUTES
PARADISE TOWN COUNCIL
SPECIAL MEETING – 2:00 PM – MARCH 17, 2025**

1. OPENING

The Special meeting of the Paradise Town Council was called to order by Mayor Crowder at 2:00 p.m. in the Council Chambers located at 5555 Skyway, Paradise, California who led the Pledge of Allegiance to the Flag of the United States of America.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Heidi Lange, Ronald Lassonde, and Steve Crowder, Mayor.

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Jim Goodwin, Town Attorney Scott E. Huber, Town Clerk/Elections Official Melanie Elvis, Town Engineer Marc Mattox, and Deputy Town Clerk Jacquelyn Blancett.

2. COUNCIL CONSIDERATION

- 2a. Town Engineer Marc Mattox provided an overview of the Community Development Block Grant Disaster Recovery – Infrastructure Action Plan priority projects; funding allocations, matches, and needs; and presented CDBG-DR - Infrastructure Action Plan Amendment 3 alternatives.

1. Cliff Jacobson spoke in favor of Alternative 2 – Revised Roe Rd Phase 1A, Sewer (+\$20M), which would allocate additional funds to the Paradise Sewer Project.

2. Melissa Schuster spoke in favor of an option which would allocate additional funds to the Paradise Sewer Project.

3. Warren Bullock spoke in favor of Alternative 2 – Revised Roe Rd Phase 1A, Sewer (+\$20M), which would allocate additional funds to the Paradise Sewer Project.

4. Jon Remalia spoke in favor of Alternatives 1 & 2 and suggested alternative roads to connect Roe Road in the expansion project.

5. Barbara Bowen supported options which would favor evacuation routes over the Paradise Sewer Project.

6. Al McGreehan asked that the PowerPoint presentation be shared with the Paradise Citizens Alliance.

7. Bill Hartley spoke in favor of an option which would allocate additional funds to the Paradise Sewer Project.

8. Cathlene White asked that the Roe Road Extension Project not be connected through the private road section on Bennett.

9. John Stonebraker spoke in favor of Alternatives 1 & 2 and shared concern for projects that would not generate revenue for the Town.

10. Doug Taylor asked that the Roe Road Extension project not be connected through the private road section on Bennett.

Council provided direction to staff to prepare an amendment to the CDBG-DR - Infrastructure Action Plan with Alternative 2 – Revised Roe Rd Phase 1A, Sewer (+\$20M) and to present options relating to the Oliver Curve Pathway and Forest Service Road Extension Projects at the April 8, 2025, Town Council Meeting. (710-10-099)

3. ADJOURNMENT

Mayor Crowder adjourned the Council meeting at 3:55 p.m.

Date approved:

By:

Attest:

Steve Crowder, Mayor

Melanie Elvis, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
March 1, 2025 - March 31, 2025



CASH DISBURSEMENTS REPORT
March 1, 2025 - March 31, 2025

Check Date	Pay Period End	Description	Amount	Total
3/14/2025	3/9/2025	Net Payroll - Direct Deposits and Checks	\$ 257,399.00	
3/28/2025	3/23/2025	Net Payroll - Direct Deposits and Checks	<u>\$ 251,797.37</u>	\$ 509,196.37
Accounts Payable				
		Payroll Vendors: Taxes, PERS, Dues, Insurance, Etc.	577,301.80	
		Operations Vendors: Supplies, Contracts, Utilities, Etc.	<u>\$3,705,062.57</u>	
		TOTAL CASH DISBURSEMENTS ACCOUNTS PAYABLE		<u>4,282,364.37</u>
		GRAND TOTAL CASH DISBURSEMENTS		<u><u>\$ 4,791,560.74</u></u>

APPROVED BY: _____
Aimee Belev - Finance Director/Town Treasurer

APPROVED BY: _____
Jim Goodwin - Town Manager

TOWN OF PARADISE

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP TCB - General Checking									
<u>Check</u>									
88674	03/06/2025	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$148.51		
88675	03/06/2025	Open			Accounts Payable	Amazon Capital Services	\$2,207.67		
88676	03/06/2025	Open			Accounts Payable	ANIMAL HOSPITAL/VETMOBILE	\$1,519.60		
88677	03/06/2025	Open			Accounts Payable	Asbury Environmental Services	\$137.00		
88678	03/06/2025	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$102.91		
88679	03/06/2025	Open			Accounts Payable	AT&T MOBILITY	\$86.46		
88680	03/06/2025	Open			Accounts Payable	AT&T MOBILITY	\$85.60		
88681	03/06/2025	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$197.05		
88682	03/06/2025	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$30.23		
88683	03/06/2025	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$3,530.38		
88684	03/06/2025	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$30.40		
88685	03/06/2025	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,057.74		
88686	03/06/2025	Open			Accounts Payable	Berk, Garrett	\$19.00		
88687	03/06/2025	Open			Accounts Payable	Brain-Friendly Dynamics	\$1,500.00		
88688	03/06/2025	Open			Accounts Payable	Broad & Gusman	\$4,000.00		
88689	03/06/2025	Open			Accounts Payable	Bureau Veritas North America, Inc	\$17,576.98		
88690	03/06/2025	Open			Accounts Payable	CALIFORNIA SECRETARY OF STATE	\$40.00		
88691	03/06/2025	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$818.00		
88692	03/06/2025	Open			Accounts Payable	Cathcart, Sylace	\$19.00		
88693	03/06/2025	Open			Accounts Payable	Cleanrite, Inc	\$5,687.65		
88694	03/06/2025	Open			Accounts Payable	Coastland	\$4,895.76		
88695	03/06/2025	Open			Accounts Payable	COMCAST CABLE	\$420.73		
88696	03/06/2025	Open			Accounts Payable	COMCAST CABLE	\$435.73		
88697	03/06/2025	Open			Accounts Payable	CONTINENTAL BATTERY COMPANY	\$2,259.14		
88698	03/06/2025	Open			Accounts Payable	Crossfire Tree & Vegetation Services	\$9,750.00		
88699	03/06/2025	Open			Accounts Payable	CSG Consultants, Inc.	\$17,398.75		
88700	03/06/2025	Open			Accounts Payable	Eidhammer, Trenton	\$76.00		
88701	03/06/2025	Open			Accounts Payable	Fastrak Bay Area Toll Authority	\$7.00		
88702	03/06/2025	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$145.47		
88703	03/06/2025	Open			Accounts Payable	Guardian Public Safety Background Investigations	\$1,650.00		
88704	03/06/2025	Open			Accounts Payable	Hawkins Delafield & Wood LLP	\$1,812.50		
88705	03/06/2025	Open			Accounts Payable	HLP, INC / CHAMELEON SOFTWARE PRODUCTS	\$9.10		
88706	03/06/2025	Open			Accounts Payable	Houdek, Michael	\$121.00		
88707	03/06/2025	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$1,285.18		
88708	03/06/2025	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$231.03		
88709	03/06/2025	Open			Accounts Payable	Jacobs Engineering Group Inc.	\$49,844.02		
88710	03/06/2025	Open			Accounts Payable	JOHNNY ON THE SPOT PORTABLES	\$566.60		
88711	03/06/2025	Open			Accounts Payable	Kimball Midwest	\$495.24		
88712	03/06/2025	Open			Accounts Payable	KP Research Services, Inc.	\$1,250.00		
88713	03/06/2025	Open			Accounts Payable	L.N. CURTIS & SONS	\$2,824.61		

TOWN OF PARADISE

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88714	03/06/2025	Open			Accounts Payable	Lofi Cafe	\$1,558.49		
88715	03/06/2025	Open			Accounts Payable	Look Ahead Veterinary Services	\$965.24		
88716	03/06/2025	Open			Accounts Payable	Mark Thomas & Company Inc	\$1,004.75		
88717	03/06/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$91,020.00		
88718	03/06/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88719	03/06/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88720	03/06/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88721	03/06/2025	Open			Accounts Payable	MIKE GOGGIA TREE SERVICE	\$11,150.00		
88722	03/06/2025	Open			Accounts Payable	MODERN BUILDING INC.	\$79,447.45		
88723	03/06/2025	Open			Accounts Payable	MUNIMETRIX SYSTEMS CORP	\$39.99		
88724	03/06/2025	Open			Accounts Payable	Murphys Construction	\$17,700.00		
88725	03/06/2025	Open			Accounts Payable	NAPA Auto Parts	\$121.93		
88726	03/06/2025	Open			Accounts Payable	Newsom, John	\$19.00		
88727	03/06/2025	Open			Accounts Payable	Nichols-Melburg + Rossetto, AIA + Associates Inc	\$6,321.25		
88728	03/06/2025	Open			Accounts Payable	North State Tire Co. Inc.	\$578.28		
88729	03/06/2025	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$8,395.26		
88730	03/06/2025	Open			Accounts Payable	NV5, Inc.	\$280.00		
88731	03/06/2025	Open			Accounts Payable	O'REILLY AUTO PARTS	\$14,062.33		
88732	03/06/2025	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$1,106.14		
88733	03/06/2025	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$1,533.88		
88734	03/06/2025	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$1,723.72		
88735	03/06/2025	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$850.00		
88736	03/06/2025	Open			Accounts Payable	PARADISE POST	\$136.77		
88737	03/06/2025	Open			Accounts Payable	Peters, Habib, McKenna, Juhl-Rhodes & Cardoza, LLP	\$767.00		
88738	03/06/2025	Open			Accounts Payable	Psomas	\$114,748.05		
88739	03/06/2025	Open			Accounts Payable	R B SPENCER INC	\$2,750.00		
88740	03/06/2025	Open			Accounts Payable	Spherion Staffing	\$8,400.33		
88741	03/06/2025	Open			Accounts Payable	Stratti	\$6,230.90		
88742	03/06/2025	Open			Accounts Payable	T MOBILE USA, INC.	\$1,997.87		
88743	03/06/2025	Open			Accounts Payable	THOMAS ACE HARDWARE	\$90.38		
88744	03/06/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$895.13		
88745	03/06/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$6.22		
88746	03/06/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$33.93		
88747	03/06/2025	Open			Accounts Payable	THRIFTY ROOTER	\$420.41		
88748	03/06/2025	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$95.00		
88749	03/06/2025	Open			Accounts Payable	Utility Associates, Inc.	\$33.00		
88750	03/06/2025	Open			Accounts Payable	VERIZON WIRELESS	\$287.81		
88751	03/06/2025	Open			Accounts Payable	Western Extrication Specialists, Inc	\$1,450.00		
88752	03/06/2025	Open			Accounts Payable	Wood Rodgers, Inc.	\$14,081.55		
88753	03/06/2025	Open			Accounts Payable	Impact Development Group LLC	\$155,180.00		
88754	03/06/2025	Open			Accounts Payable	Paradise Garden Supply, LLC	\$29.00		
88755	03/06/2025	Open			Accounts Payable	Brush Masters	\$3,000.00		
88756	03/06/2025	Open			Accounts Payable	Crossfire Tree & Vegetation Services	\$6,350.00		
88757	03/06/2025	Open			Accounts Payable	Crossfire Tree & Vegetation Services	\$3,920.00		

TOWN OF PARADISE

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88758	03/10/2025	Open			Accounts Payable	ICMA 457 - MissionSquare	\$2,584.51		
88759	03/10/2025	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$656.29		
88760	03/11/2025	Open			Accounts Payable	GREEN RIDGE LANDSCAPING	\$6,765.00		
88761	03/11/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88762	03/11/2025	Open			Accounts Payable	SCM General Contractor	\$2,000.00		
88763	03/11/2025	Open			Accounts Payable	Thau Handyman Services DBA Fire Safe NorCal	\$1,225.00		
88764	03/11/2025	Open			Accounts Payable	Colta, Alexandru	\$830.17		
88765	03/11/2025	Open			Accounts Payable	ALLIANT INSURANCE	\$420.00		
88766	03/13/2025	Open			Accounts Payable	Elam IT, Jon, Elam	\$28,208.95		
88768	03/18/2025	Open			Accounts Payable	Aflac	\$57.98		
88769	03/18/2025	Open			Accounts Payable	Met Life	\$13,722.52		
88770	03/18/2025	Open			Accounts Payable	OPERATING ENGINEERS	\$910.00		
88771	03/18/2025	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,539.26		
88772	03/18/2025	Open			Accounts Payable	SUN LIFE INSURANCE	\$10,020.65		
88773	03/18/2025	Open			Accounts Payable	SUPERIOR VISION SVC INC	\$879.52		
88774	03/18/2025	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$90.00		
88775	03/18/2025	Open			Accounts Payable	ICMA 457 - MissionSquare	\$2,734.51		
88776	03/18/2025	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$656.29		
88777	03/19/2025	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$93.11		
88778	03/19/2025	Open			Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$390.77		
88779	03/19/2025	Open			Accounts Payable	ALHAMBRA	\$15.48		
88780	03/19/2025	Open			Accounts Payable	ALL STAR TOWING	\$3,350.00		
88781	03/19/2025	Open			Accounts Payable	All Things Trees	\$10,900.00		
88782	03/19/2025	Open			Accounts Payable	Amazon Capital Services	\$2,061.05		
88783	03/19/2025	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$764.08		
88784	03/19/2025	Open			Accounts Payable	Azco Supply Inc	\$1,695.13		
88785	03/19/2025	Open			Accounts Payable	Baker Tilly US, LLP	\$450.00		
88786	03/19/2025	Open			Accounts Payable	Bear Electrical Systems, Inc	\$8,470.00		
88787	03/19/2025	Open			Accounts Payable	Big O Tires	\$25.00		
88788	03/19/2025	Open			Accounts Payable	Biometrics4ALL, Inc	\$6.00		
88789	03/19/2025	Open			Accounts Payable	Blancett, Jacquelyn	\$244.40		
88790	03/19/2025	Open			Accounts Payable	Brush Masters	\$1,050.00		
88791	03/19/2025	Open			Accounts Payable	BUTTE CO RECORDER	\$13.50		
88792	03/19/2025	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$104.90		
88793	03/19/2025	Open			Accounts Payable	Caltronics Business Systems/J.J. R Ent Inc	\$1,665.20		
88794	03/19/2025	Open			Accounts Payable	Chico Meals on Wheels	\$76,859.00		
88795	03/19/2025	Open			Accounts Payable	CITY OF CHICO	\$16,319.00		
88796	03/19/2025	Voided	Incorrect Amount	03/20/2025	Accounts Payable	COMCAST CABLE	\$851.46		
88797	03/19/2025	Voided	Incorrect Amount	03/20/2025	Accounts Payable	COMCAST CABLE	\$881.46		
88798	03/19/2025	Voided	Training Cancelled	03/20/2025	Accounts Payable	COMCAST CABLE	\$210.73		
88799	03/19/2025	Voided	Training Cancelled	03/20/2025	Accounts Payable	COMCAST CABLE	\$435.73		
88800	03/19/2025	Open			Accounts Payable	CONTINENTAL BATTERY COMPANY	\$16.15		
88801	03/19/2025	Open			Accounts Payable	Cooper, Andrew	\$1,058.00		
88802	03/19/2025	Open			Accounts Payable	County of Butte	\$65.00		

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88803	03/19/2025	Open			Accounts Payable	DADCO CONSTRUCTION	\$3,701.00		
88804	03/19/2025	Open			Accounts Payable	De Lage Landen Public Finance LLC	\$781.25		
88805	03/19/2025	Open			Accounts Payable	DEPARTMENT OF FORESTRY & FIRE PROTECTION	\$979,881.81		
88806	03/19/2025	Open			Accounts Payable	DOBRICH & SONS SEPTIC	\$618.50		
88807	03/19/2025	Open			Accounts Payable	Econolite Control Products, Inc.	\$12,342.72		
88808	03/19/2025	Open			Accounts Payable	ESRI	\$900.00		
88809	03/19/2025	Open			Accounts Payable	FUJIMATS, LLC	\$1,739.74		
88810	03/19/2025	Open			Accounts Payable	GREEN RIDGE LANDSCAPING	\$450.00		
88811	03/19/2025	Open			Accounts Payable	Greenway Builders LLC	\$17,880.00		
88812	03/19/2025	Open			Accounts Payable	Guardian Public Safety Background Investigations	\$1,650.00		
88813	03/19/2025	Open			Accounts Payable	Helping Hands Ca	\$750.00		
88814	03/19/2025	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$2,062.39		
88815	03/19/2025	Open			Accounts Payable	HireRight, Inc.	\$31.05		
88816	03/19/2025	Open			Accounts Payable	Houdek, Michael	\$117.32		
88817	03/19/2025	Open			Accounts Payable	HUDSON'S APPLIANCE CENTER	\$64.64		
88818	03/19/2025	Open			Accounts Payable	Huggins, Jeannette	\$31.18		
88819	03/19/2025	Open			Accounts Payable	INDUSTRIAL EQUIPMENT	\$26.19		
88820	03/19/2025	Open			Accounts Payable	James or Lavenia Riotto	\$250.00		
88821	03/19/2025	Open			Accounts Payable	Jennifer Arbuckle	\$4,075.00		
88822	03/19/2025	Open			Accounts Payable	KEN'S PARADISE HITCH & WELDING	\$178.12		
88823	03/19/2025	Open			Accounts Payable	Kimball Midwest	\$51.72		
88824	03/19/2025	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$660.64		
88825	03/19/2025	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$1,200.00		
88826	03/19/2025	Open			Accounts Payable	LIFE ASSIST INC	\$219.27		
88827	03/19/2025	Open			Accounts Payable	M.H. Corbin LLC	\$6,484.61		
88828	03/19/2025	Open			Accounts Payable	Merck Animal Health/Intervet Inc.	\$404.06		
88829	03/19/2025	Open			Accounts Payable	Mercy Housing California 113, L.P.	\$971,220.07		
88830	03/19/2025	Open			Accounts Payable	Meyers Police K-9 Training, LLC	\$1,600.00		
88831	03/19/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88832	03/19/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$79,211.00		
88833	03/19/2025	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$100,000.00		
88834	03/19/2025	Open			Accounts Payable	MORGAN TREE SERVICE	\$10,600.00		
88835	03/19/2025	Open			Accounts Payable	NHA Advisors, LLC	\$9,856.25		
88836	03/19/2025	Open			Accounts Payable	NICHOLS, ROBERT	\$19.00		
88837	03/19/2025	Open			Accounts Payable	North State Tire Co. Inc.	\$1,255.48		
88838	03/19/2025	Open			Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$8,955.13		
88839	03/19/2025	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$8,362.81		
88840	03/19/2025	Open			Accounts Payable	Nutrien	\$21,696.67		
88841	03/19/2025	Open			Accounts Payable	O'REILLY AUTO PARTS	\$414.18		
88842	03/19/2025	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$547.22		
88843	03/19/2025	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$20,052.27		
88844	03/19/2025	Open			Accounts Payable	PARADISE ALLIANCE CHURCH	\$120.00		
88845	03/19/2025	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$48.97		
88846	03/19/2025	Open			Accounts Payable	PARADISE POST	\$1,215.82		
88847	03/19/2025	Voided	Project Cancelled	03/19/2025	Accounts Payable	PICKERING, ROBERT	\$406.00		

TOWN OF PARADISE
Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88848	03/19/2025	Open			Accounts Payable	RegasGroup Environmental Consultants	\$1,430.00		
88849	03/19/2025	Open			Accounts Payable	Richardson & Company, LLP	\$2,650.00		
88850	03/19/2025	Open			Accounts Payable	Sigler Pest Control	\$50.00		
88851	03/19/2025	Open			Accounts Payable	SONSRAY MACHINERY LLC	\$462.94		
88852	03/19/2025	Open			Accounts Payable	Stratti	\$5,411.90		
88853	03/19/2025	Open			Accounts Payable	Stratton Appraisals	\$400.00		
88854	03/19/2025	Open			Accounts Payable	SUTTER BUTTES COMMUNICATIONS, INC.	\$13,032.75		
88855	03/19/2025	Open			Accounts Payable	Tahoe Pure Water Co.	\$109.70		
88856	03/19/2025	Open			Accounts Payable	Thau Handyman Services DBA Fire Safe NorCal	\$1,900.00		
88857	03/19/2025	Open			Accounts Payable	The Ferguson Group	\$5,000.00		
88858	03/19/2025	Open			Accounts Payable	THOMAS ACE HARDWARE	\$22.99		
88859	03/19/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$431.73		
88860	03/19/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$352.41		
88861	03/19/2025	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$33.17		
88862	03/19/2025	Open			Accounts Payable	Top Notch Commercial Cleaning Inc.	\$6,000.00		
88863	03/19/2025	Open			Accounts Payable	Tri Flame Propane	\$388.69		
88864	03/19/2025	Open			Accounts Payable	TRUEPOINT SOLUTIONS, LLC	\$742.50		
88865	03/19/2025	Open			Accounts Payable	Tuck, Kevin	\$494.50		
88866	03/19/2025	Open			Accounts Payable	Vannucci, Dominic	\$19.00		
88867	03/19/2025	Open			Accounts Payable	VERIZON WIRELESS	\$570.15		
88868	03/19/2025	Open			Accounts Payable	VERIZON WIRELESS	\$1,691.84		
88869	03/19/2025	Open			Accounts Payable	Voiance Language Services, LLC	\$11.73		
88870	03/19/2025	Open			Accounts Payable	WILLDAN FINANCIAL SERVICES	\$3,300.00		
88871	03/19/2025	Open			Accounts Payable	Williams Scotsman, Inc. (Mobile Mini)	\$157.35		
88872	03/19/2025	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$55.37		
88873	03/19/2025	Open			Accounts Payable	Watson, Craig	\$91.37		
88874	03/20/2025	Open			Accounts Payable	PARADISE POST	\$253.20		
88875	03/31/2025	Open			Accounts Payable	ICMA 457 - MissionSquare	\$2,734.51		
88876	03/31/2025	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$656.29		
Type Check Totals:							\$3,715,935.07		
202 Transactions									
<u>EFT</u>									
113	03/04/2025	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,145.04		
114	03/04/2025	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$39,896.63		
115	03/10/2025	Open			Accounts Payable	CALPERS - RETIREMENT	\$68,003.09		
116	03/10/2025	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$12,598.72		
117	03/10/2025	Open			Accounts Payable	CALPERS	\$148,767.84		
118	03/18/2025	Open			Accounts Payable	CALPERS - RETIREMENT	\$67,455.34		
119	03/18/2025	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$13,019.55		
120	03/18/2025	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$6,892.48		
121	03/18/2025	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$41,483.69		
124	03/20/2025	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV	\$27,573.37		
125	03/20/2025	Open			Accounts Payable	SVCS/US BANCORP			
					Accounts Payable	COMCAST CABLE	\$210.73		

TOWN OF PARADISE

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
126	03/20/2025	Open			Accounts Payable	COMCAST CABLE	\$435.73		
127	03/31/2025	Open			Accounts Payable	CALPERS - RETIREMENT	\$67,315.13		
128	03/31/2025	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$6,818.46		
129	03/28/2025	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,818.17		
130	03/28/2025	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$40,995.33		
Type EFT Totals:							\$566,429.30		
AP TCB - General Checking Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	197	\$3,713,149.69	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	5	\$2,785.38	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	202	\$3,715,935.07	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$566,429.30	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	16	\$566,429.30	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	213	\$4,279,578.99	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	5	\$2,785.38	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	218	\$4,282,364.37	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	197	\$3,713,149.69	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	5	\$2,785.38	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	202	\$3,715,935.07	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$566,429.30	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	16	\$566,429.30	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	213	\$4,279,578.99	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	5	\$2,785.38	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	218	\$4,282,364.37	\$0.00



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 2(c)

ORIGINATED BY: Aimee Beale, Finance Director
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Update Credit Card Policy
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 2025-___, "A Resolution of the Town Council of the Town of Paradise Rescinding and amending Resolution No. 18-33 and Adopting Administrative Policy 330, a Credit Card Policy."

Background:

The Town of Paradise is currently utilizing Administrative Policy 330, A Credit Card Policy adopted in August 2018. Over the past seven years there has been an increase in cost of goods and services. Additionally, with the rebuilding of the Town, there has been need for large one time purchases that would require credit card usage exceeding the normal threshold set forth in the 2018 credit card purchase limits.

Analysis:

As fees for memberships, goods and services escalate with inflation, we see a need to increase credit limits within our policy. The attached recommended policy update addresses these issues while reinforcing and adhering to the Purchasing Policy (Administrative Policy 310). Further, the policy sets credit limits, formalizes documentation requirements, and termination processes.

Financial Impact:

There is no fiscal impact on the Town to update this policy.

**TOWN OF PARADISE
RESOLUTION NO. 2025-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE RESCINDING
AND AMENDING RESOLUTION NO. 18-33 AND ADOPTING ADMINISTRATIVE POLICY
NUMBER 330, A CREDIT CARD POLICY.**

WHEREAS, the Town of Paradise currently does have an administrative policy that addresses the administration, issuance, or terms and conditions of use for Town issued credit cards; and,

WHEREAS, it is prudent and fiscally responsible for the Town to establish policy and procedures related to credit card usage in order to minimize liability and safeguard Town assets; and,

WHEREAS, the Finance Director has updated policy 330 which establishes procedures and requirements for credit card usage as set forth on the attached Exhibit "A".

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

SECTION 1: The attached Exhibit "A" Administrative Policy 330, A Credit Card Policy is approved for implementation.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 8th day of April, 2025, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

Melanie Elvis, Town Clerk

APPROVED AS TO FORM:

Scott E. Hubber, Town Attorney



Town of Paradise
Credit Card
Policies and Procedures

Administrative Policy No. 330

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I. PURPOSE

The Town of Paradise Credit Card (Card) Policy establishes procedures and guidelines for issuing and properly using cards assigned to Town purchasers. It aims to enhance efficiency in the purchasing process while ensuring fiscal responsibility and compliance with the Purchasing Policy (Administrative Policy 310).

II. SCOPE

The Town of Paradise issues credit cards to certain employees or Town service providers to facilitate the payment of expenses incurred while performing their duties and responsibilities. This policy outlines the principles, terms, conditions, and procedures governing the administration, issuance, and proper use of Town credit cards.

III. ADMINISTRATION

The Administrative Services Director/Town Treasurer (Treasurer) is responsible for administering the credit/purchasing card program by ensuring proper controls are in place for card issuance and usage. Access to the system for issuing, using, and terminating cards shall be restricted to the Treasurer and one other designated position. The Treasurer will conduct an annual audit of issued cards to ensure that only authorized cards remain active.

IV. ISSUANCE

- A. The Treasurer may issue a card to an employee or contracted service provider (e.g., CAL FIRE-assigned personnel) strictly for official Town business and operational purposes.
- B. The Treasurer is responsible for assigning cards and setting spending limits in accordance with the following guidelines:

Single Purchase Limit	Account Limit	Personnel Classification
\$ 20,000	\$ 20,000	Town Manager or Asst. Town Manager
\$ 20,000	\$ 20,000	Finance Director/Treasurer
\$ 15,000	\$ 15,000	Public Works Director/Town Engineer
\$ 15,000	\$ 15,000	Information System Director
\$ 5,000	\$ 7,500	Fleet Manager
\$ 2,000	\$ 4,000	Department Designated Purchaser
\$ 1,500	\$ 3,000	Other Employee or Purchaser

- C. To ensure efficient and cost-effective purchasing, spending limits may be temporarily increased with the Treasurer's recommendation and the Town Manager's approval.
- D. Upon receiving the card, the employee must activate it by phone and sign the back. The card should be securely stored and protected against unauthorized use.

V. TERMS AND CONDITIONS OF USE

- A. Cards may only be used for official Town business and operational purposes. Personal use is strictly prohibited. The cardholder must not share the card with others and is responsible for safeguarding it against misuse. Additionally, the cardholder must submit proper documentation for each transaction. Any violation of this policy may result in disciplinary action.
- B. All purchases made with the card must comply with the policies and procedures outlined in the Purchasing Policy (Administrative Policy 310).
- C. Before making a purchase or incurring an expense, the cardholder must confirm that the item is authorized and budgeted.
- D. **Travel and training expenses**
 - 1. All travel and training shall be authorized prior to departure.
 - 2. Expenses incurred for travel, lodging, meals or incidentals shall not exceed the limits established for each location by the U.S. General Services Administration (GSA). These limits can be obtained at www.gsa.gov/travel-resources.

3. The cardholder shall obtain a receipt for each purchase and include a brief description of the purpose of the travel on each receipt. In the case of meals, each receipt shall include the names of all persons involved in the purchase.

E. Purchase of service or product

1. All purchases shall be authorized prior to expense obligation.
2. The cardholder shall obtain a receipt for each purchase or transaction and include a brief description of the purpose of the expense.
3. The cardholder shall follow the policies and procedures of the Town's purchasing policy while purchasing supplies and services.
Documentation, such as quotes or bids, that demonstrate purchasing policy compliance should be kept and attached to transaction receipts.

F. Statement reconciliation and payment

1. Each month, the cardholder will receive a statement of all transactions recorded on their card account.
2. The cardholder shall reconcile their statement of activity against their receipts ensuring that there is a receipt and proper purchasing documentation for every transaction listed.
3. Each transaction shall be coded with the appropriate finance accounting codes.
4. The statement, receipts and purchasing documentation shall be forwarded to the finance division within two weeks of statement receipt for appropriate processing and payment.
5. Each month, the finance division will reconcile all card activity and payments against the master account to identify and address any missed activity. Finance staff will work with cardholders to ensure all transactions are properly accounted for and paid.

G. Lost, stolen or fraudulent card activity

1. The cardholder shall report lost, stolen or fraudulent card activity immediately to the Treasurer.

2. The cardholder shall assist the finance division in addressing lost, stolen or fraudulent card activity through calls to the card carrier or vendors, through avadavat and report completion, or police reporting as requested by the Treasurer.

VI. CARD TERMINATION

- A. In order to limit liability and exposure, the Treasurer shall be notified immediately, if a card is no longer needed for Town business or operations. The card shall be submitted to the Treasurer who will securely dispose of the card and terminate the card account.
- B. The Treasurer shall be immediately notified of a cardholder who voluntarily leaves employment, who is reassigned or who is terminated. The card should be submitted to the Treasurer who will securely dispose of the card and terminate the card account.



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 2(d)

ORIGINATED BY: Colette Curtis, Recovery and Economic Development Director
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Not to Exceed (NTE) increases related to Implementation Contracts for Phase 2 of the Category 4 Tree Removal Program.
LONG TERM RECOVERY PLAN: Yes

COUNCIL ACTION REQUESTED:

1. Consider approving an amendment to the management contract between the Town of Paradise and the Butte Fire Safe Council (BCFSC); and,
2. Consider approving an Amendment to the contract between the Town of Paradise and Mountain Engineering for biological survey services; and,
3. Consider approving an Amendment to contract between the Town of Paradise and Mountain Engineering for archaeological survey services.

Background:

On May 9, 2023 the Town of Paradise entered into an agreement with the Butte Fire Safe Council (BCFSC) to provide management services to oversee the tree removal phase of the Category 4 Tree Removal Program. The amount of the agreement was not to exceed (NTE) \$585,851.00 for these services by the Contractor for the Town.

On October 9, 2024 the Town of Paradise entered into two agreements with Mountain Engineering to provide archaeological and biological services to support the tree removal phase of the Category 4 Tree Removal Program.

1. The amount of the biological services agreement was not to exceed (NTE) \$266,622.33 for services by the Contractor for the Town.
2. The amount of the archaeological services agreement was not to exceed (NTE) \$230,380.93 for services by the Contractor for the Town.

The CAT4 team has been hard at work surveying parcels to prepare for tree removal. This work is being done with Butte Fire Safe Council Staff, Tree removal contractors, Mechoopda, Enterprise and Mooretown Tribal Members, contract Archaeologists, contract Biologists and contracted Registered Professional Foresters.

In working through this process alongside our FEMA and CalFire staff, we have been able to develop a more accurate understanding of the project scope and needs moving forward. This has resulted in these NTE increases.

Analysis:

Butte Fire Safe Council Contract

Town staff have determined that the previous agreement NTE amount needs to be increased by \$296,769.76 to a new NTE of \$872,620,78.

The primary reason for this increase is the additional items within the scope of work for the Registered Private Foresters (RPF) subcontracted by the BCFSC. As we have worked with the FEMA and CalFire in surveying properties for tree removal, the scope and scale of work required throughout Phase 2 will require a more extensive role by RPFs in order to comply with all required permitting and environmental requirements.

We have determined that RPF staff will be essential to oversee tree removal operations due to multiple tree removal sub-contractors working at once. This adjustment reflects the competitive bidding process and the necessary scope of work resulting in a total contract with the RPF for \$444,695

As noted in the chart below, the increase for the RPF budget is 82.5% of the total NTE increase for the BCFSC Contract.

Butte Fire Safe Council NTE Increase Summary

Description	Original Contract	Updated Contract	Change
Project Managers:	\$126,880.00	\$126,880.00	\$0.00
Field Coordinators	\$68,640.00	\$135,960.00	\$67,320.00
Registered Professional Foresters	\$208,000.00	\$444,695.00	\$236,695.00
Mileage (x3):	\$3,071.25	\$999.24	(\$2,072.01)
GIS Development and Support	\$36,400.00	\$37,720.00	\$1,320.00
BCFSC Owned Vehicle Use	\$0.00	\$21,421.44	\$21,421.44
Supplies	\$11,450.00	\$11,450.00	\$0.00
Subtotal	\$523,081.25	\$779,125.68	\$256,044.43
Admin 12%	\$62,769.75	\$93,495.08	\$30,725.33
Total Cost	\$585,851.00	\$872,620.76	\$286,769.76

Other increases:

- Additional Field Coordinators to oversee the addition of more tree removal crews to expedite tree removal upon approval to begin work. (Anticipated for May 2025)
- Use of BCFSC vehicles instead of personal vehicles by BCFSC staff. This cost is based on CALTRANS hourly rates for vehicle usage at \$37.19/hr for an estimated 576 hours

Mountain Engineering Biological Services Contract

Town staff have determined that the previous agreement NTE amount needs to be increased by \$29,409.72 to a new NTE of \$296,032.05.

The original contract was based on the estimate of total active areas of the Phase 2 Tree Removal program. When the contract was put out to bid, we estimated the total active area of the project to be 689 acres. This estimate was based on our best estimate of the area that would be impacted by tree removal activity. This reduced the overall project area from the total acres of enrolled parcels. *For example, a 5-acre enrolled parcel may only have trees on 2 acres of the parcel which would result in a lower survey cost that solely utilizing parcel size.*

After the actual survey work for Phase 2, we determined that the total acres of active area to be 765 acres. As this contract is a per-acre pricing model, the increased acres of active areas resulted in an increase in cost of \$29,409.72.

