



Town of Paradise Town Council Meeting Agenda

January 10, 2017

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

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

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

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

Meeting Procedures

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

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

1. OPENING

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation
- d. Roll Call
- 1e. Police Department Employees of the Year
 - Steve Bertagna – 2016 Police Officer of the Year
 - Kassidy Honea – 2016 Public Safety Dispatcher of the Year
 - Valerie Lynch – 2016 Civilian Employee of the Year
 - Wayne Ward - 2016 Volunteer in Police Service of the Year
 - Jim Dill – 2016 Paradise Animal Shelter Helper (PASH) of the Year

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. p4 Approve Minutes of the December 13, 2016 regular Town Council Meeting.
- 2b. p13 Approve December 2016 cash disbursements in the amount of \$937,696.52
- 2c. p21 Adopt Resolution No. 17-01, 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 for funding 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
- 2d. p25 Adopt Resolution No. 17-02, A Resolution of the Town Council of the Town of Paradise Declaring Certain Town Property to be Surplus and Authorizing Disposal Thereof.
- 2e. p30 1. Approve submission of a Substantial Amendment to the 2009/10 and 2013/14 CDBG Annual Plans to HUD. (The proposed amendment would re-allocate the \$80,000 in funding budgeted for Commercial Façade from the 2009/10 Program Year and the \$40,000 allocated to Business Assistance from the 2013/14 Program Year to Housing Assistance.)
- 2f. p34 Accept two cash donations to the Town of Paradise Animal Shelter in the amount of \$4,200.00 and apply it to Animal Control Donations 7811.30.4540.3650.100.
- 2g. p35 1. Accept the cash donation from Cindy Haskett, Blue Team Realty, Inc. to the Town of Paradise Fire Department in the amount of \$5,000.00 and apply it to Fire Department Donations 7810.35.000.3650.100; and, 2. Approve \$5,000.00 budget appropriation from Fire Department Donations Fund Account 7810.35.4630.5304 for the purchase of radio and intercom equipment.

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. PUBLIC COMMUNICATION

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

5. PUBLIC HEARINGS

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

Public Hearing Procedure:

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

5a. p37 1. Conduct a public hearing to solicit comments and/or suggestions regarding the 2017-2018 Annual Plan funding priorities; and, 2. Approve the formation of a public services sub-committee to consider input and requests for public services funding; and, 3. Appoint two Council members to the public services sub-committee.

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. p41 Paradise Police Department Building Electrical Emergency Update - Informational update only, no action requested.

7. COUNCIL INITIATED ITEMS AND REPORTS

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

8. STAFF COMMUNICATION

- 8a. Town Manager Report
 - Community Development Director

9. CLOSED SESSION – None

10. ADJOURNMENT

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

TOWN/ASSISTANT TOWN CLERK SIGNATURE	

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – December 13, 2016**

1. OPENING

The Regular Meeting of the Paradise Town Council was called to order by Mayor Jones at 6:00 p.m. in the Town Council Chamber 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 Culleton.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Scott Lotter, John J. Rawlings and Jody Jones, Mayor.

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Town Manager Lauren Gill, Town Attorney Dwight Moore, Town Clerk Dina Volenski, Administrative Services Director/Town Treasurer Gina Will, Public Works Director/Town Engineer Marc Mattox, Community Development Services/Planning Director Craig Baker, Police Chief Gabriela Tazzari-Dineen, Division Chief, CAL FIRE/Paradise, David Hawks, IT Manager Josh Marquis, Lt. Stephen Rowe, Building Official/Fire Marshal Tony Lindsey, .

- 1e. **MOTION by Rawlings, seconded by Culleton**, approved Minutes of the November 7, 2016 regular adjourned Town Council Meeting. Roll call vote was unanimous.
- 1f. Presentation from Senator Nielsen’s office, represented by Jerry Crow, acknowledging Lieutenant Stephen Rowe’s retirement.
- 1g. The 2016 year in review was presented by Mayor Jody Jones. Mayor Jones highlighted the \$500,000 grant received to conduct a Sewer Feasibility Study and Alternative Analysis in Paradise; passed an amendment prohibiting outdoor growing of marijuana; assisted first time home buyers purchase homes and home owners rehabilitate their properties using grant funds; provided grant funding to six non-profit groups who proved assistance to over 500 local residents; leveraged Measure C funds to purchase three new Police vehicles, a fire engine, initiated a road improvement project and provided funding to Animal Control; started a temporary amnesty program for residents with large outstanding citation balances; negotiated a 3-year contract with employee groups; abated public health and safety hazards in Town through receiverships; completed safety enhancements on Clark Road adding a two-way center turn lane, upgraded ADA ramps, upgraded signals and road resurfacing; completed improvements on Pearson Road which included widening the shoulders, installing Class II bike lanes drainage improvements and a road overlay; supported a successful Economic

Development event in September-Wine in the Pines; continued progress of online services such as Dog licenses which are now available online and Clearance to Record which will soon be available; and, supported a successful Arlan Hudson Make a Difference Day in October which completed over 20 projects in Paradise and will be even better next year.

1h. Certificates of Recognition were presented to Council Members Steve "Woody" Culleton and John J. Rawlings by Mayor Jones and Senator Nielsen 's representative, Jerry Crow.

1. Ward Habriel thanked Council Member Rawlings for his interest in animals and Council Member Culleton for his compassion and passion.

1i. **MOTION by Lotter, seconded by Culleton**, Adopted Resolution No. 16-77, A Resolution Reciting the Facts of the General Municipal Election Consolidated with the Statewide General Election held on November 8, 2016 Declaring the Result and Such Other Matters as Provided by Law. Roll call vote was unanimous.

1j. Town Clerk Volenski presented Certificates of Election and administered the Oaths of Office to newly elected Council Members Greg Bolin, Melissa Schuster and Mike Zuccolillo.

1k. At 6:28 Mayor Jones adjourned the meeting for a 10-minute recess for outgoing and incoming Council Members.

1l. At 6:39 p.m. Town Clerk Volenski reconvened the Council Meeting and called the roll for the reorganized Paradise Town Council: Greg Bolin, Jody Jones, Scott Lotter, Melissa Schuster and Mike Zuccolillo.

1m. Town Clerk Volenski, as temporary chair, opened the nominations for selection of Mayor for a one-year term commencing December 13, 2016 and ending December 12, 2017.

Jody Jones nominated Scott Lotter to serve as Mayor for a one-year term commencing December 13, 2016 to December 12, 2017.

Motion by Bolin, seconded by Jones, closed the nominations for position of Mayor. Roll call vote was unanimous.

By unanimous roll call vote, the Council appointed Scott Lotter to serve as Mayor for a one-year term commencing December 13, 2016 to December 12, 2017. Ayes of Bolin, Jones, Lotter, Schuster and Zuccolillo.

1. Ward Habriel, welcomed the new Council Members, encouraged them to be patient and listen to the citizens.

1n. Town Clerk Volenski turned the meeting over to Mayor Lotter who opened nominations for the position of Vice-Mayor for a one-year term.

Mayor Lotter nominated Jody Jones to serve as Vice-Mayor for a one year term commencing December 13, 2016 and ending the first regular meeting in December 2017.

Motion by Zuccolillo, seconded by Schuster, closed the nominations for position of Vice Mayor. Roll call vote was unanimous.

By unanimous roll call vote, the Council appointed Jody Jones to serve as Vice Mayor for a one-year term commencing December 13, 2016 to December 12, 2017. Ayes of Bolin, Jones, Schuster, Zuccolillo and Mayor Lotter.

- 1o. Presentation of Online Dog Licensing - Josh Marquis, IT Manager
 1. Sharon Simonton, member of PASH, requested to use the link to dog licenses on the PASH Website.
- 1p. Presentation - Update on Sewer Feasibility Study by Marc Mattox, Town Engineer.
 1. Cliff Jacobson, asked about pumping of customers tanks, when the final report would be published and if there would be enough time for the public to comment on the findings.

Town Engineer Mattox informed that the tanks would be pumped into a collection system. Mayor Lotter informed that once the draft final report is released it will be available for public comment and final direction will come from the Council.