Mountain Engineering Archaeological Services Contract

Town staff have determined that the previous agreement NTE amount needs to be increased by \$60,311.04 to a new NTE of \$290,691.97.

As noted above, this contract also was based on acres of active areas that has increased from the original 689 to 765 acres. As this contract is a per-acre pricing model, the increase acres of active areas resulted in an increase in cost of \$25,412.12.

Additionally, our work in preparing properties for permitting with our FEMA partners has resulted in additional reporting needs that have been clarified. These additional mapping requests by FEMA were not a part of our original scope of work with Mountain Engineering and resulted in an increase in cost of \$34,898.92.

These two items bring the total NTE increase for Archaeological Services to \$60,311.04.

Financial Impact:

The professional services agreement amendments and respective services will be 75% funded by FEMA/CalOES HMGP funds. The 25% of remaining match funds will be provided by our CalFire CCI Grant. These NTE amendments are not an increase to the overall project budget and a part of our previously approved budget categories.

Attachments:

- BCFSC Professional Services Contract Agreement
- Mountain Engineering Biological Services Contract Agreement
- Mountain Engineering Archeological Services Contract Agreement

**AMENDMENT TO AGREEMENT
BETWEEN THE TOWN OF PARADISE AND THE BUTTE FIRE SAFE COUNCIL**

This Amendment to Agreement is made on April 8, 2025, to the Agreement dated May 9, 2023 by and between the Town of Paradise, a California municipal corporation ("Town"), and the Butte Fire Safe Council. ("Contractor").

RECITALS

A. The initial amount of the Agreement was not to exceed \$585,851.00 for management services by Contractor for the Town.

B. Town and Contractor have agreed to amend the Agreement so that the not-to exceed amount should be increased by \$296,769.76 to \$872,620.76.

AGREEMENT NOW, THEREFORE, Town and Contractor agree as follows:

The Agreement shall be amended as follows:

1. Notwithstanding any other provisions in the Agreement, the amount payable by Town to Contractor shall be increased by \$296,769.76 for a not-to-exceed amount of \$872,620.76.
2. All other provisions of the Agreement shall remain in full force and effect.
3. If there is a conflict between this First Amendment and the Agreement, this First Amendment shall be controlling.

TOWN OF PARADISE:

By:

Date

REVIEWED FOR CONTRACT POLICY COMPLIANCE
FORM:

By:

BUTE FIRE SAFE COUNCIL

By:

Date:

REVIEWED AS TO

By:

**AMENDMENT TO AGREEMENT
BETWEEN THE TOWN OF PARADISE AND MOUNTAIN ENGINEERING**

This Amendment to Agreement is made on April 8, 2025, to the Agreement dated October 9, 2024 by and between the Town of Paradise, a California municipal corporation ("Town"), and Mountain Engineering. ("Contractor").

RECITALS

A. The initial amount of the Agreement was not to exceed \$266,622.22 for biological surveying and monitoring services by Contractor for the Town.

B. Town and Contractor have agreed to amend the Agreement so that the not-to exceed amount should be increased by \$29,409.72 to \$296,032.05

AGREEMENT NOW, THEREFORE, Town and Contractor agree as follows:

1. Notwithstanding any other provisions in the Agreement, the amount payable by Town to Contractor shall be increased by \$29,409.72 for a not-to-exceed amount of \$296,032.05.

2. All other provisions of the Agreement shall remain in full force and effect.

3. If there is a conflict between this First Amendment and the Agreement, this First Amendment shall be controlling.

TOWN OF PARADISE:

By:

Date

MOUNTAIN ENTERPRISES:

By:

Date:

REVIEWED FOR CONTRACT POLICY COMPLIANCE
FORM:

By:

REVIEWED AS TO

By:

**ATTACHMENT A:
AMENDMENT TO AGREEMENT
BETWEEN THE TOWN OF PARADISE AND MOUNTAIN ENGINEERING.**

This Amendment to Agreement is made on April 8, 2025, to the Agreement dated October 9, 2024 by and between the Town of Paradise, a California municipal corporation ("Town"), and Mountain Engineering. ("Contractor").

RECITALS

- A. The initial amount of the Agreement was not to exceed \$230,380.93 for archeological surveying and monitoring services by Contractor for the Town.
- B. Town and Contractor have agreed to amend the Agreement so that the not-to exceed amount should be increased by \$60,311.04 to \$290,691.97.

AGREEMENT NOW, THEREFORE, Town and Contractor agree as follows:

1. Notwithstanding any other provisions in the Agreement, the amount payable by Town to Contractor shall be increased by \$60,311.04 for a not-to-exceed amount of \$290,691.97.
2. All other provisions of the Agreement shall remain in full force and effect.
3. If there is a conflict between this First Amendment and the Agreement, this First Amendment shall be controlling.

TOWN OF PARADISE:

By:

Date:

MOUNTAIN ENTERPRISES:

By:

Date:

REVIEWED FOR CONTRACT POLICY COMPLIANCE
FORM:

By:

REVIEWED AS TO

By:



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 2(e)

ORIGINATED BY: Colette Curtis, Recovery and Economic Development Director
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Amendment to the Authorizing Resolution for CDBG-DR MIT-PPS Application
LONG TERM RECOVERY PLAN: Yes

COUNCIL ACTION REQUESTED:

1. Concur with staff recommendation to rescind and amend Resolution No. 2024-32 and adopt Resolution No. 2025-____, A Resolution of the Town Council of the Town of Paradise, "A Resolution Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments Thereto from the 2023-2024 Funding Year of the State CDBG Mitigation (CDBG-MIT) Resilient Planning and Public Services (MIT-PPS) Program."

Background:

At the March 2024 Council meeting, Paradise Town Council approved Resolution 2024-18 authorizing Town Staff to submit a resolution to the CDBG DR MIT-PPS program for specified projects totaling \$1.5 Million. \$1.5 Million is the per-applicant maximum for this program.

Analysis:

Since that time, Town Staff have worked extensively with the California Housing and Community Development Department (HCD) on the applications. HCD recently requested an amendment to the authorizing resolution making the authorized signatory clearer. This change has been made in the attached resolution, which lists the Town Manager as signatory, and the Recovery and Economic Development Director as the Town Staff assigned to execute and manage the projects, as well as interact directly with HCD.

Financial Impact:

There are no new financial impacts associated with this item. This grant program funds projects at 100% with no required match.



APPENDIX D

Resolution of the Governing Body

Applicants are required to use this Resolution in content and form.

RESOLUTION NO. __

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2023-2024 FUNDING YEAR OF THE STATE CDBG MITIGATION (CDBG-MIT) RESILIENT PLANNING AND PUBLIC SERVICES (MIT-PPS) PROGRAM

BE IT RESOLVED by the Town Council of the Town of [ENTER JURISDICTION NAME] Paradise as follows:

SECTION 1:

The Town Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of \$1500000 for the following CDBG-MIT activities, pursuant to the 2017/2018 CDBG MIT-PPS, and MIT-RIP NOFA:

List activities and amounts (*activity totals should include Activity Delivery dollars and General Administration associated with the activity*)

Activity (i.e. Public Services, Planning)	Dollar Amount Being Requested for the Activity
Long Term Community Recovery Plan Update	\$500,000.00
Public Services Mitigation	\$500,000.00
Early Warning Siren Devices	\$500,000.00
	\$

SECTION 2:

The Town acknowledges compliance with all state and federal public participation requirements in the development of its application(s).



APPENDIX D

SECTION 3:

The Town _____ hereby authorizes and directs the (*ENTER TITLE OF DESIGNATED OFFICIAL*) Recovery Director, or designee*, to execute and deliver all applications and act on the Town _____'s behalf in all matters pertaining to all such applications.

SECTION 4:

If an application is approved, the Town Manager, or designee*, is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 5:

If an application is approved, the Town Manager, or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

** **Important Note:** If the designee is signing any application, agreement, or any other document on behalf of the designated official of the City/County, written proof of designee authority to sign on behalf of such designated official must be included with the Resolution, otherwise the Resolution will be deemed deficient and rejected. Additionally, do not add limitations or conditions on the ability of the signatory or signatories to sign documents, or the Resolution may not be accepted. If more than one party's approval is required, list them as a signatory. The only exception is for county counsel or city attorney to approve as to form or legality or both, IF such approval is already part of the standard city/county signature block as evidenced by the signed Resolution itself. Inclusions of additional limitations or conditions on the authority of the signer will result in the Resolution being rejected and will require your entity to issue a corrected Resolution prior to the Department issuing a Standard Agreement.*



APPENDIX D

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Paradise held on April 8, 2025 by the following vote:

Instruction: Fill in all four vote-count fields below. If none, indicate "0" for that field.

AYES: 5

NOES: 0

ABSENT: 0

ABSTAIN: 0

Signature and Title

[ENTER GOVERNING BODY TYPE]

STATE OF CALIFORNIA

City/County of Butte

I, Melanie Elvis, City/County Clerk of the City/County of Paradise, State of California, do hereby attest and certify the foregoing Resolution to be a full, true and correct copy of a resolution duly passed and adopted on the date stated thereon and that said Resolution has not been amended, modified, repealed, or rescinded since the date of adoption and is in full force and effect as of this 8th day of April 2025.

Melanie Elvis

Name, City/County Clerk of the City/County of
Paradise, State of California

By: _____
Signature and Title

Note: The attesting officer cannot be the person identified in the Resolution as the authorized signer.



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 2(f)

ORIGINATED BY: Aimee Beale, Finance Director
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: New Line of Credit with Tri-Counties Bank
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Approve Credit Application for Tri-Counties Bank to move town credit cards from US Bank to Credit Card Treasury Services provided by Tri-Counties Bank.
2. Adopt Resolution 2025-__ A Resolution of the Town Council of the Town of Paradise Transitioning Credit Card Vendors From US Bank to Tri-Counties Bank.

Background:

US Bank's CalCards provide credit card services with an overall line of credit of \$375,000. Tri-Counties Bank can offer the same services with enhanced local customer service. During the RFP for banking services, credit cards services were included as a service Tri Counties would be able to provide.

Analysis:

Staff is requesting the approval to proceed with Treasury Management Services with Tri-Counties Bank for credit card services. Staff would close the current line of credit with US Bank and transfer services to Tri-County Bank. The move would provide in person customer service, as well as the same interaction of online credit card services.

Financial Impact:

There is no fiscal impact on the Town to update change our commercial credit card vendor.

**TOWN OF PARADISE
RESOLUTION NO. 2025-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE TRANSITIONING
CREDIT CARD VENDORS FROM US BANK TO TRI-COUNTIES BANK**

WHEREAS, the Town of Paradise currently does hold credit cards with US Bank for use for Town issued expenses; and,

WHEREAS, it is prudent and fiscally responsible for the Town to follow policy and procedures related to credit card usage in order to minimize liability and safeguard Town assets; and,

WHEREAS, the finance department is seeking to streamline credit card usage and seeks better customer service.

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

SECTION 1: Open a line of credit for credit card use for \$375,000 with Tri-Counties Bank. The Town Manager be authorized to execute any and all documents necessary to obtain the Town line of credit, managing the account, including but not limited to, the credit card agreement and any subsequent amendments or modifications thereto.

SECTION 2: Close the line of credit with US Bank for credit card usage.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 8th day of April, 2025, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Steve Crowder, Mayor

ATTEST:

Melanie Elvis, Town Clerk

APPROVED AS TO FORM:

Scott E. Hubber, Town Attorney



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 2(g)

ORIGINATED BY: Marc Mattox, Director of Public Works
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Title VI Implementation Plan Adoption
LONG TERM RECOVERY PLAN: Yes, Tier 1, Evacuation Routes

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 2025-___ “A Resolution of the Town Council of the Town of Paradise Adopting a Title VI Implementation Plan, Designating the Public Works Director to Execute all Necessary Documents Associated with the Plan.”

Background:

In 1964, Title VI of the Civil Rights Act was created, which prohibits discrimination based on race, color, or national origin. Similar statutes were later created which extend discrimination protections for sex, age, disability, religion, sexual orientation, gender identity, and other categories.

Recently the California Department of Transportation (Caltrans) has been tasked with ensuring that Local Agencies, which are recipients of Federal Funds are complying with these statutes. In order to ensure compliance, Caltrans and FHWA have required that all local agencies receiving Federal funding create Title VI Implementation Plans.

Analysis:

The FHWA has developed the following Title VI requirements for Local Agencies:

1. Designate a Title VI Coordinator who has a responsible position in the organization and easy access to the head of the Agency.
2. Develop Title VI information for dissemination to the public and, where appropriate, in languages other than English.
3. Incorporate Title VI assurances in all Federal-aid contracts, documents, and agreements.
4. Provide Title VI training for staff.
5. Develop procedures for collection of statistical data of participants in, and beneficiaries of federally-funded roadway projects.
6. Develop a written plan for enforcement which sets out its priorities and procedures (Implementation Plan)
7. Develop and Annual Accomplishments and Goals Report.
8. Develop Complaint Procedures.

Town staff has completed all of the above-listed requirements and will be able to achieve compliance with FHWA's requirements. The proposed Title VI Implementation Plan (Attachment 1 – Exhibit A) provides in-depth information on how the Town will meet or exceed all of the above

requirements. Town Council's adoption of the Title VI Implementation Plan is the final step in allowing the Town to achieve compliance with FHWA and Caltrans' civil rights requirements.

Financial Impact:

Minor costs will be incurred through the Title VI Implementation Plan creation, training, and material creation.

Adoption of, and compliance with the Title VI Implementation Plan will allow the Town to remain eligible for Federal-aid funds on future roadway projects.

Attachments:

1. Resolution – Title VI Implementation Plan Adoption with Exhibit A

**TOWN OF PARADISE
RESOLUTION NO. 2025-____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
ADOPTING A TITLE VI IMPLEMENTATION PLAN, DESIGNATING THE PUBLIC
WORKS DIRECTOR AS THE TITLE VI COORDINATOR, AND AUTHORIZING THE
PULIC WORKS DIRECTOR TO EXECUTE ALL NECESSARY DOCUMENTS
ASSOCIATED WITH THE PLAN.**

WHEREAS, Title VI of the Civil Rights Act was created in 1964, prohibiting discrimination upon race, color or national origin; and,

WHEREAS, multiple similar statutes were created at later dates extending discrimination protections for sex, age, disability, religion, sexual orientation, gender identity, and other categories; and,

WHEREAS, local agencies are required to comply with Title VI and other related statutes as a condition of receiving Federal-aid from the Federal Highway Administration (FHWA); and,

WHEREAS, the FHWA requires the Town to adopt a Title VI Implementation Plan that provides guidance for compliance with Title VI and other related statutes.

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

Section 1. The Town Council of Town of Paradise Council hereby adopts the “Town of Paradise Title VI Implementation Plan” attached as Exhibit “A”. The Public Works Director is hereby designated as the Title Vi Coordinator, and is authorized to execute all Title VI documentation on behalf of the Town subject to approval as to from by Town Attorney.

Section 2. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 8th day of April 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Crowder, Mayor

ATTEST:

Melanie Elvis, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney



TOWN OF PARADISE

TITLE VI IMPLEMENTATION PLAN

Adopted April 8, 2025

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Non-Discrimination Policy Statement

The Town of Paradise Public Works Department is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964 and other non-discriminatory authorities, such that no person shall be excluded from participation in or be denied the benefits of any program or activity conducted by the Town of Paradise Public Works Department on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law.

Further, no person shall be subjected to discrimination under any program or activity conducted by the Town of Paradise Public Works Department, on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law.

Title VI compliance is a condition of receipt of federal funds. The Title VI Coordinator is authorized to ensure compliance with this policy, Title VI of the Civil Rights Act of 1964, 42 U.S.C § 2000d and related statutes, and the requirements of 23 Code of Federal Regulation (CFR) pt. 200 and 49 CFR pt. 21.

Marc Mattox
Director of Public Works/Engineering
Town of Paradise

Date

Non-Discriminatory Legislation

Title VI of the Civil Rights Act of 1964 – Provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving Federal financial assistance (as implemented through 23 CFR 200.9 and 49 CFR 21).

Section 162(a) of the Federal-Aid Highway Act of 1973 (Section 324, Title 23 U.S.C.) – Prohibits discrimination on the basis of sex by recipients and sub-recipients of Federal financial assistance.

Section 504 of the Rehabilitation Act of 1973 – Prohibits discrimination on the basis of disability by recipients and sub-recipients of Federal financial assistance.

The Age Discrimination Act of 1975 (Section 6101-6107, Title 42 U.S.C.) – Prohibits discrimination on the basis of age by recipients and sub-recipients of Federal financial assistance.

The Civil Rights Restoration Act of 1987 (Public Law 200-209) – Clarifies that the original intent of Congress in Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973 was to apply the non-discrimination statutes to all programs and activities of Federal-aid recipients, sub-recipients, contractors and vendors, whether all such programs are federally assisted or not.

Executive Order 12898 (issued February 11, 1994) – Addresses Environmental Justice regarding minority and low-income populations and requires agencies to develop strategies to address disproportionately high and adverse human health or environmental effects of their programs on minority and low-income populations; promote nondiscrimination in federal programs substantially affecting human health and the environment; and provide minority and low-income communities access to public information and an opportunity for public participation in matters relating to human health or the environment.

Executive Order 13166 (issued August 16, 2000) – Addresses improved access to services for persons with limited English proficiency. Agencies are directed to evaluate services provided and implement a system that ensures that Limited English Proficiency (LEP) persons are able to meaningfully access the services provided consistent with, and without unduly burdening, the fundamental mission of the local agency. Agencies are directed to ensure that recipients of federal financial assistance provide meaningful access to program, services and information to their LEP applicants and beneficiaries free of charge.

Organization Structure

The Town of Paradise's Title VI program is a multi-tiered program in which multiple roles work toward the ultimate goal of assuring full compliance with the provisions of Title VI of the Civil Rights Act of 1964 and related statutes. The Town has assigned the roles of Title VI Coordinator, Assistant Title VI Coordinators, Title VI Specialist, and Title VI Liaisons to Public Works staff. The roles and responsibilities are as follows:

Title VI Coordinator

- Ensures that Town's Title VI program up-to-date with all requirements set forth by the Federal Highway Administration (FHWA), California Department of Transportation (Caltrans), and any other applicable jurisdictions.
- Maintains open line of communication with Town Manager, Town Council, and other Town leadership positions as necessary to facilitate the Title VI Program requirements in a timely manner.
- Directs staff to coordinate and attend trainings, prepare required reports, create and distribute Title VI information for the public, and manage complaints per the Program's direction.

Assistant Title VI Coordinator

- Assumes role and duties of Title VI Coordinator when the Coordinator is unavailable.
- Works directly with Title VI Specialist to ensure program compliance is met.
- Ensures that all applicable staff are present for Title VI trainings, and are following Title VI procedures through work with the public, contractors, and consultants.

Title VI Specialist

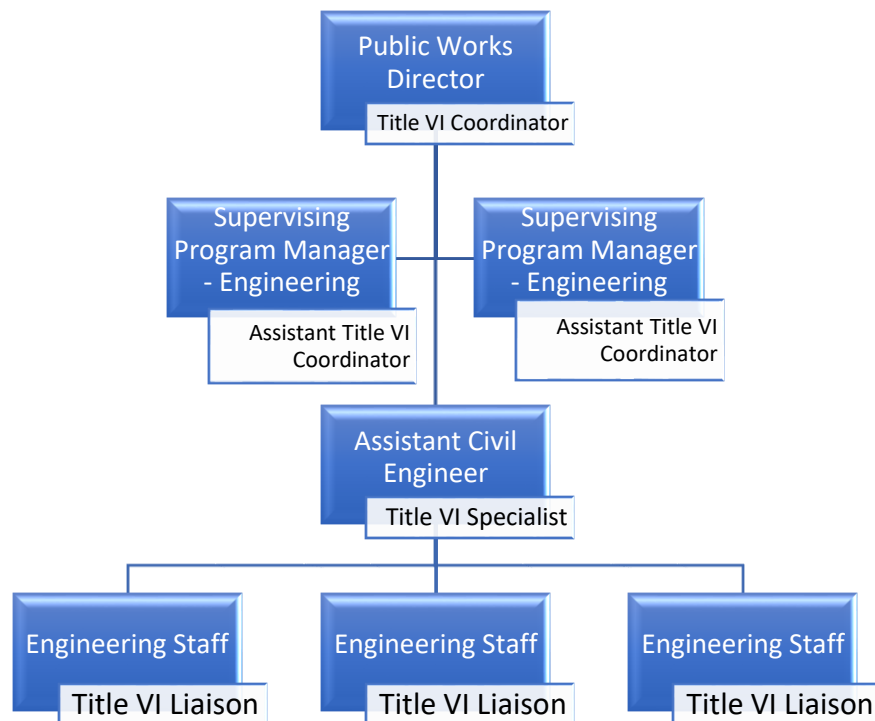
- Prepares and coordinates Title VI Plan and Annual Report submission.
- Develops Title VI information for dissemination to public.
- Ensures that Title VI Assurances have been incorporated into all Federal-aid Contracts and Agreements.
- Develops and coordinates Title VI training for managers, supervisors and staff with frequent public contact, on a two-year minimum basis.

- Develops procedures for collection and analysis of statistical data of participants in, and beneficiaries of federally funded roadway projects.
- Analyzes data collected to determine effectiveness of outreach methods to avoid group exclusion, and encourage group participation.
- Develops complaint procedures, complaint log, and ensures that all applicable staff are properly trained in the complaint reporting procedures.

Title VI Liaison

- Works directly with contractors, public stakeholders and other relevant parties to ensure that Title VI protections are maintained.
- Attends trainings as to maintain knowledge of current Title VI requirements.
- Reports complaints through complaint procedure listed as part of Town's Title VI Implementation Plan.
- Incorporates required Title VI language into Federal-aid contracts and agreements

Title VI Organization Chart



Title VI Implementation Plan

Town of Paradise

Complaint Procedure

The Town of Paradise Public Works Department is committed to ensuring compliance with Title VI of the Civil Rights Act of 1964 and other non-discriminatory authorities, such that no person shall be excluded from participation in or be denied the benefits of any program or activity conducted by the Town of Paradise Public Works Department on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law.

Any person that believes they have been discriminated against on the grounds of race, color, national origin, sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law by the Town of Paradise's Public Works Department, its contractors, consultants or any other party that acts on behalf of the Public Works Department may file a Title VI complaint by completing and submitting the Town's Title VI Complaint Form (Appendix C), which can be found displayed in the Town Hall lobby, and online at <https://www.townofparadise.com>.

The Town's Title VI Specialist processes complaints received no more than 180 days after the alleged incident. The Title VI Specialist will only process complaints that are complete, which include at a minimum, the following:

- Complainant's contact information
- Date of alleged act of discrimination
- Details of the alleged discrimination
- The complainant's signature

Once the Title VI complaint is received, the Title VI Specialist will forward the complaint to Caltrans, to be submitted to the FHWA Division Office. The Title VI Specialist will also begin processing the complaint by entering said complaint into the Town's Title VI Discrimination Complaint Log, and conducting an internal investigation. Once a finding has been determined/received, the Town's Title VI Specialist will provide said finding to the complainant within ten business days via letter and/or email.

Complaints Processed Under the Federal Highway Administration

Title VI complaints filed with Caltrans in which Caltrans is named as the Respondent will be forwarded to the FHWA Division Office. The Complainant will receive an acknowledgement letter informing them that the complaint has been received and forwarded to the FHWA.

Per the FHWA Guidance Memorandum, Processing of Title VI Complaints, dated June 13, 2018, all Title VI complaints received by a sub-recipient (Town of Paradise) are to be forwarded to Caltrans to be submitted to FHWA Division Office. Complaints should be sent within one business day of receipt via email to Title.VI@dot.ca.gov. If Headquarters Office of Civil Rights (HCR) determines a Title VI complaint against a sub-recipient can

be investigated by Caltrans, HCR may delegate the task of investigating the complaint to Caltrans.

Caltrans OCR Investigation Process

If OCR is delegated the responsibility of performing an investigation, OCR has 90 days to investigate the complaint. If additional time is needed, OCR will call the Complainant and inform them.

If more information is needed to resolve the case, the OCR investigator may contact the Complainant. The Complainant has ten business days from the date of the letter to send the requested information to the investigator assigned to the case.

If the investigator is not contacted by the Complainant or does not receive the additional information within ten business days, OCR can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

OCR will consult with HCR regarding the disposition of the complaint. Disposition of Title VI complaint will be undertaken by HCR, through either (1) informal resolution or (2) issuance of a Letter of Finding of compliance or noncompliance with Title VI. A copy of the Letter of Finding will be sent to all parties via the Division Office.

A person may also file a complaint directly with the FHWA and/or Caltrans by the following contact information:

Federal Highway Administration
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-104
Washington, DC 20590

California Department of Transportation
Office of Civil Rights
Attention: Title VI Program Branch
1823 14th Street, MS 79
Sacramento, CA 95811
Title.VI@dot.ca.gov

Should a complaint be filed with Town of Paradise Public Works and one with a federal or state agency simultaneously, the federal/state complaint will supersede the Town's complaint and the Town's complaint procedures will be suspended pending the federal/state agency's findings.

Title VI Implementation Plan

Town of Paradise

Title VI Outreach and Resources

Table 1: Languages Spoken in Town of Paradise's Residents

Language Spoken	Group Population	Group's Percentage of Population	Portion of Group that Speaks English Very Well	Portion of Group That Does Not Speak English Very Well
English Only	6,204	94.4%	6,204 (100%)	0 (0%)
Spanish	288	4.4%	194(67.4%)	94 (32.6%)
Other Indo-European Languages	27	0.4%	27(100%)	0 (0%)
Asian and Pacific Island Languages	45	0.7%	0(0%)	45 (100%)
Other Languages	8	0.1%	0(0%)	8 (100%)
Total Population Above 5 Years	6,572	100%	6,425 (97.8%)	147 (2.2%)

Source: US Census: American Community Survey 2019-2023 5-Year Estimate

<https://data.census.gov/cedsci/table?tid=ACSST5Y2019.S1601&g=1600000US0686972>

Limited English Proficiency

A Limited English Proficiency (LEP) person is a person that does not speak English as a primary language and has a limited ability to read, write, or comprehend English. Per Executive Order 13166, agencies which receive Federal funding must examine their Federally-funded services and develop and implement processes that will allow LEP persons to meaningfully access said services. Executive Order 13166 also requires that agencies receiving Federal funding must establish guidance for providing meaningful access to LEPs, prepare a plan to overcome language barriers in Federally-funded programs and activities, and ensure that stakeholders have adequate opportunity to provide input.

As shown in Table 1 above, 2.2% of residents in Town of Paradise are considered LEP persons, with the majority of those LEP persons primarily speaking Spanish (4.4% of the community) and Asian and Pacific Island Languages (0.7% of the community). As outlined in the Town's LEP Plan (Appendix A), the Town has conducted an LEP Needs Assessment, using a Four Factor Analysis to identify need and provide access to the LEP community in compliance with Executive Order 13166.

Title VI Information Dissemination

In order to ensure that Title VI and related Civil Rights information is readily available to the public, the Town will develop public notices consisting of posters, flyers, complaint forms and "I Speak" cards that are available in English and Spanish. The languages selected for the informational materials were based upon language data provided from the US Census; see Table 1 above. Said flyers and posters will be placed in the Town Hall lobby, in a highly visible and accessible location. The public notices will also be available for viewing on the Town's website, at <https://www.townofparadise.com>.

Environmental Justice

In accordance with Executive Order 12898 (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations), Town Staff will identify and address the environmental effects of programs, policies, and activities on minority and low-income populations for Federally-funded projects. Staff will consider demographic data during project design and involve the public in the planning and development process to assess the environmental impacts of projects on the community. The public's input and demographic data analysis will enable staff to develop measures to mitigate any potential adverse effects on minority and low-income populations.

Data Collection and Analysis

Demographic and related data collected and used by Town staff comes from governmental sources responsible for collecting and vetting the information for consistency and accuracy. These sources include, but are not limited to, the U.S. Bureau of Labor Statics, U.S. Census Bureau, U.S. Bureau of Economic Analysis, California Department of Finance, California Department of Labor, and the California Employment Development Department.

Additionally, staff may also collect project-specific demographic data utilizing data collection as appropriate through the public outreach process on Federally-funded projects. Such outreach that may give Staff the opportunity to collect demographic data may include door hangers, posters, emails, social media releases, press releases to local newspaper, public meetings, virtual meetings, and public comment through websites generated for projects.

Contract Documents and Agreements

The Town's Title VI Specialist will ensure that any Federally-funded project documents contain the necessary Title VI Assurances and other language. Such assurances include, but may not be limited to:

- FHWA Form 1273 (Title VI and other non-discriminatory requirements)
 - Required on all FHWA contracts and subcontracts valued greater than \$10,000
- Title VI Assurances Appendix A-E
 - Appendix A-E to be attached to Federal-Aid contracts

Additionally, Town staff will include the provisions indicated in the "Administering Agency-State Agreement for Federal-Aid Projects Master Agreement" in the Local Assistance Program Manual (LAPM) in contracts and agreements, where applicable, between the Town and contractors.

The Town will continue to utilize the "Local Agency Construction Contract Administration Checklist" (Exhibit 15-A of the LAPM), which confirms that DBE and labor/Equal

Employment Opportunity (EEO) compliance requirements are performed and documented in the project files. Exhibit 15-A of the LAPM documents that the local agency will meet all the requirements prior to the award of a construction contract.

Lastly, the Town will continue to utilize the "Resident Engineer's Construction Contract Administration Checklist" (Exhibit 15-B of the LAPM) on federal-aid projects. The checklist assists in administering federal-aid highway construction projects and provides a record that the EEO/Wage Rate/False Statements posters are being posted at specific locations that employee interviews will be conducted in accordance with the Labor Compliance/EEO interview form, and that DBE requirements are met. Town staff will continue to submit Exhibit 15-B, along with the Award Package shortly after award of the construction contract.

Training

The Town of Paradise Public Works Department will provide Title VI and related statute training to Public Works managers, supervisors, and staff with frequent public contact in the administration of federal-aid programs. These trainings will occur at minimum every two years, and within six months of hiring a new employee. The trainings will be conducted by the Title VI Specialist, online through presentations, or through trainings hosted by Caltrans. Additionally, links to Caltrans, FHWA, and other applicable agency resources for Title VI and related statutes will be posted on the Town's website at <https://www.townofparadise.com>.

In particular, the following items will be covered in trainings:

- Review of Town of Paradise's Title VI Implementation Plan and other relevant documents
- Language assistance services and "I Speak Cards" offered for public use
- How to handle potential complaints
- Where to seek assistance for Title VI questions and concerns

Annual Work Plan

The Town of Paradise Public Works Department will annually establish and monitor program goals and accomplishments. The Title VI Specialist will ensure that employee training is conducted, language translation services continue to be available, public participation is optimal, and appropriate Title VI signage is posted. This also includes updating community statistics and corresponding with state and federal agencies as necessary.

Appendix A

LIMITED ENGLISH PROFICIENCY PLAN

Background

Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency” requires that Federal agencies work to ensure that the recipients of Federal financial assistance provide meaningful access to their Limited English Proficiency (LEP) applicants and beneficiaries.

As such, local agencies are required to ensure that Federally-funded programs and activities normally provided in English are accessible to LEP Persons. Each local agency shall perform an annual assessment to determine if modifications are needed to their programs and activities to ensure meaningful access by LEP persons. The assessment which is referred to as a “Four-Factor” analysis is based on the following factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered.
2. The frequency of LEP contacts.
3. The nature and importance of the programs, services, or activities provided by the Town of Paradise.
4. The resources available for LEP persons

The Town of Paradise is approximately 40 miles north of Sacramento and has a population of approximately 6,572 (US Census: American Community Survey 2019-2023 5-Year Estimate). Of the 6,572 residents, approximately 4.4% of the residents are Spanish speaking, and 0.4% of the residents are Other Indo-European Language speaking.

Four-Factor Analysis

- 1. The number or proportion of LEP persons eligible to be served or likely to be encountered.**

As shown in Table 1 below, Town of Paradise has approximately 6,572 residents. 147 (2.2%) of residents in Town of Paradise are considered LEP persons, with the majority of those LEP persons primarily speaking Spanish (288, 4.4% of the community) and Other Indo-European Languages (27, 0.4% of the community). The remaining 53 (0.8%) of the population speak Asian and Pacific Island languages or other languages.

Table 1: Languages Spoken in Town of Paradise's Residents

Language Spoken	Group Population	Group's Percentage of Population	Portion of Group that Speaks English Very Well	Portion of Group That Does Not Speak English Very Well
English Only	6,204	94.4%	6,204 (100%)	0 (0%)
Spanish	288	4.4%	194 (67.4%)	94 (32.6%)
Other Indo-European Languages	27	0.4%	27 (100%)	0 (0%)
Asian and Pacific Island Languages	45	0.7%	0 (0%)	45 (100%)
Other Languages	8	0.1%	0 (0%)	8 (100%)
Total Population Above 5 Years	6,572	100%	6425 (97.8%)	147 (2.2%)

Source: US Census: American Community Survey 2019-2023 5-Year Estimate

<https://data.census.gov/cedsci/table?tid=ACSST5Y2019.S1601&q=1600000US0686972>

2. The frequency of LEP contacts.

No data has been collected regarding frequency of contact with LEP persons at the Town. Most interactions with LEP persons occur at the Town's Finance Department due to residents paying utility bills. Based on observation from Finance Department front-counter staff, the frequency for translation from Spanish to English is on average once per day. Currently the Town's Human Resources Department retains a list which lists all Town staff which are certified translators for various languages. If front counter staff that speak either Spanish or another language are not available, Town staff will reach out to a certified translator from the list.

Public Works staff does not regularly receive requests for translation through Federally funded programs/projects, though the outreach components of said programs/projects do typically have multi-lingual resources. Further, if translation services are needed, staff will provide said translation in a timely manner.

3. The nature and importance of programs, services, or activities provided by the Town of Paradise.

From observation provided by Public Works staff, it is rare that translation services are requested for programs, services, or activities which are Federally-funded. As stated above, the front counter Staff with the Town's Finance Department are the ones who most frequently encounter LEP persons requesting and/or needing translation services.

Though Public Works Staff has received very few requests for translation services on Federally-funded projects, programs and services, Staff is aware that almost two percent of the Town's residents are LEPs and therefore it is a possibility that LEPs will be stakeholder in any of the said projects, programs and services. As such, when Staff has encountered the need for translation services, Staff has provided the services readily.

4. The Resources Available for LEP persons.

After a review of the Town's currently available resources for LEP persons, the Town has determined that the current available resources are lacking and inconsistent. The Town will remedy the lack of resources, through the action plan listed in the next section.

Action Plan

In order to ensure compliance with Title VI, and Executive Order 13166 the following publications and services will be made available for LEP person use:

- Non-Discrimination Policy Statement
 - Statement shall be printed in English and Spanish. Said statement will be posted in the Town Hall lobby in a highly visible location.
- Title VI Rights Poster
 - Posters shall be printed in English and Spanish. Said posters will be posted in the Town Hall lobby in a highly visible location, and additional copies will be available for the public to review and take.
- Title VI Complaint Form
 - Complaint forms shall be printed in English and Spanish. Said forms will be in the Town Hall lobby in a highly visible location.
- I Speak Cards
 - I Speak Cards will be produced to easily identify translation services needed for English and Spanish. Said cards will be placed at all public counters and with the other Title VI information.
- Title VI Webpage on Town's Website
 - All of the Town's Title VI resources will be posted on the Town's website at the following link: <https://www.townofparadise.com>
- Future Planning and Projects
 - Public Works will ensure that all future projects and planning documents that are federally-funded utilize outreach methods that are compliant with Title VI and other related non-discriminatory assurances.
 - Additionally, the Town will ensure that outreach materials are available in English and Spanish and that translators are readily available as necessary for any LEP Persons that would like to contribute or participate.

Lastly, the Title VI Specialist will request an updated list of certified translators from the Human Resources Department every six months, and distribute said list to those who are likely to encounter LEP persons, such that a translator can be contacted the moment one is needed.

To ensure continuous compliance, the Town will review the Title VI Implementation Plan and Limited English Proficiency Plan regularly, but at a minimum, as new data from the US Census becomes available. As new regulations are created, the Town will act promptly to update the existing plans and relevant resources.

Title VI Implementation Plan

Town of Paradise

Appendix B

YOUR RIGHTS AGAINST DISCRIMINATION UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND RELATED NON-DISCRIMINATORY AUTHORITIES

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

The following additional authorities provide protection against discrimination on the basis of sex, age, disability, religion, sexual orientation, gender identity, or any other category protected by State or Federal law:

Section 162(a) of the Federal-Aid Highway Act of 1973 (Section 324, Title 23 U.S.C.)

Section 504 of the Rehabilitation Act of 1973

The Age Discrimination Act of 1975 (Section 6101-6107, Title 42 U.S.C.)

The Civil Rights Restoration Act of 1987 (Public Law 200-209)

Executive Order 12898 (issued February 11, 1994)

Executive Order 13166 (issued August 16, 2000)

Any person who believes that they have been discriminated against may file a written complaint with the Town of Paradise Public Works Department, within 180 days of the alleged discrimination. Additional information and Title VI Complaint Forms can be obtained on the Town of Paradise's website, at the following location: <https://www.townofparadise.com>. Title VI Complaint Forms can also be obtained from the Public Works Department at Town Hall.

To file a Title VI discrimination complaint, please use the following contact information:

Town of Paradise Public Works/Engineering
5555 Skyway
Paradise, CA 95969
(530) 872-6291
mmattox@townofparadise.com

Appendix C

TITLE VI COMPLAINT FORM

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you wish to submit a Title VI complaint to the Town of Paradise Public Works Department, please complete the below information and submit this form to:

Town of Paradise Public Works/Engineering

555 Skyway

Town of Paradise, CA 95969

(530) 872-6291

mmattox@townofparadise.com

Name: _____

Address: _____

Town: _____

State: _____

Zip Code: _____

Cell: _____

Home: _____

Name, title, and description of person(s) who allegedly discriminated against you: _____

Check the box(es) for the type(s) of discrimination that was experienced:

☐

Race

☐

Sex

☐

Religion

☐

Color

☐

Age

☐

Sexual Orientation

☐

National Origin

☐

Disability

☐

Gender Identity

☐

Other (Please Describe): _____

Date(s) that alleged event(s) took place: _____

Location(s) where the alleged event(s) took place: _____

Title VI Implementation Plan

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Is the alleged discrimination still ongoing?:

In your own words, please describe the alleged discrimination, explain what happened, and who you believe is responsible:

Please list any person(s) we may contact for additional information to provide further information for your complaint:

Have you filed this complaint with any other federal agency, state agency, federal court, or state court?:

If yes, please check all that apply:

☐
☐

Federal Agency
State Agency

☐
☐

Federal Court
State Court

Please provide the name, phone number, and email of the contact persons at the agency/court where the complaint was filed, below:

Please sign and date this form on the lines provided below. If any additional space is needed to provide information about this complaint, please attach the additional information to this form.

Signature:

Date:

Title VI Implementation Plan

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Appendix D

US DOT Title VI Assurances A-E

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. Compliance with Regulations: The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination: The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, age, sex, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

3. Solicitation for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, age, sex, or disability.

4. Information and Reports: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

1. withholding payments to the contractor under the contract until the contractor complies; and/or
2. cancelling, terminating, or suspending a contract, in whole or in part.

6. Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Title VI Implementation Plan

Town of Paradise

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the California Department of Transportation will accept title to the lands and maintain the project constructed thereon in accordance with Title 23 U.S.C., the regulations for the administration of the preceding statute, and the policies and procedures prescribed by the FHWA of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the California Department of Transportation all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the California Department of Transportation and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the California Department of Transportation, its successors and assigns.

The California Department of Transportation, in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the California Department of Transportation will use the lands and interests in lands and interest in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said lands, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the California Department of Transportation pursuant to the provisions of Assurance 7(a):

A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:

1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.

B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the California Department of Transportation will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*

C. With respect to a deed, in the event of breach of any of the above Nondiscrimination covenants, the California Department of Transportation will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the California Department of Transportation and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE.ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the California Department of Transportation pursuant to the provisions of Assurance 7(b):

A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishings of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits or, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.

B. With respect to (licenses, leases, permits, etc.) in the event of breach of any of the above of the above Non-discrimination covenants, the California Department of Transportation will have the right to terminate the (license, permits, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*

C. With respect to deeds, in the event of breach of any of the above Nondiscrimination covenants, the California Department of Transportation will there upon revert to and vest in and become the absolute property of the California Department of Transportation and its assigns.

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to: Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), prohibits discrimination on the basis of sex;
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination of the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Title VI Implementation Plan

Town of Paradise



Town of Paradise
Council Agenda Summary
Date: April 8, 2024

Agenda Item: 5(a)

ORIGINATED BY: Eric Reinbold, Chief of Police
Scott Huber, Town Attorney

REVIEWED BY: Jim Goodwin, Town Manager

SUBJECT: Introduction of Ord. No. 645 – Annual Renewal of the Military Equipment Ordinance.

LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Consider waiving the first reading of the Town of Paradise Ordinance No. 645 and read by title only; and, 2. Introduce Town of Paradise Ordinance No. 645 “An Ordinance Adding Section 9.70 to the Paradise Municipal Code Relating to Military Equipment Use” as part of the military equipment use ordinance annual renewal requirements. (ROLL CALL VOTE)

Background:

In early 2022, the Town of Paradise adopted an ordinance and policy which allowed the Paradise Police Department (PPD) to use “military equipment” as defined in Government Code sections 7070 through 7075. These sections of the Government Code also require a public agency that utilizes “military equipment” to provide an annual report on the ownership and use of such equipment. In addition, the Council will consider the approval of the updated Military Equipment policy. The Town Council must review the ordinance at least annually and vote on whether to renew the ordinance at a regular meeting.

Analysis:

Items deemed to be “military equipment” by Government Code sections 7070 through 7075 are used as a component of overall best practices for Law Enforcement Agencies (LEAs) throughout the country. These tools have been tested in the field and are used by LEAs to enhance citizen safety and officer safety. Loss of these items would jeopardize the welfare of citizens and peace officers within the Town of Paradise Police Department.

The term “military equipment” in fact does not necessarily indicate equipment that has been used by the military. Pursuant to Government Code sections 7070 through 7075, items deemed to be “military equipment” include, but are not limited to, unmanned aerial or ground vehicles, armored vehicles, command and control vehicles, pepper balls, less lethal shotguns, less lethal 40mm projectile launchers, long range acoustic devices, and flashbangs.

PPD is committed to using the most up to date tools and equipment to safeguard the citizens of the Town of Paradise. Some of the items deemed to be “military equipment” by Government Code sections 7070 through 7075 are utilized by PPD, and LEAs across the country, in order to specifically reduce risk to community members. These items provide peace officers with the ability

to safely resolve volatile situations which otherwise might rise to the level of a lethal force encounter. The items listed in the Military Equipment Use Policy, also provide PPD's peace officers with vital tools that facilitate compliance with its stringent use of force policy.

An annual report is required pursuant to Government Code sections 7070 through 7075. The report is required to include the following items:

1. A summary of how the Military Equipment was used and the purpose of its use.
2. A summary of any complaints or concerns received concerning the Military Equipment.
3. The results of any internal audits, any information about violations of the Military Equipment Use Policy, and any actions taken in response.
4. The total annual cost for each type of Military Equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the Military Equipment in the calendar year following submission of the annual Military Equipment Report.
5. The quantity possessed for each type of Military Equipment.
6. If the law enforcement agency intends to acquire additional Military Equipment in the next year, the quantity sought for each type of Military Equipment.

The "military equipment" use report has been posted to the Town website at Townofparadise.com and will be brought before Council at the May 13, 2025, Regular Town Council meeting to consider approval of modifications to the Military Equipment Policy. A copy of the Annual Report and Military Equipment Policy is attached.

Financial Impact:

None at this time. Requests for acquisitions of new equipment will come to Council separately.

Attachments:

1. Ordinance No. 645, "An Ordinance of the Town Council of the Town of Paradise Adding Section 9.70 to the Paradise Municipal Code Relating to Military Equipment Use"
2. Current Military Equipment Use Policy
3. Annual Report on Military Equipment Use

**TOWN OF PARADISE
ORDINANCE NO. ____**

**AN ORDINANCE ADDING SECTION 9.70 TO THE PARADISE MUNICIPAL CODE
RELATING TO MILITARY EQUIPMENT USE**

SECTION 1. Findings. The Town Council of the Town of Paradise finds:

- A. On September 30, 2021, the Governor of the State of California signed into law Assembly Bill 481, relating to the use of military equipment by law enforcement agencies.
- B. Assembly Bill 481, codified at California Government Code sections 7070 through 7075, requires law enforcement agencies to obtain approval of the applicable governing body, by an ordinance adopting a “military equipment” use policy, at a regular meeting held pursuant to open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of military equipment. The term “military equipment” is defined in California Government Code section 7070.
- C. Assembly Bill 481 allows the governing body of a Town to approve the funding, acquisition, or use of military equipment within its jurisdiction only if it makes specified determinations.
- D. The proposed military equipment use policy enacted by this Ordinance will be maintained by the Paradise Police Department.
- E. The proposed military equipment use policy enacted by this Ordinance will be published prior to enactment, and will be reviewed annually by the Town Council.
- F. The proposed military equipment use policy enacted by this Ordinance meets the requirements of California Government Code section 7070, subdivision (d).

SECTION 2. Chapter 9.70 of the Paradise Municipal Code is added to read as follows:

Chapter 9.70

“MILITARY EQUIPMENT” USE ORDINANCE

Sections:

9.70.010 Name of Ordinance

9.70.020 Definitions

9.70.030 Military Equipment Use Policy Requirement

9.70.040 Use In Exigent Circumstances

9.70.050 Reports on the Use of Controlled Equipment

9.70.060 Enforcement

9.70.070 Whistleblower Protections

9.70.080 Severability

9.70.010 Name of Ordinance

- A. This Ordinance shall be known as the Military Equipment Use Ordinance.

9.70.020 Definitions

A. "Military Equipment" includes all of the following (pursuant to California Government Code §7070):

1. Unmanned, remotely piloted, powered aerial or ground vehicles.
2. Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.
3. High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.
4. Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.
5. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
6. Weaponized aircraft, vessels, or vehicles of any kind.
7. Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters, or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.
8. Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.
9. Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.
10. Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.
11. Any firearm or firearm accessory that is designed to launch explosive projectiles.
12. "Flashbang" grenades and explosive breaching tools, "tear gas," and "pepper balls," excluding standard, service-issued handheld pepper spray.
13. Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD).
14. The following projectile launch platforms and their associated munitions: 40mm projectile launchers, "bean bag," rubber bullet, and specialty impact munition (SIM) weapons.
15. Any other equipment as determined by a governing body or a state agency to require additional oversight.

16. Notwithstanding paragraphs (1) through (15), "Military Equipment" does not include general equipment not designated as prohibited or controlled by the federal Defense Logistics Agency.
- B. "Town" means any department, agency, bureau, and/or subordinate division of the Town of Paradise.
- C. "Police Department" means any division, section, bureau, employee, volunteer and/or contractor of the Town of Paradise Police Department.
- D. "Town Council" means the governing body that is the Town of Paradise Town Council.
- E. "Military Equipment Use Policy" means a publicly released, written document that includes, at a minimum, all of the following:
1. A description of each type of Military Equipment, the quantity sought, its capabilities, expected lifespan, and product descriptions from the manufacturer of the Military Equipment.
 2. The purposes and authorized uses for which the law enforcement agency or the state agency proposes to use each type of Military Equipment.
 3. The fiscal impact of each type of Military Equipment, including the initial costs of obtaining the equipment and estimated annual costs of maintaining the equipment.
 4. The legal and procedural rules that govern each authorized use.
 5. The training, including any course required by the Commission on Peace Officer Standards and Training, that must be completed before any officer, agent, or employee of the law enforcement agency or the state agency is allowed to use each specific type of Military Equipment to ensure the full protection of the public's welfare, safety, civil rights, and civil liberties and full adherence to the Military Equipment use policy.
 6. The mechanisms to ensure compliance with the Military Equipment use policy, including which independent persons or entities have oversight authority, and, if applicable, what legally enforceable sanctions are put in place for violations of the policy.
 7. For a law enforcement agency, the procedures by which members of the public may register complaints or concerns or submit questions about the use of each specific type of Military Equipment, and how the law enforcement agency will ensure that each complaint, concern, or question receives a response in a timely manner.
- F. "Exigent Circumstances" means a law enforcement agency's good faith belief that an emergency involving the danger of, or imminent threat of death or serious physical injury

to any person is occurring, has occurred, is about to occur, or may reasonably occur in the near future.

- G. "State agency" means the law enforcement division of every state office, officer, department, division, bureau, board, and commission or other state body or agency, except those agencies provided for in Article IV (except Section 20 thereof) or Article VI of the California Constitution.
- H. "Type" means each item that shares the same manufacturer model number.

9.70.030 Military Equipment Use Policy Requirement

- A. The Paradise Police Department shall obtain approval of the Town Council, by an ordinance adopting a Military Equipment Use Policy (MEUP) at a regular meeting of the Town Council held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable, related to the use of the following:
 - 1. Requesting Military Equipment made available pursuant to Section 2576a of Title 10 of the United States Code.
 - 2. Seeking funds for Military Equipment, including, but not limited to, applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
 - 3. Acquiring Military Equipment either permanently or temporarily, including by borrowing or leasing.
 - 4. Collaborating with another law enforcement agency in the deployment or other use of Military Equipment within the territorial jurisdiction of the Town of Paradise.
 - 5. Using any new or existing Military Equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.
 - 6. Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of, Military Equipment.
 - 7. Acquiring Military Equipment through any means not provided by this section.
- B. No later than May 1, 2022, if seeking to continue the use of any Military Equipment that was acquired prior to January 1, 2022, the Paradise Police Department shall commence a Town Council approval process in accordance with this section. If the Town Council does not approve the continuing use of Military Equipment, including by adoption pursuant to a Military Equipment Use Policy submitted pursuant to this code, within 180 days of submission of the proposed Military Equipment Use Policy to Town Council, the Paradise

Police Department shall cease its use of the Military Equipment until it receives the approval of Town Council in accordance with this code.

- C. In seeking the approval of Town Council, the Paradise Police Department shall submit a proposed Military Equipment Use Policy to Town Council and make those documents available on the Police Department's internet website at least 30 days prior to any public hearing concerning the Military Equipment at issue.
- D. The governing body shall consider a proposed Military Equipment Use policy as an agenda item for an open session of a regular meeting and provide for public comment in accordance with the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.
- E. The governing body shall only approve a Military Equipment Use Policy pursuant to this chapter if it determines all of the following:
 - 1. The Military Equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.
 - 2. The proposed Military Equipment use policy will safeguard the public's welfare, safety, civil rights, and civil liberties.
 - 3. If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.
 - 4. Prior Military Equipment use complied with the Military Equipment Use Policy that was in effect at the time, or if prior uses did not comply with the accompanying Military Equipment Use Policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.
- F. In order to facilitate public participation, any proposed or final Military Equipment Use Policy shall be made publicly available on the internet website of the Police Department for as long as the Military Equipment is available for use.
- G. The Town Council shall review any ordinance that it has adopted pursuant to this Chapter approving the funding, acquisition, or use of Military Equipment at least annually and vote on whether to renew the ordinance at a regular meeting held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.

9.70.040 Use in Exigent Circumstances

- A. Notwithstanding the provisions of this Chapter, the Police Department may acquire, borrow and/or use Military Equipment in Exigent Circumstances without following the requirements of this code. Exigent Circumstances shall be determined by the Paradise Chief of Police in his or her absolute and sole discretion.
- B. If the Police Department acquires, borrows, and/or uses Military Equipment in Exigent Circumstances, in accordance with this section, it must take all of the following actions:
 - 1. Provide written notice of that acquisition or use to the Town Council within 30 days following the commencement of such Exigent Circumstance, unless such information is confidential or privileged under local, state or federal law.
 - 2. If it is anticipated that the use will continue beyond the Exigent Circumstance, submit a proposed amended Military Equipment Use Policy to the Town Council within 90 days following the borrowing, acquisition and/or use, and receive approval, as applicable, from the Town Council.
 - 3. Include the Military Equipment in the Police Department's next annual Military Equipment Report.

9.70.050 Reports on the Use of Military Equipment.

- A. The Police Department shall submit to Town Council an annual Military Equipment Report for each type of Military Equipment approved by the Town Council within one year of approval, and annually thereafter for as long as the Military Equipment is available for use.
- B. The Police Department shall also make each annual Military Equipment Report required by this section publicly available on its internet website for as long as the Military Equipment is available for use.
- C. The annual Military Equipment Report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of Military Equipment:
 - 1. A summary of how the Military Equipment was used and the purpose of its use.
 - 2. A summary of any complaints or concerns received concerning the Military Equipment.
 - 3. The results of any internal audits, any information about violations of the Military Equipment Use Policy, and any actions taken in response.
 - 4. The total annual cost for each type of Military Equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the Military

Equipment in the calendar year following submission of the annual Military Equipment Report.

5. The quantity possessed for each type of Military Equipment.
 6. If the law enforcement agency intends to acquire additional Military Equipment in the next year, the quantity sought for each type of Military Equipment.
- D. Within 30 days of submitting and publicly releasing an annual Military Equipment Report pursuant to this section, the Police Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the general public may discuss and ask questions regarding the annual Military Equipment report and the law enforcement agency's funding, acquisition, or use of Military Equipment.
- E. The Town Council shall determine, based on the annual Military Equipment Report submitted pursuant to this section, whether each type of Military Equipment identified in that report has complied with the standards for approval set forth in this code and the Military Equipment Use Policy. If the Town Council determines that a type of Military Equipment identified in that annual Military Equipment Report has not complied with the standards for approval, the Town Council shall either disapprove a renewal of the authorization for that type of Military Equipment or require modifications to the Military Equipment Use Policy in a manner that will resolve the lack of compliance.

9.70.060 Enforcement.

A. Remedies for Violations of this Ordinance

1. This Chapter does not provide a private right of action upon any person or entity to seek injunctive relief against the Town or any employee unless that person or entity has first provided written notice to the Town Manager by serving the Town Clerk, regarding the specific alleged violations of this Chapter.
2. If a specific alleged violation is not remedied within 90 days of that written notice, a person or entity may seek injunctive relief in a court of competent jurisdiction.
3. If the alleged violation is substantiated and subsequently cured, a notice shall be posted in a conspicuous manner on the Town's website that describes, to the extent permissible by law, the corrective measures taken to address the violation.
4. If it is shown that the violation is the result of arbitrary or capricious action by the Town or an employee or agent thereof in his or her official capacity, the prevailing complainant in an action for relief may collect from the Town reasonable attorney's fees in an amount not to exceed \$5,000 if they are personally obligated to pay such fees.

9.70.070 Whistleblower Protections.

All provisions of Paradise's Protection of Whistleblowers Workplace Policy, and including any updates or replacements thereto, shall apply.

9.70.080 Severability

- A. If any section, subsection, sentence, clause, phrase, or word of this Chapter, or any application thereof to any person or circumstance, is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions or applications of this Chapter.
- B. The Town Council hereby declares that it would have passed this Chapter and each and every section, subsection, sentence, clause, phrase, and word not declared invalid or unconstitutional without regard to whether any other portion of this Chapter or application thereof would be subsequently declared invalid or unconstitutional.

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

PASSED AND ADOPTED BY THE Town Council of the Town of Paradise, County of Butte, State of California, on this ____ day of _____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Crowder, Mayor

ATTEST:

Melanie Elvis, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

Military Equipment

708.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

708.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- Area denial electroshock devices, microwave weapons, water cannons, long-range acoustic devices (LRADs), acoustic hailing devices, and sound cannons.
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

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708.2 POLICY

It is the policy of the Paradise Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

708.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of the Paradise Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

708.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Paradise Police Department:

MILITARY USE EQUIPMENT – Current Inventory

- (a) **Less Lethal Shotgun:** Less Lethal Shotgun is used to deploy the less lethal 12-gauge Super-Sock Beanbag Round.
 - (a) Description, quantity, capabilities, and purchase cost
 - (a) REMINGTON 870 LESS LETHAL SHOTGUN, cost: \$946, quantity: 7. The Remington 870 Less Lethal Shotgun is used to deploy the less lethal 12-gauge Super-Sock Beanbag Round up to a distance of 75 feet. The range of the weapon system helps to maintain space between officers and a suspect reducing the immediacy of the threat which is a principle of De-escalation.

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- (b) 12-GAUGE SUPER-SOCK BEANBAG ROUND, cost: \$5, quantity: 300. A less lethal 2.4-inch 12-gauge shotgun round firing a ballistic fiber bag filled with 40 grams of lead shot at a velocity of 270-290 feet per second (FPS). CTS Super-Sock rounds are discharged from a dedicated 12-gauge shotgun that is distinguishable by an orange butt stock and fore grip. This round provides accurate and effective performance when fired from the approved distance of not fewer than five (5) feet. The maximum effective range of this munition is up to 75 feet from the target. The Model 2581 Super-Sock is in its deployed state immediately upon exiting the barrel. It does not require a minimum range to "unfold" or "stabilize." The Super-Sock is an aerodynamic projectile. However, accuracy is relative to the shotgun, barrel length, environmental conditions, and the operator. The Super-Sock is very accurate. However, effectiveness depends on many variables, such as distance, clothing, stature, and the point where the projectile impacts.
- (b) Purpose To limit the escalation of conflict where employment of lethal force is prohibited or undesirable.
- (c) Authorized Use Situations for use of the less lethal weapon systems may include, but are not limited to:
 - (a) Self-destructive, dangerous and/or combative individuals.
 - (b) Riot/crowd control and civil unrest incidents.
 - (c) Circumstances where a tactical advantage can be obtained.
 - (d) Potentially vicious animals.
 - (e) Training exercises or approved demonstrations
- (d) Lifespan
 - (a) Remington 870 Less Lethal Shotgun- 25 years. Super Sock Round- No listed expiration date.
- (e) Fiscal Impact
 - (a) Annual maintenance is approximately \$50 for each shotgun.
- (f) Training
 - (a) All officers are trained in the 12 gauge less lethal shotgun as a less lethal option by in-service training.
- (g) Legal and Procedural Rules
 - (a) Use is established under PPD Policy 308.9, 308.10, and 308.11. It is the policy of the PPD to utilize the less lethal shotgun only for official law enforcement purposes, and pursuant to State and Federal law, including those regarding the use of force.
- (a) **Distraction Devices:** A distract device is ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high-risk arrest situations.

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- (a) Description, quantity, capabilities, and purchase cost
 - (a) DEFENSE TECHNOLOGY, 8901SC FLASH-BANG, cost: \$45, quantity: 11. A non-bursting, non-fragmenting multi-bang device that produces a thunderous bang with an intense bright light. Ideal for distracting dangerous suspects during assaults, hostage rescue, room entry or other high-risk arrest situations.
 - (b) DEFENSE TECHNOLOGY, 1082 CS GRENADE, cost: \$30, quantity: 12. The Riot Control CS Grenade is designed specifically for outdoor use in crowd control situations with a high volume continuous burn that expels its payload in approximately 20-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The volume of smoke and agent is vast and obtrusive. This launchable grenade is 6.0 in. by 2.35 in. and holds approximately 2.7 oz. of active agent.
- (b) Purpose
 - (a) To produce atmospheric over-pressure and brilliant white light and, as a result, can cause short-term (6 - 8 seconds) physiological/psychological sensory deprivation to give officers a tactical advantage.
- (c) Authorized Use
 - (a) Diversionary Devices shall only be used:
 - (a) By officers who have been trained in their proper use.
 - (b) In hostage and barricaded subject situations.
 - (c) In high-risk warrant (search/arrest) services where there may be extreme hazards to officers.
 - (d) During other high-risk situations where their use would enhance officer safety.
 - (e) During training exercises.
- (d) Lifespan
 - (a) Until used.
- (e) Fiscal Impact
 - (a) No annual maintenance.
- (f) Training
 - (a) Prior to use, officers must attend diversionary device training that is conducted by Post certified instructors.
- (g) Legal and Procedural Rules
 - (a) Use is established under Paradise Police Policy 408. It is the policy of the PPD to utilize diversion devices only for official law enforcement purposes, and pursuant to State and Federal law regarding the use of force.

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- (b) **Rifles:** Guns that are fired from shoulder level, having a long spirally grooved barrel intended to make bullets spin and thereby have greater accuracy over a long distance.
 - (a) Description, quantity, capabilities, and purchase cost
 - (a) Colt M16A1 RIFLE, Converted to Semi-Automatic AR-15, received from military at no cost. cost: \$150 to convert and outfit rifles for police use, quantity: 5. The M16 rifle, officially designated Rifle, Caliber 5.56MM.
 - (b) Palmetto State Armory Semi-Automatic AR-15, cost: \$750, for patrol use, quantity: 15, officially designated Rifle, Caliber 5.56MM
 - (c) SPEER GOLD DOT.223 CALIBER 62 GRAIN RIFLE ROUND, cost: \$260 per case of 500, quantity: 8 cases. Remington ammo made by Speer is reloadable, features nickel plated brass cases and Boxer primers and this is a non-corrosive round. The Gold Dot LE ammunition goes through a process of joining the jacket and core one molecule at a time, thanks to this Speer eradicates the potential for the leading cause of bullet failure (jacket/core separation). This process will guarantee extraordinary weight retention through barriers as strong as auto-glass. In addition to its remarkable strength, Gold Dot rifle ammunition asserts remarkable accuracy. With exact tolerances and unparalleled bullet uniformity of jacket thickness.
 - (d) WOLF GOLD.223 55GR RIFLE ROUND, cost: \$170 per case of 1000, quantity: 2 cases. Wolf Gold 223 Remington ammo features a 55 Grain FMJ bullet, brass casing and a non-corrosive primer. This 223 Rem ammunition is 100% reloadable if you choose to save your brass and reload your 223 ammo. The Wolf Gold.223 ammo offers muzzle velocity of 3250 feet per second and muzzle energy of 1290 ft lbs.
 - (b) Purpose
 - (a) To be used as precision weapons to address a threat with more precision and/or greater distances than a handgun, if present and feasible.
 - (c) Authorized Use
 - (a) Only members that are POST certified are authorized to use a rifle.
 - (d) Lifespan
 - (a) Colt M16A1rifle converted to semi-automatic AR-15- no expiration.
 - (b) Palmetto State Armory AR-15 – No expiration
 - (e) Fiscal Impact
 - (a) Annual maintenance is approximately \$50 for each rifle.
 - (f) Training
 - (a) Prior to using a rifle, officers must be certified by POST instructors in the operation of the rifle. Additionally, all members that operate any rifle are required to pass a range qualification two times a year.
 - (g) Legal and Procedural Rules

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- (a) Use is established under PPD Policy 312. It is the policy of the PPD to utilize rifles only for official law enforcement purposes, and pursuant to State and Federal law regarding the use of force.
- (c) **Simunition Equipment (SIM):** The GLOCK Training Pistols were developed with the purpose of enabling reality-based tactical operations training using color marking or plastic projectile ammunition.
 - (a) Description, quantity, capabilities, and purchase cost
 - (a) FX 9mm TRAINING SIMUNITION, cost: \$50 per box of 50 rounds, quantity: 50 boxes. The FX® marking cartridges, which come in six colors, are at the core of the FX® Training System known as "the world's most realistic close-range combat training system". The patented, reduced-energy, non-lethal cartridges leave a detergent-based, water-soluble color-marking compound. The visible impacts allow accurate assessment of simulated lethality. The cartridges are available in .38 cal. and 9mm and feature tactical accuracy up to 25 feet (7.6 meters). The 5.56mm is tactically accurate with ball cartridges to 100 feet (30 meters). No special ballistic facilities are required. They meet the need for a force-on-force and man-to-man training system that is realistic, effective, inexpensive, adaptable and fully portable.
 - (b) GLOCK 17T, cost: \$500, quantity 10. These pistols use the popular FX or FOF ammunition, which are used by military and law enforcement units around the world. The Modular back strap system makes it possible to instantly customize its grip to accommodate any hand size. The reversible magazine catch makes it ideal for left and right-handed shooters.
 - (b) Purpose
 - (a) To provide officers with realistic, tactical scenarios while maintaining a safe environment for training.
 - (c) Authorized Use
 - (a) Only those officers who have been trained in the use of Simunitions.
 - (d) Training
 - (a) Sworn members utilizing Simunitions are trained in their use by POST certified less lethal and firearm instructors.
 - (e) Lifespan
 - (a) Simunition FX training rounds – three years
 - (b) Glock 17T training handgun does not expire
 - (f) Fiscal Impact
 - (a) FX Simunitions – Replacement costs when used
 - (b) Annual maintenance of the Glock 17T - \$10 per year, per training handgun
 - (g) Legal and Procedural Rules

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- (a) Use is established under Paradise Police Policy 312.6. It is the policy of the PPD to utilize Simunitions only for official law enforcement purposes, and pursuant to State and Federal law, including those regarding the use of force.
- (d) **PepperBall Launcher:** A device that discharges irritant projectiles.
 - (a) Description, quantity, capabilities, and purchase cost
 - (a) PepperBall FTS CARBINE, cost: \$700, quantity 1. The Full Tactical Carbine (FTS) is a compressed-air powered launcher designed to fire non-lethal PepperBall projectiles.
 - (b) PepperBall LIVE PROJECTILE, cost: \$2 per projectile, quantity 90. The basic PepperBall projectile contains 2% PAVA pepper powder, and is designed for direct impact and area saturation, especially in confined, interior spaces. Discharged from a PepperBall Launcher, the projectile has a velocity of 280-350 FPS. The projectile has a direct impact of 60ft and an area of saturation of 150+ft. The projectile contains 0.5% PAVA Powder.
 - (c) PepperBall LIVE-X PROJECTILE, cost: \$3 per projectile, quantity 90. The Live Projectile contains a concentrated amount of PAVA pepper powder. One round of LIVE-X contains the equivalent to 10 PepperBall rounds. Discharged from a PepperBall Launcher, the projectile has a velocity of 280-350 FPS. The projectile has a direct impact of 60ft and an area of saturation of 150+ft. The projectile contains 5% PAVA Powder.
 - (b) Purpose
 - (a) To limit the escalation of conflict where employment of lethal force is prohibited or undesirable. Situations for use of the less lethal weapon systems may include but are not limited to:
 - (a) Self-destructive, dangerous and/or combative individuals.
 - (b) Riot/crowd control and civil unrest incidents.
 - (c) Circumstances where a tactical advantage can be obtained.
 - (d) Potentially vicious animals.
 - (e) Training exercises or approved demonstrations.
 - (c) Authorized Use
 - (a) Only those officers who have been trained in the use of PepperBall launchers are authorized to use the PepperBall launchers.
 - (d) Training
 - (a) Sworn members utilizing PepperBall launchers and projectiles are trained in their use by POST certified less lethal and chemical agent instructors.
 - (e) Lifespan
 - (a) PepperBall FTC Carbine- 20 years

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- (b) PepperBall Live Projectile- 3 years
 - (c) PepperBall Live-X Projectile- 3 years
 - (f) Fiscal impact
 - (a) Annual maintenance is approximately \$50 for each PepperBall launcher.
 - (g) Legal and Procedural Rules
 - (a) Use is established under Paradise Police Policy 308.7.2. It is the policy of the PPD to utilize PepperBall only for official law enforcement purposes, and pursuant to State and Federal law, including those regarding the use of force.
- o
1. **Unmanned Aerial Systems (UAS):** Also known as drones, are used to provide an extra level of protection, service, perspective, and convenience when conducting criminal investigations, reporting traffic collisions, and search and rescue operations.
 - (a) Description, Quantity, Capabilities, and purchase cost:
 - (a) DJI drones, Quantity 4, Cost \$1,500 each
 - (a) The DJI M30T was specifically built to serve industries and applications in public safety, inspection, search & rescue, fire response, and law enforcement. This Unmanned Aerial System (UAS) is a battery powered, remote operated device with a mounted camera, speaker, light and thermal imaging device. This UAS has proven to be useful to public safety agencies in firefighting, search and rescue, pre-operational surveillance, and other tactical situations where aerial views enhance the safety and efficiency of public safety personnel.
 - (a) (a) Purpose:
 - (a) May be deployed when an aerial view would enhance situational awareness and assist officers or incident commanders during, but not limited to, the following occurrences:
 1. Arrest/Search Warrant
 2. CBRNE (Chemical, Biological, Radiological, Nuclear, Explosives)
 3. Crowd Control/Special Events
 4. Dignitary Protection Detail
 5. Disaster Management
 6. Ongoing Criminal Investigation
 7. Explosive Ordnance Disposal/Investigation
 8. Fire
 9. Forensic/Crime Scene

Paradise Police Department

Law Enforcement Manual

Military Equipment

10. Missing Persons Investigations
11. Perimeter Search and Security
12. Search and Rescue
13. SWAT / Tactical Operations
14. Traffic Collision
15. Training
16. Public Relations/Multimedia Productions
17. Assisting outside agencies in any of the above situations
18. Assisting other Town of Paradise departments with carrying out their mission of better serving Paradise residents and visitors

(b) Authorized Use:

- (a) UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of UAS shall not be used in the following circumstance:
1. To conduct random surveillance.
 2. To target a person based solely on actual or perceived characteristics, such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
 3. To harass, intimidate, or discriminate against any individual or group.
 4. To conduct personal business of any type.
 5. UAS shall never be weaponized.