2. **CONSENT CALENDAR**

MOTION by Bolin, seconded by Zuccolillo, approved all consent calendar items 2a-2h as presented. Roll call vote was unanimous.

- 2a. Approved November 2016 cash disbursements in the amount of \$1,621,533.09.
- 2b. Waived the second reading of the entire Town Ordinance No. 565 and approved reading by title only; and adopted Town Ordinance No. 565, "An Ordinance Amending Paradise Municipal Code Sections 8.12.020, 8.12.040, 8.12.050, 8.12.090, 8.12.120, 8.12.150 And 8.12.160 Relating to Felling, Removal, Destruction, Damaging and Replacement of Trees"
- 2c.
 1. Awarded Contract No. 16-18, Town Hall Carpet Replacement 2016, to Hignell "Experts in your Home" in the amount of their Bid of \$11,323.42; and,
 2. Authorized the Town Manager to execute an agreement with Hignell "Experts in your Home" relating to Contract No. 16-18 and approved contingency expenditures not exceeding 10%; and,
 3. Approved \$10,053.88 budget adjustment to account 1010.20.4201.5303 (General Fund – Central Services) in order to complete Town Hall improvement project.

- 2d. Approved authorization to extend Public Safety Recruitment Incentives as approved on August 12, 2014 until December 31, 2017.
- 2e. 1. Awarded Contract No. 15-02.NI, Maxwell Dr SR2S Project, to Center for Healthy Communities on behalf of the CSU, Chico Research Foundation in the amount of their proposal of \$52,500.
- 2f. 1. Approved the Program Supplement Agreement No. N013-Rev. 1 , to Administering Agency-State Agreement No. 03-5425R for Federal-Aid Projects to assure receipt of federal funds; and,
 - 2. Adopted Resolution No. 16-78, A Resolution of the Town Council of the Town of Paradise Authorizing the Town Manager or her Designee to sign the Program Supplement Agreement No. N013-Rev. 1 to Administering Agency-State Agreement for Federal Aid Project No. HSIPL-5425 (025) - \$1,174,300 for the Cypress Curve Realignment Project; and,
 - 3. Awarded Contract No. 14-02, Cypress Curve Realignment Project, to Knife River Construction of Chico, CA in the amount of their bid of 879,426.00; and,
 - 4. Authorized the Town Manager to execute an agreement with Knife River Construction relating to Contract No. 14-02 and to approve contingency expenditures not exceeding 10%.
- 2g. 1. Awarded Contract 16-12, Town of Paradise HVAC Maintenance Services, to RB Spencer, Inc. of Yuba City, CA in the amount of their bid \$4,330 per year and \$126.75 per hour.
- 2h. Paradise Police Department Building Electrical Emergency Update - Informational update only, no action requested.

3. ITEMS REMOVED FROM CONSENT CALENDAR - None

4. PUBLIC COMMUNICATION

- 1. Ciara Mack Barnes, founder of HeartShine Foundation, welcomed the new Council Members, thanked Council for support, reported on Heartshine Christmas Carol tour and accomplishments over the past year.

5. PUBLIC HEARINGS

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

Public Hearing Procedure:

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

- 5a. Following a report from Town Manager Gill, the second of two public hearings was opened to solicit comments regarding a proposed Substantial Amendment to the 2009/10 and 2013/14 Community Development Block Grant Annual Plans.

The public hearing was opened at 7:10 p.m.

There was no public comment.

The public hearing was closed at 7:10 p.m.

No action was taken by Council at this time.

6. COUNCIL CONSIDERATION

Council Member Zuccolillo recused himself from the meeting at 7:11 p.m.

- 6a. **MOTION by Jones, seconded by Schuster**, 1. Awarded Contract No. 15-01, Pearson Rd SR2S Connectivity Project, to Franklin Construction of Chico, CA in the amount of their Base Bid of \$985,226.00; and, 2. Authorized the Town Manager to execute an agreement with Franklin Construction relating to Contract No. 15-01 and to approve contingency expenditures not exceeding 7%. Ayes of Bolin, Jones, Schuster and Mayor Lotter and Not Voting – Zuccolillo

Council Member Zuccolillo returned to the dais at 7:22 p.m.

- 6b. **MOTION by Jones, seconded by Bolin** approved recommendations for use of existing Tree Replacement Fund balance of \$2,500 by the Public Works Department to take care of the Town's current needs and bring the item back if any money is deposited into the fund by a potential project. Roll call vote was unanimous.

1. Ward Habriel suggested donations from National Arbor Day Foundation, Butte College Horticulture and Mendon's Nursery.

- 6c. **MOTION by Jones, seconded by Bolin**, adopted the following actions:

1. Authorized the Town Manager to execute the documents necessary to order and purchase a Type 1 Pierce Enforcer Fire Engine before February 1, 2017, and

2. Declared the 2008 Sutphen fire engine as surplus and pursuant to Paradise Municipal Code Section 2.45.130A, authorized the Town Manager to enter an agreement with a broker to sell the engine with a commission not exceeding 5%, and

3. Authorized staff to temporarily use \$175,750 of general fund reserves to purchase the Type 1 Pierce Enforcer Fire Engine until the 2008 Sutphen fire engine is sold wherein the reserves would be immediately replaced, and

4. Approved Resolution No. 16-79, A Resolution authorizing the execution and delivery of a lease with option to purchase, and authorizing certain actions in connection therewith with terms not exceeding 4 years and 2.25%, and

5. Approved budget adjustment and appropriation of \$40,401 for 2016/17 to cover the first two quarters of lease purchase payments and review Measure C Revenue/Expenditure Plan that outlines a plan to finance the new engine with Measure C funds; and,

6. That the big plans for Measure C be brought back at the mid year budget.

1. Cliff Jacobson suggested getting a commitment from another agency for the fire truck before moving forward since the current fire truck is still functional.

Roll call vote was unanimous.

6d. **Motion by Jones, seconded by Zuccolillo**, appointed Council representatives and alternates to represent the Town of Paradise on various local and regional boards, committees and commissions. (List of appointments attached to the minutes). Unanimous voice vote.

7. **COUNCIL INITIATED ITEMS AND REPORTS**

a. Council initiated agenda items – None

b. Council reports on committee representation

Vice Mayor Jones attended BCAG, BCAQMD and Swearing in of new Police Officers.

Mayor Lotter attended the Swearing in of new Police Officers, the Truck Parade, Shop with a Cop and the VIPS Dinner.

Council Member Schuster attended Shop with a Cop, Swearing in of new Police Officers, the Swearing in of the new Chico City Council Members and the TBID meeting.

Council Member Zuccolillo attended the swearing in of new Police Officers.

c. Future Agenda Items – None

8. **STAFF COMMUNICATION**

Town Manager reported on the availability of the online dog license, the progress of the front door project which will be complete by the beginning of the new year allowing for dog licenses and bus passes to be available Monday through

Thursday from 8-5, the Love Paradise Committee will be meeting tomorrow and the Town Manager would like to make it a established Town Council Committee and will bring it back to the Town Council as a consideration item at a later date.

Town Manager Gill provided the Community Development report – Safeway’s application is complete and now there will be RFP’s for the Environmental Document.

9. CLOSED SESSION

9a. At 8:34 p.m. Mayor Lotter announced that pursuant to Government Code section 54956.9(d)(1), Town Council will hold closed session with the Town Attorney Dwight L. Moore and Town Manager Lauren M. Gill relating to the following pending litigation:

Town of Paradise vs. Wendy Jane Baker, Heather Jane Baker, Norma Louise de Aryan, David Venus Solomon, Dixianne Hawks, Cornelia Waasdorp, aka Cornelia Gold, and Anna Everdina Hawks - Butte County Superior Court Case No. 16CV02070.

At 9:14 p.m. Mayor Lotter reconvened the Town Council meeting and reported that no action was taken.

10. ADJOURNMENT

Mayor Lotter adjourned the Council meeting at 9:15 p.m.