(c) Expected Lifespan:

- (a) 5 - 10 years

(d) Fiscal Impact:

- (a) Annually \$2,500 - \$3,000 for battery replacements, insurance, and flight/data logs.

(b) **Rifles:** Guns that are fired from shoulder level, having a long spirally grooved barrel intended to make bullets spin and thereby have greater accuracy over a long distance.

(a) Description, quantity, capabilities, and purchase cost

- (a) Palmetto State Armory Semi-Automatic AR-15, cost: \$750, for patrol use, quantity: 3, officially designated Rifle, Caliber 5.56MM

(b) Purpose

Paradise Police Department

Law Enforcement Manual

Military Equipment

- (a) To be used as precision weapons to address a threat with more precision and/or greater distances than a handgun, if present and feasible.
- (c) Authorized Use
 - (a) Only members that are POST certified are authorized to use a rifle.
- (d) Lifespan
 - (a) Palmetto State Armory AR-15 – No expiration
- (e) Fiscal Impact
 - (a) Annual maintenance is approximately \$50 for each rifle.
- (f) Training
 - (a) Prior to using a rifle, officers must be certified by POST instructors in the operation of the rifle. Additionally, all members that operate any rifle are required to pass a range qualification two times a year.
- (g) Legal and Procedural Rules
 - (a) Use is established under PPD Policy 312. It is the policy of the PPD to utilize rifles only for official law enforcement purposes, and pursuant to State and Federal law regarding the use of force.

MAINTENANCE OF MILITARY USE SUPPLY LEVELS

When stocks of military equipment have reached significantly low levels or have been exhausted, the Department may order up to 10% of stock in a calendar year without city council approval to maintain essential availability for the Department's needs.

ANNUAL PUBLIC RESPONSE

- Since the adoption of this policy, there has been no reported complaints of the department's possession and acquisition of approved military equipment.

MILITARY USE EQUIPMENT – Purchase Request

No Requests for fiscal year 24/25.

708.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.

Paradise Police Department

Law Enforcement Manual

Military Equipment

- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

708.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

708.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

708.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

TOWN OF PARADISE POLICE DEPARTMENT
ANNUAL REPORT OF MILITARY EQUIPMENT USE

Pursuant to Government Code sections 7070 through 7075, the Town of Paradise Police Department is required to provide an annual report outlining the use of “military equipment” as defined in the Government Code and in Paradise Municipal Code Chapter 9.70. The annual report is required to include the following information:

1. A summary of how the Military Equipment was used and the purpose of its use.
2. A summary of any complaints or concerns received concerning the Military Equipment.
3. The results of any internal audits, any information about violations of the Military Equipment Use Policy, and any actions taken in response.
4. The total annual cost for each type of Military Equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the Military Equipment in the calendar year following submission of the annual Military Equipment Report.
5. The quantity possessed for each type of Military Equipment.
6. If the law enforcement agency intends to acquire additional Military Equipment in the next year, the quantity sought for each type of Military Equipment.

The information will be provided in the same order required.

1. Summary of How the Military Equipment was used and the Purpose of its Use.

During the past year, military equipment was used in the following circumstances:

- a. During the year 2024, this department deployed the unmanned ariel system (UAS, aka “drone”) 16 times. These deployments assisted with investigations related to trespassing, crashes, prowlers, mental health, suspicious circumstances, vandalism, dangerous animals, municipal code violations, etc.

As to the purpose of the use of each item of military equipment, the Military Equipment Policy passed by the Town Council contains the purpose of each item of military equipment. Each response is incorporated as if included herein.

2. Summary of any Complaints or Concerns Received Concerning the Military Equipment.

The Town of Paradise and the Paradise Police Department have not received any complaints or concerns related to the use of military equipment.

3. The results of any internal audits, any information about violations of the Military Equipment Use Policy, and any actions taken in response.

4. The Total Annual Cost for Each Type of Military Equipment, Including Acquisition, Personnel, Training, Transportation, Maintenance, Storage, Upgrade, and Other Ongoing Costs, and from What Source Funds Will Be Provided for the Military Equipment in the Calendar Year Following Submission of the Annual Military Equipment Report.

During the year 2024, We anticipate obtaining and purchasing the following military equipment:

- UAS (Drone) – Parts, maintenance, and subscriptions + \$2,000
- Less lethal shotgun purchase/conversion \$500

5. The Quantity Possessed for Each Type of Military Equipment.

The quantity of each type of military equipment is outlined in the Military Equipment Policy passed by the Town Council. Each response is incorporated as if included herein.

6. If the law enforcement agency intends to acquire additional Military Equipment in the next year, the quantity sought for each type of Military Equipment.

Military equipment items that the PPD intends to acquire in the next year are outlined in the Military Equipment Policy passed by the Town Council. Each response is incorporated as if included herein.

I certify that the above information is correct to the best of my knowledge and information.

By: 

Eric Reinbold, Chief of Police



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 6(a)

ORIGINATED BY: Susan Hartman, Community Development Director –
Planning & Wastewater
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Introduction of Town Ordinance No. ____ “An Ordinance of
the Town Council of the Town of Paradise adopting the
updated CAL FIRE 2025 Local Response Area Fire Hazard
Severity Zone Map for the Town of Paradise”
**LONG TERM
RECOVERY PLAN:** Yes – Tier 1 Fuels Management Plan

COUNCIL ACTION REQUESTED:

1. Consider waving the first reading of the entire Town Ordinance No. 646 and read by title only; and,
2. Introduce Town Ordinance No. 646 “An Ordinance of the Town Council of the Town of Paradise adopting the updated CAL FIRE 2025 Local Response Area Fire Hazard Severity Zone Map for the Town of Paradise”; or,
3. Provide alternative directions to town staff.

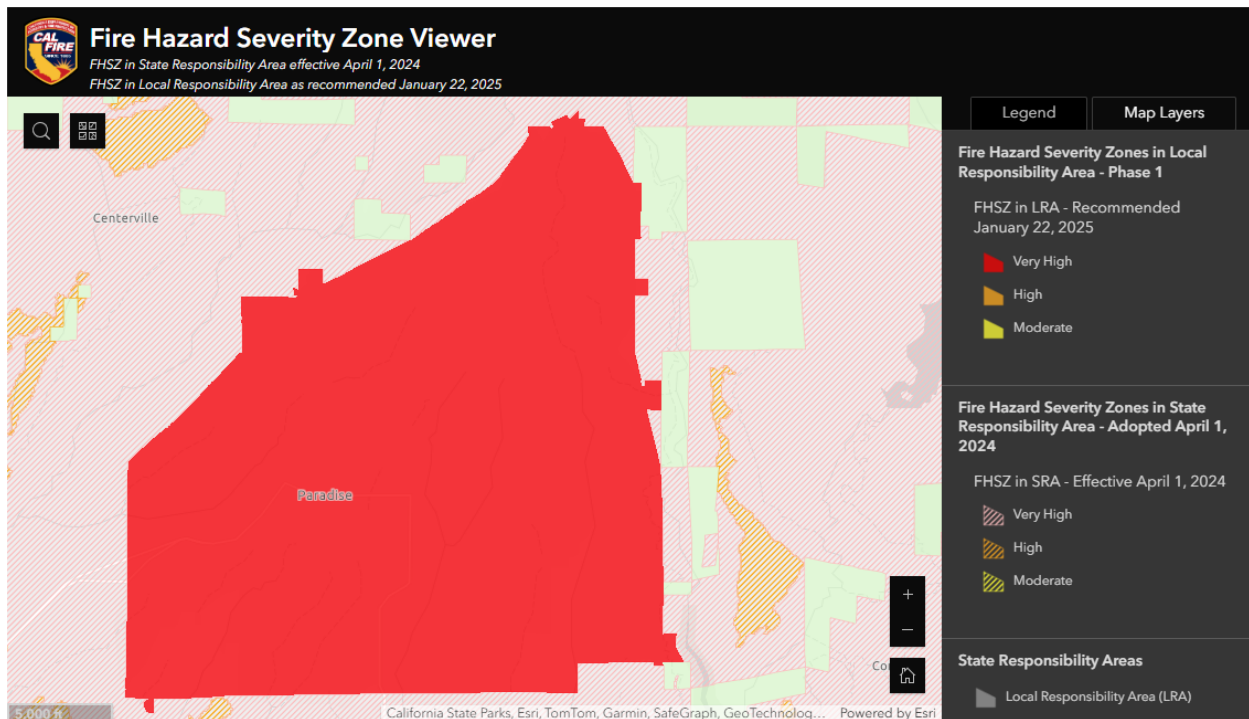
Background:

On February 7, 2025, the Governor signed an executive order directing the State Fire Marshal’s Office to release the proposed updated Fire Hazard Severity Zone (FHSZ) maps for Local Responsibility Areas (LRA) by February 10, 2025. The updated maps added 200 additional cities, such as Chico, that now have a fire hazard severity zone designation totaling 389 cities statewide that will need to approve these maps.

According to the Governor’s executive order (EO), these maps will add 1.4 million new acres of land into the two higher tiers of fire severity, which will require updates to building and local planning requirements for these communities statewide. Additionally, the EO directs the State Board of Forestry to accelerate its work to adopt regulations known as “Zone 0”, which will require an ember-resistant zone within five (5) feet of structures located in the very high fire hazard severity zone in the state; a regulation the Town already adopted in 2022.

Analysis:

The updated LRA FHSZ maps for Butte County were released on February 10, 2025, and the Town continues to be identified as a Very High Fire Hazard Severity Zone, which has been continuously affirmed through local ordinance since 2011. Fire Hazard Severity Zones are determined in Local Responsibility Areas (LRA) by CAL FIRE using the best available science and data to develop a model that evaluates the probability of the area burning and potential fire behavior in the area. The LRA hazard rating reflects flame and ember intrusion from adjacent wildlands and from flammable vegetation in the urban area.



Following Government Code Section 51179, “a local agency shall designate, by ordinance, moderate, high, and very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal pursuant to Section 51178.” While a local agency may include areas of the jurisdiction not identified in a fire hazard zone, it may not decrease any level of fire hazard identified by the State Fire Marshal (G.C. section 51179(b)(1)(2)).

Once the LRA maps are released, cities and counties must meet the following statutory requirements:

1. The local jurisdiction must make the map available for public review and comment within **30 days** of its release.
2. Local jurisdictions must adopt the map via local ordinance within **120 days** of the map release.
3. **Within 30 days** from the local ordinance adoption, local jurisdictions must transmit the ordinance back to the state.

As required, the proposed LRA map was made available in-person and online for public review and comment from February 23, 2025, to March 24, 2025. No public comments were received during that review time.

If the proposed LRA map is not adopted, it will be imposed upon the Town – just like the California Building Codes if they’re not locally adopted. However, not adopting the map could jeopardize future grant opportunities and reimbursements from the Fire Management Assistant Grant (FMAG) Program (federal assistance for firefighting costs).

Adopting the proposed LRA FHSZ map will not change the Town’s current development requirements. The Town has been very proactive in fire mitigation actions for development and is already ahead of much of the State. Buildings would continue to be built to the Wildland Urban Interface, as has been required locally since 2011, and the “Zone 0” five (5) foot non-combustible zone around structures would remain which was put into effect in 2022.

Historically, the Town adopts its fire hazard severity zone (FHSZ) designation with each building code adoption cycle (every three years). Under normal circumstances, the Town's FHSZ designation would have reaffirmed this fall when the 2025 building codes are adopted (effective January 1, 2026) by the Town Council. However, since the State Fire Marshal, under order of the Governor, released the updated FHSZ maps outside of the normal building code adoption window, the Town will need to adopt the FHSZ designation as a separate ordinance now and then include that language again, later in the year, when adopting the updated 2025 building codes.

Lastly, The Planning Director has determined that the nature of the proposed/recommended text amendments is minor in that the possibility of adoption and implementation would not result in a direct and significantly adverse effect upon the environment. Thus, the amendments can be found to be exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15061(b)(3) [General Rule Exemption].

Financial Impact:

The ordinance's first reading and introduction have no financial impact.

Attachments:

- Ordinance No. 646 "An Ordinance of the Town Council of the Town of Paradise adopting the updated CAL FIRE 2025 Local Response Area Fire Hazard Severity Zone Map for the Town of Paradise"
- State Fire Marshal Local Responsibility Area Fire Hazard Severity Zone Map for Paradise.

**TOWN OF PARADISE
ORDINANCE NO. 646**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
ADOPTING THE UPDATED CAL FIRE 2025 LOCAL RESPONSIBILITY AREA
FIRE HAZARD SEVERITY ZONE MAP FOR THE TOWN OF PARADISEW**

**SECTION 1. Section 15.01.005 of the Paradise Municipal Code is added to read as follows:
Chapter 15.01.005 – Local Responsibility Area Fire Hazard Severity Zone**

The Town of Paradise hereby designates the Fire Hazard Severity Zones recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178. Approved by the Town, the map is hereby incorporated by reference and entitled “The Town of Paradise Fire Hazard Severity Zones,” dated January 22, 2025, identifying the Town as being within a Very High Fire Hazard Severity Zone.

SECTION 2. Pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3)[General Rule Exemption], this ordinance is exempt from CEQA in that the adoption and implementation would not result in a direct and significantly adverse effect upon the environment.

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

PASSED AND ADOPTED BY THE Town Council of the Town of Paradise, County of Butte, State of California, on this _____ day of _____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Crowder, Mayor

ATTEST:

Melanie Elvis, Town Clerk/Elections Official

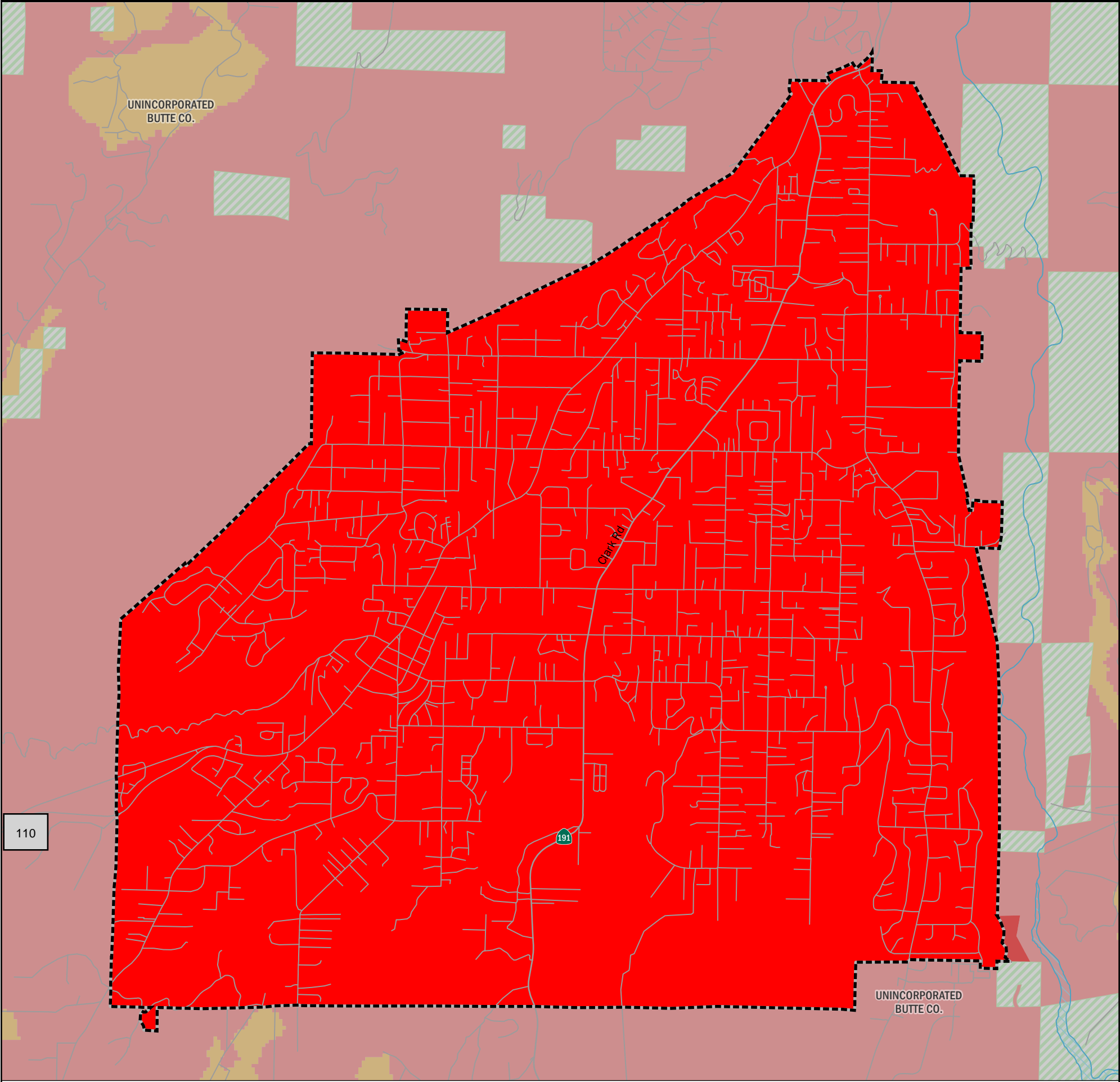
APPROVED AS TO FORM:

Scott E. Huber, Town Attorney



Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
January 22, 2025

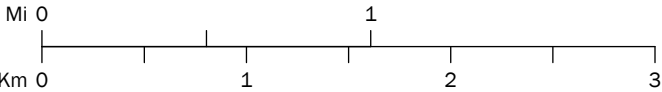


Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High



Projection: NAD 83 California Teale Albers
Scale: 1:37,000 at 11" x 17"

- Incorporated City

Unzoned LRA
- Waterbody

Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.



Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 6(b)

ORIGINATED BY: Louis Johnson, Supervising Project Manager
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Award Construction Contract – Camp Fire Hydrant Repair Project
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Consider adopting Resolution No. 2025- ___, “ A Resolution of the Town Council of the Town of Paradise Awarding Construction Contract No. 8404 CON, Camp Fire Hydrant Repair Project, to RCI General Engineering in the amount of their base bid and designating authority to the Town Manager to Execute an Agreement with RCI General Engineering and to approve contingency expenditures not exceeding 10%”. (ROLL CALL VOTE)

Background:

In 2004 the Town of Paradise entered an agreement with Paradise Irrigation District (PID) which describes ownership and maintenance responsibilities of both parties relating to fire hydrants and appurtenances. As stated in the agreement, “the Town accepts and acknowledges ownership of all fire hydrants and appurtenances.” The agreement also defines fire hydrants and appurtenances as “fire hydrants, mainline tees, gate valves, supply runs and bury-risers.”

In 2018 the Town experienced the devastating Camp Fire during which unprecedented damage occurred to both public and private property, including Town fire hydrants. Shortly after the start of the Camp Fire the Federal Emergency Management Agency (FEMA) declared FEMA-4407-DR-CA on November 12, 2018.

In 2020, FEMA then went on to award Project Worksheet 359, Project #130763, to repair damage to fire hydrants townwide.

Since 2018 PID has made substantial progress on repairing hydrants damaged by the fire. However, 24 hydrants remain inoperable and require repair to be fully functional.

Analysis:

On March 18, 2025, 3 bids were received by the Town Clerk and publicly opened. A list of bids received are shown in the table below:

Bid No.	Item Description	Base Bid Amount
X	Engineer's Estimate	\$725,090.00
1	RCI General Engineering	\$619,968.00
2	Santos Excavating	\$715,789.00
3	Allen Gill Construction, Inc.	\$791,727.00

Per the contract specifications, the award of the contract, if it be awarded, will be to the lowest responsible, responsive bidder based upon the base bid whose bid complies with all the requirements prescribed. RCI General Engineering with a base bid of \$619,968.00.

Staff is recommending award of Contract No. 8404 CON, Camp Fire Hydrant Repair Project to RCI General Engineering, in the amount of their base bid \$619,968.00. This recommendation is made after careful review of the Contractor's bid submittals.

Financial Impact:

In 2020, FEMA awarded Project Worksheet 359, Project #130763, related to FEMA-4407-DR-CA (Camp Fire), to repair damage to fire hydrants townwide. The award is for a federal share (75%) of \$543,750 with a local match (25%) of \$181,250 resulting in a total project budget of \$725,000.

Attachments:

- A. Resolution
- B. Camp Fire Hydrant Repair Project Map

**TOWN OF PARADISE
RESOLUTION NO. 2025-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AWARDING CONSTRUCTION CONTRACT NO. 8404 CON, CAMP FIRE HYDRANT
REPAIR PROJECT, TO RCI GENERAL ENGINEERING IN THE AMOUNT OF THEIR
BASE BID AND DESIGNATING AUTHORITY TO THE TOWN MANAGER TO
EXECUTE AN AGREEMENT WITH RCI GENERAL ENGINEERING AND TO
APPROVE CONTINGENCY EXPENDITURES NOT EXCEEDING 10%**

WHEREAS, fire hydrants sustained damage as a result of the Camp Fire; and,

WHEREAS, the Town of Paradise has received a \$543,750 allocation of FEMA funding; and,

WHEREAS, the purpose of the FEMA funding is to repair Fire Hydrants which have suffered serious damage as a result of the Camp Fire; and,

WHEREAS, eligible repairs may include, but are not limited to, replacing damage hydrants, required piping, valves, couplers, Tees, any other miscellaneous hardware and surface restorations.

WHEREAS, the Town of Paradise has received a \$543,750 allocation of FEMA funds; and,

WHEREAS, the required 25% match funding for the FEMA funds will be sourced from the Town of Paradise Hydrant Fund collected by Paradise Irrigation District; and,

WHEREAS, the purpose of the funding is to repair critical, damaged fire suppression infrastructure within the Town.

WHEREAS, the Camp Fire Hydrant Repair Project is consistent in scope with the approved FEMA funds; and,

WHEREAS, the Town Council approved the Plans, Specification and Estimates and authorized advertisement for bids on the Camp Fire Hydrant Repair Project on the 12th day of November 2024.

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

Section 1. The Town Manager is authorized to award and execute the construction contract to RCI General Engineering in the amount of their base bid. for the Camp Fire Hydrant Repair Project and designate authority to the Public Works Director to approve contingency expenditures not exceeding 10%.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this
8th day of April 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Crowder, Mayor

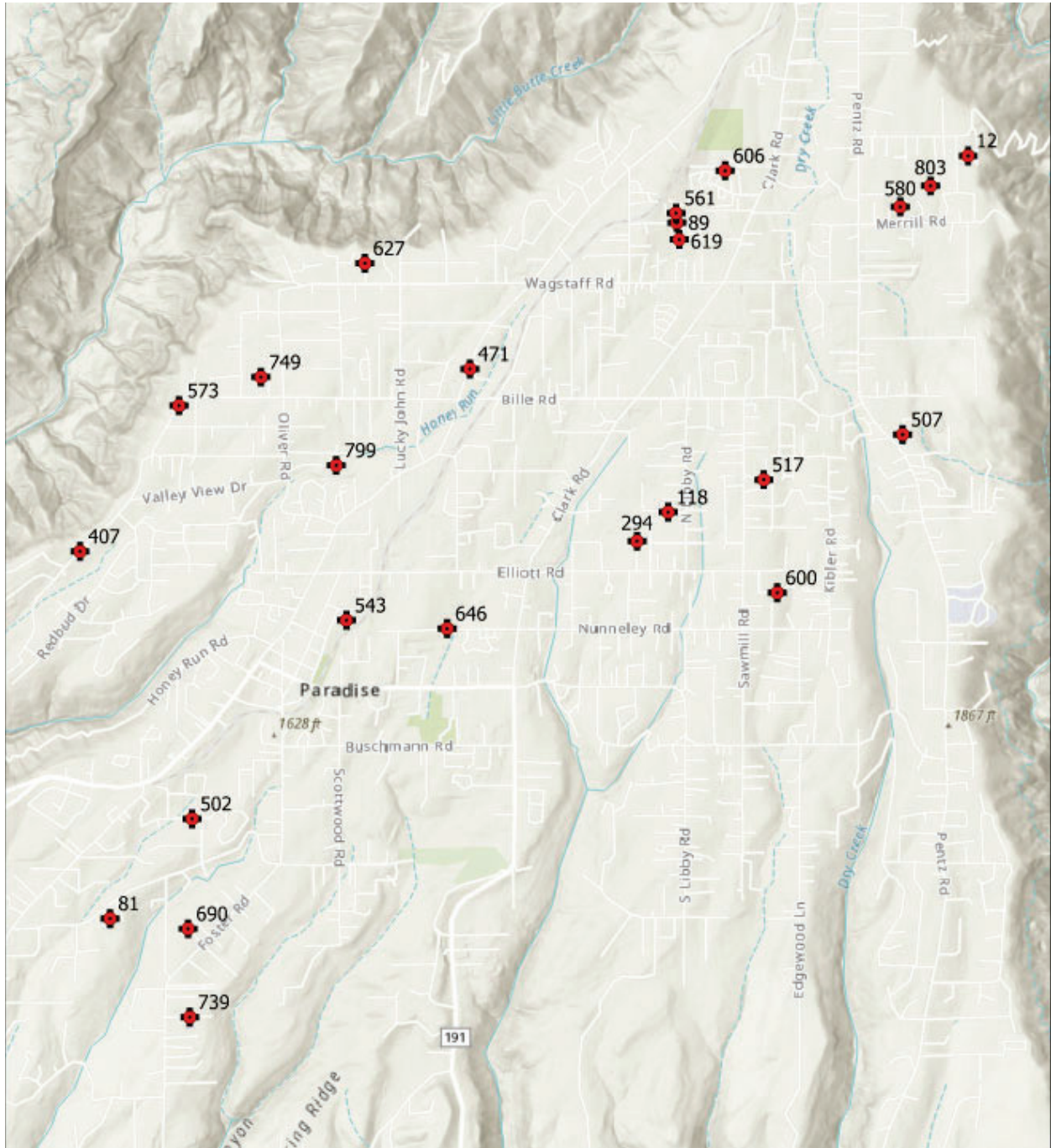
ATTEST:

Melanie Elvis, Town Clerk

APPROVED AS TO FORM:

Scott E. Huber, Town Attorney

Location Map





Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 6(c)

ORIGINATED BY: Marc Mattox, Public Works Director
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Paradise CDBG-DR Infrastructure Action Plan Amendment No. 3

LONG TERM RECOVERY PLAN: Yes - Various

COUNCIL ACTION REQUESTED:

1. Consider approving the Community Development Block Grant Disaster Recovery – Infrastructure Action Plan Amendment 3; or,
2. Provide staff with alternate direction. (ROLL CALL VOTE)

Background:

On January 27, 2020, United States Department of Housing and Urban Development (HUD) published Federal Register Notice 85 FR 4681 allocating \$1,017,399,000 in CDBG-DR funding, related to the Federal Emergency Management Agency (FEMA) Major Disaster Declarations DR-4382 from July to September 2018 and DR-4407 in November 2018. The California Department of Housing and Community Development (HCD) is the grantee responsible for administering the CDBG-DR funds allocated to the State of California. CDBG-DR supports the State of California's unmet recovery needs related to the Federal Emergency Management Agency (FEMA) Major Disaster Declarations DR- 4382 from July to September 2018 and DR-4407 in November 2018.

Recognizing unmet infrastructure recovery needs, related to DR-4382 from July to September 2018 and DR-4407 in November 2018, HCD allocated \$317,428,488 of the CDBG-DR funding to the Disaster Recovery Infrastructure Program (DR-Infrastructure). DR-Infrastructure projects are funded to assist with meeting the unmet infrastructure needs of local communities. This program provides funding for FEMA Public Assistance (PA) match projects, FEMA Hazard Mitigation Grant Program (HMGP) match projects, other non-FEMA match projects, and stand-alone projects identified by local communities impacted by DR-4382 or DR-4407.

On February 8, 2022, Paradise Town Council adopted Resolution No. 2022-12, a resolution of the Town Council of the Town of Paradise declaring certain projects critical to Camp Fire recovery with unfunded needs for consideration in the CDBG-DR Infrastructure Program (DR-4407).

On August 19, the Town of Paradise was formally notified by California Housing and Community Development that of the \$317M made available for allocations, the Town would be recipients of \$199,592,735.75 for implementation of identified projects in the program. Separate from this allocation, Housing and Community Development announced a \$30M Action Plan Amendment to program the Paradise Sewer Project design phase – bringing the overall allocation to \$229,592,735.75. Subtracting a subrecipient allocation to Paradise Irrigation District, the Town's final allocation amount for implementation is \$226,074,635.

A crucial next step towards implementation was identification of which projects of the Town's overall eligible listing should be advanced for further study, environmental review, design, and construction, as appropriate.

On September 15, 2022, Paradise Town Council reviewed and approved the CDBG-DR Infrastructure Action Plan which aims to keep the Council and community apprised of the status of allocated projects through completion. The primary objectives of the Action Plan aim to:

1. Stabilize the Town's Fiscal Sustainability Plan through the allocation of eligible Disaster Recovery and Mitigation projects with unfunded match requirements.
2. Implement a diverse array of infrastructure projects identified through the extensive planning of the 2019 Community Long-Term Recovery Plan and 2020 Transportation Master Plan. Projects identified will increase evacuation capacity, connect dead-end roads, or complete missing road segments which would have been useful during the 2018 Camp Fire evacuation and will be useful in any future evacuation scenario the Town may face in the future.

On December 13, 2022, Paradise Town Council reviewed and approved the CDBG-DR Infrastructure Action Plan Amendment 1 which incorporated new funding announcements through the California Transportation Commission's Active Transportation Program. These funding announcements included an additional \$41M towards projects along Skyway, Neal and Pentz Road. Amendment 1 documented the new funds and a revised project list.

A critical piece of the Town's Action Plan implementation is funding the Roe Road Extension Phase 1 Project. This Project is part of the Town's overall strategy to provide an additional east-west connecting roadway between Skyway and Pentz Road. Phase 1 spans between Pentz Road and South Libby Road.

On November 3, 2023, Town of Paradise staff learned that Roe Road Extension Phase 2 (South Libby to Clark) was approved for a \$33M allocation as the State's top scoring application in the Local Transportation Climate Adaptation Program's (LTCAP) first funding cycle. The total project cost is estimated at \$66M.

In December 2023, federal Multimodal Discretionary Grant (Rural) and Safe Streets for All Programs funding announcements were made and, unfortunately, did not include the Roe Road Extension Project Phase 2 applications submitted by the Town of Paradise. Further in 2024, this same application was unsuccessful in securing \$25M in the federal RAISE program. Staff had hoped these grant applications would help leverage the secured LTCAP funding to provide 100% project funding. Staff has submitted a renewed application for \$25M in the federal BUILD program.

The Oliver Curve Pathway Phase 1 Project was resubmitted under the State's Active Transportation Program Cycle 7 and unfortunately was not awarded.

Since the completion of the Transportation Master Plan in 2022 when these projects, infrastructure development and construction costs have risen dramatically. Most recent estimates to the Sewer Project, road rehabilitation and new infrastructure projects have exceeded previous costs prompting a broad review of the Town's CDBG-DR Infrastructure Action Plan.

On the next page is a complete list of CDBG-DR Infrastructure participating projects which itemize previous and current cost estimates:

Project Title	Previous Project Cost Estimate	2025 Revised Project Cost	Project Cost Change
Paradise Sewer Project - Phase 1 (Construction)*	\$400,000,000	TBD	TBD
Paradise Sewer Project (Design APA-2)	\$30,000,000	\$30,000,000	\$0
Roe Road Phase 1	\$66,000,000	\$149,000,000	\$83,000,000
Roe Road Phase 2	\$66,000,000	\$85,000,000	\$19,000,000
Pentz Road Widening	\$51,000,000	\$26,000,000	-\$25,000,000
Skyway/Pentz Intersection Improvements	\$4,500,000	\$5,000,000	\$500,000
Pentz Pathway Project Phase II	\$23,293,000	\$25,000,000	\$1,707,000
Upper Skyway Widening (Bille to Wagstaff)	\$15,000,000	\$17,500,000	\$2,500,000
Skyway Connectivity Project (Bille to Wagstaff)	\$6,810,000	\$13,500,000	\$6,690,000
Paradise ATP Gateway Project (Neal Road Class I)	\$13,068,000	\$18,398,000	\$5,330,000
Elliott/Nunneley Road Extension	\$7,500,000	\$55,000,000	\$47,500,000
Oliver Curve Pathway Phase I	\$13,100,000	\$21,000,000	\$7,900,000
Foster/Black Olive Intersection Improvements	\$3,500,000	\$4,500,000	\$1,000,000
Forest Service Road Improvements	\$3,000,000	\$10,000,000	\$7,000,000
On-System Road Rehabilitation	\$55,439,200	\$56,517,998	\$1,078,798
Off-System Road Rehabilitation	\$45,043,700	\$45,896,875	\$853,175
Early Warning System	\$3,207,400	\$3,026,875	-\$180,525
Hazardous Fuel Reduction Program	\$8,465,986	\$1,706,460	-\$6,759,526
Neal Road Rehabilitation	\$1,588,300	\$1,838,223	\$249,923
On-System Culvert Replacement	\$811,000	\$931,273	\$120,273
On-System Hardscape Replacement	\$767,100	\$783,326	\$16,226
Off-System Culvert Repair	\$750,000	\$664,643	-\$85,357
On-System Sign Replacement	\$285,200	\$224,158	-\$61,042
	\$819,128,886	\$571,487,831	\$152,358,945

A summary of major changes in project costs is provided below:

- Paradise Sewer Project costs have prompted a series of decisions which aim to reduce costs by phasing a Sewer Service Area collection system and construction of a local wastewater treatment facility.
- Roe Rd Extension Project Phase 1 has increased by \$83M due to industry/economy changes, previous under-estimates of bridge construction sizing/needs
- Roe Rd Extension Project Phase 2 has increased by \$19M due to industry/economy changes, previous under-estimates of bridge construction sizing/needs
- Pentz Road Widening has a budget surplus of \$25M due to over-estimating widening needs
- Elliott Nunneley Extension has increased by \$47.5M due to the unavoidable construction of a sizable bridge.
- Skyway Widening, Skyway Pathway, Neal Pathway, Oliver Curve, Foster-Black Olive and Forest Service Road projects all seeing industry cost increases of 10-30% from 2022 estimates.

As a result of the project increases, staff, Council and community alike are faced with significant challenges to deliver the most beneficial infrastructure projects within the Town's available budgets between local, state and federal funding.

Staff developed four distinctive alternatives for review. There are major implications for each alternative and require thorough consideration. These four alternatives are summarized below:

Alternative 1 – Revised Roe Rd Phase 1A, Oliver Curve

- Delivers Roe Rd Ph 1 modified (Edgewood to S Libby) and Phase 2 entirely, keeps \$33M LTCAP
- Delivers Oliver Curve Pathway
- Increases funding to Neal, Skyway, Pentz, Road Rehab and other Match Projects
- Maintains \$15M allocation to Sewer Construction
- Suspends Elliott/Nunneley Extension indefinitely
- Suspends Foster-Black Olive indefinitely
- Suspends Forest Service Rd Extension indefinitely

Alternative 2 – Revised Roe Rd Phase 1A, Sewer (+\$20M)

- Delivers Roe Rd Ph 1 modified (Edgewood to S Libby) and Phase 2 entirely, keeps \$33M LTCAP
- Increases allocation to Sewer Construction by +\$20M
- Increases funding to Neal, Skyway, Pentz, Road Rehab and other Match Projects
- Suspends Oliver Curve Pathway indefinitely
- Suspends Elliott/Nunneley Extension indefinitely
- Suspends Foster-Black Olive indefinitely
- Suspends Forest Service Rd Extension indefinitely

Alternative 3 – Postpone Roe Rd 1 & 2, Sewer (+\$57M)

- Increases allocation to Sewer Construction by +\$57M
- Delivers Oliver Curve Pathway
- Delivers Foster-Black Olive
- Delivers Forest Service Rd Extension
- Increases funding to Neal, Skyway, Pentz, Road Rehab and other Match Projects
- Suspends Elliott/Nunneley Extension indefinitely
- Suspends Roe Rd Ph 1 & 2 indefinitely, returns \$33M award to State LTCAP

Alternative 4 – Postpone Roe Rd 1 & 2, Sewer (+\$92M)

- Increases allocation to Sewer Construction by +\$92M
- Increases funding to Neal, Skyway, Pentz, Road Rehab and other Match Projects
- Suspends Roe Rd Ph 1 & 2 indefinitely, returns \$33M award to State LTCAP
- Suspends Oliver Curve Pathway indefinitely
- Suspends Foster-Black Olive indefinitely
- Suspends Forest Service Rd Extension indefinitely
- Suspends Elliott/Nunneley Extension indefinitely

On March 17, 2025, Paradise Town Council held a Special Meeting to discuss the cost changes and review the alternatives presented. At this meeting, Town Council heard community input and gave staff direction to present a revised Alternative 2 which addresses concerns relating to the Oliver Curve Pathway Project and Forest Service Road Extension Project.

Analysis:

Following review of the community and Council comments at the Special Meeting, staff has presented a revised Alternative 2 which maintains limited funding for both the Oliver Curve Pathway Project with a reduced scope of Skyway to Valley View Drive (area of highest safety concern). The limited funding for the Oliver Curve project will extend to completing pre-construction development work including environmental, design and right of way as possible. In the time the Oliver Curve Project is advancing forward, fully funded projects will also develop further and allow for a broader review of revised corresponding Engineer's Estimates. In the best case, the Oliver Curve Project will be able to move to fully funded in a future Action Plan Amendment if current estimates are higher than needed and leave available budget for transfer. At a minimum however, the Oliver Curve Project will move forward through design and allow for the Town to increase its ability to secure grant funds through other sources.

Staff has prepared a revised CDBG-DR Action Plan (attached to this Agenda Summary) which aims to implement the direction chosen by Council using Alternative 2 with the noted changes to the Oliver Curve Project, summarized below:

Alternative 2 – Revised Roe Rd Phase 1A, Sewer (+\$20M)

- Delivers Roe Rd Ph 1 modified (Edgewood to S Libby) and Phase 2 entirely, keeps \$33M LTCAP
- Increases allocation to Sewer Construction by +\$20M
- Increases funding to Neal, Skyway, Pentz, Road Rehab and other Match Projects
- Funds Oliver Curve Pathway Skyway to Valley View through design
- Suspends Elliott/Nunneley Extension indefinitely
- Suspends Foster-Black Olive indefinitely
- Suspends Forest Service Rd Extension indefinitely

A full breakdown of CDBG-DR funds allocated to each project between Action Plan Amendment 2 (APA2) and Action Plan Amendment 3 (APA3) is shown on the next page.

Priority	Project Title	APA-2 CDBG-DR Amount	APA-3 CDBG-DR Amount	Net Change APA-2 to APA-3	Notes
1	Paradise Sewer Project (Design APA-2)	\$30,000,000	\$30,000,000	\$0	No changes
1	Paradise Sewer Project (Construction)	\$15,000,000	\$35,000,000	\$20,000,000	Increased budget
2	Roe Road Phase 1A (Edgewood to S Libby)	\$64,200,000	\$20,200,000	- \$44,000,000	Modified scope to defer Pentz to Edgewood Connection
2	Roe Road Phase 2	\$4,200,000	\$52,000,000	\$47,800,000	Increased budget significantly
3	Pentz Road Widening (Pearson to Skyway)	\$51,000,000	\$26,000,000	- \$25,000,000	Reallocated available budget elsewhere
3	Skyway/Pentz Intersection Improvements	\$4,500,000	\$5,000,000	\$500,000	Minor budget augmentation
3	Pentz Pathway Project Phase II	\$1,000,000	\$2,191,000	\$1,191,000	Minor budget augmentation
4	Upper Skyway Widening (Bille to Wagstaff)	\$15,000,000	\$16,500,000	\$1,500,000	Minor budget augmentation
4	Skyway Connectivity Project (Bille to Wagstaff)	\$250,000	\$6,796,000	\$6,546,000	Increased budget significantly
5	Paradise ATP Gateway Project (Neal Road Class I)	\$800,000	\$5,500,000	\$4,700,000	Increased budget significantly
6	Elliott/Nunneley Road Extension	\$7,500,000	\$0	-\$7,500,000	Removed from Project List
7	Oliver Curve Pathway (Skyway to Valley View)	\$3,100,000	\$1,250,000	-\$1,850,000	Funding through design only
8	Foster/Black Olive Intersection Improvements	\$3,500,000	\$0	-\$3,500,000	Removed from Project List
9	Forest Service Road Improvements	\$3,000,000	\$0	-\$3,000,000	Removed from Project List
M1	On-System Road Rehabilitation	\$13,800,000	\$13,800,000	\$0	No changes
M2	Off-System Road Rehabilitation	\$7,308,635	\$10,030,224	\$2,721,589	Minor budget augmentation
M3	Early Warning System	\$756,000	\$756,719	\$719	Minor budget augmentation
M4	Hazardous Fuel Reduction Program	\$475,000	\$406,468	-\$68,532	Minor budget augmentation
M5	Neal Road Rehabilitation	\$425,000	\$549,190	\$124,190	Minor budget augmentation
M6	On-System Culvert Replacement	\$100,000	\$26,705	-\$73,295	Minor budget augmentation for actual costs
M7	On-System Hardscape Replacement	\$75,000	\$22,461	-\$52,539	Minor budget augmentation for actual costs
M8	Off-System Culvert Repair	\$50,000	\$41,540	-\$8,460	Minor budget augmentation for actual costs

M9	On-System Sign Replacement	\$35,000	\$6,428	-\$28,572	Minor budget augmentation for actual costs
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Staff is requesting Council review the full updated CDBG-DR Action Plan Amendment 3, consider public comments, and adopt the document. The most notable changes to Action Plan Amendment 3 are contained within Sections 10-12 of the document and are highlighted in yellow. When approved, staff will submit to corresponding funding agencies and begin work to conform Council's direction with the individual projects.

Financial Impact:

This revised Action Plan outlines additional financial impacts with these actions for various projects. No new general funds are impacted.

Attachments:

- CDBG-DR Action Plan Action Plan Amendment 3



Town of Paradise

Community Development Block Grant Disaster Recovery – Infrastructure

Action Plan

Amendment **3**

Adopted April 8, 2025

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Project Fact Sheets and Maps

1. Amendment 3 Summary

The Town of Paradise is issuing Action Plan Amendment 3 to incorporate developments relating to significant cost increases across pre-construction and construction phases of work. Cost increases can be attributed to industry wide impacts as well as the Town having a better understanding of engineer's estimates beyond the initial project scoping work completed in 2022. These cost increases require an adjustment to Town priorities to account for cost increases as well as unsuccessful leveraging grant awards.

More information on the specific changes to the Amendment can be found in Sections 10-12 of this document.

2. Purpose

The Town of Paradise CDBG-DR Infrastructure Action Plan aims to document the context, approach and overview of potential use of allocated funds. Future revised Action Plans will be presented:

- Annually during budget processing, and
- As needed when critical issues develop requiring Council action such as changes to the Recommended Project List

3. CDBG-DR General

On January 27, 2020, United States Department of Housing and Urban Development (HUD) published Federal Register Notice 85 FR 4681 allocating \$1,017,399,000 in CDBG-DR funding, related to the Federal Emergency Management Agency (FEMA) Major Disaster Declarations DR-4382 from July to September 2018 and DR-4407 in November 2018. The California Department of Housing and Community Development (HCD) is the grantee responsible for administering the CDBG-DR funds allocated to the State of California. CDBG-DR supports the State of California's unmet recovery needs related to the Federal Emergency Management Agency (FEMA) Major Disaster Declarations DR- 4382 from July to September 2018 and DR-4407 in November 2018.

Recognizing unmet infrastructure recovery needs, related to DR-4382 from July to September 2018 and DR-4407 in November 2018, HCD allocated \$317,428,488 of the CDBG-DR funding to the Disaster Recovery Infrastructure Program (DR-Infrastructure). DR-Infrastructure projects are funded to assist with meeting the unmet infrastructure needs of local communities. This program provides funding for FEMA Public Assistance (PA) match projects, FEMA Hazard Mitigation Grant Program (HMGP) match projects, other non-FEMA match projects, and stand-alone projects identified by local communities impacted by DR-4382 or DR-4407. HUD requires that 70% of the total grant-wide funds are spent on activities that meet the low- and moderate-income (LMI) national objective and 80% of grant funds are expended in the HUD-identified most impacted and distressed (MID) areas. The MID areas for the 2018 DR-Infrastructure Program include the entire counties of Butte, Shasta, Los Angeles and Lake; the Town of Paradise is MID eligible within Butte County.

4. CDBG-DR Infrastructure Program Activities

The DR-Infrastructure Program utilizes CDBG-DR funds to address two needs of Eligible Applicants: 1.) providing support to disaster-impacted units of local government and other eligible entities with payment of their non-federal local cost share (FEMA Public Assistance (PA) Match, FEMA HMGP Match, and other federal grants) requirement so that they can access other disaster recovery resources without incurring an unexpected financial burden to address recovery needs; and 2.) providing funds to units of local government to develop "Stand- Alone" infrastructure projects, which can be funded with up to 100% CDBG-DR funding, that are necessary to address unmet disaster recovery needs from impacts tied to DR- 4382 or DR-4407. To

address the needs of Eligible Applicants described in this paragraph, the DR-Infrastructure Program funds are used for the following project types:

- The non-federal local cost share match on disaster-related federal grants (FEMA and other federal grants); and
- Non-match, Stand-Alone Infrastructure projects that address identified unmet 2018 disaster recovery needs and increase the resilience of cities and counties.

a. FEMA PA Match

The FEMA Public Assistance (PA) Grant Program supports communities' recovery from major disasters by providing them with grant assistance for debris removal, life-saving emergency protective measures, and restoring public infrastructure. FEMA provides grants to the State and its sub-applicants (cities, counties, school districts, etc.) to address the long-term rebuilding, recovery, and resiliency needs of the communities. Projects that are approved for FEMA PA Match in certain FEMA Categories are eligible for non-federal share, local match funding under the DR-Infrastructure Program. See Section 2.4 for a full description of eligible FEMA PA Match projects, activities, and compliance.

b. FEMA HMGP Match

FEMA Hazard Mitigation Grant Program (HMGP) activities are designed to help communities implement hazard mitigation measures following a Presidential Major Disaster Declaration in the areas of the state, tribe, or territory requested by the Governor or Tribal Executive. The key purpose of HMGP is to enact mitigation measures that reduce the risk of loss of life and property from future disasters. Projects that are approved for FEMA HMGP Match are eligible for non-federal, local match funding under DR-Infrastructure. See Section 2.5 for a full description of eligible FEMA HMGP Match projects, activities, and compliance.

c. Other Non-Federal Match

HCD may fund the local portion of the non-federal share for other federally grant-funded infrastructure projects with a tie-back to the DR-4382 or DR-4407 disaster events. Grants include, but are not limited to, projects funded by the Federal Highway Administration (FHWA) and the United States Department of Agriculture (USDA).

d. Stand-Alone Infrastructure

Non-match, Stand-Alone CDBG-DR eligible infrastructure projects with a tie-back to the 2018 disasters that can be funded with up to 100 percent of CDBG-DR funding are eligible for the DR-Infrastructure Program. These non-match, Stand-Alone Infrastructure projects are critical to address identified unmet disaster recovery needs and increase the resilience of cities and counties that are not funded by other federal recovery programs. All Stand-Alone Infrastructure projects require an environmental review be completed by the Subrecipient. See Section 2.6 for a full description of eligible Stand-Alone Infrastructure projects, activities, and compliance.

5. CDBG-DR Infrastructure Program Requirements

a. Tie-back to the Disasters

All projects funded through the DR Infrastructure Program must in some way respond to a direct impact from the following federally declared disasters:

- DR-4382 California Wildfires and High Winds (July 23, 2018 – September 19, 2018)
- DR-4407 California Wildfires (November 08, 2018 – November 25, 2018)

The FEMA PA program requires clear documentation showing a direct disaster related impact as a prerequisite for entry into the program. Only after an impact threshold has been met does FEMA consider making disaster funds available to applicants. It is assumed that if the potential applicant received funding and support through the FEMA PA program, the project has a tie to one of the declared disasters. For FEMA PA Match projects, the tie to the 2018 disasters is documented by FEMA’s approval of the Project Worksheet.

For Stand-Alone projects, HMGP Match projects, and other Federal match projects, the tie to the 2018 disasters is documented as part of the Notice of Intent (NOI) and application processes and stored in the program file of Grants Network. Documentation that shows a tie to the disaster can include, but is not limited to, a damage estimate prepared by city/county staff or contractor, reconstruction estimates for physical losses by engineers or other similar professionals, insurance claims, or photographic evidence of the physical impact of the disaster on the project with clear dates and timeline.

Eligible Applicants may submit indirect tie backs to the disaster that are a result of population shifts due to DR-4382 and DR-4407. For such indirect tie backs, Eligible Applicants are required to use one of two options. Option one is to use publicly available data from a government entity or research center acceptable to HCD to determine whether the jurisdiction experienced a sustained population increase, of at least 24 months, reasonably attributable to an influx of 2018 disaster survivors. Option two is for Eligible Applicants to provide alternative data documenting a sustained population increase, of at least 24 months, reasonably attributable to an influx of 2018 disaster survivors, using a survey methodology acceptable to HCD (i.e., reasonably designed to produce an accurate estimate).

For all projects, HCD reviews how each project supports the overall housing recovery from DR-4382 or DR-4407. Projects that support overall housing recovery are infrastructure projects that enable the recovery of residential areas by meeting transportation needs, restoring essential utilities, and addressing other public infrastructure and facility needs. Examples of infrastructure projects that support overall housing recovery include, but are not limited to public roads, school facilities, stormwater drainage improvements, potable water, sanitary sewer, electric and gas utilities, wastewater treatment facilities, parks, and other public facilities that are important publicly owned assets.

b. Meeting a National Objective

In accordance with 24 CFR 570.208, all CDBG-DR funded activities must meet a national objective as required under 24 CFR 570.200(a)(2). Under section 101(c) of the authorizing Act (42 U.S.C. 5301) the CDBG program must ensure that the funded activity meets one of the named national objectives. The two qualifying national objectives are:

- Benefiting low- and moderate-income (LMI) persons; and
- Meeting an urgent need.

National Objective Category	Subcategory	Required Documentation
LMI Benefit	LMI Area Benefit	Boundaries of service area of activity/project Census data including the persons and percentage LMI Evidence area is primarily residential Survey documentation (if applicable)

LMI Benefit	LMI Limited Clientele	Documentation that the beneficiaries are or are presumed to be LMI by category (e.g. senior housing, homeless shelters, etc.).
LMI Benefit	LMI Housing	If applicable, income document for all household members 18 years of age and older.
Urgent Need	Urgent Need	Resolution from Subrecipient's city council, county board, or similar governing body stating that no other funds are available for the proposed project.

The DR-Infrastructure Program must demonstrate that funded activities meet one of the two National Objectives. The types of records to be maintained for each CDBG-DR funded project depends on the National Objective category for which it qualifies. For all DR-Infrastructure Program projects, the final determination of the National Objective is completed during the application process based on HUD guidance. Eligible Applicants also need to provide preliminary National Objective documentation as part of the NOI process to support the Priority Level of the project.

Determining the service area of an activity involves consideration of the nature, location, and accessibility of each activity, and the information contained within the project's description and scope of work (contained in the Project Worksheet for FEMA PA projects). Service areas are based on the beneficiaries of recovery activities and/or types of facilities (e.g. work on roads and bridges, repair/replacement of public utilities, etc.); geographic features (e.g. locations of highway, rivers, hillsides, etc.); and local population characteristics (e.g. population size and density). Wherever possible, HCD leverages pre-defined service areas mapped by a government agency or utility service providers.

HCD anticipates that projects that qualify under the Low- and Moderate-Income (LMI) National Objective are primarily using the Low- and Moderate-Income Area Benefit (LMA) category. Once a project's service area is identified, HUD Low- and Moderate-Income Summary Data is used to determine if least 51 percent of the residents are low- and moderate-income persons.

The Urgent Need National Objective requires that the project is designed to meet community development needs having a particular urgency. In the absence of substantial evidence to the contrary, a project is considered to address this National Objective if the design of the project is certified to alleviate existing conditions which pose a serious and immediate threat to the health or welfare of the community which are of recent origin or which recently became urgent, that the Subrecipient is unable to finance the activity on its own, and that other sources of funding are not available. A condition is generally considered to be of recent origin if it developed or became critical within 18 months preceding the certification by the Subrecipient.

c. Eligible Applicants

The eligible applicants for Infrastructure Recovery Program funds are municipal and county governments that received FEMA Public Assistance funds for permanent infrastructure projects (Categories C through G) related to the DR-4382 or DR-4407 disaster events and/or are listed as a subrecipient jurisdiction under the 2018 CDBG Disaster Recovery Multifamily Housing Program.

Eligible Applicants

- Butte County
- Lake County
- Los Angeles County
- Shasta County
- Ventura County
- City of Agoura Hills
- City of Anderson
- City of Calabasas
- City of Chico
- City of Gridley
- City of Lakeport
- City of Los Angeles
- City of Malibu
- City of Oroville
- City of Redding
- City of Shasta Lake
- City of Thousand Oaks
- City of Westlake Village
- Town of Paradise

Eligible Applicants may submit projects located anywhere within the unit of local government's jurisdiction in accordance with the eligibility requirements outlined in Sections 2.4, 2.5, 2.6, and 2.7 below. As needed, Eligible Applicants may collaborate with other eligible entities, units of local government, or special districts in the implementation of the DR-Infrastructure Program.

Subrecipients may submit applications on behalf of another jurisdiction or special district. If the application is approved by HCD, the Subrecipient may enter into an agreement with another jurisdiction or special district for implementing the project. Prior to HCD issuing a Notice to Proceed (NTP) for the project, the Subrecipient must submit a monitoring plan for the unit of local government or special district working under the agreement. The monitoring plan shall demonstrate that the Subrecipient has the capacity to oversee work of the local government or special district.

Agreements with other units of local government, special districts, and other eligible entities are limited to program implementation support and the Subrecipient cannot allocate project funding directly to other government entities unless the Subrecipient, during the Due Diligence process, notifies HCD of its intent to make a unit of local government or special district a subrecipient for a potential project. In such instances, the following two (2) conditions must be special conditions in the MSA that the Subrecipient needs to clear prior to HCD issuing a Notice to Proceed for the specific potential project(s):

- 1.) HCD approves the Subrecipient's monitoring plan of the unit of local government or special district for the proposed project. The monitoring plan must demonstrate that the Subrecipient has sufficient understanding of the program requirements, the applicable federal and state regulations, and the capacity to monitor the work of its subrecipients.
- 2.) Subrecipient agreements must be approved by HCD. If a Subrecipient is a CDBG entitlement community and has a subrecipient agreement in place, they may use the agreement as a template or an amended agreement, if approved by HCD.

If the preceding two (2) conditions are met, the Subrecipient can make the units of local government or special districts subrecipients and can directly allocate funds from the Subrecipient's DR-Infrastructure allocation for individual projects approved by HCD during the Project Application process and for which HCD issues a Notice to Proceed. For all cases in accordance with 83 FR 5844 Section 51(k), HCD must also assess the Subrecipient's capacity to execute and monitor the proposed project(s) as a factor in the project review. Additionally, for CDBG-DR funds to be used as the non-federal cost share local match, the project must be a HUD eligible activity and must meet a HUD national objective, per CDBG-DR rules and regulations. Similarly, the project must fully comply with all applicable federal rules and regulations, to include Davis Bacon and related acts, Section 3, Section 504, procurement, environmental review and all other CDBG-DR, cross-cutting, state and local applicable statutes, rules and regulations.

Special note, Paradise Irrigation District is an eligible applicant under the Town of Paradise and will be subject to the subrecipient requirements

6. CDBG-DR Infrastructure Program Policies and Procedures

Full CDBG-DR Infrastructure Program Policies and Procedures can be found here:

<https://www.hcd.ca.gov/community-development/disaster-recovery-programs/cdbg-dr/cdbg-dr-2018/docs/18DRINF18MITRIPPoliciesandProceduresv2.pdf>

7. Town of Paradise Notices of Intent Round 1 & Round 2

Through the development of the Town's Community Long Term Recovery Plan and Transportation Master Plan, the Town of Paradise prepared a list of eligible projects to be considered in the CDBG-DR Infrastructure Notice of Intent phase for both Round 1 (LMI-eligible projects) and Round 2 (all other non-LMI projects). Action taken by Paradise Town Council on February 8, 2022 included the adoption of Resolution No. 2022-12, A Resolution of the Town Council of the Town of Paradise Declaring Certain Projects Critical to Camp Fire Recovery with Unfunded Needs for Consideration in the CDBG-DR Infrastructure Program. A copy of the project list adopted by Council and submitted for consideration is provided below:

Project Title	National Objective	Overall Priority	LMI Priority	Urgent Need Priority	Long Term Recovery Plan Tier and Project Category	Total Cost	Total Unmet Need
Paradise Sewer Project	Urgent Need	1	N/A	1	1 - Sewer System	\$184,675,000	\$182,275,000
On-System Road Rehabilitation	Urgent Need-Match	2	N/A	2	1 - Evacuation Routes	\$55,439,200	\$13,859,800
Off-System Road Rehabilitation	Urgent Need-Match	3	N/A	3	1 - Evacuation Routes	\$45,043,700	\$11,260,925
Roe Road Extension Phase 1 (S Libby to Pentz)	LMI	4	1	N/A	1 - Missing Road Segment	\$60,400,000	\$60,400,000
Roe Road Phase 2 (SR-191 to S Libby)	LMI	5	2	N/A	1 - Missing Road Segment	\$42,622,089	\$42,622,089
Roe Road Phase 3 (Scottwood to SR-191)	LMI	6	3	N/A	1 - Missing Road Segment	\$11,105,512	\$11,105,512
Pentz Road Widening (Town Limits to Skyway)	Urgent Need	7	N/A	4	1 - Evacuation Routes	\$88,865,680	\$88,865,680
Early Warning System	Urgent Need-Match	8	N/A	5	1 - Emergency Notification	\$3,207,400	\$3,200,000
Elliott Road Extension (End to Pentz Road)	Urgent Need	9	N/A	6	1 - Missing Road Segment	\$7,050,742	\$7,050,742
Neal Road Rehabilitation	Urgent Need-Match	10	N/A	7	1 - Evacuation Routes	\$1,588,300	\$397,075
Off-System Culvert Repair	Urgent Need-Match	11	N/A	8	1 - Evacuation Routes	\$750,000	\$187,500
Buschmann Extension between Clark & Libby	LMI	12	4	N/A	1 - Missing Road Segment	\$24,043,221	\$24,043,221
Sawmill Extension south to Roe Road Extension	LMI	13	5	N/A	1 - Long Dead-End Streets	\$3,337,373	\$3,337,373
Roe Road Phase 4 (Skyway to Neal)	Urgent Need	14	N/A	9	1 - Missing Road Segment	\$20,380,141	\$20,380,141
Roe Road Phase 5 (Neal to Scottwood)	Urgent Need	15	N/A	10	1 - Evacuation Routes	\$21,049,870	\$21,049,870
Upper Skyway Widening (Bille to Pentz)	Urgent Need	16	N/A	11	1 - Evacuation Routes	\$49,067,998	\$49,067,998

Neal Road Widening (Town Limits to Skyway)	Urgent Need	17	N/A	12	1 - Evacuation Routes	\$25,308,880	\$25,308,880
On-System Culvert Replacement	Urgent Need-Match	18	N/A	13	1 - Evacuation Routes	\$811,000	\$202,750
Upper Clark Widening (Wagstaff to Skyway)	Urgent Need	19	N/A	14	1 - Evacuation Routes	\$25,007,475	\$25,007,475
Elliott Road Extension (west of Skyway)	Urgent Need	20	N/A	15	1 - Missing Road Segment	\$850,011	\$850,011
Category 4 Tree Removal	Urgent Need-Match	21	N/A	16	1 - Standing Burnt Tree Removal	\$11,747,100	\$2,936,782
Category 4 Tree Removal Additional Assistance	Urgent Need-Match	22	N/A	17	1 - Standing Burnt Tree Removal	\$10,000,000	\$2,500,000
General Plan Update	Urgent Need	23	N/A	18	1 - Planning and Zoning	\$1,200,000	\$1,200,000
Sewer Service Area Specific Plan	Urgent Need	24	N/A	19	1 - Sewer System	\$800,000	\$800,000
Defensible Space Code Enforcement	Urgent Need-Match	25	N/A	20	1 - Updated codes/standards	\$691,460	\$172,865
On-System Hardscape Replacement	Urgent Need-Match	26	N/A	21	1 - Walkable Downtown	\$767,100	\$191,775
Storm Drain Master Plan (HMGP)	Urgent Need-Match	27	N/A	22	2 - Sustainable Stormwater	\$513,774	\$128,444
Residential Ignition Resistant Program	Urgent Need-Match	28	N/A	23	2 - Education Program	\$8,465,986	\$2,116,497
ATP 1 - Skyway Connectivity Project	Urgent Need	29	N/A	24	1 - Interconnect Path System	\$4,461,689	\$4,461,689
ATP 3 - Pentz Pathway Project Phase II	Urgent Need	30	N/A	25	1 - Interconnect Path System	\$27,164,964	\$26,464,964
ATP 2 - Paradise ATP Gateway Project	Urgent Need	31	N/A	26	1 - Interconnect Path System	\$10,066,526	\$9,516,526
ATP 4 - Oliver Curve Pathway Project Phase I	Urgent Need	32	N/A	27	1 - Interconnect Path System	\$4,906,900	\$5,073,547
Foster/Black Olive Intersection Improvements	Urgent Need	33	N/A	28	1 - Evacuation Routes	\$5,000,000	\$5,000,000
Buschmann Extension West of Foster Road	Urgent Need	34	N/A	29	1 - Missing Road Segment	\$3,290,571	\$3,290,571
Intersection Improvements Skyway/Pentz	Urgent Need	35	N/A	30	1 - Evacuation Routes	\$4,500,000	\$4,500,000
Moore Road (Public, pave)	Urgent Need	36	N/A	31	1 - Missing Road Segment	\$1,436,639	\$1,436,639
Pentz/Pearson Intersection Improvements	Urgent Need	37	N/A	32	1 - Evacuation Routes	\$4,500,000	\$4,500,000
Clark Class I (Skyway to Pearson)	Urgent Need	38	N/A	33	1 - Interconnect Path System	\$21,554,691	\$21,554,691
Pearson Class I (Clark to Pentz)	Urgent Need	39	N/A	34	1 - Interconnect Path System	\$13,554,857	\$13,554,857
Elliott Class I (Skyway to Sawmill)	Urgent Need	40	N/A	35	1 - Interconnect Path System	\$12,718,561	\$12,718,561
Wagstaff Class I (North side Oliver to Clark)	Urgent Need	41	N/A	36	1 - Interconnect Path System	\$12,638,530	\$12,638,530
Libby Road Extension between Pearson & Elliott	Urgent Need	42	N/A	37	1 - Missing Road Segment	\$5,898,678	\$5,898,678
Changeable Message Sign Network	Urgent Need	43	N/A	38	1 - Emergency Notification	\$130,000	\$130,000
Forest Service Road	Urgent Need	44	N/A	39	1 - Missing Road Segment	\$1,706,351	\$1,706,351
Toyon Lane Improvements (Foster to Roe)	Urgent Need	45	N/A	40	1 - Missing Road Segment	\$3,880,420	\$3,880,420
On-System Sign Replacement	Urgent Need-Match	46	N/A	41	1 - Evacuation Routes	\$285,200	\$71,300
Traffic Management Center	Urgent Need	47	N/A	42	1 - Evacuation Routes	\$3,500,000	\$3,500,000

Traffic Signal Interconnect (Town of Paradise)	Urgent Need	48	N/A	43	1 - Evacuation Routes	\$10,500,000	\$10,500,000
Honey Run Road Improvements	Urgent Need	49	N/A	44	1 - Evacuation Routes	\$80,000	\$80,000
Reseeding Program	Urgent Need-Match	50	N/A	45	1 - Fuels Management Plan	\$53,600	\$13,400
Hazardous Fuel Reduction Program	Urgent Need-Match	51	N/A	46	1 - Fuels Management Plan	\$8,465,986	\$2,116,497
Bille Road Class I (Bille Park to Pentz Road)	Urgent Need	52	N/A	47	1 - Interconnect Path System	\$17,865,526	\$17,865,526
Sawmill Class I (Bille to Pearson)	Urgent Need	53	N/A	48	1 - Interconnect Path System	\$9,129,765	\$9,129,765
Valley View Class I (Valley Ridge Dr West to Oliver)	Urgent Need	54	N/A	49	1 - Interconnect Path System	\$8,973,865	\$8,973,865
Oliver Curve Pathway Project Phase II (Bille to Wagstaff)	Urgent Need	55	N/A	50	1 - Interconnect Path System	\$3,787,009	\$3,787,009
Skyway Class I (YKHT to Oliver Road)	Urgent Need	56	N/A	51	1 - Interconnect Path System	\$3,371,677	\$3,371,677
Pearson Roadway Reconfiguration (Skyway to Almond)	Urgent Need	57	N/A	52	1 - Evacuation Routes	\$600,000	\$600,000
Shay Lane Extension (to Center Pine Drive)	Urgent Need	58	N/A	53	1 - Long Dead-End Streets	\$849,633	\$849,633
Bille Road Extension east of Pentz	Urgent Need	59	N/A	54	1 - Missing Road Segment	\$2,598,810	\$2,598,810
Clark (spot widening b/t Wagstaff & Bille)	Urgent Need	60	N/A	55	1 - Evacuation Routes	\$1,684,300	\$1,684,300

A map of most infrastructure projects planned as a result of the development of the Town's Transportation Master Plan is found below.

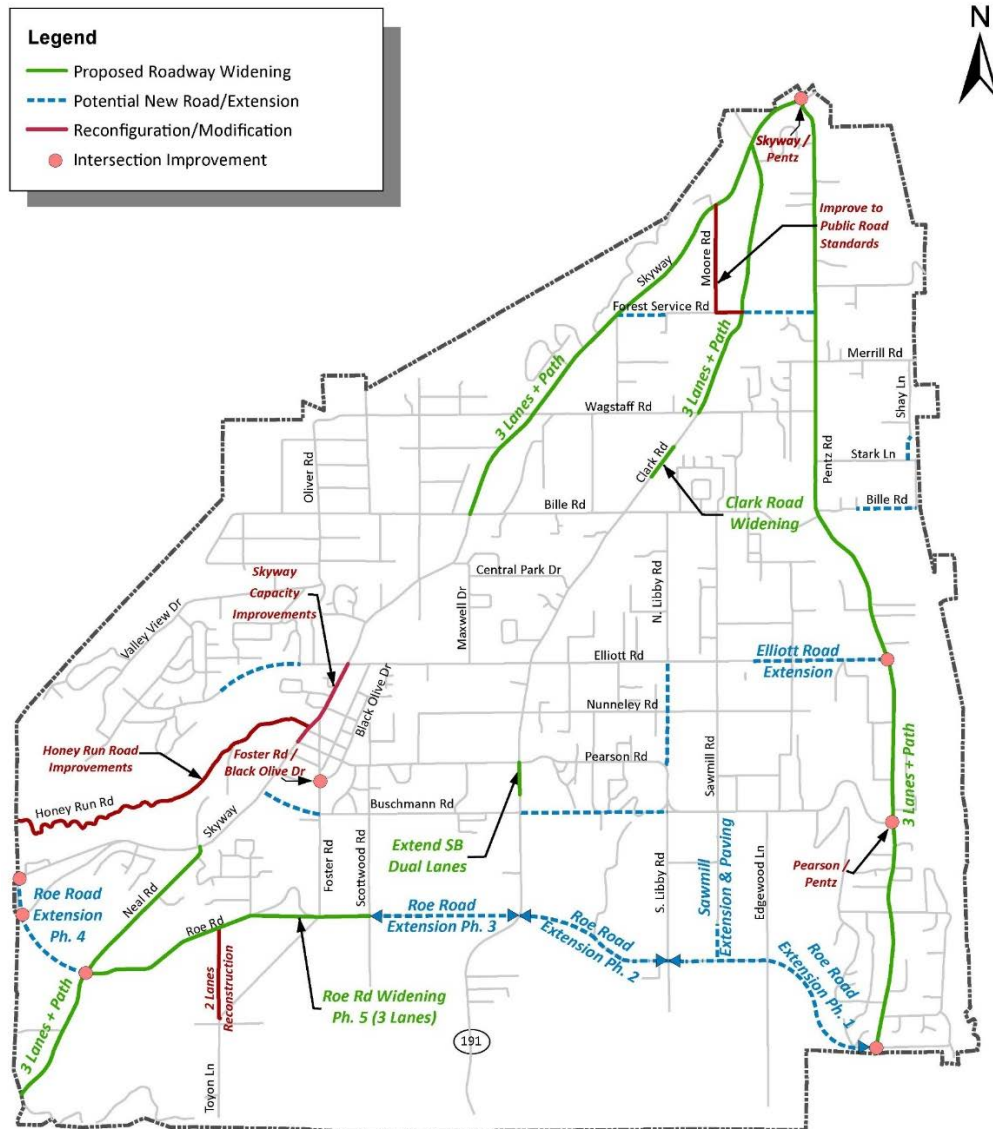


Figure 1 - Paradise TMP Evacuation Projects Map

8. HCD Funding Allocation Announcement

On August 19, 2022, Governor Gavin Newsom announced federal grants totaling more than \$317 million to assist seven jurisdictions that continue to recover and rebuild after the 2018 federally declared disasters, when wildfires burned more than 1.6 million acres and destroyed hundreds of homes and businesses, particularly in the Town of Paradise, in Butte County.