Date approved:

By:

Scott Lotter, Mayor

Attest:

Dina Volenski, CMC, Town Clerk



2017 TOWN COUNCIL

REPRESENTATION

BUTTE COUNTY
COMMITTEES/COMMISSIONS

BUTTE COUNTY		Bolin	Jones	Lotter	Schuster	Zuccolillo
1	Air Quality Management District		R	A		
2	Association of Governments		R	A		
3	City Selection Committee (Mayor)			R		
4	Disaster Council (Mayor)			R		
5	Local Area Formation Commission (LAFCo) (Lotter through 5/2019 – Appointed by City Selection Committee)			R		
6	Mosquito and Vector Control Board				R	
7	Waste Mgt Local Task Force	R				A
8	Water Advisory Committee (2 or 4-year term)					R
9	City/County Ad Hoc Committee			R		
10	Lake Oroville Supplemental Benefits Funds- Alternate: Citizen Sam Dresser					
11	T-BID				R	

LOCAL COMMITTEES/COMMISSIONS

PARADISE		Bolin	Jones	Lotter	Schuster	Zuccolillo
1	Paradise Community Village			R		AA
2	Paradise Irrigation District Liaison	R				R
3	Paradise Rec. & Park District Liaison	R				R
4	Paradise Solid Waste Committee	R	R			
5	Onsite Ad Hoc Committee	R				R
6	Finance Committee (Mayor & Vice Mayor)		R	R		
7	Oversight Board to Successor Agency (Mayor Appointment)			R		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
DECEMBER 1, 2016 - DECEMBER 31, 2016

December 1, 2016 - December 31, 2016

Check Date	Pay Period End	DESCRIPTION	AMOUNT
12/02/16	11/27/16	Net Payroll - Direct Deposits & Checks	\$107,655.29
12/16/16	12/11/16	Net Payroll - Direct Deposits & Checks	\$108,232.63
12/30/16	12/25/16	Net Payroll - Direct Deposits & Checks	\$119,117.17
TOTAL NET WAGES PAYROLL			\$335,005.09

Accounts Payable

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.			\$309,721.22
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.			\$292,970.21
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)			<u>\$602,691.43</u>
GRAND TOTAL CASH DISBURSEMENTS			<u><u>\$937,696.52</u></u>