The Community Development Block Grant-Disaster Recovery (CDBG-DR) funds announced are for foundational infrastructure projects that must be completed as communities work to build and rebuild needed housing, especially housing for low- and moderate-income Californians, and ensure that every household that was displaced in these disasters has the opportunity to return home.

A press release issued by the Governor’s office stated:

Communities were awarded funding based on their unmet infrastructure needs and have the flexibility to use the grants to support projects based on their priorities to rebuild in a safe, sustainable, and resilient way. The Town of Paradise has been awarded nearly \$200 million, which will be used to construct critical projects that will accelerate their capacity to rebuild higher density and more affordable housing, business corridors, and critical evacuation routes in the event they face future disasters.

The following is a full list of awards announced across the entire CDBG-DR Infrastructure Program:

<u>Local Jurisdiction</u>	<u>Total Awarded</u>
Butte County	\$72,722,679.61
City of Chico	\$12,388,409.65
City of Malibu	\$47,276.93
City of Redding	\$22,563,043.51
City of Shasta Lake	\$6,326,184.69
Los Angeles County	\$3,788,157.86
<u>Town of Paradise</u>	<u>\$199,592,735.75</u>
Total	\$317,428,488.00

9. Town of Paradise Allocation

The Town of Paradise was allocated \$199,592,735.75. This determination was made after a review of the Town’s eligible projects in respect to other jurisdictions eligible projects and available funding. As a result, the Town of Paradise was awarded 27% its overall eligible unmet need. The Town’s allocation is also inclusive of Paradise Irrigation District’s four eligible projects. The Town of Paradise plans to administer CDBG-DR Program Guidelines for subrecipients and follow the HCD formulate to distribute 27% of Paradise Irrigation District’s eligible projects. Paradise Irrigation District submitted \$13,030,000 in eligible CDBG-DR Infrastructure projects. Apportioned at 27%, \$3,518,100 would be the Town’s subrecipient allocation to Paradise Irrigation District, reducing the Town’s available funding to \$196,074,635.75. Paradise Irrigation District has requested their allocation be absorbed into the Town’s original budget for water infrastructure relocation costs associated with Town CDBG-DR projects. As a result, Town and PID staff will continue to partner with HCD to formulate a Memorandum of Understanding which could govern this request.

Separate from the CDBG-DR Infrastructure total of \$317M available, Action Plan Amendment 2 was issued by HCD which identified an additional \$30M to be allocated to the Town of Paradise for the Paradise Sewer Project design phase.

Combined, the Town is tasked with administering a total \$229,592,735.75 (inclusive of the Paradise Sewer Project Design phase funding), in a long-term partnership with California Housing & Community Development to create generational change in a stronger, more resilient Paradise.

10. Town of Paradise Project Grant List

Critically, the Town will define the budget allocations to implement specific projects which meet the objectives and priorities of the CDBG-DR program and community by:

- Stabilizing the Town's Fiscal Sustainability Plan through the allocation of eligible Disaster Recovery and Mitigation projects with previously unfunded match requirements.
- Implement a diverse array of infrastructure projects identified through the extensive planning of the 2019 Community Long-Term Recovery Plan and 2020 Transportation Master Plan. Projects identified will either: increase evacuation capacity, connect dead-end roads or complete missing road segments which would have been utilized during the 2018 Camp Fire evacuation. Once constructed these infrastructure projects will be available for use in future evacuation scenarios in the Town.

The Long Term Recovery Plan and Transportation Master Plan priorities have been incorporated into a CDBG-DR Project Grant List which fully utilizes the Town's allocation. The Project Priorities, Titles, Types, National Objectives, Total Costs and CDBG-DR Grant Amounts are provided on the following page:

CDBG-DR Project Grant List 25-0408

Priority	Project Title	Project Type	National Objective	Total Project Cost	CDBG-DR Grant Amount (APA3)
1	Paradise Sewer Project - Phase 1 (Construction)*	New Infrastructure Project	UN	TBD	\$35,000,000
1	Paradise Sewer Project (Design APA-2)	New Infrastructure Project	UN	\$30,000,000	\$30,000,000
2	Roe Road Phase 1A (Edgewood to S Libby)	New Infrastructure Project	LMI	\$22,000,000	\$20,200,000
2	Roe Road Phase 2 (S Libby to Clark)	New Infrastructure Project	LMI	\$85,000,000	\$52,000,000
3	Pentz Road Widening (Pearson to Skyway)	New Infrastructure Project	UN	\$26,000,000	\$26,000,000
3	Skyway/Pentz Intersection Improvements	New Infrastructure Project	UN	\$5,000,000	\$5,000,000
3	Pentz Pathway Project Phase II (Pearson to Skyway)	New Infrastructure Project	UN	\$25,000,000	\$2,191,000
4	Upper Skyway Widening (Bille to Wagstaff)	New Infrastructure Project	UN	\$16,500,000	\$16,500,000
4	Skyway Connectivity Project (Bille to Wagstaff)	New Infrastructure Project	UN	\$13,500,000	\$6,796,000
5	Paradise ATP Gateway Project (Neal Road Class I)	New Infrastructure Project	UN	\$18,398,000	\$5,500,000
6	Oliver Curve Pathway (Skyway to Valley View)	New Infrastructure Project	UN	\$14,000,000	\$500,000
7	Forest Service Road Improvements	New Infrastructure Project	UN	\$10,000,000	\$750,000
M1	On-System Road Rehabilitation	Match - FHWA ER	UN/LMI*	\$56,517,998	\$13,800,000
M2	Off-System Road Rehabilitation	Match - FEMA PA	UN/LMI*	\$45,896,875	\$10,030,224
M3	Early Warning System	Match - FEMA HMGP	UN/LMI*	\$3,026,875	\$756,719
M4	Hazardous Fuel Reduction Program	Match - FEMA HMGP	UN	\$1,706,460	\$406,468
M5	Neal Road Rehabilitation	Match - FHWA ER	UN	\$1,838,223	\$549,190
M6	On-System Culvert Replacement	Match - FHWA ER	UN	\$931,273	\$26,705
M7	On-System Hardscape Replacement	Match - FHWA ER	UN	\$783,326	\$22,461
M8	Off-System Culvert Repair	Match - FEMA PA	UN	\$664,643	\$41,540
M9	On-System Sign Replacement	Match - FHWA ER	UN	\$224,158	\$6,428
				\$376,987,831	\$226,076,735

Key components and statistics of the proposed use of the overall allocation are specified below:

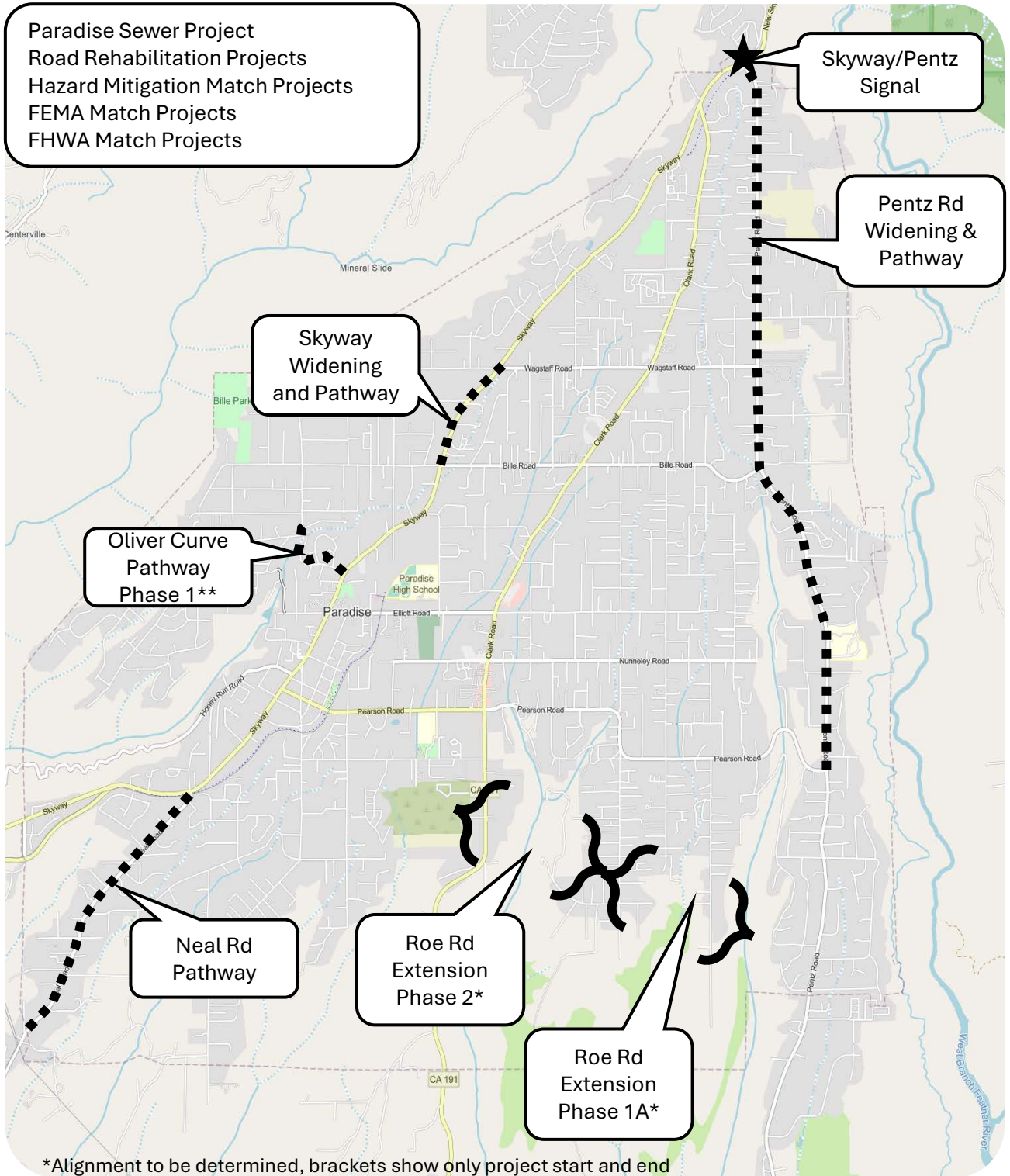
- **Previously Unfunded Match Requirements:** \$25,639,735 in funding dedicated to fulfilling existing match requirements, including road rehabilitation and early warning system.
- **New Standalone Infrastructure Projects:** \$200,437,000 in funding dedicated to constructing new, standalone infrastructure projects.
- **National Objective, Low Moderate Income:** \$72,200,000 in funding qualifies towards Low Moderate Income eligible projects.
- **National Objective, Urgent Need:** \$153,876,735 in funding qualifies towards Urgent Need eligible projects.
- **National Objective, Urgent Need/Low Moderate Income*:** \$23,830,224 in funding is dedicated to projects which have town-wide service areas, including areas which qualify as Low Moderate Income.
- **Paradise Long Term Recovery Plan Project Statistics:** Below is a breakdown of the overall allocation's use divided by the Town's Long Term Recovery Plan Categories
 - o Evacuation Routes: \$ 71,954,087
 - o Sewer System: \$ 65,000,000
 - o Missing Road Segments: \$ 72,950,000
 - o Interconnected Path System: \$ 14,987,000
 - o Emergency Notification System: \$ 756,719
 - o Fuels Management: \$ 406,468
 - o Walkable Downtown: \$ 22,461
- **Paradise Sewer Project:** \$65,000,000 in dedicated funding. HCD allocation of \$30,000,000 for the design phase of the project and an additional \$35,000,000 is recommended from the overall Town allocation to be used towards the construction of the project.
- **Overall Allocation Leverage:** The Town of Paradise's total \$226,074,635 is proposed to leverage a total of \$376,987,831 (excluding total cost of to be determined Sewer Project) combined from at least six separate funding sources.

An overall Project Location Map can be found on the next page.

Project fact sheets which cover location, scope and submitted costs may be found in Appendix A: Recommended Projects.

The recommended projects represent the highest and best use of the CDBG-DR investment while establishing a critical network of projects, when taken globally, will transform Paradise for the next 100 years and more.

Paradise Sewer Project
 Road Rehabilitation Projects
 Hazard Mitigation Match Projects
 FEMA Match Projects
 FHWA Match Projects



CDBG-DR Action Plan

Existing Projects

A summary table of changes between Action Plan Amendment 2 and Action Plan Amendment 3 is shown below:

CDBG-DR Project Grant Amount Changes

Priority	Project Title	APA-2 CDBG-DR Amount	APA-3 CDBG-DR Amount	Net Change APA-2 to APA- 3	Notes
1	Paradise Sewer Project (Design)	\$30,000,000	\$30,000,000	\$0	No changes
1	Paradise Sewer Project (Construction)	\$15,000,000	\$35,000,000	\$20,000,000	Increased budget
2	Roe Road Phase 1A (Edgewood to S Libby)	\$64,200,000	\$20,200,000	-\$44,000,000	Modified scope to defer Pentz to Edgewood Connection
2	Roe Road Phase 2	\$4,200,000	\$52,000,000	\$47,800,000	Increased budget significantly
3	Pentz Road Widening (Pearson to Skyway)	\$51,000,000	\$26,000,000	-\$25,000,000	Reallocated available budget elsewhere
3	Skyway/Pentz Intersection Improvements	\$4,500,000	\$5,000,000	\$500,000	Minor budget augmentation
3	Pentz Pathway Project Phase II	\$1,000,000	\$2,191,000	\$1,191,000	Minor budget augmentation
4	Upper Skyway Widening (Bille to Wagstaff)	\$15,000,000	\$16,500,000	\$1,500,000	Minor budget augmentation
4	Skyway Connectivity Project (Bille to Wagstaff)	\$250,000	\$6,796,000	\$6,546,000	Increased budget significantly
5	Paradise ATP Gateway Project (Neal Road Class I)	\$800,000	\$5,500,000	\$4,700,000	Increased budget significantly
6	Elliott/Nunneley Road Extension	\$7,500,000	\$0	-\$7,500,000	Removed from Project List
7	Oliver Curve Pathway (Skyway to Valley View)	\$3,100,000	\$1,250,000	-\$1,850,000	Funding through design only
8	Foster/Black Olive Intersection Improvements	\$3,500,000	\$0	-\$3,500,000	Removed from Project List
9	Forest Service Road Improvements	\$3,000,000	\$0	-\$3,000,000	Removed from Project List
M1	On-System Road Rehabilitation	\$13,800,000	\$13,800,000	\$0	No changes
M2	Off-System Road Rehabilitation	\$7,308,635	\$10,030,224	\$2,721,589	Minor budget augmentation
M3	Early Warning System	\$756,000	\$756,719	\$719	Minor budget augmentation
M4	Hazardous Fuel Reduction Program	\$475,000	\$406,468	-\$68,532	Minor budget augmentation
M5	Neal Road Rehabilitation	\$425,000	\$549,190	\$124,190	Minor budget augmentation
M6	On-System Culvert Replacement	\$100,000	\$26,705	-\$73,295	Minor budget augmentation for actual costs
M7	On-System Hardscape Replacement	\$75,000	\$22,461	-\$52,539	Minor budget augmentation for actual costs
M8	Off-System Culvert Repair	\$50,000	\$41,540	-\$8,460	Minor budget augmentation for actual costs
M9	On-System Sign Replacement	\$35,000	\$6,428	-\$28,572	Minor budget augmentation for actual costs

11. Project Schedule Forecast

For the Recommended Project List, staff created a potential schedule of implementation and deliver, forecasting work to continue through 2029 on major efforts, with some projects minor projects reaching closeout in 2025. The Project Schedule Forecast is shown on the next page.

CDBG-DR Project Grant List 25-0408 Schedule

Priority	Project Title	2025 Revised Project Cost	CDBG-DR Project Grant Amount	Estimated Environmental Review Completion	Estimated Design & ROW Completion	Estimated Construction Completion
1	Paradise Sewer Project - Phase 1 (Construction)*	TBD	\$35,000,000	2025	2027	2030
1	Paradise Sewer Project (Design APA-2)	\$30,000,000	\$30,000,000	2026	2026	N/A
2	Roe Road Phase 1A (Edgewood to S Libby)	\$22,000,000	\$20,200,000	2026	2027	2029
2	Roe Road Phase 2 (S Libby to Clark)	\$85,000,000	\$52,000,000	2026	2027	2029
3	Pentz Road Widening (Pearson to Skyway)	\$26,000,000	\$26,000,000	2025	2026	2028
3	Skyway/Pentz Intersection Improvements	\$5,000,000	\$5,000,000	2025	2026	2026
3	Pentz Pathway Project Phase II (Pearson to Skyway)	\$25,000,000	\$2,191,000	Complete	2026	2027
4	Upper Skyway Widening (Bille to Wagstaff)	\$16,500,000	\$16,500,000	N/A	N/A	2027
4	Skyway Connectivity Project (Bille to Wagstaff)	\$13,500,000	\$6,796,000	2025	2026	2027
5	Paradise ATP Gateway Project (Neal Road Class I)	\$18,398,000	\$5,500,000	2025	2026	2027
6	Oliver Curve Pathway (Skyway to Valley View)	\$14,000,000	\$1,250,000	2025	2026	TBD
M1	On-System Road Rehabilitation	\$56,517,998	\$13,800,000	Complete	Complete	2027
M2	Off-System Road Rehabilitation	\$45,896,875	\$10,030,224	Complete	Complete	2027
M3	Early Warning System	\$3,026,875	\$756,719	Complete	Complete	2025
M4	Hazardous Fuel Reduction Program	\$1,706,460	\$406,468	Complete	2024	2027
M5	Neal Road Rehabilitation	\$1,838,223	\$549,190	2025	Complete	2027
M6	On-System Culvert Replacement	\$931,273	\$26,705	Complete	Complete	Complete
M7	On-System Hardscape Replacement	\$783,326	\$22,461	Complete	Complete	Complete
M8	Off-System Culvert Repair	\$664,643	\$41,540	Complete	Complete	Complete
M9	On-System Sign Replacement	\$224,158	\$6,428	Complete	Complete	Complete

12. Issues to Watch

a. HUD Environmental Review for Completed FHWA Emergency Relief Projects

Town and HCD staff are actively coordinating with HUD relating to the use of CDBG-DR Infrastructure funding to fill match requirements on four completed Federal Highways Administration (FHWA) Emergency Relief Program Projects. These FHWA projects underwent their own independent environmental review processes, however, due to the fact that the projects were complete or partially complete in advance of a separate HUD-compliant environmental review process, use of CDBG-DR funding is contested. Staff has received positive updates from HCD on recent legislation which provides a pathway for these projects to be fully reimbursed using CDBG-DR funds for match requirements.

b. Oliver Curve Pathway

Through the process of developing Action Plan Amendment 3, Paradise Town Council made recommendations to fully fund a revised priority list of projects which accounts for increased costs observed and estimated through 2028 and beyond. Council expressed a desire to advance a phased version of the Oliver Curve Pathway Project with a reduced scope of Skyway to Valley View Drive (area of highest safety concern). The limited funding for the Oliver Curve project will extend to completing pre-construction development work including environmental, design and right of way as possible. In the time the Oliver Curve Project is advancing forward, fully funded projects will also develop further and allow for a broader review of revised corresponding Engineer's Estimates. In the best case, the Oliver Curve Project will be able to move to fully funded in a future Action Plan Amendment if current estimates are higher than needed and leave available budget for transfer. At a minimum however, the Oliver Curve Project will move forward through design and allow for the Town to increase its ability to secure grant funds through other sources.



Town of Paradise
Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	1
Project Name	Paradise Sewer Project (Design)
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Sewer System
Project Total Cost	\$30,000,000
CDBG-DR Project Grant Amount	\$30,000,000
Environmental Completion Year	2025
Design & ROW Completion Year	N/A
Construction Completion Year	N/A

Project Scope

The Paradise Sewer Project includes all of the components and activities necessary to convert the core part of the Town (the Sewer Service Area) from on-site septic tank treatment to wastewater conveyance and treatment.

Project Description

The next phase of the Paradise Sewer Project will be preparation of the engineering design of project components. During this design phase, several other key activities will occur to prepare the project for construction, namely right-of-way (ROW) acquisition, and environmental permitting



Town of Paradise
Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	1
Project Name	Paradise Sewer Project (Construction)
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Sewer System
Project Total Cost	\$TBD
CDBG-DR Project Grant Amount	\$35,000,000
Environmental Completion Year	2025
Design & ROW Completion Year	2027
Construction Completion Year	2031

Project Scope

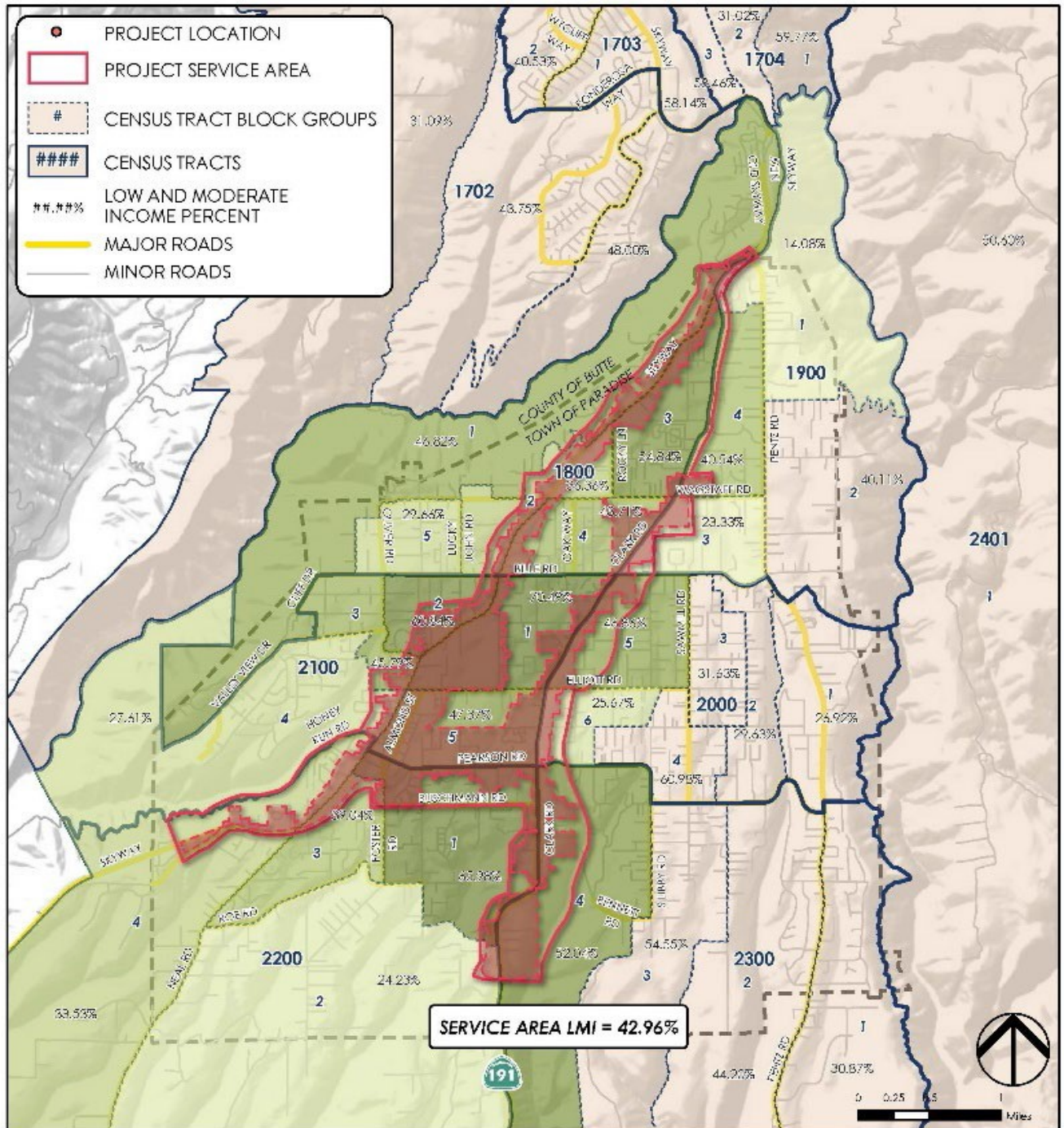
The Paradise Sewer Project includes all of the components and activities necessary to convert the core part of the Town (the Sewer Service Area) from on-site septic tank treatment to wastewater conveyance and treatment.

Project Description

The Paradise Sewer Project consists of three primary components: 1) a wastewater collection system consisting of service connections of individual parcels within a designated service area; 2) a conveyance system to a wastewater treatment facility; and 3) wastewater treatment facility with to-be-determined treatment and dispersal methods.



Town of Paradise
Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291





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

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	2
Project Name	Roe Road Phase 1A
Project Type	New Infrastructure Project
HUD National Objective	Low-Moderate Income
Long-Term Recovery Plan	Missing Road Segment
Project Total Cost	\$22,000,000
CDBG-DR Project Grant Amount	\$20,200,000
Environmental Completion Year	2026
Design & ROW Completion Year	2027
Construction Completion Year	2029

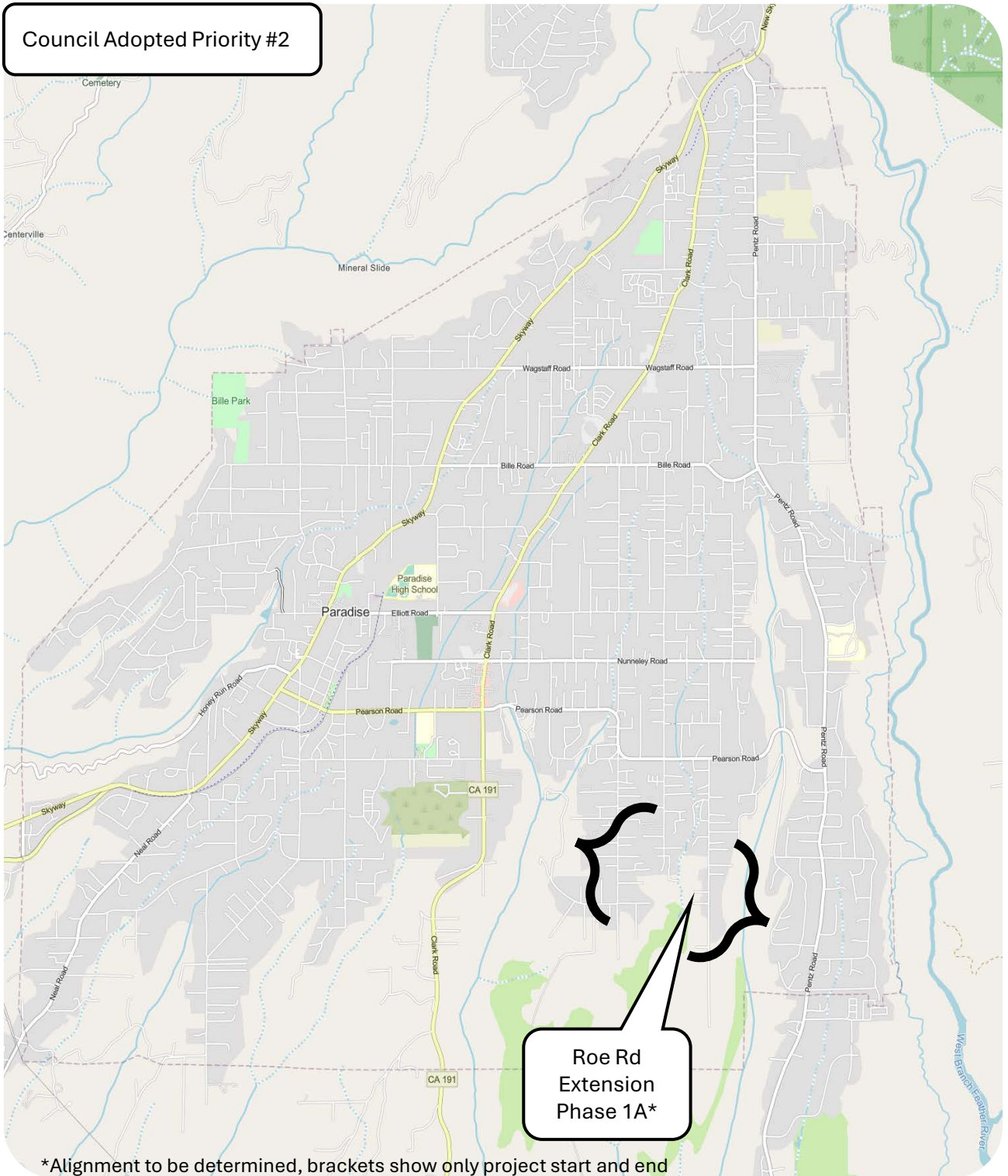
Project Scope

Roe Road Phase 1 Project will construct a new roadway with wide shoulders. The project will include a Class I multi-use pathway, ADA curb ramps, storm drain infrastructure connecting Edgewood Lane, Sawmill Road and South Libby Road.

Project Description

Roe Road Phase 1 project is part of a five-phase project to construct a new east-west roadway connection between Skyway and Pentz Road. The proposed project will construct roadway between South Libby Road and Edgewood Lane to improve circulation and connectivity throughout the Town and provide alternative ingress/egress routes for residential neighborhoods.

Council Adopted Priority #2



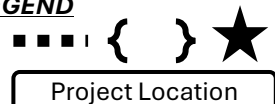
*Alignment to be determined, brackets show only project start and end



CDBG-DR Action Plan

Roe Road Extension Phase 1A

LEGEND





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Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	2
Project Name	Roe Road Phase 2
Project Type	New Infrastructure Project
HUD National Objective	Low-Moderate Income
Long-Term Recovery Plan	Missing Road Segment
Project Total Cost	\$85,000,000
CDBG-DR Project Grant Amount	\$52,000,000
Environmental Completion Year	2026
Design & ROW Completion Year	2027
Construction Completion Year	2029

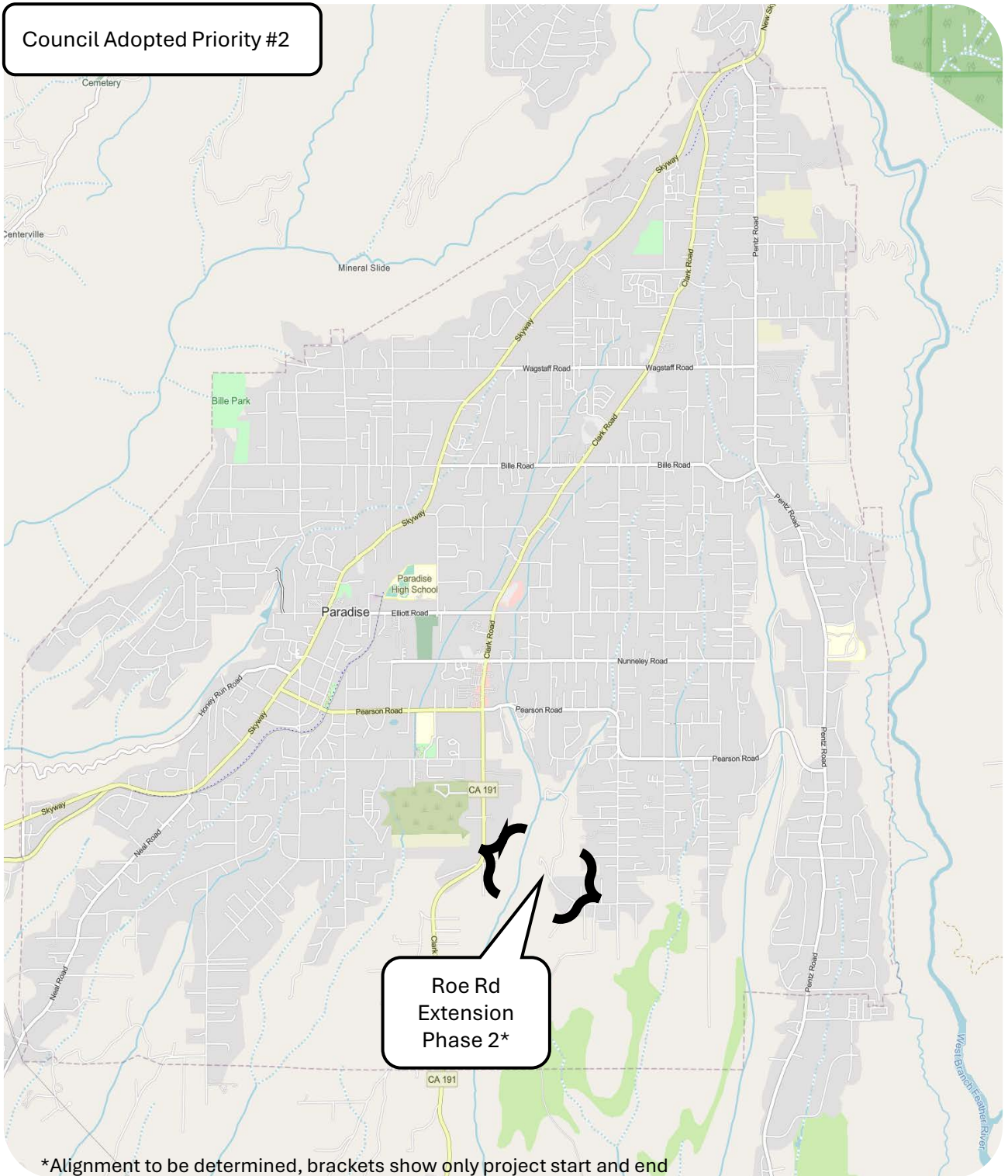
Project Scope

Roe Road Phase 2 Project will construct a new 1.3-mile roadway with wide shoulders. The project will include a Class I multi-use pathway, ADA curb ramps, storm drain infrastructure, and intersections with South Libby Road and Clark Road.

Project Description

Roe Road Phase 2 project is part of a five-phase project to construct a new east-west roadway connection between Skyway and Pentz Road. The proposed project will construct 1.3-miles of roadway between South Libby Road and Clark Road to improve circulation and connectivity throughout the Town and provide alternative ingress/egress routes for residential neighborhoods. The project will also construct a parallel Class I bikeway for travel by people walking and bicycling and provides first responders a dedicated bi-directional travel lane during emergency events.

Council Adopted Priority #2



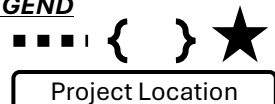
*Alignment to be determined, brackets show only project start and end



CDBG-DR Action Plan

Roe Road Extension Phase 2

LEGEND





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Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

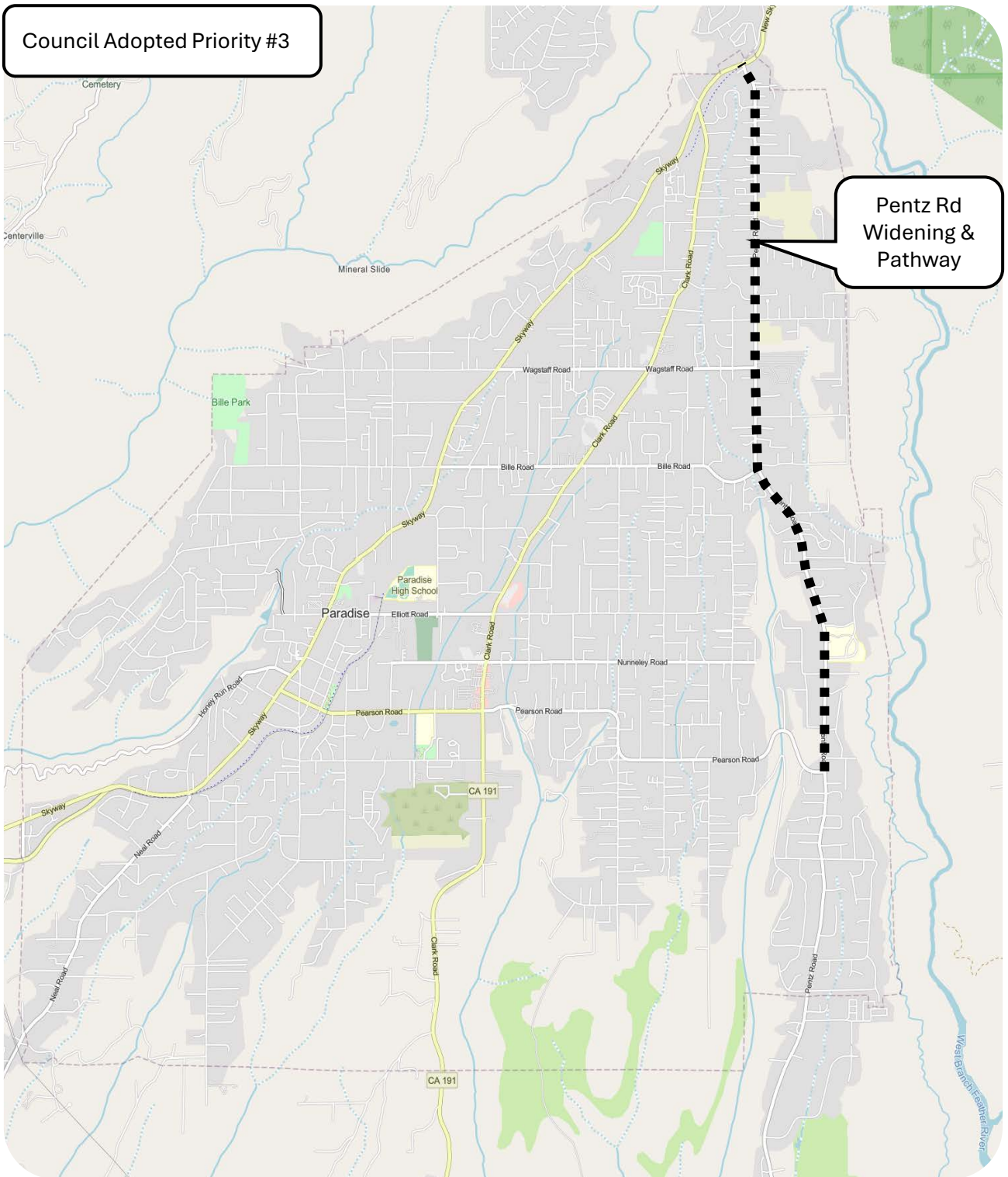
Allocation Priority	3
Project Name	Pentz Road Widening
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$26,000,000
CDBG-DR Project Grant Amount	\$26,000,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	2028

Project Scope

The Pentz Road Widening project will widen Pentz Road from Skyway to Pearson Road to include a 12-foot-wide center turn lane, widened shoulders, and a multi-use pathway. The project builds upon the FHWA disaster recovery efforts that are rehabilitating the existing roadway pavement.

Project Description

Pentz Road serves as a primary north-south ingress/egress route for Town residents. Widening the road will improve evacuation efficiency along this route, provide an adequate shoulder to park disabled vehicles and reduce fire fuel proximity to the traveling public. The project proposes a 10-foot-wide Class I multi-use facility with 2-foot shoulders, lighting, storm drain accommodations, ADA ramps, and crossing surface improvements.



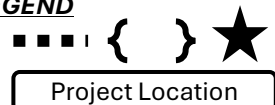
Pentz Rd
Widening &
Pathway



CDBG-DR Action Plan

Pentz Road Widening and Pathway Improvements

LEGEND





Town of Paradise
Public Works Department
5555 Skyway
Paradise, CA 95969
(530) 872-6291

Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	3
Project Name	Skyway/Pentz Intersection Improvements
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$5,000,000
CDBG-DR Project Grant Amount	\$5,000,000
Environmental Completion Year	2024
Design & ROW Completion Year	2025
Construction Completion Year	2026

Project Scope

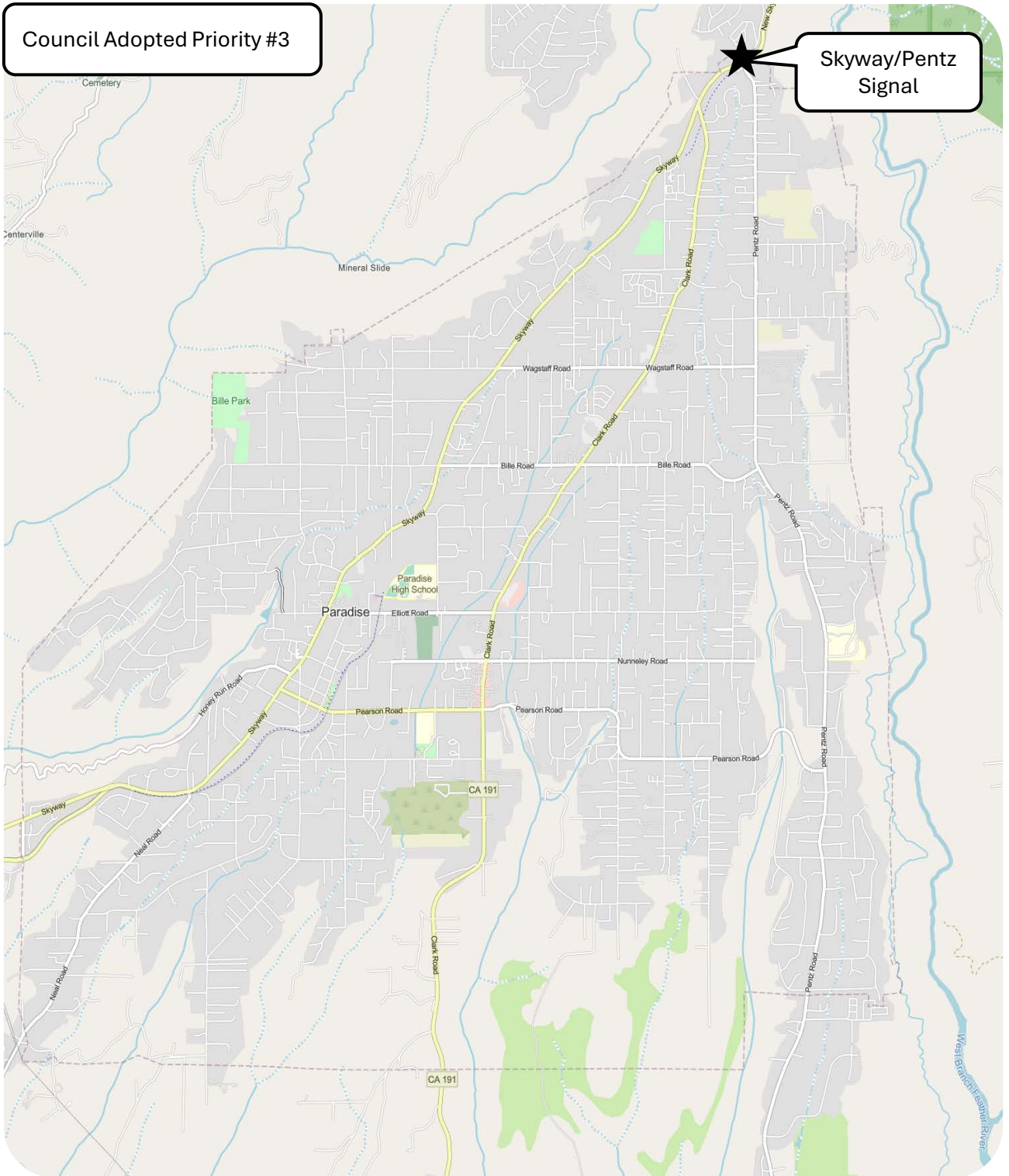
The Skyway/Pentz Intersection Improvements project will increase capacity with the construction of additional turn lanes and will provide for large vehicle turning radius. The project will require right-of-way acquisition.

Project Description

The Skyway/Pentz Intersection Improvements project will construct additional turn lanes and a traffic signal system or a roundabout at the existing narrow, Two-Way Stop Controlled Skyway/Pentz intersection. Additional capacity and large vehicle turning space is needed at this location for more efficient emergency services. The control type will be a full signalized intersection. The project includes right-of-way acquisition in the intersection vicinity which is required to accommodate the larger intersection footprint that is anticipated.

Council Adopted Priority #3

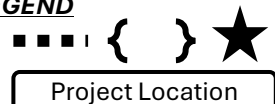
Skyway/Pentz
Signal



CDBG-DR Action Plan

Skyway-Pentz Intersection Improvements

LEGEND





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

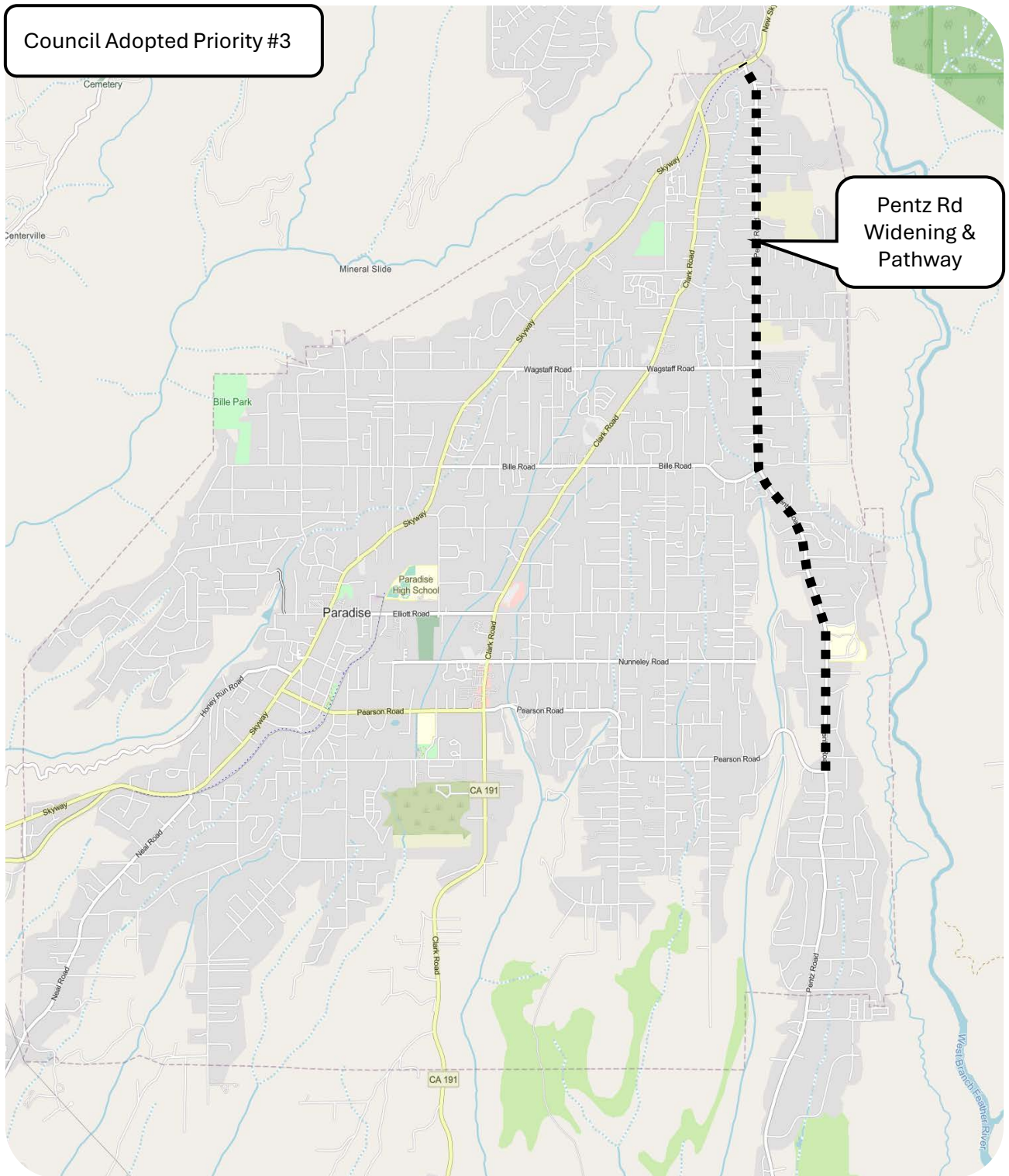
Allocation Priority	3
Project Name	Pentz Pathway Project Phase II
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Interconnected Path System
Project Total Cost	\$25,000,000
CDBG-DR Project Grant Amount	\$2,191,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	2028

Project Scope

The Pentz Pathway Phase II Project will construct 16,896 linear feet of a 10-foot-wide Class I multi-use facility complete with 2-foot-wide shoulders, lighting, and storm drain accommodations between Skyway to Wagstaff Road and Bille Road to Malibu Drive. Additional improvements include 80 new ADA ramps, 7 new RRFB signals, and 27 crossing surface improvements.

Project Description

The proposed project will provide infrastructure improvements for people walking and bicycling in the corridor to reach destinations throughout Town. The project will extend from the recently constructed Pentz Project Phase I north to Skyway, as well as south to Pearson. The project proposes a 10-foot-wide Class I multi-use facility with 2-foot shoulders, lighting, storm drain accommodations, ADA ramps, RRFB's, and crossing surface improvements.



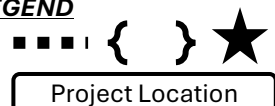
Pentz Rd
Widening &
Pathway



CDBG-DR Action Plan

Pentz Road Widening and Pathway Improvements

LEGEND





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

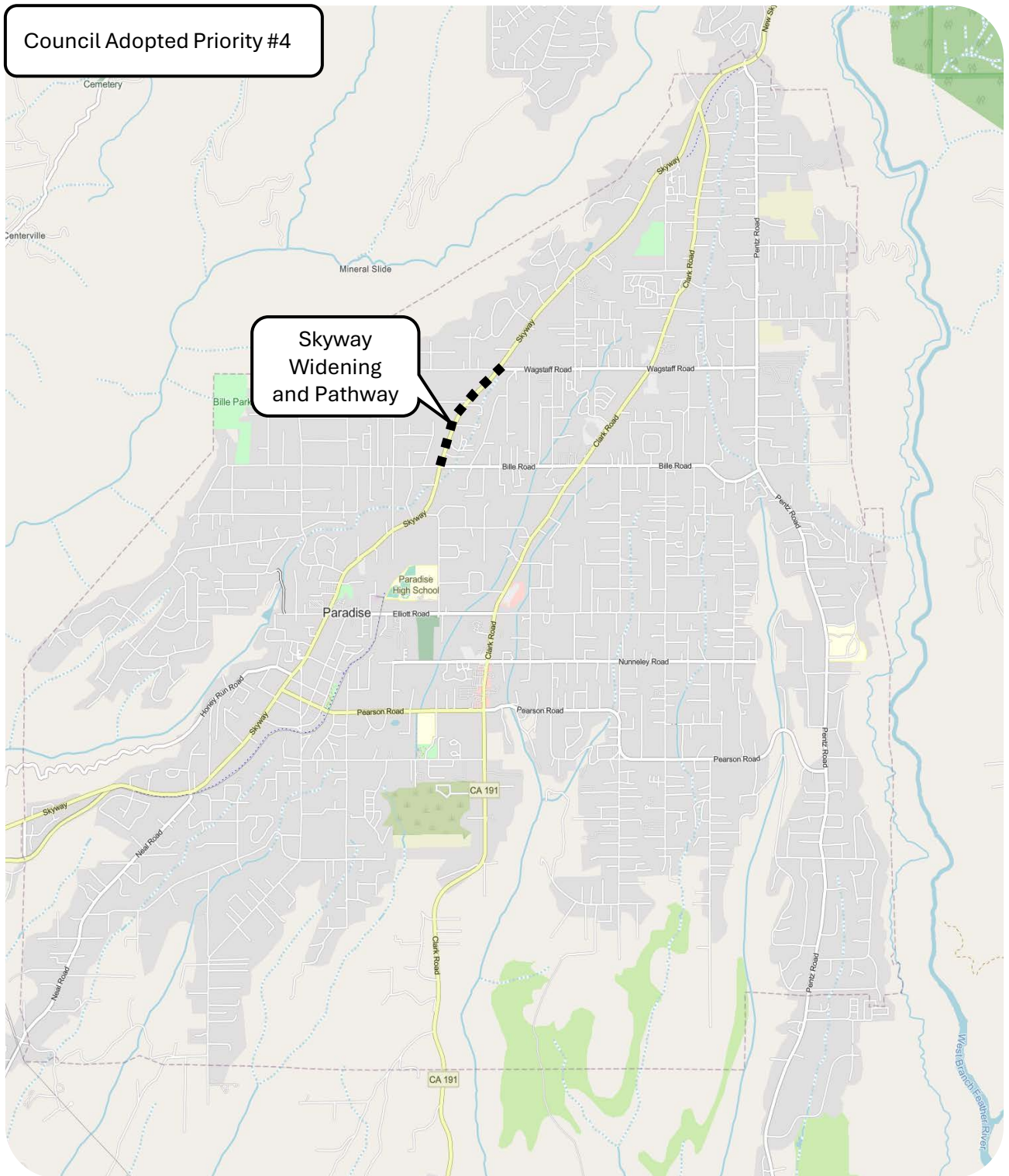
Allocation Priority	4
Project Name	Upper Skyway Widening (Bille to Wagstaff)
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$16,500,000
CDBG-DR Project Grant Amount	\$16,500,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	2028

Project Scope

The Upper Skyway Widening project will widen Upper Skyway from Bille Road to Wagstaff Road to include a 12-foot-wide center turn lane, widened shoulders, and a multi-use pathway. The project builds upon the FHWA disaster recovery efforts.

Project Description

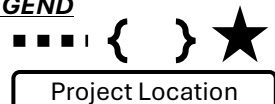
Skyway serves as the primary ingress/egress route for Town residents. Widening the road will improve evacuation along this route, provide an adequate shoulder to park disabled vehicles and reduce fire fuel proximity to the traveling public. The project includes a grade separated multi-use bike and pedestrian pathway create an interconnected path system. This pathway can function as an emergency ingress/egress during future evacuation events and provide an additional fire break.



CDBG-DR Action Plan

Skyway Widening and Pathway Improvements

LEGEND





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Public Works Department
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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

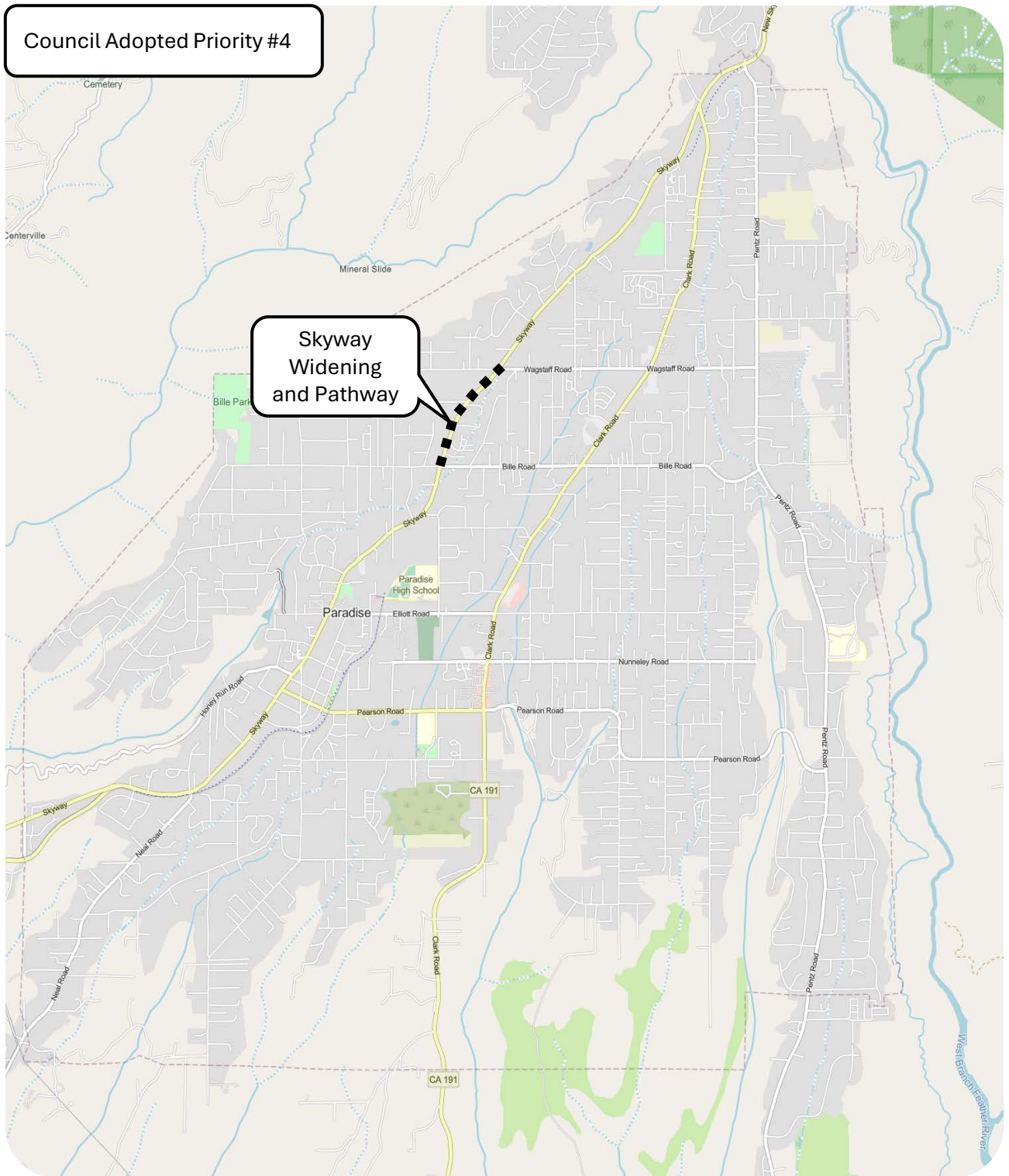
Allocation Priority	4
Project Name	Skyway Connectivity Project (Bille to Wagstaff)
Project Type	New Infrastructure project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Interconnected Path System
Project Total Cost	\$13,500,000
CDBG-DR Project Grant Amount	\$6,796,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	2028

Project Scope

The Skyway Connectivity Project will construct 5 segments of sidewalk infill totaling 4,255 linear feet, 20 new ADA ramps, and stripe 3,165 linear feet of on-street bicycle lanes between Wagstaff Road and Bille Road. The project also constructs 20 ADA ramps and undergrounds overhead utilities.

Project Description

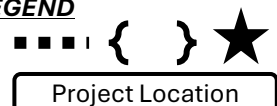
The proposed project will provide infrastructure improvements for people walking and bicycling in the corridor to reach destinations throughout Town. The proposed improvements serve a dual purpose and provide increased capacity for citizens as well as ingress/egress for emergency response vehicles during evacuation events.



CDBG-DR Action Plan

Skyway Widening and Pathway Improvements

LEGEND





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	5
Project Name	Paradise ATP Gateway Project (Neal Road Class I)
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Interconnected Path System
Project Total Cost	\$18,398,000
CDBG-DR Project Grant Amount	\$5,500,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	2028

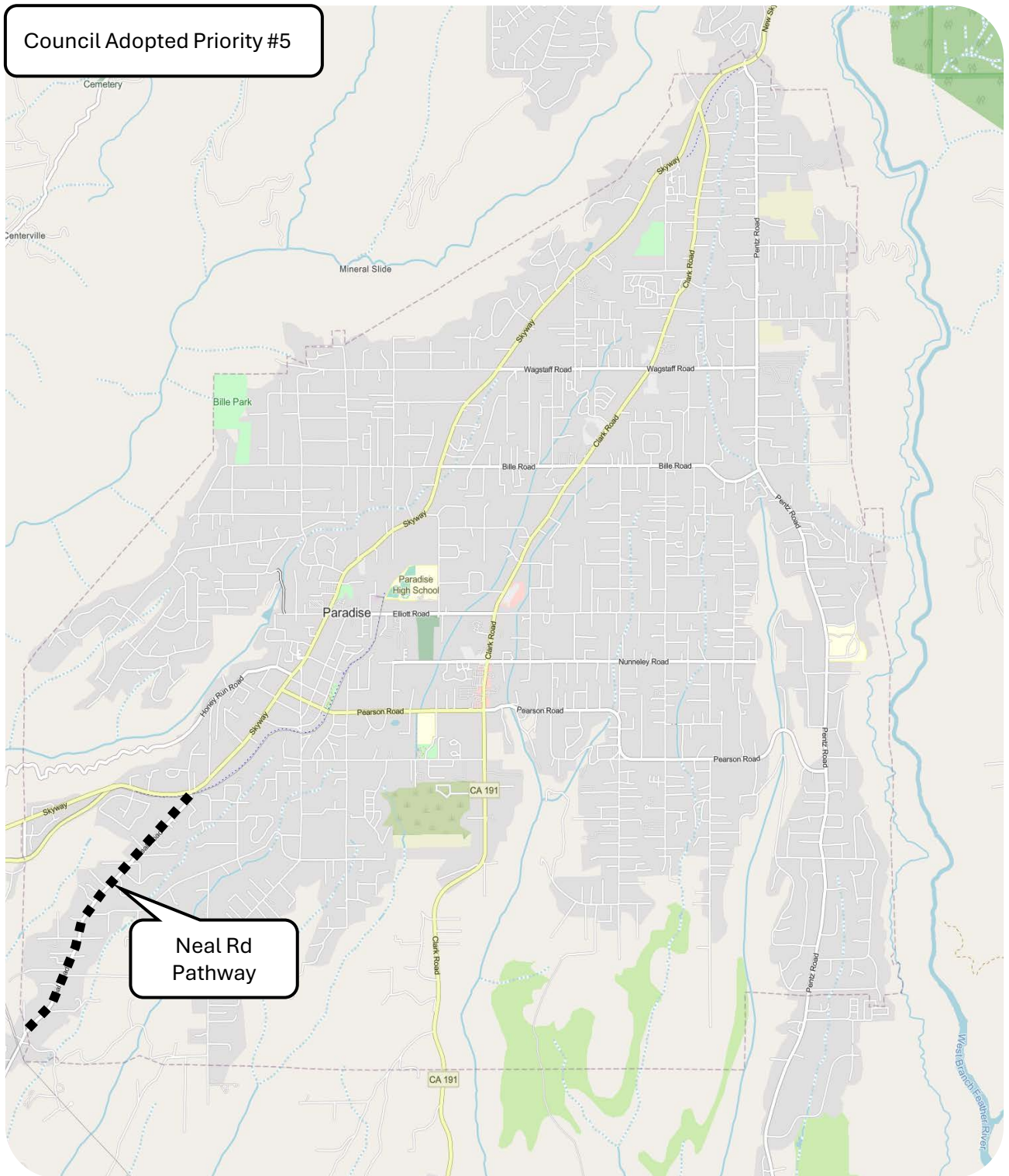
Project Scope

The Paradise Gateway Project will construct an 8,554-foot long, grade-separated, Class I multi-use facility along Neal Road and 4,752 linear feet of sidewalk infill along Skyway between Neal Road and Pearson Road. The project also constructs 50 ADA ramps, up to 3 Rectangular Rapid Flashing Beacons (RRFBs), and undergrounds overhead utilities.

Project Description

The proposed project will provide infrastructure improvements for people walking and bicycling in the corridor to reach destinations throughout Town. The project will provide an 8,554-foot grade-separated, Class I multi-use facility along Neal Road, 50 ADA ramps, up to 3 RRFBs, and 4,752 linear feet of sidewalk infill along Skyway between Neal Road and Pearson Road.

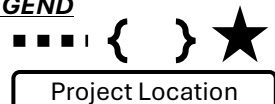
Council Adopted Priority #5



CDBG-DR Action Plan

Neal Rd Pathway

LEGEND





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

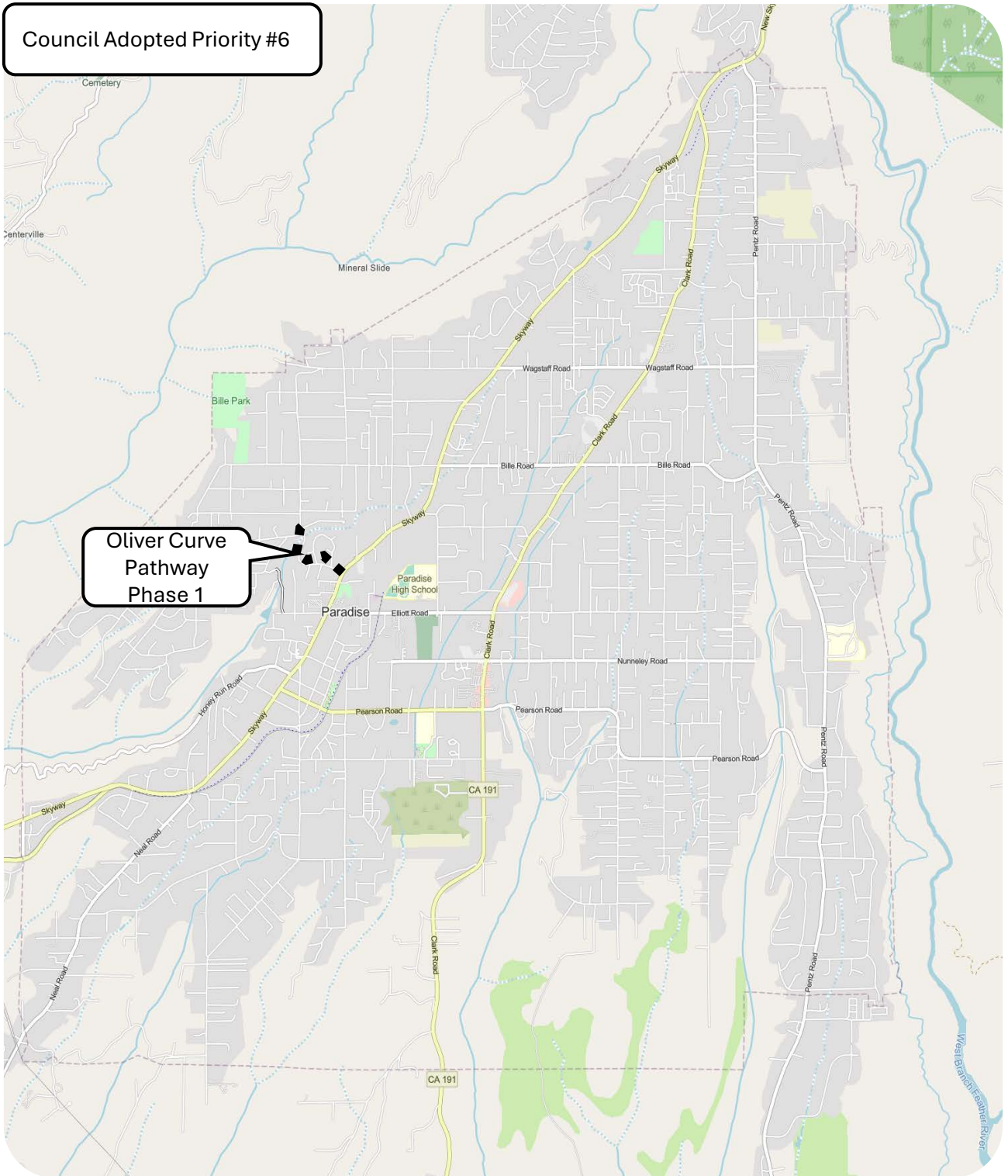
Allocation Priority	6
Project Name	Oliver Curve Pathway Phase I
Project Type	New Infrastructure Project
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Interconnected Path System
Project Total Cost	\$14,000,000
CDBG-DR Project Grant Amount	\$1,250,000
Environmental Completion Year	2025
Design & ROW Completion Year	2026
Construction Completion Year	TBD

Project Scope

The Oliver Curve Pathway Phase 1 Project will construct 10-foot-wide Class I multi-use facility complete with 2-foot-wide shoulders, lighting, and storm drain accommodations between Skyway and Valley View Drive.

Project Description

The Oliver Curve Pathway Project Phase I proposes a Class I pathway on Oliver Road between Skyway and Valley View Drive.