APPROVED BY: _____
LAUREN GILL, TOWN MANAGER

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

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking									
<u>Check</u>									
66001	12/01/2016	Open			Accounts Payable	BRUNO, SHERRY	\$226.40		
66002	12/01/2016	Open			Accounts Payable	BUZZARD , CHRIS	\$446.23		
66003	12/01/2016	Open			Accounts Payable	DELONG, SHELLEY	\$226.40		
66004	12/01/2016	Open			Accounts Payable	EVERBANK COMMERCIAL FINANCE, INC	\$906.47		
66005	12/01/2016	Open			Accounts Payable	GALLAGHER, CRAIG	\$390.71		
66006	12/01/2016	Open			Accounts Payable	HAUNSCHILD, MARK	\$270.55		
66007	12/01/2016	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
66008	12/01/2016	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
66009	12/01/2016	Open			Accounts Payable	MOORE, DWIGHT, L.	\$14,076.00		
66010	12/01/2016	Open			Accounts Payable	SBA Monarch Towers III LLC	\$126.53		
66011	12/01/2016	Open			Accounts Payable	WESTAMERICA BANK	\$8,584.61		
66012	12/02/2016	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$50.00		
66013	12/02/2016	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
66014	12/02/2016	Open			Accounts Payable	STATE OF CALIFORNIA FRANCHISE TAX BOARD	\$483.11		
66015	12/06/2016	Open			Accounts Payable	Aflac	\$189.92		
66016	12/06/2016	Open			Accounts Payable	BLOOD SOURCE	\$55.00		
66017	12/06/2016	Open			Accounts Payable	Met Life	\$7,808.64		
66018	12/06/2016	Open			Accounts Payable	OPERATING ENGINEERS	\$787.50		
66019	12/06/2016	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,149.24		
66020	12/06/2016	Open			Accounts Payable	SUN LIFE INSURANCE	\$3,950.07		
66021	12/06/2016	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$635.94		
66022	12/06/2016	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$100.00		
66023	12/08/2016	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$36.98		
66024	12/08/2016	Open			Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$250.00		
66025	12/08/2016	Open			Accounts Payable	ANDERSON, KATE	\$239.87		
66026	12/08/2016	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$124.04		
66027	12/08/2016	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$109.05		
66028	12/08/2016	Open			Accounts Payable	AT&T MOBILITY	\$83.50		
66029	12/08/2016	Open			Accounts Payable	AT&T/CALNET3 - REPEATER LINES	\$296.69		
66030	12/08/2016	Open			Accounts Payable	AT&T/CALNET3 - COMMUNITY PARK	\$19.71		
66031	12/08/2016	Open			Accounts Payable	AT&T/CALNET3 - Summary	\$2,468.38		
66032	12/08/2016	Open			Accounts Payable	AT&T/CALNET3 - TH/FDPD FIBER LINES	\$1,122.16		
66033	12/08/2016	Open			Accounts Payable	AWARDS COMPANY	\$291.05		
66034	12/08/2016	Open			Accounts Payable	Azco Supply Inc	\$204.01		
66035	12/08/2016	Open			Accounts Payable	Bennett Engineering Services Inc	\$47,464.28		
66036	12/08/2016	Open			Accounts Payable	Big O Tires	\$189.14		
66037	12/08/2016	Open			Accounts Payable	BOLIN, GREG	\$233.58		
66038	12/08/2016	Open			Accounts Payable	BUTTE CO NEAL ROAD LANDFILL	\$16.00		
66039	12/08/2016	Open			Accounts Payable	BUTTE COUNTY PUBLIC HEALTH - OROVILLE	\$96.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
66040	12/08/2016	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$2,149.25		
66041	12/08/2016	Open			Accounts Payable	CARRIGAN, GERALD	\$425.00		
66042	12/08/2016	Open			Accounts Payable	CLARK ROAD ANIMAL HOSPITAL	\$282.38		
66043	12/08/2016	Open			Accounts Payable	CLEANING CONNECTION, THE	\$75.00		
66044	12/08/2016	Open			Accounts Payable	COMCAST CABLE	\$70.80		
66045	12/08/2016	Open			Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$561.12		
66046	12/08/2016	Open			Accounts Payable	CREATIONS ENGRAVING	\$10.78		
66047	12/08/2016	Open			Accounts Payable	CULLETON, STEVE "WOODY"	\$233.58		
66048	12/08/2016	Open			Accounts Payable	Cummins Pacific LLC	\$1,406.23		
66049	12/08/2016	Open			Accounts Payable	DAVID ROWE TREE SERVICE	\$425.00		
66050	12/08/2016	Open			Accounts Payable	DEPARTMENT OF PESTICIDE REGULATION-CASHIER	\$120.00		
66051	12/08/2016	Open			Accounts Payable	DON'S SAW & MOWER	\$81.48		
66052	12/08/2016	Open			Accounts Payable	DURHAM PENTZ TRUCK CENTER	\$464.27		
66053	12/08/2016	Open			Accounts Payable	FEATHER RIVER HOSPITAL	\$264.00		
66054	12/08/2016	Open			Accounts Payable	FEDERAL EXPRESS	\$33.62		
66055	12/08/2016	Open			Accounts Payable	FOOTHILL MILL & LUMBER	\$424.05		
66056	12/08/2016	Open			Accounts Payable	FRANK'S REFRIGERATION & HEATING INC.	\$2,241.00		
66057	12/08/2016	Open			Accounts Payable	General Credit Forms Inc.	\$33.29		
66058	12/08/2016	Open			Accounts Payable	Goodyear Tire & Rubber Company	\$2,373.07		
66059	12/08/2016	Open			Accounts Payable	HINDERLITER, DE LLAMAS & ASSOCIATES INC.	\$1,697.78		
66060	12/08/2016	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$5,169.12		
66061	12/08/2016	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$484.98		
66062	12/08/2016	Open			Accounts Payable	INTERSTATE OIL COMPANY	\$498.11		
66063	12/08/2016	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$100.00		
66064	12/08/2016	Open			Accounts Payable	KAMM, SHIRLEY	\$379.35		
66065	12/08/2016	Open			Accounts Payable	KNIFE RIVER CONSTRUCTION	\$630.08		
66066	12/08/2016	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$750.00		
66067	12/08/2016	Open			Accounts Payable	KP Research Services, Inc.	\$1,000.00		
66068	12/08/2016	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$25.00		
66069	12/08/2016	Open			Accounts Payable	Loyal Order of Moose #2227	\$2,076.00		
66070	12/08/2016	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$279.00		
66071	12/08/2016	Open			Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$14,267.00		
66072	12/08/2016	Open			Accounts Payable	O'REILLY AUTO PARTS	\$573.52		
66073	12/08/2016	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$155.93		
66074	12/08/2016	Open			Accounts Payable	Paradise Animal Shelter Helpers (PASH)	\$304.86		
66075	12/08/2016	Open			Accounts Payable	PARADISE AUTO BODY	\$697.56		
66076	12/08/2016	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$901.08		
66077	12/08/2016	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$304.52		
66078	12/08/2016	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,440.00		
66079	12/08/2016	Open			Accounts Payable	PESTICIDE APPLICATORS PROF ASSOC	\$90.00		
66080	12/08/2016	Open			Accounts Payable	R & R Construction	\$3,036.50		
66081	12/08/2016	Open			Accounts Payable	R. Towne Backflow	\$850.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
66082	12/08/2016	Open			Accounts Payable	RE CONSTRUCTION	\$12,591.00		
66083	12/08/2016	Open			Accounts Payable	RE CONSTRUCTION	\$12,420.00		
66084	12/08/2016	Open			Accounts Payable	REINBOLD, ERIC	\$11.50		
66085	12/08/2016	Open			Accounts Payable	Ridge Roofing	\$8,379.00		
66086	12/08/2016	Open			Accounts Payable	Riebes Auto Parts	\$487.33		
66087	12/08/2016	Open			Accounts Payable	RITE AID	\$99.99		
66088	12/08/2016	Open			Accounts Payable	Schuster, Melissa	\$233.58		
66089	12/08/2016	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$581.78		
66090	12/08/2016	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$95.37		
66091	12/08/2016	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$4.13		
66092	12/08/2016	Open			Accounts Payable	THRIFTY ROOTER	\$100.00		
66093	12/08/2016	Open			Accounts Payable	Traffic Works, LLC	\$15,880.00		
66094	12/08/2016	Open			Accounts Payable	Tri Flame Propane	\$36.08		
66095	12/08/2016	Open			Accounts Payable	UNIFORMS TUXEDOS & MORE	\$964.16		
66096	12/08/2016	Open			Accounts Payable	VALLEY CLINICAL & CONSULTING SERVICES	\$900.00		
66097	12/08/2016	Open			Accounts Payable	VERIZON WIRELESS	\$324.68		
66098	12/08/2016	Open			Accounts Payable	VERIZON WIRELESS	\$542.68		
66099	12/08/2016	Open			Accounts Payable	VistaNet Inc.	\$1,488.00		
66100	12/08/2016	Open			Accounts Payable	Vrooman, Gary	\$11.50		
66101	12/08/2016	Open			Accounts Payable	Vrooman, Gary	\$15.25		
66102	12/08/2016	Open			Accounts Payable	Western Pacific Signal, LLC	\$1,200.00		
66103	12/08/2016	Open			Accounts Payable	WITTMEIER AUTO CENTER	\$487.69		
66104	12/08/2016	Open			Accounts Payable	Zuccolillo, Michael	\$233.58		
66105	12/19/2016	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$50.00		
66106	12/19/2016	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
66107	12/19/2016	Open			Accounts Payable	STATE OF CALIFORNIA FRANCHISE TAX BOARD	\$353.59		
66108	12/22/2016	Open			Accounts Payable	ACCESS INFORMATION PROTECTED	\$50.49		
66109	12/22/2016	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$463.32		
66110	12/22/2016	Open			Accounts Payable	ADVANCED DOCUMENT CONCEPTS	\$297.82		
66111	12/22/2016	Open			Accounts Payable	AgendaPal Corporation	\$399.00		
66112	12/22/2016	Open			Accounts Payable	AIRGAS SAFETY, INC.	\$331.16		
66113	12/22/2016	Open			Accounts Payable	ALHAMBRA	\$37.92		
66114	12/22/2016	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$62.02		
66115	12/22/2016	Open			Accounts Payable	Asbury Environmental Services	\$135.00		
66116	12/22/2016	Open			Accounts Payable	AT&T & CALNET3 - CIRCUIT LINES	\$1,038.19		
66117	12/22/2016	Open			Accounts Payable	AWARDS COMPANY	\$46.71		
66118	12/22/2016	Open			Accounts Payable	Bauer Compressors	\$3,048.27		
66119	12/22/2016	Open			Accounts Payable	Biometrics4ALL, Inc	\$18.75		
66120	12/22/2016	Open			Accounts Payable	BUTTE CO SHERIFF'S OFFICE	\$3,631.67		
66121	12/22/2016	Open			Accounts Payable	CALIFORNIA PEACE OFFICERS' ASSOC. MEMBERSHIP	\$250.00		
66122	12/22/2016	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$1,003.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
66123	12/22/2016	Open			Accounts Payable	CARRIGAN, GERALD	\$680.00		
66124	12/22/2016	Open			Accounts Payable	CLARK ROAD ANIMAL HOSPITAL	\$81.00		
66125	12/22/2016	Open			Accounts Payable	COLYER VET SERVICE	\$81.00		
66126	12/22/2016	Open			Accounts Payable	COMCAST CABLE	\$295.80		
66127	12/22/2016	Open			Accounts Payable	COMPANIONS ANIMAL HOSPITAL	\$12.00		
66128	12/22/2016	Open			Accounts Payable	COPWARE, INC.	\$615.00		
66129	12/22/2016	Open			Accounts Payable	CRAIG DREBERTS AUTOMOTIVE	\$959.00		
66130	12/22/2016	Open			Accounts Payable	CREATIONS ENGRAVING	\$32.33		
66131	12/22/2016	Open			Accounts Payable	CRITICAL REACH, INC	\$285.00		
66132	12/22/2016	Open			Accounts Payable	Eagle Security Systems	\$193.50		
66133	12/22/2016	Open			Accounts Payable	ENLOE MEDICAL CENTER, INC.	\$1,940.00		
66134	12/22/2016	Open			Accounts Payable	ENTENMANN-ROVIN COMPANY	\$176.51		
66135	12/22/2016	Open			Accounts Payable	Entersect	\$84.95		
66136	12/22/2016	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$194.02		
66137	12/22/2016	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$129.61		
66138	12/22/2016	Open			Accounts Payable	HLP, INC / CHAMELEON SOFTWARE PRODUCTS	\$13,840.00		
66139	12/22/2016	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$1,864.56		
66140	12/22/2016	Open			Accounts Payable	ID WHOLESALER	\$398.00		
66141	12/22/2016	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$101.78		
66142	12/22/2016	Open			Accounts Payable	JC NELSON SUPPLY COMPANY	\$860.16		
66143	12/22/2016	Open			Accounts Payable	KOEFRAN INDUSTRIES	\$900.00		
66144	12/22/2016	Open			Accounts Payable	KP Research Services, Inc.	\$1,000.00		
66145	12/22/2016	Open			Accounts Payable	Loyal Order of Moose #2227	\$264.00		
66146	12/22/2016	Open			Accounts Payable	Magalia Pet Hospital	\$6.00		
66147	12/22/2016	Open			Accounts Payable	Mark Thomas & Company Inc	\$11,230.54		
66148	12/22/2016	Open			Accounts Payable	Meyers Police Canine Training	\$600.00		
66149	12/22/2016	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$690.00		
66150	12/22/2016	Open			Accounts Payable	MYERS STEVENS TOOHEY & COMPANY	\$64.80		
66151	12/22/2016	Open			Accounts Payable	NORTHERN RECYCLING & WASTE SERVICES, INC.	\$16,365.56		
66152	12/22/2016	Open			Accounts Payable	NORTHSTAR ENGINEERING INC	\$26,058.31		
66153	12/22/2016	Open			Accounts Payable	O'REILLY AUTO PARTS	\$664.24		
66154	12/22/2016	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$673.91		
66155	12/22/2016	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$8,559.85		
66156	12/22/2016	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$441.98		
66157	12/22/2016	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$177.01		
66158	12/22/2016	Open			Accounts Payable	SNAP-ON TOOLS	\$10.80		
66159	12/22/2016	Open			Accounts Payable	Solarcity Corporation	\$58.23		
66160	12/22/2016	Open			Accounts Payable	St. Francis Veterinary Housecalls	\$224.00		
66161	12/22/2016	Open			Accounts Payable	SUTTER BUTTES COMMUNICATIONS, INC.	\$219.25		
66162	12/22/2016	Open			Accounts Payable	TeleCheck Services, Inc.	\$35.00		
66163	12/22/2016	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$169.41		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
66164	12/22/2016	Open			Accounts Payable	THOMAS HYDRAULIC & HARDWARE SUPPLY, INC.	\$728.15		
66165	12/22/2016	Open			Accounts Payable	THRIFTY ROOTER	\$114.00		
66166	12/22/2016	Open			Accounts Payable	Tri Flame Propane	\$204.15		
66167	12/22/2016	Open			Accounts Payable	VALLEY OAK VETERINARY CENTER	\$255.88		
66168	12/22/2016	Open			Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$1,305.00		
66169	12/22/2016	Open			Accounts Payable	VERIZON WIRELESS	\$560.98		
66170	12/22/2016	Open			Accounts Payable	VERIZON WIRELESS	\$324.70		
66171	12/22/2016	Open			Accounts Payable	VERIZON WIRELESS	\$180.72		
66172	12/22/2016	Open			Accounts Payable	WAYNE MURPHY	\$2,610.60		
66173	12/22/2016	Open			Accounts Payable	WITMEIER AUTO CENTER	\$232.17		
66174	12/30/2016	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$194.76		
66175	12/30/2016	Open			Accounts Payable	STATE OF CALIFORNIA FRANCHISE TAX BOARD	\$461.32		
Type Check Totals:					175 Transactions		\$310,628.82		
<u>EFT</u>									
520	12/02/2016	Open			Accounts Payable	CALPERS - RETIREMENT	\$26,857.29		
521	12/02/2016	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,043.26		
522	12/02/2016	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$12,221.32		
523	12/02/2016	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$18,955.05		
524	12/06/2016	Open			Accounts Payable	CALPERS	\$116,760.03		
525	12/19/2016	Open			Accounts Payable	CALPERS - RETIREMENT	\$27,139.18		
526	12/19/2016	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$3,745.53		
527	12/19/2016	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$8,397.30		
528	12/19/2016	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$17,880.29		
529	12/30/2016	Open			Accounts Payable	CALPERS - RETIREMENT	\$26,825.12		
530	12/30/2016	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$4,688.77		
531	12/30/2016	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,196.52		

CASH DISBURSEMENTS REPORT

From Payment Date: 12/1/2016 - To Payment Date: 12/31/2016

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
532	12/30/2016	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$20,352.95		
Type EFT Totals:									
AP - US Bank TOP AP Checking Totals							\$292,062.61		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	175	\$310,628.82	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	175	\$310,628.82	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$292,062.61	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	13	\$292,062.61	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	188	\$602,691.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	188	\$602,691.43	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	175	\$310,628.82	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	175	\$310,628.82	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	13	\$292,062.61	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	13	\$292,062.61	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	188	\$602,691.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	188	\$602,691.43	\$0.00



Town of Paradise
Council Agenda Summary
January 10, 2017

Agenda No. 2(c)

Originated By: Kate Anderson, Housing Program Supervisor
Reviewed By: Lauren M. Gill, Town Manager
Subject: Submittal of the 2016 HOME Application to the California State Department of Housing and Community Development

Council Action Requested:

Adopt Resolution No. 17-___, "A Resolution of the Town Council of the Town of Paradise authorizing the submittal of an application to the California State Department of Housing and Community Development for the funding under the HOME Investment Partnerships Program; and, if selected, the execution of a standard agreement, any amendments thereto, and any related documents necessary to participate in the HOME Investment Partnerships Program."

Background:

A Notice of Funding Availability (NOFA) was issued on December 6, 2016 by the California State Department of Housing and Community Development, for funding under the HOME Investment Partnership Program.

The Town of Paradise was successfully awarded \$1,000,000 in 2014. Under the current NOFA, the maximum award is \$1,000,000.

Discussion and Analysis:

The new grant application will allow the Town to fund its housing programs. Through this grant, the department will continue to provide Owner-Occupied Housing Rehabilitation Loans to lower-income homeowners and First-Time Homebuyer Loans to lower-income homebuyers. Staff is requesting Council permission to submit an application for \$1,000,000 in HOME funds to supplement these housing programs. The deadline to submit an application is February 2, 2017.

If awarded, the Town will allocate \$731,250 for homeowner-occupied rehabilitation and \$243,750 for first-time homebuyers. The State does allow for

these funds to be interchanged in order to respond to housing needs.

Alternatives:

There are no viable alternatives for funding the Town's housing programs at this time.

Financial Impact:

The application submittal has no financial impact on the General Fund, and will add an additional \$1,000,000 in grant funding for the Housing Rehabilitation and First-Time Homebuyer programs. There is no match requirement associated with this grant; therefore, an award would also have no financial impact.

TOWN OF PARADISE

RESOLUTION NO. 17-__

“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 for funding 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”

WHEREAS, The California Department of Housing and Community Development (the “Department”) is authorized to allocate HOME Investment Partnerships Program (“HOME”) funds made available from the U.S. Department of Housing and Urban Development (“HUD”). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200; and;

WHEREAS, On December 6, 2016 the Department issued a 2016 Notice of Funding Availability announcing the availability of funds under the HOME program (the “NOFA”); and;

WHEREAS, In response to the 2016 NOFA, The Town of Paradise (hereinafter referred to as “Town”), a State of California municipal corporation, wishes to apply to the Department for, and receive an allocation of, HOME funds.

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

1. In response to the 2016 NOFA, the Town shall submit an application to the Department to participate in the HOME program and for an allocation of funds not to exceed One Million Dollars (\$1,000,000) for the following activities and/or programs:

Owner-Occupied Residential Rehabilitation Program and First-Time Homebuyer Program

to be located in the incorporated Town of Paradise, California.

2. If the application for funding is approved, then the Town hereby agrees to use the HOME funds for eligible activities in the manner presented in its application as approved by the Department in accordance with the statutes and regulations cited above. The Town may also execute a standard agreement, any amendments

thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program (collectively, the required documents).

3. The Town authorizes the Mayor and the Town Manager, or his/her designee(s), to execute, in the name of the Town, the required documents. Said designees are: Gina Wills, Finance Director, Colette Curtis, Administrative Analyst, and Craig Baker, Community Development Department Director.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE
THIS 10th DAY OF JANUARY 2017, BY THE FOLLOWING VOTE:

AYES: _____

NOES: _____

ABSENT: _____

NOT VOTING: _____

Scott Lotter, Mayor

ATTEST:

Dina Volenski, Town Clerk

APPROVE AS TO FORM:

Dwight L. Moore, Town Attorney



TOWN OF PARADISE
Council Agenda Summary
January 10, 2017

AGENDA NO. 2(d)

ORIGINATED BY: Gina Will, Finance Director/Town Treasurer

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Declaration of Certain Town Furniture/Equipment from various departments to be Surplus and Obsolete.

COUNCIL ACTION REQUESTED:

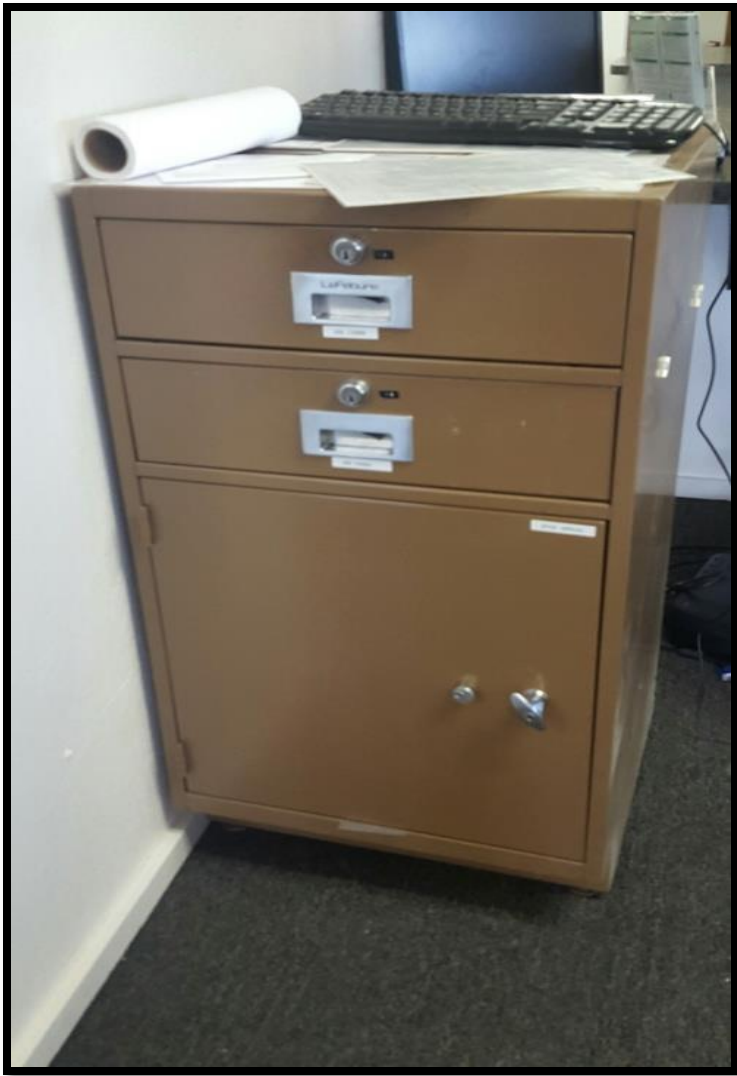
- 1.) Declare the described office items as surplus property; and
- 2.) Adopt Resolution No. 17-__, declaring certain Town Furniture/Equipment to be surplus and obsolete and authorizing disposal through sale, donation or destruction by the Town Manager or her designee.

BACKGROUND: Due to the recent decision to open the front door at Town Hall, move the Clerk's office to the front of the building and carpet various offices, Town Hall has been left with unusable, obsolete and broken furniture. The property listed below may be declared as unusable or outdated as it can no longer be used effectively for Town purposes. It is recommended to sell, destroy or donate these items as surplus property.

FINANCIAL IMPACT: The disposal of these office items will have no negative impact on the General Fund.

SURPLUS ITEMS:

- 3 old desks and returns
- 5 TV style stands
- 4 broken office chairs
- 1 printer stand
- 2 small computer desks
- 2 bookcases
- 1 metal cabinet
- 1 cork board
- 1 partition
- 1 typewriter
- 1 metal locking drawer unit







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

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE DECLARING
CERTAIN TOWN PROPERTY TO BE SURPLUS AND AUTHORIZING DISPOSAL THEREOF**

WHEREAS, the Town of Paradise wishes to dispose of certain furniture/equipment from the Town Hall that is no longer functional or necessary to the Town's operations through public auction, internet sale, salvage or other legal method.

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

Section 1. The following Town Hall furniture/equipment is declared to be surplus:

- 3 old desks and returns
- 5 TV style stands
- 4 broken office chairs
- 1 printer stand
- 2 small computer desks
- 2 bookcases
- 1 metal cabinet
- 1 cork board
- 1 partition
- 1 typewriter
- 1 metal locking drawer unit

Section 2. Pursuant to Paradise Municipal Code Section 2.45.130, the Town Manager is hereby authorized to dispose of the property set forth in Section 1 through public auction, internet, sale, salvage, donation or other legal method.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 10th day of January, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

By: _____
Scott Lotter, Mayor

ATTEST:

Dina Volenski, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: January 10, 2017**

Agenda Item: 2(e)

Originated by: Colette Curtis, Administrative Analyst II
Reviewed by: Lauren Gill, Town Manager
Subject: **Submission of Substantial Amendment to the 2009/10 and 2013/14 CDBG Annual Plans to HUD**

Council Action Requested:

1. Approve submission of a Substantial Amendment to the 2009/10 and 2013/14 CDBG Annual Plans to HUD.

Background:

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

In the 2009/10 CDBG Annual Plan, the Town budgeted \$80,000 towards a Commercial Façade Program, and in 2013/14 \$40,000 was budgeted for Business Assistance. While the Town does offer a Small Business Assistance Program, there have been few applicants and no applications have met the criteria for the program at this point. At the same time, the Town's Housing Assistance Programs (First Time Home Buyer Assistance and Owner-Occupied Rehabilitation Assistance) have seen a large increase in applications and are unable to keep up with demand with the funding currently available.

Discussion:

In light of the current funding situation in the Business and Housing Department, staff has proposed making a Substantial Amendment to the 2009/10 and 2013/14 Annual Plans. An amendment to the Annual Plan is considered "substantial" when the amendment is more than 25% of the current year's funding allocation. The proposed amendment would re-allocate the \$80,000 in funding budgeted for Commercial Façade from the 2009/10 Program Year and the \$40,000 allocated to Business Assistance from the 2013/14 Program Year to Housing Assistance. Since the proposed Substantial Amendment would be for \$120,000 which is more than 25% of the current year's allocation of \$172,295, this amendment is considered a "substantial amendment" and must follow the 2010 Council adopted Citizen Participation Plan guidelines for approval before being submitted to HUD.

Fiscal Impact Analysis:

The impact of this agenda item will be to reallocate \$120,000 in previously granted funds from Business Assistance and Commercial Façade to Housing Assistance. Not only will this aid the Housing Assistance Programs in meeting their demand, it will also spend down older funds which must be spent as soon as possible per HUD guidelines.



TOWN OF PARADISE

SUBSTANTIAL AMENDMENT TO THE 2009-10 and 2013 -14 ANNUAL PLANS

<p><u>Jurisdiction:</u></p> <p>TOWN OF PARADISE</p> <p>www.townofparadise.com</p>	<p><u>CDBG Contact Person and Address:</u></p> <p>Colette Curtis 5555 Skyway, Paradise, CA 95969 Phone: 530-872-6291 ext. 112 Fax: 530-877-5059 Email: ccurtis@townofparadise.com</p>
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According to federal regulations and the Town of Paradise Citizen Participation Plan, any changes to an adopted CDBG budget that amounts to more than 25% of the annual allocation, and/or a cancellation or addition of a new project/activity, requires: (a) public notification for solicitation of comments, (b) two public hearings, and (c) Town Council approval. The amendment is then submitted to HUD for acceptance.

The following amendment to the 2009-10 and 2013-14 CDBG Annual Plans is proposed for Council Consideration.

Reallocate funds from Commercial Façade and Business Assistance to Housing Assistance

The 2009-2010 Commercial Façade budget of \$80,000 will be moved into the existing Housing Assistance Activity. The 2013-2014 Business Assistance Budget of \$40,000 will also be moved into the existing Housing Assistance Activity.

2009-2010
CDBG Annual Plan Amendment

Program Year	Original Commercial Façade Funds	Transferred to Housing Assistance	Funds Remaining in Commercial Façade
2009-10	\$80,000	\$80,000	\$0

2013-2014
CDBG Annual Plan Amendment

Program Year	Original Business Assistance Funds	Transferred to Housing Assistance	Funds Remaining in Business Assistance
2003-14	\$40,000	\$40,000	\$0

PUBLIC PARTICIPATION:

Based on the Town of Paradise Public Participation Plan, the Substantial Amendment is required to go through two public hearings before it is adopted by Council and submitted to HUD. The Town published one Public Notice of the Substantial Amendment that was published in the Paradise Post on October 22, 2016. The public notice listed the two different public hearing dates in which the public would have the opportunity to submit comments before the public hearing, or attend and speak on the item at the meeting. The first public hearing was held on November 10th, 2016, the second public hearing was held on December 13th, 2016. After the second and final public hearing, the Substantial amendment will be posted for public review for 30 days, ending on January 13th, 2017. The Draft Substantial Amendment will be posted on the Town's website at www.townofparadise.com and copies will be available for public review at Town Hall, the Paradise Branch of the Butte County Library, the Senior Center, the Chamber of Commerce, and the Family Resource Center.



**TOWN OF PARADISE
Council Agenda Summary
Date: January 10, 2017**

Agenda No. 2(f)

ORIGINATED BY: Gabriela Tazzari-Dineen, Police Chief
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Donations to the Paradise Animal Shelter

COUNCIL ACTION REQUESTED: Accept two cash donations to the Town of Paradise Animal Shelter in the amount of \$4,200.00 and apply it to Animal Control Donations 7811.30.4540.3650.100.

Background: On December 19, 2016, Animal Control was contacted by the fiduciary of the estate of Patricia Miller regarding a donation in the amount of \$4,100 for the Paradise Animal Shelter. Ms. Miller wanted the funds used to support shelter services.

On December 20, 2016 the finance department received through the mail a \$100.00 donation from Gerald Kowalkowski also for the animal shelter.

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

As such, the Council is requested to accept the \$4,200 in donations to the Paradise Animal Shelter and to direct the donations be deposited in the appropriate Animal Control Services account.

Fiscal Impact Analysis: The donations will be used to help sustain animal shelter services.



**TOWN OF PARADISE
Council Agenda Summary
Date: January 10, 2017**

Agenda No. 2(g)

ORIGINATED BY: David Hawks, Fire Chief
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Donation to the Paradise Fire Department

COUNCIL ACTION REQUESTED:

1. Accept the cash donation from Cindy Haskett, Blue Team Realty, Inc. to the Town of Paradise Fire Department in the amount of \$5,000.00 and apply it to Fire Department Donations 7810.35.000.3650.100.
2. Approve \$5,000.00 budget appropriation from Fire Department Donations Fund Account 7810.35.4630.5304 for the purchase of radio and intercom equipment.

Background: On December 20, 2016, the Fire Department was approached by Cindy Haskett regarding a donation in the amount of \$5,000 for the Paradise Fire Department. The Paradise Fire Department would like to apply the donation toward the purchase of mobile radios and interior headset/intercom system and for Pierce E81. This donation will allow the engine to arrive from the manufacturer with the headset/intercom system and radios installed; saving the Department the time and expense to purchase and install the radios locally.

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

As such, the Council is requested to accept the \$5,000 donation to the Paradise Fire Department and to direct the deposit be made to the appropriate fire department services account.

Fiscal Impact Analysis: The donation will increase the funding of fire department services in the amount of \$5,000.00 and cover the cost of a radio and intercom system for the Pierce E81.

December 23, 2016

Town of Paradise
5555 Skyway
Paradise CA 95969

Re: Paradise Fire Donation

To all parties concerned,

Hello, my name is Cindy Haskett and I am the owner of Blue Team Realty, here in Paradise. I have been a Realtor on the Ridge since 1999. I spent most of my career at Coldwell Banker as some of you know I launched the "BLUETEAM", after losing our loved mentor Steve Williams and couple years after that our great Manager Mike Butson to a move, I decided it was time to create an office that was close to my heart and operate it in what I thought a more suitable fashion.

I was always taught and am a firm believer in giving back to the community, the same community that has given so much to us, something I call "Business Tithing". I had already given to the usual nonprofits but had additional funds I wanted to donate. I am also a member of Rotary and remembered that we had donated the breathing apparatuses and thought maybe another one of those. I ran into Matt Palade at a social event and asked him. He recommend stopping by the station and have a conversation with them. I did so and had a great conversation with Captain Castillo. He said an apparatus would be great but what they really needed right now was radios and headsets/intercoms for the new truck.

I thought about it and decided I'd be honored to provide this to them. I and my homes have lived through a few fires here on the ridge and I can't begin to thank the men and woman who put their lives on the line to protect us. So with great pleasure, I'd like to present you with this check for \$5000 to cover your much needed radio system. I have attached copies of the invoices provided by Captain Castillo. Thank you again and Merry Christmas!

Gratefully Yours,



Cindy Haskett

Enclosures



**Town of Paradise
Council Agenda Summary
Date: January 10, 2017**

Agenda Item: 5a

Originated by: Colette Curtis, Administrative Analyst II
Reviewed by: Lauren Gill, Town Manager
Subject: **Public Hearing for the Community Development Block Grant Program (CDBG) 2017-2018 Action Plan**

Council Action Requested:

1. Conduct a public hearing to solicit comments and/or suggestions regarding the 2017-2018 Annual Plan funding priorities.
2. Approve the formation of a public services sub-committee to consider input and requests for public services funding ; and
3. Appoint two Council members to the public services sub-committee.

Background:

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

Entitlement communities develop their own programs and funding priorities. However, grantees must give maximum feasible priority to activities which benefit low and moderate income persons. A grantee may also carry out activities which aid in the prevention or elimination of slums or blight. Additionally, grantees may fund activities when the grantee certifies that the activities meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. CDBG funds may not be used for activities which do not meet these broad national objectives.

HUD determines the amount of each entitlement grant by a statutory dual formula which uses several objective measures of community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth lag in relationship to other metropolitan areas.

Annual Plan Overview:

The Town has not received its funding allocation for the program year, but is estimating that HUD will allocate approximately \$172,000, to the Town of Paradise for programs and projects that directly benefit the town's low and moderate-income residents. Funding priorities for this program year include:

- Assistance to community-based organizations
- Loans to low income business owners to assist with septic and/or building improvements
- Mortgage subsidies for first time homebuyers
- Residential housing rehabilitation

Annual Action Plan and Public Meetings:

Over the next several weeks, staff will prepare a Draft Annual Action Plan. The Plan will be available for public viewing and comment prior to its adoption by Council and prior to submission to the U.S. Department of Housing and Urban Development. The dates of the comment period and public hearings are as follows:

- **Public Hearing No. 2:** Tuesday, February 14, 2017 at 6:00 p.m., or as soon thereafter as possible, in the Town Hall Council Chambers at 5555 Skyway, Paradise, California. This public hearing is to solicit suggestions and/or comments from the public regarding the 2016-2017 CDBG funding priorities and outlines general information about the CDBG program. The public is encouraged to submit written comments on any aspect of the CDBG funding to Colette Curtis, 5555 Skyway, and Paradise, CA 95969.
- **The Draft Annual Plan** will be available to the public on February 14, 2017. The plan will be available on the Town's website (www.townofparadise.com); at the Butte County Public Library on Clark Road in Paradise, at the Paradise Senior Center; at the Family Resource Center and at the Paradise Chamber of Commerce. The public comment period is from February 14th – March 14th 2017. Written comments should be addressed to Colette Curtis, 5555 Skyway, Paradise, CA 95969.
- **Town Council on the final Annual Plan:** Tuesday, April 11, 2017, at 6:00 p.m., or as soon thereafter as possible, in the Town Hall Council Chambers at 5555 Skyway, Paradise, California. The Council will consider adopting the final 2016-2017 Annual Plan and receive additional public comment at this time.

Public Services Funding Process:

As part of the Community Development Block Grant (CDBG) Annual Plan process, the Town Council may elect, but is not required, to allocate up to 15% of its Program Year funding for public services agencies. The agencies must be legal, non-profit organizations that provide services to low- and moderate-income residents.

Last year, the Town Council directed staff to establish a sub-committee consisting of

two council representatives and two staff members to hold preliminary interviews with interested subrecipients. The purpose of the subcommittee was to meet with the subrecipients and make a formal recommendation to the Council for final approval.

With the reduction CDBG funding, the subcommittee will be asked to consider whether to recommend a change in funding levels to the agencies for this program year. Local public agencies that are considering applying for these funds should be aware that their funding may be reduced and/or eliminated this program year. If the Council wishes to pursue public service agency input at this time, the following schedule will be required in order to meet the HUD Annual Plan submission deadline.

Date	Action
Jan. 10	Town Council Meeting – 1 st Public Hearing.
Jan. 10	Subrecipient Funding Applications available.
Feb. 2	Subrecipient applications due to the Town.
TBD – Mar	Meetings with Subrecipients and interviews scheduled.
Feb. 14	Town Council Meeting – 2 nd Public Hearing & review of DRAFT of Annual Plan.
Feb. 14	30-day public comment period begins (Annual Plan draft posted on Town’s website, and available at Town Hall, Senior Center, Paradise Library, Chamber and Family Resource Center.
Mar. 14	30-day public comment period complete.
Apr. 11	Town Council Meeting – Town Council considers approval of Action Plan.
May 15	Deadline to submit 2017-2018 Annual Plan with Subrecipient funding requests.

Discussion:

Although the Town has some discretion on how the funds are used, there are many restrictions, conditions, and objectives that must be met. Community Development Block Grant funds can be used for activities that further community and economic development; provide improved community facilities and services; and provide affordable housing opportunities to low and disadvantaged residents. Each activity except planning and administrative activities, must meet one of the CDBG program’s three broad National Objectives:

1. Benefit low and moderate income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

The types of activities that meet the national objective will encompass the following basic qualifiers:

Area benefit activities: An activity can be area-wide meaning that the benefits are available to all the residents of a particular area where at least 51 percent of the residents are low and moderate income persons. The service area must be primarily residential, and the activity must meet the identified needs of low-and-moderate income persons.

Limited clientele activities: An activity can be “limited clientele,” which means that the activity benefits a certain, limited clientele that is at least 51 percent low income. An

example of this would be our housing programs. We have to document and verify income to ensure that each client is eligible.

Housing activities: An activity carried out for the purpose of providing or improving permanent residential structures, which upon completion, will be principally occupied by low and moderate income households.

Job creation or retention activities: An activity designed to create or retain permanent jobs where at least 51% of that, computed on a full-time equivalent (FTE) basis, involves the employment of low and moderate income persons. Potentially eligible activities include: construction of a business incubator designed to offer space and assistance to new firms to help them become viable small businesses; loans to pay for expansion.

Slum Blight Removal. Activities under this category must meet ALL of the following criteria: (1) The area delineated by the grantee must meet a definition of a slum, blighted, deteriorated or deteriorating area under state or local law; (2) there must be a substantial number of deteriorated buildings through the area; and (3) the activity must address one or more conditions that contributed to the deterioration of the area. Boundaries, designations, inspections and detailed rehabilitation records must be kept.

In addition to the above qualifiers, there is a list of basic eligible activities and ineligible activities that can be carried out using CDBG funds. (Government Code Section 570.201.)

Basic Eligible Activities include: Acquisition/disposition of real property; public facilities acquisition, construction and rehabilitation; public services funding; payment of costs in support of activities eligible for funding under the HOME program; housing assistance for low/mod income families; and micro-enterprise assistance.

Fiscal Impact Analysis:

The impact of this agenda item and subsequent actions related to the CDBG Program is positive. It will result in the award of approximately \$172,000 in federal funds as we estimate the Town may receive approximately the same amount of funding as last year.



TOWN OF PARADISE
Council Agenda Summary
Date: January 10, 2017

Agenda No. 6(a)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Paradise Police Building Primary & Backup Power Supply
Emergency

COUNCIL ACTION REQUESTED:

1. No action requested, update only.

Background:

On June 29 at Paradise Police Department, located at 5595 Black Olive Drive, an officer reported a burning smell coupled with several electrical surges in the building. Upon investigation, it was discovered that the transfer switch for the building had melted and been destroyed. This transfer switch is a dedicated piece of equipment which will automatically switch standard power from PG&E to emergency backup power from the standby generator during power outages. This switch is vital to the safety of the general public as the Paradise Police Department building must have constant power for the 911-dispatch center to perform their services. Furthermore, the building houses critical IT infrastructure valued over \$750,000.

During the initial work performed by Town staff to remove the immediate fire danger, power was manually transferred to the backup generator. Shortly after this was done, another failure occurred and power was completely lost to the building. Following a 10-minute outage, non-critical cooling systems were turned off and power was restored using the backup generator.

With the internal building temperatures steadily rising, staff was directed to hard-wire the power supply directly to the building, turning off the generator and bypassing the melted transfer switch. This condition was extremely dangerous as the building had no immediate backup power if an outage were to occur. Staff was prepared to re-wire the building back to the generator to serve only dispatch and IT, however, with response times this could take 1-2 hours – an unacceptable permanent condition. Lastly, should an outage have occurred and power not restored by generator within two hours, the building's IT infrastructure was vulnerable to a catastrophic loss.

On July 12, 2016, Paradise Town Council formally declared an emergency to repair or replace the building's primary and backup power supply infrastructure. This declaration was critical to shorten the amount of time whereas our emergency response building was in such a vulnerable state, compromising public safety. Using this action, staff was able to work directly with Chico Electric after considering several other contractors informally. Town Council approved a budget up to \$100,000 for the repairs.

Between July 13 and July 25, further investigation was performed at the Paradise Police Department building and the existing generator, serving PD, Fire and Fleet. Findings demonstrated that the current generator was indeed, undersized. After much consultation and alternatives analysis, it was determined the best solution was to replace the failed transfer

switch and install a new, dedicated backup generator to serve the Police Department only. The existing generator would continue to serve both Fire Station 81 and the Mechanic's shop.

On July 28, 2016, a formal contract was agreed to by the Town of Paradise and Chico Electric. The total contract amount is \$84,690. Services included in this cost are as follows:

Transfer Switch Replacement

Replacement of existing generator transfer switch in Police Department with new 400 amp 208Y/120 volt transfer switch and connect to existing generator. Bookcase in closet will require removal for clearance for new switch. New 400 amp feeders will be installed for line and load side interconnection to main electrical panel located in adjacent closet. Work to be performed during normal business hours with after-hours cut-over of power to new switch.

Generator Installation

Installation of new 100 Kw Peterson Caterpillar diesel fueled generator set with new concrete pad and tie in to main electrical panel. New generator to be installed just outside of main panel room on side of building. Proposal includes complete installation, engineering, tie-in, excavation, concrete pad, startup of unit, training, Butte County Air Quality inspection and rewire of existing Kohler generator to separate from the Police Department and power only the Fire Station and Maintenance building. New generator has room for over 40% growth and will serve the building well for decades to come.

Analysis:

The transfer switch was successfully replaced on July 29, whereby had an immediate power outage occurred, the existing generator could have been used.

The generator was ordered in early August to meet the demands of the building. The lead time for installation was 10-12 weeks, meaning installation and tie-in in early November.

The stock fuel tank for the new generator was 209 gallons. With current electrical demands, the unit will operate for 43 hours uninterrupted. This amount of runtime was determined to be inadequate in cases of a major power event. On August 24, staff directed Chico Electric to upgrade the fuel capacity to the maximum size of 394 gallons. With current electrical demands the unit will operate for 81 hours uninterrupted. This change order was ratified by staff and Chico Electric for a cost of \$3,225.00. Peterson Caterpillar provided Chico Electric with updated design drawings, reflecting the upgraded fuel tank for construction.

On November 1, 2016, the new generator arrived, on-time. However, upon inspection it was determined that the generator was sitting on the stock fuel tank. As each unit is manufactured individually, this was a major misstep by the manufacturer with implications in the form of completion delays. Chico Electric provided documentation showing the revised fuel tank was acknowledged by Peterson Caterpillar. On November 7, 2016, Chico Electric offered to absorb the costs of the change order (\$3,225.00) and fueling the tank to maximum capacity (\$1,200) upon installation of a new unit in 10-12 weeks.

During the week of January 3, 2017, the correct fueling tank was re-fitted to the generator. The installation date is scheduled for January 5 with all systems expected to be operational by January 10.

Final inspections will take place on January 11 and the project is expected to be considered for final acceptance by the Town Council on February 14.

Financial Impact:

On July 26, 2016 at the Measure C Oversight Committee meeting, the Committee voted unanimously to fund these emergency repairs using Measure C. The original contract cost was \$84,690. Following award, staff approved a change order to upgrade the fuel tank, which has since been voided due to complications of the delivery, and these costs will be absorbed by Chico Electric. The final project cost is \$84,690.