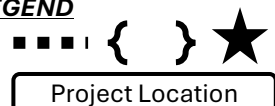
Oliver Curve
Pathway
Phase 1



CDBG-DR Action Plan

Oliver Curve Pathway Phase 1

LEGEND





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5555 Skyway
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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M1
Project Name	On-System Road Rehabilitation
Project Type	Match – FHWA ER
HUD National Objective	Unmet Need/Low Moderate Income
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$56,517,998
CDBG-DR Project Grant Amount	\$13,800,000
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	2027

Project Scope

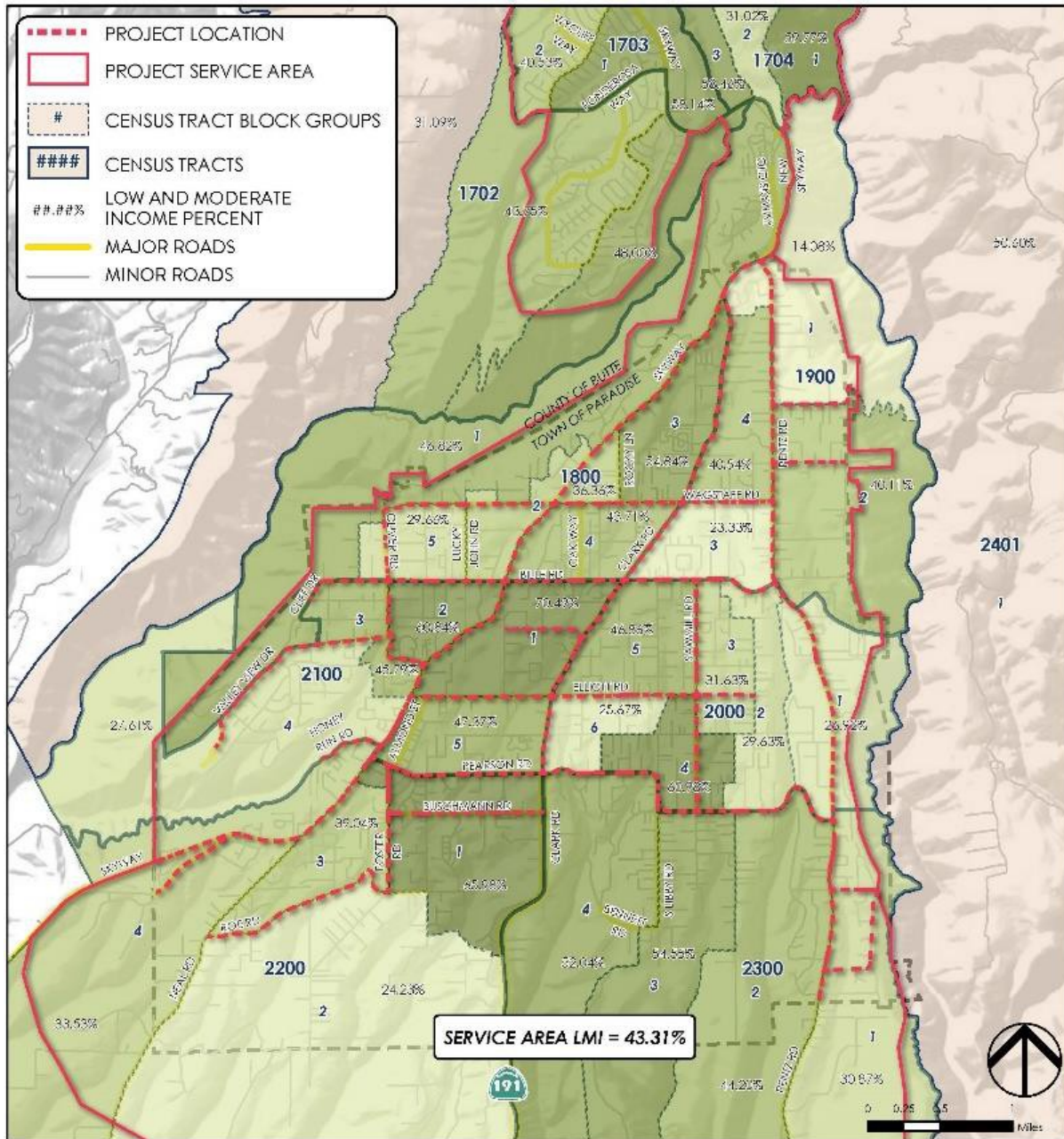
The On-System Road Rehabilitation Project repairs damaged sections of roadway and re-striping when necessary to rehabilitate 32 miles of roadway segments of on-system roadway. The project includes a combination of pavement rehabilitation strategies depending on the severity of damage, modifications to nine signalized intersections, and construction of 48 ADA compliant curb ramps.

Project Description

The project will repair 32 miles of on-system roadways that sustained heavy damage in the wake of the Camp Fire and debris removal efforts. The critical condition of the current roadways risks pavement failure and creates unsafe road conditions. The project will improve safety along public roads that are part of the federal-aid system. These arterial roadways are either evacuation routes or primary east-west connections to the evacuation routes.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M2
Project Name	Off-System Road Rehabilitation
Project Type	Match – FEMA PA
HUD National Objective	Unmet Need/ Low Moderate Income
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$45,896,875
CDBG-DR Project Grant Amount	\$10,030,224
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	2026

Project Scope

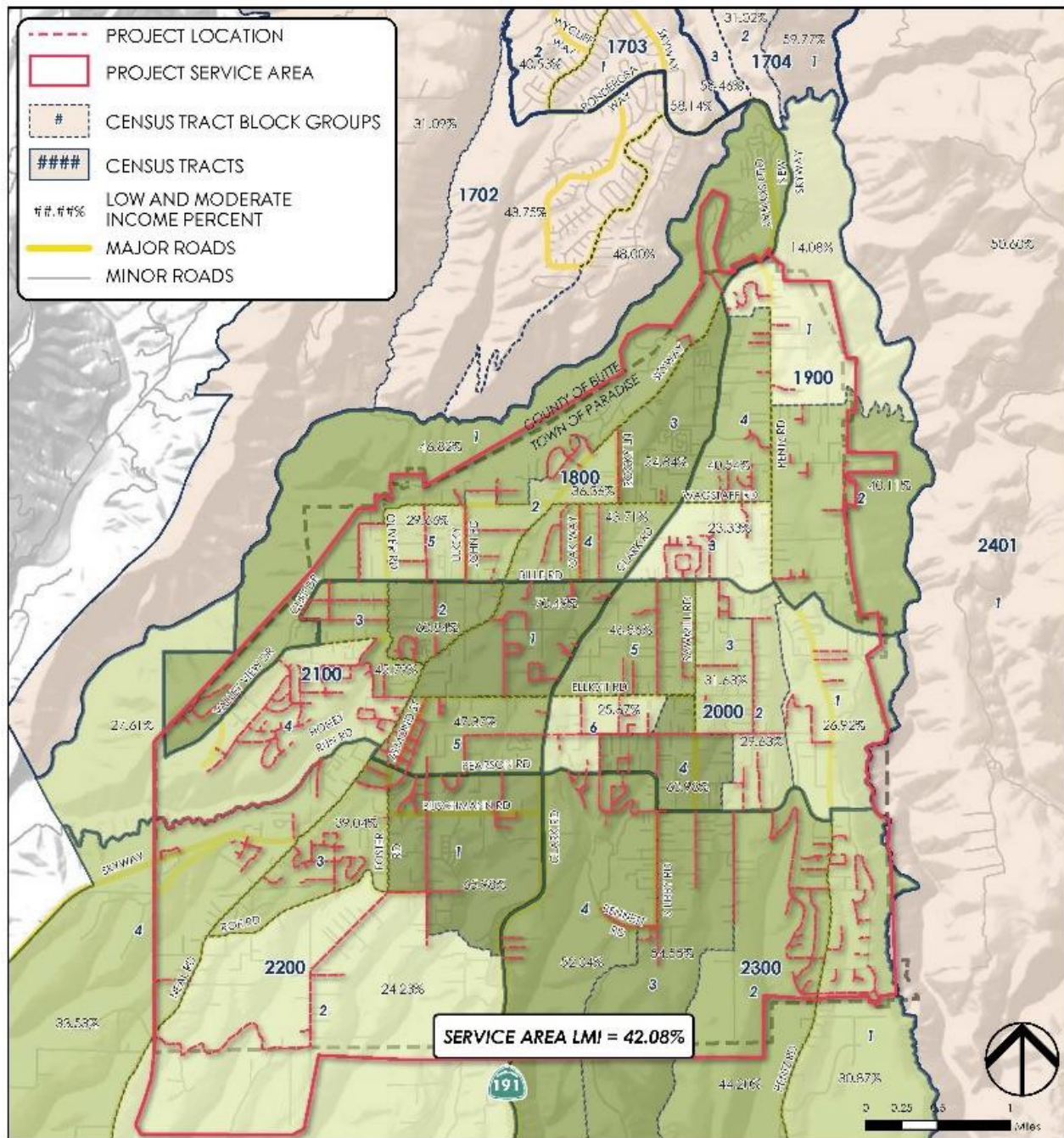
The Off-System Road Rehabilitation Project repairs damaged sections of roadway and re-striping when necessary to rehabilitate 47 miles of roadway segments of on-system roadway. The project also upgrades non-compliant ADA curb ramps.

Project Description

The project will repair 47 miles of off-system roadways that sustained heavy damage in the wake of the Camp Fire. The critical condition of the current roadways risks pavement failure and creates unsafe road conditions. The project will improve safety along public roads that are not part of the federal-aid system. These roads include local roads and rural minor collectors, which provide evacuation routes connecting to the federal-aid system.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

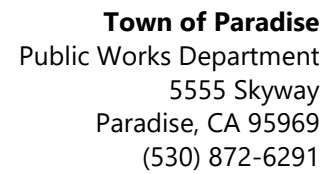
Allocation Priority	M3
Project Name	Early Warning System
Project Type	Match – FEMA HMGP
HUD National Objective	Unmet Need/ Low Moderate Income
Long-Term Recovery Plan	Emergency Notification
Project Total Cost	\$3,206,875
CDBG-DR Project Grant Amount	\$756,719
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	Complete

Project Scope

The Early Warning System project will design, install, and implement a network of emergency warning systems for the purpose of rapid hazard notification.

Project Description

This project will provide an early warning system with multiple notification channels, including IPAWS/WEA, AM Radio, SMS, social media, and outdoor siren/speakers capable of broadcasting audible alert tones and clear voice messages. The siren/speaker system will be installed in 21 locations throughout Paradise. The system is intended to have battery backup, AC, solar power, user friendly cloud-based software, and a reliable connection that is not reliant on local power or cell towers.





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M4
Project Name	Hazardous Fuel Reduction Program
Project Type	Match – FEMA HMGP
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Fuels Management
Project Total Cost	\$1,706,460
CDBG-DR Project Grant Amount	\$406,468
Environmental Completion Year	2024
Design & ROW Completion Year	2025
Construction Completion Year	2028

Project Scope

In the wake of the most destructive wildfires in California’s history, the Town of Paradise will establish a Hazardous Fuels Reduction Program to help protect Town’s Right of Ways. The target location would be the Wildland-Urban Interface area which encompasses the entire Town. This includes over 11,500 parcels with an estimated pre-fire population of 26,000.

In the aftermath of the Camp Fire, the fire prevention techniques and mitigation measures are dramatically different. The Town will need to use a combination of mechanical measures and chemical techniques for the clearing brush. The vegetative landscape will be grasses, brush, and small trees as opposed to the pre-fire state of large trees. This change throughout the Town makes this project even more important in creating a program to manage hazardous fuels.

In order to most efficiently manage hazardous fuels, the implementation of this includes the mechanical and chemical reduction of hazardous fuels.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M5
Project Name	Neal Road Rehabilitation
Project Type	Match – FHWA ER
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$1,706,460
CDBG-DR Project Grant Amount	\$549,190
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	2028

Project Scope

The project rehabilitates approximately 1.63 miles of Neal Road within the Town limits between Skyway and Wayland. The project work includes 1-inch Cold Plane and 3-inch asphalt concrete (AC) overlay for the entire roadway section with digout areas of 12-inch asphalt AC for sections with severe rutting and cracking damage.

Project Description

Neal Road is an on-system, principal arterial, major connector route in from the Town of Paradise to State Route 99 (SR 99) and it is designated as a federal aid route within the Town Limits. Neal Road is one of the primary routes between the Neal Road Landfill just east of SR 99 and the Town. The rehabilitation consists of asphalt concrete overlays and structural section repair (digouts) for severely damaged locations.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

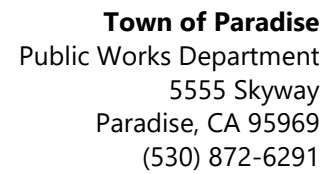
Allocation Priority	M6
Project Name	On-System Culvert Replacement
Project Type	Match- FHWA ER
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$931,273
CDBG-DR Project Grant Amount	\$26,705
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	Complete

Project Scope

The On-System Culvert Replacement Project involves replacing damaged On-System High Density Poly Ethylene (HDPE) “plastic” culverts with Reinforced Concrete Pipe (RCP) culverts, including restoration of the roadway section above the pipe at various locations. The project is funded through FHWA Emergency Relief.

Project Description

The project will repair damaged culverts at 25 locations along evacuation routes to improve safety and provide safe and effective management of storm runoff. Consistent with the Long-Term Recovery Plan, the project provides for a more sustainable and greener community.





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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M7
Project Name	On- System Hardscape Replacement
Project Type	Match- FHWA ER
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Walkable Downtown
Project Total Cost	\$783,326
CDBG-DR Project Grant Amount	\$22,461
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	Complete

Project Scope

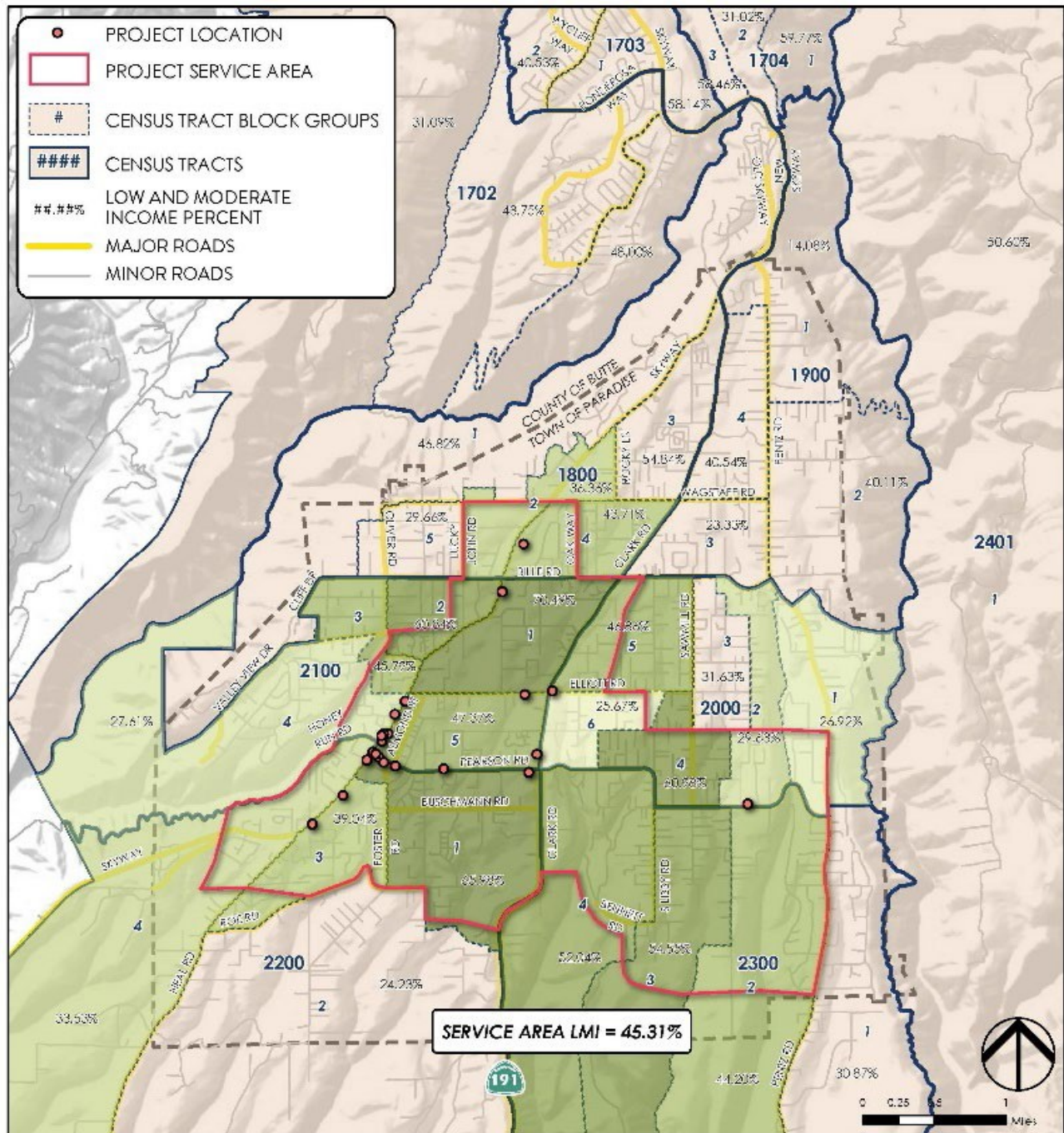
The On-System Hardscape Replacement Project involves removal and replacement of damaged concrete curb, gutter, and sidewalk at 22 locations along on-system roads that are part of the federal-aid system. The project is partially funded through FHWA Emergency Relief.

Project Description

The project will repair damaged hardscape along on-system roads to improve safety. The Town's hardscape sustained heavy damage in the wake of the Camp fire. Damaged areas pose a hazard to pedestrians and bicyclists. Consistent with the Long-Term Recovery Plan, the project repairs will support an interconnected path system and walkable downtown.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M8
Project Name	Off-System Culvert Repair
Project Type	Match – FEMA PA
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$664,643
CDBG-DR Project Grant Amount	\$41,540
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	Complete

Project Scope

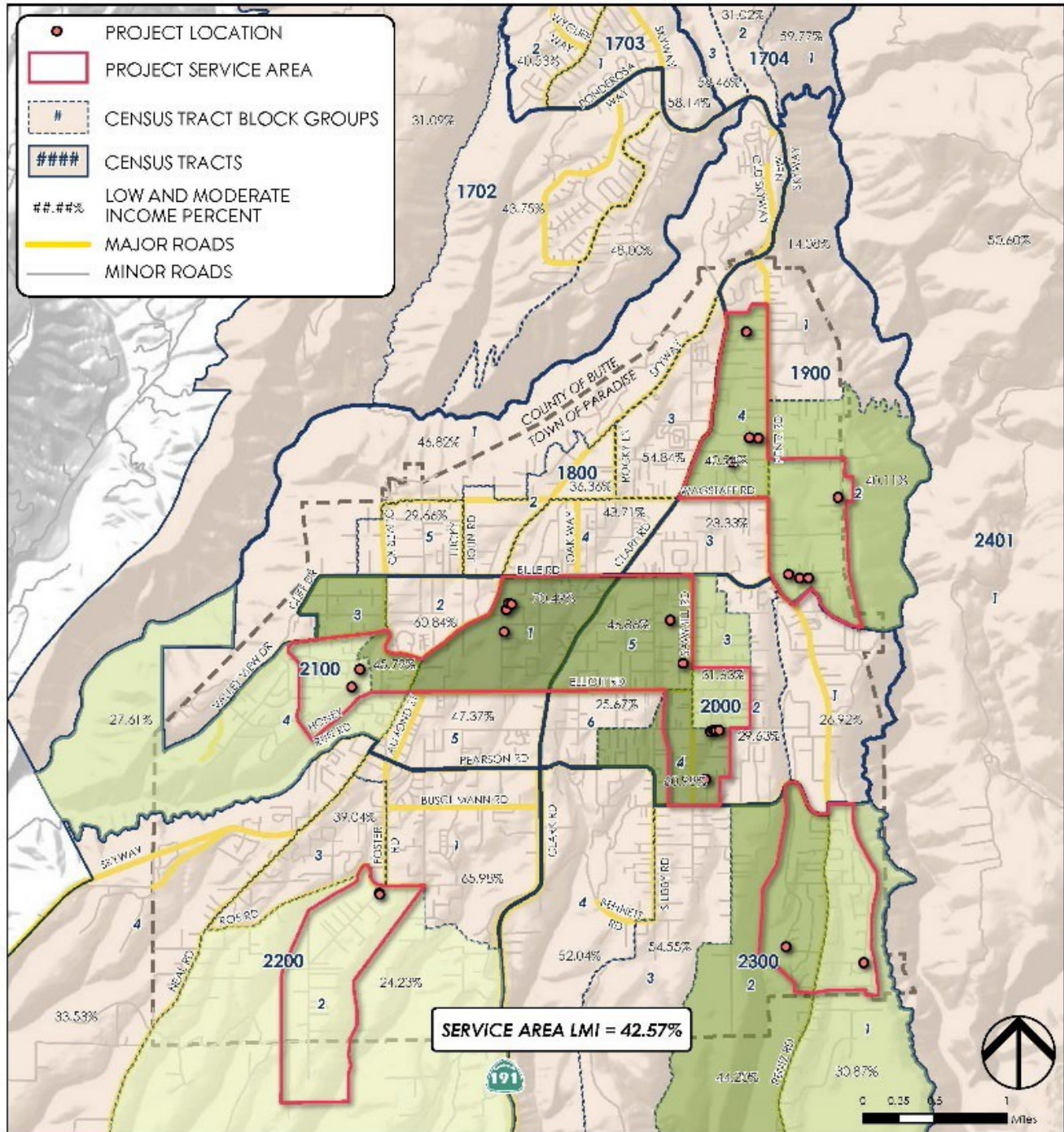
The Off-System Culvert Replacement Project involves replacing damaged On-System High Density Poly Ethylene (HDPE) culverts and rehabilitation of the roadway section above the pipe at 31 locations.

Project Description

The project will repair damaged culverts at 31 locations along neighborhood roads connecting to evacuation routes to improve safety and provide safe and effective management of storm water runoff. The culverts targeted for inspection were identified by using the Town's Acela inventory database. Plastic culverts that were listed as off the federal and state system and located within the burn areas were identified.



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Town of Paradise
Community Development Block Grant Disaster Recovery – Infrastructure
Project Fact Sheet

Allocation Priority	M9
Project Name	On-System Sign Replacement
Project Type	Match – FHWA ER
HUD National Objective	Unmet Need
Long-Term Recovery Plan	Evacuation Routes
Project Total Cost	\$224,158
CDBG-DR Project Grant Amount	\$6,428
Environmental Completion Year	Complete
Design & ROW Completion Year	Complete
Construction Completion Year	Complete

Project Scope

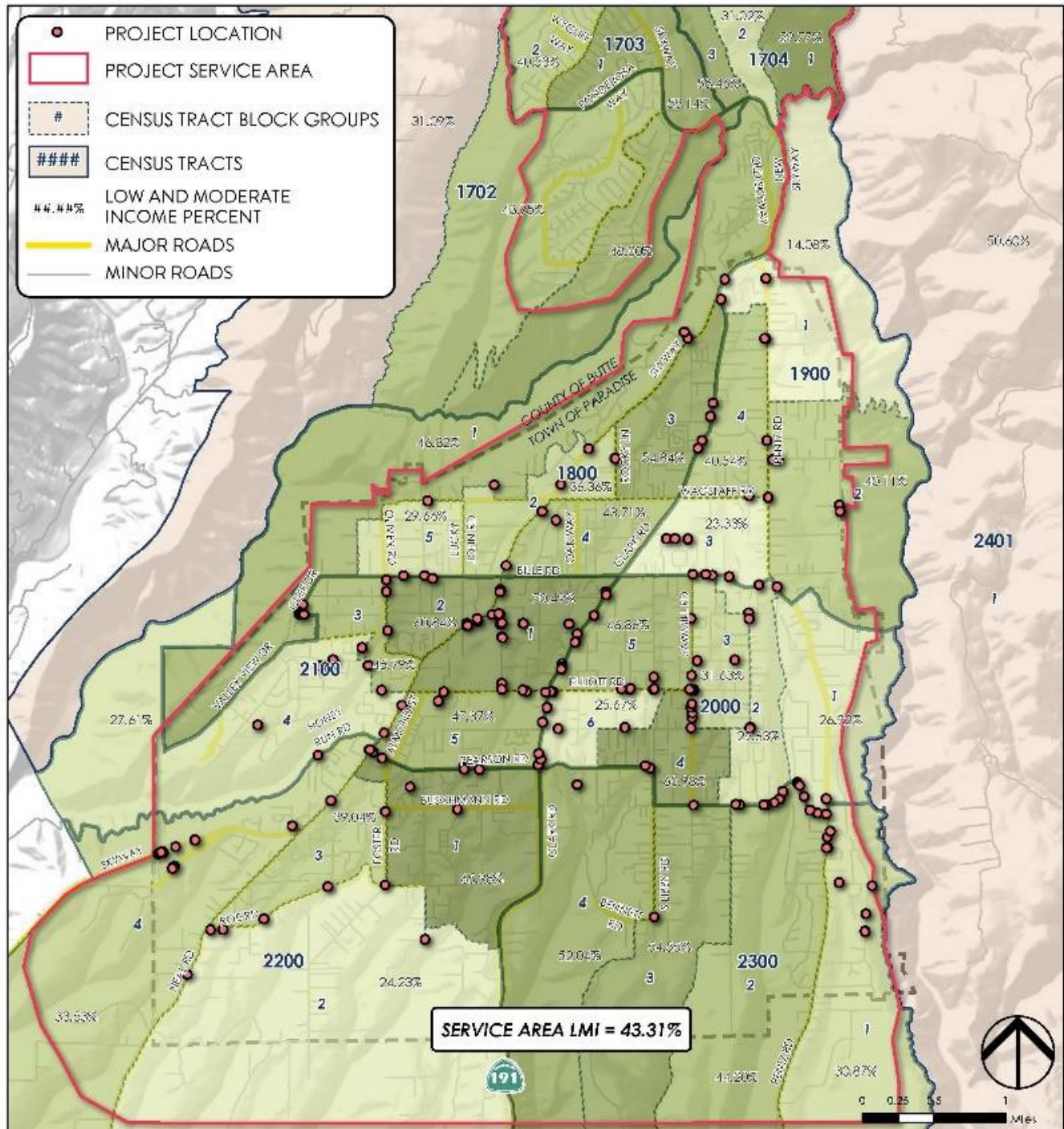
The On-System Sign Replacement Project involves sign removal, sign installation and reset of roadside signs and flashing beacons at 122 locations damaged in the 2018 Camp Fire. The project is partially funded through FHWA Emergency Relief.

Project Description

The project will replace damaged roadway signs along federal aid routes to improve safety. Signage types include stop, no parking, signs alerting to fire station access, speed limit, curves ahead, street markers, prepare to stop/stop ahead, merge left, school crossing, flashing beacons, hospital/police, no outlet, wildlife crossing, etc.



Town of Paradise
Public Works Department
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Town of Paradise
Council Agenda Summary
Date: April 8, 2025

Agenda Item: 6(d)

ORIGINATED BY: Aimee Beleu, Finance Director/Town Treasurer
REVIEWED BY: Jim Goodwin, Town Manager
SUBJECT: Finance Department Minor Reorganization
LONG TERM RECOVERY PLAN: No

COUNCIL ACTION REQUESTED:

1. Consider authorizing Accounting Assistant I/II Full Time Equivalent (FTE) to be added to the Finance Department with the correlating budget adjustment; and,
2. Consider adopting Resolution No. 2025-____ "A Resolution of the Town Council of the Town of Paradise Amending the Salary Pay Plan for the Town of Paradise Employees for the Fiscal Year 2024-2025."

Background:

The Finance Department has had a shift in personnel over the past year: A new Finance Director, Senior Accountant, Accounting Analyst and 2 Accountants. Two years after the Campfire, in 2020, the Town of Paradise had six active CIP projects. Now, with 30 recovery projects currently online, and an overall budget of \$122M, the Finance workload has drastically increased. Additionally, we have increased our Finance department by one employee over the past six years.

Current Finance Department	Proposed Finance Department
Finance Director	Finance Director
Senior Accountant	Senior Accountant
Accountant	Accountant
Accountant	Accountant
Accounting Analyst	Accounting Analyst
Accounting Assistant I/II	Accounting Assistant I/II
	Accounting Assistant I/II

Analysis:

After comparing staffing levels to nearby municipalities and their corresponding budgets, we found the volume of the Finance Staff processing \$20,489,269 compared to the closest ratio of \$18,834,420. When comparing actuals in prior years, TOP staff is processing over \$10M each. Based on this information we propose adding an additional limited term Accounting Assistant I/II to assist in the additional transactions and services we are providing. The proposed changes will cost the town approximately \$11,723 for the remainder of FY2024-2025. We will continue to evaluate staffing levels as projects are completed, and the recovery process lessens.

Organization	Population	# of Employees	Budgeted Expenses	Emp/Exp Ratio
Chico	102,790	15	\$282,516,305	\$18,834,420
Yuba City	69,545	16	\$119,518,414	\$ 7,469,900
Marysville	73,780	18	\$142,244,211	\$ 7,902,456
Oroville	19,895	7	\$ 85,300,342	\$12,185,763
<i>Paradise</i>	<i>10,729</i>	<i>6</i>	<i>\$122,935,617</i>	<i>\$20,489,269</i>

Financial Impact:

FY 24/25 estimated General Fund increase of \$11,723.

**TOWN OF PARADISE
RESOLUTION NO. 2025-**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
ADOPTING THE AMENDED SALARY PAY PLAN FOR THE TOWN OF
PARADISE EMPLOYEES FOR THE FISCAL YEAR 2024-2025**

WHEREAS, the Town wishes to revise the salary pay plan: and,

WHEREAS, the salary pay plan will incorporate all salary paid within the Town into one salary pay plan.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Paradise, that the Town of Paradise salary pay plan attached to this resolution is hereby adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 8th day of April 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Crowder, Mayor

ATTEST:

APPROVED AS TO FORM:

Melanie Elvis, Town Clerk

Scott E. Huber, Town Attorney

TOWN OF PARADISE SALARY PAY PLAN FY 2024/25 AS OF JULY 2024										
Head Count	Auth FTE's	Budget FTE	Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
1.00	1.00	1.00	ACCOUNTING ASSISTANT I							
			HOURLY	40	20.07	21.07	22.12	23.23	24.39	25.61
			BIWEEKLY	80	1,605.60	1,685.60	1,769.60	1,858.40	1,951.20	2,048.80
			MONTHLY	173	3,478.80	3,652.13	3,834.13	4,026.53	4,227.60	4,439.07
			ANNUAL	2,080	41,745.60	43,825.60	46,009.60	48,318.40	50,731.20	53,268.80
1.00	1.00	1.00	ACCOUNTING ASSISTANT II							
			HOURLY	40	22.17	23.28	24.44	25.66	26.94	28.29
			BIWEEKLY	80	1,773.60	1,862.40	1,955.20	2,052.80	2,155.20	2,263.20
			MONTHLY	173	3,842.80	4,035.20	4,236.27	4,447.73	4,669.60	4,903.60
			ANNUAL	2,080	46,113.60	48,422.40	50,835.20	53,372.80	56,035.20	58,843.20



ACCOUNTING ASSISTANT I/II

DEFINITION

Under direct (I) or general (II) supervision, performs a variety of technical accounting support duties in the preparation, maintenance, and processing of accounting records and transactions, including accounts payable, accounts receivable, utility billing, and business licenses; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision or general supervision from assigned management staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Accounting Assistant I: This is the entry-level classification in the Accounting Assistant series. Initially under close supervision, incumbents learn and perform work in accounts receivable, accounts payable, utility billing, and business licensing. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Accounting Assistant II level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Accounting Assistant II: This is the fully qualified journey-level classification in the Accounting Assistant series. Positions at this level are distinguished from the Accounting Assistant I by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Accounting Assistant the latter performs a broader range and more complex technical accounting support duties, such as payroll processing and preparing various financial, budget, and state- and federal-mandated reports, and exercises a higher level of discretion and independent decision-making.

Positions in the Accounting Assistant class series are flexibly staffed; positions at the II-level are normally filled by advancement from the I-level; progression to the II-level is dependent on management affirmation that the position is independently and competently performing the full range of duties assigned to the classification.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

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

Positions at the Accounting Assistant I level may perform some of these duties and responsibilities in a learning capacity

- Performs a variety of technical accounting support duties related to accounts payable, accounts receivable, utility billing, and business licenses.
- Reviews, verifies, posts, and records a variety of accounting and financial transactions.
- Maintains a variety of ledgers, registers, and journals according to established accounting policies and procedures; reconciles transactions and data as directed; records adjustments and resolves differences; maintains the accuracy of accounting and financial records.
- Receives and processes payments, balances monies received, and prepares and issues vouchers and receipts; allocates funds to correct accounts; balances and reconciles accounts; maintains petty cash; and prepares bank deposits.
- Processes invoices, including reviewing, verifying, coding, and entering approved invoices and supporting documentation into accounts payable system; prepares invoice batch for approval; makes adjustments and processes journal entries; prints checks and check register; ensures invoices are charged to appropriate accounts; researches and resolves discrepancies and vendor inquiries; maintains and issues forms for tax reporting purposes.
- Prepares utility bills and notices; participates in implementing new utility rates.
- Maintains business license information; researches and notifies new businesses of licensing requirements; mails application materials; closes accounts as necessary; initiates work orders for inspectors as needed.
- Prepares and files financial, accounting, and statistical reports.
- Assists with the year-end closing, reconciliation, and audit processes.
- Maintains accurate and detailed records, verifies accuracy of information, researches discrepancies, and records information.
- Verifies and reviews records for completeness and conformance with established regulations and procedures; applies Town policies and procedures in determining completeness of records and files.
- Assists customers by providing answers and information regarding specific account information, discrepancies, general accounting procedures, and/or department specific issues and problems; researches issues regarding specific transactions; and updates related files and departments on action items.
- May perform general office support duties such as opening and routing mail and deliveries, preparing correspondence, filing and record keeping, duplicating and distributing various written materials, and ordering and keeping inventory of office supplies.
- May perform duties of Senior Accounting Assistant on a temporary basis as assigned.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Terminology and practices of financial and account document processing and record keeping, including accounts receivable, accounts payable, utility billing, and business licensing.
- Mathematical principles and practices of basic financial and statistical techniques.
- Principles and procedures of record keeping and preparation of reports and correspondence.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and Town staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Perform detailed account and financial support work accurately and in a timely manner.

- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Learn, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Compose correspondence and reports independently or from brief instructions.
- Make accurate mathematical, financial, and statistical computations.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:

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

Accounting Assistant I/II: Equivalent to graduation from the twelfth (12th) grade.

Accounting Assistant I: One (1) year of responsible bookkeeping or accounting experience.

Accounting Assistant II: Three (3) years of increasingly responsible accounting experience equivalent to the Accounting Assistant I in the Town of Paradise.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 15 pounds with the use of proper equipment.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances.