



TOWN OF PARADISE

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Management Staff:

Lauren Gill, Town Manager
Dwight L. Moore, Town Attorney
Joanna Gutierrez, Town Clerk
Craig Baker, Community Development Director
Gabriela Tazzari-Dineen, Police Chief
Greg McFadden, Unit Chief, CAL FIRE/
Butte County Fire/Paradise Fire
Gina Will, Finance Director/Town Treasurer
Marc Mattox, Public Works Director/
Town Engineer

Town Council:

Greg Bolin, Mayor
Jody Jones, Vice Mayor
Steve "Woody" Culleton, Council Member
Scott Lotter, Council Member
John J. Rawlings, Council Member

TOWN COUNCIL AGENDA

REGULAR MEETING – 6:00 PM – October 13, 2015

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Town Clerk's Department, at 872-6291 x101 or x102 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Town Clerk.

Town Council Meetings are held at the Paradise Town Hall located at 5555 Skyway, Paradise, California. Members of the public may address the Town Council on any agenda item, including closed session. If you wish to address the Town Council on any matter on the Agenda, it is requested that you complete a "Request to Address Council" card and give it to the Town Clerk prior to the beginning of the Council Meeting. The Mayor or Presiding Chair will introduce each agenda item, and following a report from staff, ask the Clerk to announce each speaker. Agendas and request cards are located outside the entrance door to the Council Chamber.

All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Town Council within 72 hours of a Regular Meeting will be available for public inspection at the Town Hall in the Town Clerk Department located at 5555 Skyway, Room 3, at the time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m. Agendas and supporting information is posted on the Town's website at www.townofparadise.com in compliance with California's open meeting laws. Click on the Agenda and Minutes button.

1. OPENING

- a. Call to Order
- b. Pledge of Allegiance to the Flag of the United States of America
- c. Invocation
- d. Roll Call
- e. Presentations and Proclamations:
 - (1) Introduction of Police Canine - "Taz" by Officer Manuel Ayala.
 - (2) Domestic Violence Awareness Month
 - (3) Recognition of Kelly Wells for leadership on Measure C Citizen's Oversight Committee.
 - (4) Presentation made to the City of Chico by Vice Mayor Jody Jones relating to Waste Water Disposal Options for the Town of Paradise.
 - (5) TOP Access Demonstration by Public Works Director Marc Mattox

TOP Access is an electronic program that automates requests from the public for public works services.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

One roll call vote will be taken for all items placed on the consent calendar.

- 3a. **p7** Approve the minutes of the September 8, 2015 Regular Town Council meeting.
- 3b. **p15** Approve September 2015 cash disbursements in the amount of \$771,593.43.
- 3c. **p22** (1) Waive second reading of the entire Town Ordinance No. 557 and approve reading by title only; and, (2) Adopt Town Ordinance No. 557, "An Ordinance Adding Chapter 15.14 within the Paradise Municipal Code Related to Expedited Permitting Procedure for Small Residential Rooftop Solar Systems."
- 3d. **p26** Adopt Resolution 15-40, A Resolution Authorizing Acceptance of Grant Funding from the Office of Traffic Safety (OTS) AVOID the 8 Grant Funds for FY2015/2016 at an estimated amount of up to \$60,000
- 3e. **p33** Approve recruitment for two temporary Street Maintenance Workers.
- 3f. **p34** Adopt Resolution 15-41, A Resolution Authorizing the Town Manager to enter into a Memorandum of Understanding between the City of Chico, City of Oroville, City of Gridley and the Town of Paradise for AB-

109 funds. Approval results in funding to offset the cost of the prison realignment legislation implemented by the passage of AB-109.

3g. **p41** Adopt Resolution No. 15-42, A Resolution Authorizing the Disposition of Records Pursuant to Government Code Section 34090.

3h. **p48** Adopt Resolution No. 15-43, A Resolution of the Town Council of the Town of Paradise Accepting the Work Performed under the Skyway Guardrail Emergency Repairs Contract No. 15-15. **(ROLL CALL VOTE)** The emergency repair was authorized by the Town Council on September 8th, 2015. The work was executed by Santos Excavating. Costs in the amount of \$24,842 will be reimbursed by the insurance carrier of the motorist that caused the damage.

3i. **p50** Update on the Emergency Siding Repair Project for the Police Department facility. No action requested, report for information update only. The emergency repair was authorized by the Town Council on September 8, 2015. A contract has been executed and work by Ginno Construction is in progress. Scope of services is for a not to exceed amount of \$37,847.00.

4. PUBLIC HEARING PROCEDURE

There are no public hearings scheduled for tonight's meeting.

5. PUBLIC HEARINGS - None

6. PUBLIC COMMUNICATION

This is the time for members of the audience who have completed a "Request to Address Council" card and given it to the Clerk to present items not on the Agenda. Comments should be limited to a maximum of three minutes duration. The Town Council is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.

7. COUNCIL CONSIDERATION

7a. **p76** Consider appointing one of the designated alternates to fill a vacancy on the Measure C Oversight Committee due to a resignation of the committee chair; **(ROLL CALL VOTE)**; or, provide an alternate direction to staff and schedule this matter for the November 10, 2015 Council Meeting.

7b. **p77** Review the report on the 2014/15 estimated actual budget and the 2015/16 operating and capital budget, and approve the recommended budget adjustments. **(ROLL CALL VOTE)**

7c. **p118** Consider (1) Approving the proposed property exchange agreement relating to Town property on American Way; and, (2) Adopting Resolution No. 15-___, "A Resolution of the Town Council of the Town of Paradise authorizing an exchange agreement between the Town of

Paradise and MC Horning Jr.”; and, (3) Authorizing the Town Manager to execute an agreement with L&L Surveying of Paradise, CA to perform Lot Line Adjustment and Record of Survey. **(ROLL CALL VOTE)**

7d. **p130** Consider adopting Resolution No. 15-___, A Resolution Amending and Restating Conduct of Council Meetings. Approval will change the agenda format and order of business on the agenda. **(ROLL CALL VOTE)**

7e. **p148** Consider adopting a logo that coordinates with the Butte County branding theme. **(ROLL CALL VOTE)**

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Council oral reports of their representation on Committees/Commissions.
- 8b. Discussion of future agenda items

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

- 9a. Town Manager oral reports
- 9b. Community Development Director oral reports

10. CLOSED SESSION

10a. Pursuant to Government Code section 54956.9(a), the Town Council will hold a closed session to meet with Town Attorney Dwight Moore and Town Manager Lauren Gill relating to existing litigation as follows:

- (1) Town of Paradise vs. Brandy L. Braun, Butte County Superior Court Case No. 164611.
- (2) Harold Funk vs. Town of Paradise, U.S. District Court, Eastern District of California, Case No. 2:09-cv-01000-MCE-KJM.

11. 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	

Town of Paradise, California
PROCLAMATION

WHEREAS, violence against women and children continues to become a more prevalent social problem; and,

WHEREAS, Catalyst Domestic Violence Services has provided shelter, counseling, advocacy, and other services to as many as 110 Paradise residents in a single year; and,

WHEREAS, the problem of domestic violence is not confined to any individual circumstances or groups of people, but crosses all economic, racial, sexual, and social demographics; and,

WHEREAS, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, through the systematic use of physical, emotional, sexual, verbal and economic control and/or abuse; and,

WHEREAS, the impact of domestic violence is wide ranging, directly affecting our families, our communities and society as a whole; and,

WHEREAS, the domestic violence may be diminished by educating and empowering the Paradise community to develop and maintain healthy relationships through the combined efforts of Catalyst Domestic Violence Services, the Paradise Police Department, the Paradise Ridge Family Resource Center, our neighborhood churches and other organizations.

NOW, THEREFORE, I, Greg Bolin, Mayor of the Town of Paradise, in recognition of the important work done by domestic violence programs, do hereby proclaim the month of October 2015 as Domestic Violence Awareness Month and urge all citizens to participate in the scheduled activities and programs sponsored by Catalyst Domestic Violence Services to work towards building healthy relationships and eliminating intimate partner violence.

IN WITNESS WHEREOF I have hereunto set my hand and caused the official seal of the Town of Paradise to be affixed hereto this 13th day of October, 2015.



Greg Bolin, Mayor



CERTIFICATE OF APPRECIATION
*for Honorable Service
to the Town of Paradise
is hereby presented to:*

*Kelly Wells, Chairperson
To the Measure "C" Oversight Committee*

Date: October 13, 2015

Greg Bolin, Mayor

**MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – September 08, 2015**

1. OPENING

The September 8, 2015 Town Council meeting was called to order by Mayor Greg Bolin at 6:02 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. Council Member Steve “Woody” Culleton offered an invocation.

COUNCIL MEMBERS PRESENT: Steve Woody Culleton, Jody Jones, Scott Lotter, and Greg Bolin, Mayor.

COUNCIL MEMBERS ABSENT: John J. Rawlings.

STAFF PRESENT: Town Clerk Joanna Gutierrez, Town Manager Lauren Gill, Town Attorney Dwight Moore, Finance Director Gina Will, Assistant Town Clerk Dina Volenski, Business and Housing Services Supervisor Kate Anderson, Community Development Director Craig Baker, Public Works Director/Town Engineer Marc Mattox, Building Official Anthony Lindsey, Police Chief Gabriela Tazzari-Dineen and Battalion Chief Curtis Lawrie.

e. Presentation:

- (1) Monica Nolan, Executive Director of the Paradise Chamber of Commerce and Steve Crowder, Owner of “A Stitch Above” embroidery services, thanked the many Town employees and Council Members who volunteered their services during the 2015 Party in the Park event, and presented each volunteer with an “It’s Cooler Up Here” T-shirt, a joint recognition by the Paradise Chamber of Commerce and “A Stitch Above”.

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS – None.

3. CONSENT CALENDAR

Mayor Bolin called for comment cards on the Consent Calendar.

1. Ward Habriel stated that he is speaking for six to eight people who think that there are too many expenditure items on the consent calendar and that too many expenditures are made outside of Butte County.

Town Manager Gill noted that many of the products and services necessary for the Town operation are very specialized and are not provided or available in our area.

MOTION by Lotter, seconded by Jones, approved by unanimous roll call vote the consent calendar items 3a – 3j as presented; Rawlings absent and not voting.

- 3a. Approved Minutes from the August 4, 2015 Special Joint Meeting with Paradise Irrigation District and the August 11, 2015 Regular Town Council Meeting.
- 3b. Approved cash disbursements for August 2015 in the amount of \$1,065,764.58. (310-10-30)
- 3c. Accepted a \$1,000 cash donation to the Paradise Fire Department. (395-50-13)
- 3d. Authorized the Town Manager to execute documents to purchase the Police Vehicle Emergency Equipment and Installation to Sutter Buttes Communications Inc, 445 Palora Avenue, Yuba City, California 95991 for a total amount of \$41,398.30. The vehicles will be financed through a five-year lease purchase agreement approved by Council on August 11, 2015. (380-45-53 & 510-20-109)
- 3e. Awarded Contract 15-12, Fire Engine Exhaust Removal Project, to Air Vacuum, Inc. of Dover, NH in the amount of their bid of \$20,511.00 and authorized the Town Manager to execute the Agreement. (510-20-110 & 440-65-22)
- 3f. Approved an amended and restated professional services agreement with Lauren Gill for Town Manager services with an expiration date of June 30, 2020. (510-20-55)
- 3g. Acknowledged receipt of the 4th Quarter Investment Report for the Fiscal Year Ending June 30, 2015. (360-30-006)
- 3h. Approved reading ordinance by title only; and, introduced Ordinance No. 557 adding Chapter 15.14 of the Town of Paradise Municipal Code relating to Expedited Permitting Procedure for Small Residential Rooftop Solar Systems. (540-16-126)
- 3i. Authorized the Town Manager to enter into a one-year Partnership Investment Agreement with 3Core. A partnership with 3Core is a requirement for applying to EDA and other grants which could provide funding for a sewer and other projects. Fiscal impact for 2015/2016 is \$3,500. (110-30-28 & 510-20-111)
- 3j. Approved Resolution No. 15-36, A Resolution of the Town Council of the Town of Paradise Approving Government Crime Policies for the Purpose of Bonding Town Officers and Employees and Establishing Policy Limits. (170-30-006)

4. PUBLIC HEARING PROCEDURE

The Mayor referenced the Town Council adopted procedure for public hearings:

5. PUBLIC HEARINGS

- 5a. Following a report from Town Manager Lauren Gill, Mayor Bolin conducted a public hearing to receive comment on the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program. Mayor Bolin opened the hearing at 6:19 pm. There were no speakers for or against the item and Mayor Bolin closed the hearing at 6:20 pm.

MOTION by Lotter, seconded by Culleton, authorized the Town Manager to submit the Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program to the Department of Housing and Urban Development. Roll call vote was unanimous; Rawlings was absent and not voting. (710-10-81)

6. PUBLIC COMMUNICATION

1. Tom Kelly discussed the Sierra Nevada Conservancy meeting that was held in Paradise and informed Council that the Fire Safe Council (FSC) took the attendees on a tour to demonstrate fuel clearances that were accomplished via the FSC management of over \$5 million worth of grant funding, that the FSC has received a \$21,000 grant for an evacuation trailer, discussed the benefits of being a FireWise community and invited the Town Council to the next Fire Safe Council meeting.
2. Carol Kirk, PHS High School, stated that because she has many of her high school students in the audience that she would like to clarify that the Council is an elected body and that she has a problem with the general nature of a statement made earlier by one person on behalf of other people, that she thinks the people should be at the meeting to speak for themselves, and if the people are not happy with the Council then they can vote them out of office.

7. COUNCIL CONSIDERATION

Following a report from Town Manager Gill and Casey Hatcher, Butte County representative, Mayor Bolin called for public comment on the proposed resolution of consent for the County to form a tourism business improvement district.

1. Tom Kelly spoke in favor of the resolution, stating that tourism is what brought him to Paradise fifty years ago.
- 7a. **MOTION by Lotter, seconded by Culleton**, adopted Resolution No. 15-37, A Resolution of the Town Council of the Town of Paradise Granting Consent to the County of Butte to Form the Butte County Tourism

Business Improvement District (BCTBID). Roll call vote was unanimous; Rawlings was absent and not voting. (1060-30-02)

- 7b. **MOTION by Jones, seconded by Lotter**, awarded Contract 15-13, Pearson Rd Pavement Rehabilitation Project, to Franklin Construction of Chico, California, in the amount of their bid of \$99,979.00; and, (2) Acknowledged Paradise Irrigation District's (PID) Letter of Intent dated August 27, 2015 to reimburse the Town of Paradise for incurred pavement rehabilitation costs. Roll call vote was unanimous; Rawlings was absent and not voting. (510-20-112)

Following a report by Public Works Director/Town Engineer Marc Mattox, Town Attorney Moore stated for the record that Mayor Greg Bolin has no conflict of interest relating to the Clark Road Safety Enhancements Project.

- 7c. **MOTION by Jones, seconded by Lotter**, awarded Contract 14-05, Clark Road Safety Enhancements, to Franklin Construction of Chico, California in the amount of their bid of \$441,441.00 and authorized the Town Manager to execute necessary documents. Roll call vote was unanimous; Rawlings was absent and not voting. (510-20-113 & 950-40-24)

- 7d. **MOTION by Lotter, seconded by Culleton**, (1) Adopted Resolution No. 15-38, "A Resolution of the Town Council of the Town of Paradise Declaring an Emergency and Authorizing Repair or Replacement of the Paradise Police Department Building Exterior Siding Without Observance of Public Bidding Requirements"; and, (2) Authorized the Town Manager to execute agreements for a contractor and/or materials for the subject project. Roll call vote was unanimous; Rawlings was absent and not voting. (510-20-115)

Council discussed the probability of the cost of this project exceeding the estimate and that it is likely that additional funding will be necessary.

- 1. Ward Habriel suggested that cementitious siding be considered for this project.

- 7e. **MOTION by Lotter, seconded by Jones**, (1) Adopted Resolution No. 15-39, "A Resolution of the Town Council of the Town of Paradise Declaring an Emergency and Authorizing Repair or Replacement of the Guardrail on Skyway Without Observance of Public Bidding Requirements"; and, (2) Awarded Contract 15-15 Skyway Guardrail Repair to Santos Excavating in the amount of their bid of \$24,842.00 and authorized the Town Manager and Town Attorney to execute the necessary documents. Roll call vote was unanimous; Rawlings was absent and not voting. (510-20-114)

8. COUNCIL COMMUNICATION (Council Initiatives)

- 8a. Discuss responsibility and procedures for cleanup of roadways after traffic collisions. **(LOTTER)**

Council Member Lotter stated that he placed this matter on the agenda after observing excess glass left in the roadway at two separate locations after traffic accidents, and that it is his understanding that the tow companies that are called out to accidents on a rotating basis are responsible for the cleanup of the road way.

Police Chief Gabriela Tazzari-Dineen stated that she has reviewed the 34-page agreement with the tow companies, explained that tow companies are contracted and certified by the California Highway Patrol (CHP), and that picking up glass after an accident is not one of the requirements of the contract. Chief Tazzari-Dineen stated that she has requested officers on scene of an accident to take extra steps to work with the tow companies after a traffic accident, and noted that many traffic accidents are not reported to the police department and, as such, officers not dispatched to the scene. Council discussed with the Town Attorney the pros and cons of adopting an ordinance to compel clean up by tow companies after an accident; discussed the cost to public works for extra callouts; and took no action on the matter.

- 8b. Consider approving a letter of support to Representative Doug LaMalfa for H.R. 2775 regarding Remote Transaction Parity Tax. (550-30-001)

Vice Mayor Jones stated that she requested that this item be put on the agenda as online retailers are obligated to collect the same sales tax as brick and mortar businesses and she would like to level the playing field as Paradise is missing out due to our location and lack of retail merchandisers.

1. Tom Kelly stated that people like to shop online and thinks everyone in the Town should be able to vote on whether or not sales tax is collected for online sales.

Council concurred to approve a letter of support to Representative Doug LaMalfa for HR 2775 regarding Remote Transaction Parity Tax for all Council Members to sign.

- 8c. Consider designating an additional alternate voting delegate to the Town's voting delegate regarding the League of California Cities 2015 annual conference. (150-50-65)

Council concurred to appoint Council Member Steve "Woody" Culleton as the Town's voting delegate at the LCC 2015 annual conference in place of Council Member John J. Rawlings who is unable to attend.

8d. Council oral reports of their representation on Committees/Commissions.

Vice Mayor Jones attended Butte County Association of Governments (BCAG) and Butte County Air Quality Management (BCAQMD) District board meetings; and, presented information at the September 1, 2015, Chico City Council meeting regarding the Town's desire to include a pipeline to the Chico plant as a feasible wastewater disposal alternative for the purpose of applying for grant monies for an environmental study and that the Chico Council indicated that they might schedule this item on a future agenda for discussion.

Council Member Culleton attended the September 1, 2015, City of Chico Council meeting; a reception at the Butte County Fairgrounds for the Executive Directors and informed that a Paradise girl was a runner up in the Miss Butte County contest.

Council Member Lotter attended the September 1, 2015, City of Chico Council meeting and has heard many compliments on Vice Mayor Jones' presentation; attended the Butte County Fair; sat in on an Emergency Operations Training in Paradise and provided feedback for improvements to the operation, informed Council there was a good turnout of volunteers and staff; attended the LAFCo board meeting; and the Gold Nugget Museum's Days of Living History event.

Mayor Bolin and Vice Mayor Jones attended a meeting with Northern Recycling and Waste Services, the Town's franchised waste disposal service provider, to discuss the future with this waste disposal company.

8e. Discussion of future agenda items

Council concurred to schedule Vice Mayor Jones' presentation that was shown at the September 1, 2015, Chico City Council for the next Paradise Town Council meeting.

9. STAFF/COMMISSION/COMMITTEE COMMUNICATION

9a. Town Manager oral reports

- Appointment to fill a vacancy on the Measure C Committee will be on the next Council agenda as the committee chair, Kelly Wells, has resigned as she is moving out of the jurisdictional area.
- Since Council Member Rawlings is unable to attend the 2015 Annual League of California Cities Conference, Manager Gill plans to attend as a presenter at a breakout session to discuss how the Town used the League's fiscal health diagnostic tool.

9b. Community Development Director oral reports

- Pheasant Ridge Commons was issued three Certificates of Completion for three buildings/six units
- Dental Office behind the Holiday Market, a 6500 square foot building, was issued a permit for septic construction; a certificate of correction was issued for this facility relating to setbacks; a site plan relating to drainage will be turned in tomorrow
- Lynn's (Optimo) project for an expansion to include two drive-thrus, was approved by the Planning Commission in July and construction plans are in development
- Code Enforcement action relating to a public nuisance property located at Nunneley and Sawmill has brought about a positive response and cleanup of the nine-acres by the property owners; demolition permits for the two houses on the property have been issued; eighteen vehicles have been removed

Mayor Bolin adjourned the Council meeting at 7:51 p.m. to hold the Successor Agency Meeting and reconvened the Council meeting at 7:55 p.m.

10. CLOSED SESSION

1. Ward Habriel commented on the number of closed session items relating to litigation.

Attorney Moore noted that only one of the lawsuits was initiated by the Town.

At 7:56 pm Mayor Bolin announced that the Town Council would hold closed sessions for the following matters:

- 10a. Pursuant to Government code section 54956.9(a), the Town Council will hold a closed session to meet with Town Attorney Dwight Moore and Town Manager Lauren Gill relating to existing litigation as follows:

- (1) Town of Paradise vs. Brandy L. Braun, Butte County Superior Court Case No. 164611.
- (2) Harold Funk vs. Town of Paradise, U.S. District Court, Eastern District of California, Case No. 2:09-cv-01000-MCE-KJM.
- (3) Richard Martin vs. Town of Paradise, U.S. District Court, Eastern District of California, Case No. 2:15-cv-00594-JAM-AC.
- (4) Denise Russell vs. County of Butte; Town of Paradise, U. S. District Court, Eastern District of California, Case No. 2:14-cv-00694-TLN-CMK.

- 10b. Pursuant to Government Code section 54956.9(d)(2), the Town Council will hold a closed session to meet with Town Attorney Dwight Moore and

Town Manager Lauren Gill relating to significant exposure to litigation, one potential case, concerning allegation of Brown Act violation by M. Zuccolillo.

Mayor Bolin reconvened the meeting at 9:45 p.m.

Town Attorney Moore reported that the Town Council met with the Town Attorney and received information relating to pending litigation listed above and no action was taken; and, regarding one potential litigation item, determined no action was required.

11. ADJOURNMENT

Mayor Bolin adjourned the meeting at 9:47 p.m.

Date approved:

By: _____
Greg Bolin, Mayor

Joanna Gutierrez, CMC, Town Clerk

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

FOR THE PERIOD OF
SEPTEMBER 1, 2015 - SEPTEMBER 30, 2015

September 1, 2015 - September 30, 2015

Check Date	Pay Period End	DESCRIPTION	AMOUNT
09/11/15	09/06/15	Net Payroll - Direct Deposits & Checks	\$113,984.15
09/25/15	09/20/15	Net Payroll - Direct Deposits & Checks	\$125,404.23
TOTAL NET WAGES PAYROLL			\$239,388.38

Accounts Payable

PAYROLL VENDORS: TAXES, PERS, DUES, INSURANCE, ETC.	\$251,945.38
OPERATIONS VENDORS: SUPPLIES, CONTRACTS, UTILITIES, ETC.	\$280,259.67
TOTAL CASH DISBURSEMENTS - ACCOUNTS PAYABLE (Detail attached)	<u>\$532,205.05</u>
GRAND TOTAL CASH DISBURSEMENTS	<u><u>\$771,593.43</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: 9/1/2015 - To Payment Date: 9/30/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
AP - US Bank TOP AP Checking									
Check									
63111	09/01/2015	Open			Accounts Payable	BRUNO, SHERRY	\$118.37		
63112	09/01/2015	Open			Accounts Payable	BUZZARD , CHRIS	\$370.61		
63113	09/01/2015	Open			Accounts Payable	DERR, PAUL	\$425.25		
63114	09/01/2015	Open			Accounts Payable	HAUNSCHILD, MARK	\$424.55		
63115	09/01/2015	Open			Accounts Payable	HONEYWELL, JANICE, J.	\$955.41		
63116	09/01/2015	Open			Accounts Payable	HOUSEWORTH, JERILYN	\$170.85		
63117	09/01/2015	Open			Accounts Payable	JEFFORDS, ROBERT, D.	\$478.07		
63118	09/01/2015	Open			Accounts Payable	MOORE, DWIGHT, L.	\$13,800.00		
63119	09/01/2015	Open			Accounts Payable	PILGRIM, CHRIS	\$331.21		
63120	09/01/2015	Open			Accounts Payable	SBA Monarch Towers III LLC	\$121.67		
63121	09/01/2015	Open			Accounts Payable	WEGENER, WILL	\$232.42		
63122	09/01/2015	Open			Accounts Payable	WESTAMERICA BANK	\$8,584.61		
63123	09/03/2015	Open			Accounts Payable	ACCESS INFORMATION MANAGEMENT	\$32.00		
63124	09/03/2015	Open			Accounts Payable	ACE RENTALS	\$18.22		
63125	09/03/2015	Open			Accounts Payable	ACI ENTERPRISES, INC.	\$463.32		
63126	09/03/2015	Open			Accounts Payable	AgendaPal Corporation	\$399.00		
63127	09/03/2015	Open			Accounts Payable	ALHAMBRA	\$41.35		
63128	09/03/2015	Open			Accounts Payable	ALLDATA	\$1,500.00		
63129	09/03/2015	Open			Accounts Payable	Alvies, John	\$363.00		
63130	09/03/2015	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$62.01		
63131	09/03/2015	Open			Accounts Payable	Arnold Bros	\$5,100.00		
63132	09/03/2015	Open			Accounts Payable	AT&T MOBILITY	\$54.00		
63133	09/03/2015	Open			Accounts Payable	Big O Tires	\$252.37		
63134	09/03/2015	Open			Accounts Payable	BUTTE CO RECORDER	\$246.00		
63135	09/03/2015	Open			Accounts Payable	Center for Criminal Justice	\$704.00		
63136	09/03/2015	Open			Accounts Payable	CHOICE PROPERTY SERVICES	\$130.00		
63137	09/03/2015	Open			Accounts Payable	DAY WIRELESS SYSTEMS - MILWAUKIE, OR	\$813.15		
63138	09/03/2015	Open			Accounts Payable	DOBRICH & SONS SEPTIC	\$6,246.00		
63139	09/03/2015	Open			Accounts Payable	DON'S SAW & MOWER	\$68.99		
63140	09/03/2015	Open			Accounts Payable	ENTENMANN-ROVIN COMPANY	\$101.76		
63141	09/03/2015	Open			Accounts Payable	EVERGREEN JANITORIAL SUPPLY, INC.	\$355.95		
63142	09/03/2015	Open			Accounts Payable	FEATHER RIVER HOSPITAL	\$880.00		
63143	09/03/2015	Open			Accounts Payable	FOOTHILL MILL & LUMBER	\$64.58		
63144	09/03/2015	Open			Accounts Payable	Goodyear Tire & Rubber Company	\$1,035.28		
63145	09/03/2015	Open			Accounts Payable	GOVERNOR'S OFFICE OF EMERGENCY SERVICES	\$1,600.00		
63146	09/03/2015	Open			Accounts Payable	GREAT AMERICA LEASING CORP.	\$250.58		
63147	09/03/2015	Open			Accounts Payable	Hignell, Inc.	\$555.00		
63148	09/03/2015	Open			Accounts Payable	Honea, Cassidy	\$15.25		
63149	09/03/2015	Open			Accounts Payable	Hubbard, Madeline	\$170.51		
63150	09/03/2015	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$213.44		
63151	09/03/2015	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$350.00		
63152	09/03/2015	Open			Accounts Payable	L & I SURVEYING	\$214.50		
63153	09/03/2015	Open			Accounts Payable	MARK THOMAS & COMPANY INC	\$12,930.74		
63154	09/03/2015	Open			Accounts Payable	MUNICIPAL CODE CORP	\$500.00		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2015 - To Payment Date: 9/30/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
63155	09/03/2015	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$5,341.57		
63156	09/03/2015	Open			Accounts Payable	NORTHSTAR ENGINEERING INC	\$10,466.26		
63157	09/03/2015	Open			Accounts Payable	NWN Corporation	\$786.34		
63158	09/03/2015	Open			Accounts Payable	O'REILLY AUTO PARTS	\$761.05		
63159	09/03/2015	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$657.62		
63160	09/03/2015	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$210.31		
63161	09/03/2015	Open			Accounts Payable	PARADISE IRRIGATION DIST	\$2,222.79		
63162	09/03/2015	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMTY MEDIA	\$1,358.46		
63163	09/03/2015	Open			Accounts Payable	Patrick O'Hara Construction	\$328.33		
63164	09/03/2015	Open			Accounts Payable	PEERLESS BUILDING MAINT	\$1,440.00		
63165	09/03/2015	Open			Accounts Payable	PETERS RUSH HABIB & MCKENNA	\$1,052.00		
63166	09/03/2015	Open			Accounts Payable	PICKERING, ROBERT	\$53.25		
63167	09/03/2015	Open			Accounts Payable	Riebes Auto Parts	\$407.70		
63168	09/03/2015	Open			Accounts Payable	RITE AID	\$99.99		
63169	09/03/2015	Open			Accounts Payable	RON'S WHEEL & BRAKE	\$1,168.69		
63170	09/03/2015	Open			Accounts Payable	STATEWIDE TRAFFIC SAFETY & SIGNS	\$172.00		
63171	09/03/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$224.40		
63172	09/03/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - FIRE DEPT.	\$87.93		
63173	09/03/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$123.46		
63174	09/03/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - POLICE DEPT.	\$49.71		
63175	09/03/2015	Open			Accounts Payable	Turenne, Andrea	\$198.27		
63176	09/03/2015	Open			Accounts Payable	VALLEY TOXICOLOGY SERVICE	\$375.00		
63177	09/03/2015	Open			Accounts Payable	VERIZON WIRELESS	\$1,454.16		
63178	09/03/2015	Open			Accounts Payable	Vigilant Canine Services	\$525.00		
63179	09/03/2015	Open			Accounts Payable	BLOOD SOURCE	\$54.00		
63180	09/03/2015	Open			Accounts Payable	Met Life	\$7,486.96		
63181	09/03/2015	Open			Accounts Payable	OPERATING ENGINEERS	\$660.00		
63182	09/03/2015	Open			Accounts Payable	PARADISE POLICE OFFICERS ASSOCIATION	\$2,149.79		
63183	09/03/2015	Open			Accounts Payable	SUN LIFE INSURANCE	\$3,692.94		
63184	09/03/2015	Open			Accounts Payable	SUPERIOR VISION SVC NGLIC	\$612.22		
63185	09/03/2015	Open			Accounts Payable	TOP CONFIDENTIAL MID MGMT ASSOCIATION	\$110.00		
63186	09/11/2015	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$800.00		
63187	09/11/2015	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$402.52		
63188	09/17/2015	Open			Accounts Payable	3 CORE, INC.	\$3,500.00		
63189	09/17/2015	Open			Accounts Payable	A Stitch Above Embroidery & Shirt Printing	\$378.81		
63190	09/17/2015	Open			Accounts Payable	A-1 ULock	\$87.00		
63191	09/17/2015	Open			Accounts Payable	ARAMARK UNIFORM SERV. INC.	\$59.01		
63192	09/17/2015	Open			Accounts Payable	Asbury Environmental Services	\$45.00		
63193	09/17/2015	Open			Accounts Payable	AT&T	\$108.06		
63194	09/17/2015	Open			Accounts Payable	AT&T CALNET 2-REPEATER LINES	\$206.87		
63195	09/17/2015	Open			Accounts Payable	AT&T LONG DISTANCE	\$31.30		

TOWN OF PARADISE

CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2015 - To Payment Date: 9/30/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
63196	09/17/2015	Open			Accounts Payable	AT&T-COMMUNITY PARK	\$18.49		
63197	09/17/2015	Open			Accounts Payable	AT&T/CAL NET 2	\$2,304.59		
63198	09/17/2015	Open			Accounts Payable	Azco Supply Inc	\$535.18		
63199	09/17/2015	Open			Accounts Payable	Bear Electric Solutions	\$2,850.00		
63200	09/17/2015	Open			Accounts Payable	BIDWELL TITLE & ESCROW	\$40,000.00		
63201	09/17/2015	Open			Accounts Payable	Big O Tires	\$956.51		
63202	09/17/2015	Open			Accounts Payable	BURTON'S FIRE, INC.	\$159.90		
63203	09/17/2015	Open			Accounts Payable	BUTTE CO AIR QUALITY MANAGEMENT DISTRICT	\$160.85		
63204	09/17/2015	Open			Accounts Payable	BUTTE REGIONAL TRANSIT	\$2,410.50		
63205	09/17/2015	Open			Accounts Payable	CALIFORNIA STATE DEPARTMENT OF JUSTICE	\$661.00		
63206	09/17/2015	Open			Accounts Payable	CENTRAL SIERRA POLICE CHIEF'S ASSOCIATION	\$40.00		
63207	09/17/2015	Open			Accounts Payable	CHOICE PROPERTY SERVICES	\$125.00		
63208	09/17/2015	Open			Accounts Payable	CLARK ROAD ANIMAL HOSPITAL	\$253.23		
63209	09/17/2015	Open			Accounts Payable	COMCAST CABLE	\$83.89		
63210	09/17/2015	Open			Accounts Payable	COMCAST CABLE	\$303.89		
63211	09/17/2015	Open			Accounts Payable	CONTRA COSTA COUNTY SHERIFF'S OFFICE	\$235.00		
63212	09/17/2015	Open			Accounts Payable	Eagle Security Systems	\$193.50		
63213	09/17/2015	Open			Accounts Payable	Entersect	\$84.95		
63214	09/17/2015	Open			Accounts Payable	HireRight, Inc.	\$7.75		
63215	09/17/2015	Open			Accounts Payable	I.M.P.A.C. PAYMENTS IMPAC GOV SVCS/US BANCORP	\$3,502.78		
63216	09/17/2015	Open			Accounts Payable	INDUSTRIAL POWER PRODUCTS	\$76.52		
63217	09/17/2015	Open			Accounts Payable	INLAND BUSINESS MACHINES	\$606.95		
63218	09/17/2015	Open			Accounts Payable	JAMES RIOTTO & ASSOCIATES	\$125.00		
63219	09/17/2015	Open			Accounts Payable	L & L SURVEYING	\$13,128.00		
63220	09/17/2015	Open			Accounts Payable	LES SCHWAB TIRE CENTER - MOTORPOOL	\$116.25		
63221	09/17/2015	Open			Accounts Payable	LEVOC	\$385.00		
63222	09/17/2015	Open			Accounts Payable	LOCATE PLUS CORPORATION	\$29.94		
63223	09/17/2015	Open			Accounts Payable	MARQUIS, JOSH	\$177.50		
63224	09/17/2015	Open			Accounts Payable	MCGEE, MEGHAN A.	\$177.50		
63225	09/17/2015	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		
63226	09/17/2015	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$205.00		
63227	09/17/2015	Open			Accounts Payable	MORGAN TREE SERVICE	\$1,900.00		
63228	09/17/2015	Open			Accounts Payable	Nesci Appraisal Service	\$50.00		
63229	09/17/2015	Open			Accounts Payable	NORTH STATE RENDERING INC	\$140.00		
63230	09/17/2015	Open			Accounts Payable	NORTHGATE PETROLEUM CO	\$4,204.88		
63231	09/17/2015	Open			Accounts Payable	NORTHSTAR ENGINEERING INC	\$9,434.08		
63232	09/17/2015	Open			Accounts Payable	NWN Corporation	\$7,863.40		
63233	09/17/2015	Open			Accounts Payable	O'REILLY AUTO PARTS	\$1,459.48		
63234	09/17/2015	Open			Accounts Payable	OFFICE DEPOT ACCT#36233169	\$316.66		
63235	09/17/2015	Open			Accounts Payable	PACIFIC GAS & ELECTRIC	\$238.75		
63236	09/17/2015	Open			Accounts Payable	PARADISE POST/NORTH VALLEY COMMITY MEDIA	\$1,331.76		
63237	09/17/2015	Open			Accounts Payable	PETERSON TRACTOR CO	\$357.77		
63238	09/17/2015	Open			Accounts Payable	PLATT	\$684.90		

CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2015 - To Payment Date: 9/30/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
63239	09/17/2015	Open			Accounts Payable	RE CONSTRUCTION	\$725.00		
63240	09/17/2015	Open			Accounts Payable	Riebes Auto Parts	\$2,348.13		
63241	09/17/2015	Open			Accounts Payable	RITE AID	\$99.99		
63242	09/17/2015	Open			Accounts Payable	RIVERVIEW INTERNATIONAL TRUCKS INC	\$595.20		
63243	09/17/2015	Open			Accounts Payable	SINCLAIR'S AUTOMOTIVE & TOWING	\$80.00		
63244	09/17/2015	Open			Accounts Payable	SKYWAY FEED & PET SUPPLY,	\$147.92		
63245	09/17/2015	Open			Accounts Payable	Stratti	\$20.00		
63246	09/17/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - ENG. DEPT.	\$88.46		
63247	09/17/2015	Open			Accounts Payable	THOMAS ACE HARDWARE - MOTORPOOL	\$10.54		
63248	09/17/2015	Open			Accounts Payable	THOMAS HYDRAULIC & HARDWARE SUPPLY, INC.	\$221.62		
63249	09/17/2015	Open			Accounts Payable	TUCKER PEST CONTROL INC	\$126.00		
63250	09/17/2015	Open			Accounts Payable	UNIFORMS TUXEDOS & MORE	\$951.32		
63251	09/17/2015	Open			Accounts Payable	UNITED RENTALS, INC.	\$160.57		
63252	09/17/2015	Open			Accounts Payable	VERIZON WIRELESS	\$294.60		
63253	09/17/2015	Open			Accounts Payable	VERIZON WIRELESS	\$104.70		
63254	09/17/2015	Open			Accounts Payable	VERIZON WIRELESS	\$249.91		
63255	09/17/2015	Open			Accounts Payable	Vigilant Canine Services	\$175.00		
63256	09/17/2015	Open			Accounts Payable	WSROP Graphic Communications	\$40.00		
63257	09/17/2015	Open			Accounts Payable	US BANK	\$200.00		
63258	09/25/2015	Open			Accounts Payable	ICMA 457 - VANTAGEPOINT	\$800.00		
63259	09/25/2015	Open			Accounts Payable	STATE DISBURSEMENT UNIT	\$402.52		
63260	09/24/2015	Voided/Spoiled	Printer Error	09/24/2015	Converted/Imported		\$0.00	\$0.00	\$0.00
63261	09/24/2015	Open			Accounts Payable	MID VALLEY TITLE & ESCROW	\$40,000.00		
Type Check Totals:							\$297,430.62	\$0.00	\$0.00
Type EFT Totals:							\$234,774.43		

Type Check Totals:

EFT

351	09/03/2015	Open			Accounts Payable	CALPERS	\$114,104.64		
352	09/11/2015	Open			Accounts Payable	CALPERS - RETIREMENT	\$26,809.67		
353	09/11/2015	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$5,029.49		
354	09/11/2015	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,957.29		
355	09/11/2015	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$21,051.57		
357	09/25/2015	Open			Accounts Payable	CALPERS - RETIREMENT	\$26,770.14		
358	09/25/2015	Open			Accounts Payable	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,432.42		
359	09/25/2015	Open			Accounts Payable	ING LIFE INS & ANNUITY COMPANY	\$4,035.97		
360	09/25/2015	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$25,583.24		

Type EFT Totals:

AP - US Bank TOP AP Checking Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	150	\$297,430.62	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	151	\$297,430.62	\$0.00

CASH DISBURSEMENTS REPORT

From Payment Date: 9/1/2015 - To Payment Date: 9/30/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
				EFTs	Status	Count	Transaction Amount	Reconciled Amount	
					Open	9	\$234,774.43	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	9	\$234,774.43	\$0.00	
				All	Status	Count	Transaction Amount	Reconciled Amount	
					Open	159	\$532,205.05	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	160	\$532,205.05	\$0.00	
Grand Totals:									
				Checks	Status	Count	Transaction Amount	Reconciled Amount	
					Open	150	\$297,430.62	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	151	\$297,430.62	\$0.00	
				EFTs	Status	Count	Transaction Amount	Reconciled Amount	
					Open	9	\$234,774.43	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	9	\$234,774.43	\$0.00	
				All	Status	Count	Transaction Amount	Reconciled Amount	
					Open	159	\$532,205.05	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	1	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	160	\$532,205.05	\$0.00	



TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015

AGENDA NO. 3(c)

ORIGINATED BY: Anthony Lindsey, Building Official/Fire Marshal

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adoption of Town Ordinance No. 557

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

1. Waive second reading of the entire Town Ordinance No. 557 and approve reading by title only (roll call vote); **AND**
2. Adopt Town Ordinance No. 557, "An Ordinance Adding Chapter 15.14 within the Paradise Municipal Code Related to Expedited Permitting Procedure for Small Residential Rooftop Solar Systems"

BACKGROUND: On September 8, 2015, the Town Council introduced the above-noted Town ordinance for purposes of eventual adoption. The intent of the proposed ordinance is to comply with Section 65850.5(g)(1) of the California Government Code that requires every city, county, or city and county adopt an ordinance that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

The Town currently expedites the review of such applications by reviewing and issuing applications for photovoltaic solar systems permits through its expedited photovoltaic solar system program. The Town also expedites all photovoltaic solar inspection requests. The Town, then, already expedites the review of such applications.

DISCUSSION: Town staff recommends that the Town Council waive the second reading of this entire ordinance; read it by title only; and formally adopt Town Ordinance No. 557 (copy attached). Once adopted, the provisions of this ordinance will be effective thirty days thereafter.

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

Attachment

**TOWN OF PARADISE
ORDINANCE NO. 557**

**ORDINANCE ADDING CHAPTER 15.14 TO THE PARADISE MUNICIPAL CODE
RELATING TO EXPEDITED PERMITTING PROCEDURE FOR SMALL RESIDENTIAL
ROOFTOP SOLAR SYSTEMS**

WHEREAS, California Government Code Section 65850.5 provides that it is the policy of the state to promote and encourage the installation and use of solar energy systems by limiting obstacles to their use and by minimizing the permitting costs of such systems; and

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PARADISE DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 15.14 is added to the Paradise Municipal Code to read in full as follows:

Chapter 15.14

SMALL RESIDENTIAL ROOFTOP SOLAR ENERGY SYSTEMS

Sections:

- 15.14.010 Purpose.**
- 15.14.020 Definitions.**
- 15.14.030 Review Process.**

15.14.010 Purpose.

- A. California Government Code Section 65850.5 provides that every city, county, or city and county shall adopt an ordinance that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.
- B. California Government Code Section 65850.5 provides that in developing an expedited permitting process, the city, county, or city and county shall develop a checklist of all requirements with which small rooftop solar energy systems shall comply to be eligible for expedited review. The building official is hereby authorized and directed to develop such checklist.

15.14.020 Definitions.

- A. "Small residential rooftop solar energy system" means all of the following:
 - 1. A solar energy system that is no larger than 10 kilowatts alternating current nameplate rating or 30 kilowatts thermal.
 - 2. A solar energy system that conforms to all applicable state fire, structural, electrical, and other building codes as adopted or amended by the town and paragraph (iii) of subdivision (c) of Section 714 of the Civil Code, as such section or subdivision may be amended, renumbered, or redesignated from time to time.

3. A solar energy system that is installed on a single or duplex family dwelling.
 4. A solar panel or module array that does not exceed the maximum legal building height as defined by the authority having jurisdiction.
- B. "Solar energy system" has the same meaning set forth in paragraphs (1) and (2) of subdivision (a) of Section 801.5 of the Civil Code, as such section or subdivision may be amended, renumbered, or redesignated from time to time.

15.14.030 Review Process.

- A. The checklist shall be published on the Town's internet web site. An applicant may submit the permit application and associated documentation to the Town's building division in person or mailed together with any required permit processing and inspection fees.
- B. Prior to submitting an application, the applicant shall:
1. verify to the applicant's reasonable satisfaction through the use of standard engineering evaluation techniques that the support structure for the small residential rooftop solar energy system is stable and adequate to transfer all wind, seismic, and dead and live loads associated with the installation and the maintenance thereof; and
 2. at the applicant's cost, verify to the applicant's reasonable satisfaction using standard electrical inspection techniques that the existing electrical system including existing line, load, ground and bonding wiring as well as main panel and subpanel sizes are adequately sized, based on the existing electrical system's current use, to carry all new photovoltaic electrical loads,
- C. For a small residential rooftop solar energy system eligible for expedited review, only one inspection shall be required, which shall be done in a timely manner. If a small residential rooftop solar energy system fails inspection, a subsequent inspection is authorized; however the subsequent inspection need not conform to the requirements of this subsection.
- D. An application that satisfies the information requirements in the checklist, as determined by the building official, shall be deemed complete. Upon receipt of an incomplete application, the building official shall issue a written correction notice detailing all deficiencies in the application and any additional information required to be eligible for expedited permit issuance.
- E. Upon confirmation by the building official of the application and supporting documentation being complete and meeting the requirements of the checklist, the building official shall administratively approve the application and issue all required permits or authorizations. Such approval shall not include any necessary approval or permission by a local utility provider to connect the small residential rooftop energy system to the provider's electricity grid. The applicant is responsible for obtaining such approval or permission from the local utility provider.

SECTION 2. The Town Council finds and determines that adoption of this ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to

CEQA Guidelines Section 15061 (General Rule Exemption) because there is no possibility that such adoption and subsequent enactment will have a significant effect on the environment.

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

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this 13th day of October, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Greg Bolin, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



**TOWN OF PARADISE
DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION**

5555 SKYWAY, PARADISE, CA 95969, (530) 872-6291 x123 FAX (530) 877-5059
www.townofparadise.com

Residential Solar Photovoltaic (PV) System Plan Submittal Requirements

1. Submit two (2) sets of plans (minimum 8.5"x11" & maximum 24"x36") which are drawn to scale (or fully dimensioned). Please keep in mind all plans, notes and details shall be clear and legible.
2. Cover sheet with the following information: project address, owners name/address/phone number, name/address and phone number of contractor and person preparing plans, clear scope of work, sheet index, legend of symbols, abbreviations and notations used in the drawings.
3. Basic site plan showing the location of the structure, North arrow, equipment, disconnects, inverters and any other related components of the PV system. (Cover sheet and site plan may be part of the same sheet if complete and legible; common for small residential lots)
4. Array configuration indicating placement of equipment and modules on the roof including junction boxes and other related electrical equipment. Configuration shall also show required fire clearances per the 2013 CA Fire and Residential Codes *(see back of checklist for complete requirements)*.
5. Electrical single line diagram including:
 - Amperage size and location of the main electrical panels and subpanels
 - Grounding/bonding conductor sizes/types for structure (main ground, water bonding, gas bonding, etc)
 - Equipment grounding conductor size, type and location for circuits and module/rack grounding
 - Combiner/junction box locations
 - AC/DC disconnect types, sizes and locations
 - Conduit sizes/types from the array to the power source
 - Inverter string sizing or micro inverter branch circuit details
 - Conductor wiring types and sizes, system and solar panel
6. Required signage for panels, disconnects, conduits, junction boxes, etc. Permanent labels with red background and white lettering resistant to fading pursuant to CA Electrical Code Article 690.
7. Provide cut sheets for all PV equipment and mounting systems including but not limited to: PV modules, rack mounting system with complete details, mounting brackets, module fire rating and inverters.
8. PV system mounting hardware shall meet minimum Town of Paradise Structural Design Criteria including snow loading requirements depending on project location. Minimum roof mount support spacing shall be as follows unless separate design is submitted by CA licensed engineer:
 - 0-40 lb snow load: 4ft o.c. spacing

Ground Mount Solar Projects:

1. Items 1-7 as shown above including a 3rd detailed site plan showing array size, setbacks to structures/property lines, location of all existing structures on the site, location of new underground utilities, etc.
2. PV system mounting hardware and foundations shall meet minimum Town of Paradise Structural Design Criteria including snow loading requirements depending on project location. Foundations shall meet general engineered practices and general engineered foundation/support tables and calculations may be used if the calculations include the applicable snow loading.
3. Onsite Sanitation Building Clearance is required for all ground mount solar applications.

Solar PV Requirements in the 2013 California Fire, Electrical & Residential Codes

Wiring/Circuit Installations:

1. Direct current (DC) conduit, enclosures, raceways, cable assemblies, junction boxes, combiner boxes and disconnects shall be labeled per the following:
 - Labels shall be reflective, water resistant and can withstand the environment; lettering shall be a minimum 3/8" in height with white on red background.
 - Labels shall state, "WARNING: PHOTOVOLTAIC POWER SOURCE".
 - Labels shall be placed at every service disconnect; also on every DC conduit, raceways, enclosures, etc at 10ft o.c. and within 1ft of turns, bends and penetrations.
2. Conduit, raceways and wiring systems shall be run as close as possible to ridges, hips, valleys, etc; they shall also be installed in such a manner to limit trip hazards and maximize ventilation opportunities. DC wiring in enclosed spaces shall be installed in metallic conduit; conduit shall be run along the bottom of load bearing members.
3. PV source and output circuits inside a building shall be routed along building structural members where the members can be observed (accessible attics, etc). If circuits are embedded in areas (not accessible) that are not covered by PV modules, those areas shall be clearly marked indicating their locations.
4. DC circuits ran inside a building 80 volts or greater shall be protected by a listed arc-fault circuit interrupter.
5. Where multiple inverters are installed and not grouped a clear location directory shall be provided at each AC & DC disconnect location.
6. FMC 3/4" or smaller, MC conduit 1" or smaller or exposed wiring installed across ceiling joists or floor joists shall be protected by guard strips.

Access & Pathways:

1. Residential structures shall be designed with a maximum PV array axis of 150ft x 150ft.
 - Residential Hip Roof Layouts: Minimum 3ft clear walkway from eave to ridge on side of roof mounted PV modules.
 - Residential with Single Ridge: Minimum of two (2) 3ft clear walkways from the eave to the ridge on each roof slope.
 - Residential with Hips & Valleys: Modules installed no closer than 18" to the hip or valley when modules are installed on each side of the hip/valley.
 - All Residential Roofs: Modules shall not be installed within 3ft of the ridge for fire dept. ventilation.
2. Roof access shall be available that doesn't require placement of ladders over windows, doors, etc and located at strong points of the building construction that allow unobstructed access.
3. Commercial Access: A minimum 6ft wide clearance shall be provided around the parameter of the roof unless the longest building axis does not exceed 250ft.
4. Commercial Roof Pathways: Structurally sound centerline pathways shall be provided a minimum of 4ft wide and 4ft clear to skylights, hatches, standpipes, parapets and/or roof edges.
5. Commercial Smoke Ventilation Requirements: Arrays shall be no greater than 150ftx150ft in size; a minimum 8ft clear space (*see code for alt. clearance between arrays*) shall be provided between arrays.
6. Ground Mount Arrays: A minimum 10ft clear "brush-free" area around the array shall be provided.

Fire Rating:

1. Modules shall be tested, listed and identified with the fire classification based on the specific type of building construction. (See California Building Code (CBC) Table 1505.1 for specific classification requirements)



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: October 13, 2015**

AGENDA ITEM: 3(d)

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adopt Resolution 15-___, A Resolution Authorizing Acceptance of Grant Funding from the Office of Traffic Safety (OTS) AVOID the 8 Grant Funds for FY2015/2016 at an estimated amount of up to \$60,000

COUNCIL ACTION REQUESTED: Adopt Resolution 15-___, A Resolution Accepting the Office of Traffic Safety (OTS) AVOID the 8 Grant Funds for FY2014/2015 at an estimated amount of up to \$60,000.

BACKGROUND: Since 2005, the Paradise Police Department has applied and received grant funds for local law enforcement agencies to use in enforcement operations, education, and equipment to deter drunk/impaired driving in Butte County.

DISCUSSION: The Paradise Police Department has once again applied and received grant funds from OTS for drunk/impaired driving enforcement and operations. Based on the attached OTS letter, The Town has been awarded up to \$60,000. The funds are for Paradise Police Officers and allied agencies officers to work overtime. The grant also includes other associated costs. Exhibit A", a grant award letter and grant agreement page 1 and 2 further describes the breakdown of how the grant funds shall be used.

FINANCIAL IMPACT: This award aligns with the amounts included in the 2015/2016 budget. Up to \$26,521.00 may be used for Paradise Police Officer overtime; up to \$2,000.00 may be used for travel expenses; up to \$29,079.00 may be used for allied agencies overtime; and up to \$2,400.00 may be used for other direct costs.

TOWN OF PARADISE
RESOLUTION NO. ____

A RESOLUTION AUTHORIZING ACCEPTANCE OF GRANT FUNDING
FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY (OTS)

WHEREAS, Since 2005, the Paradise Police Department has applied and received grant funds for local law enforcement agencies to use in enforcement operations, education, and equipment to deter drunk/impaired driving in Butte County; and

WHEREAS, the Paradise Police Department has been the administrator of the grant for operations involving all of Butte County's law enforcement agencies; and

WHEREAS, the grant will continue to promote allied agencies to work together in Butte County to reduce alcohol related traffic offenses; and

WHEREAS, The Paradise Police Department has once again applied for another year of grant funds and has received approval from OTS for funds for FY 15-16

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

Section 1. The Town Council does hereby authorize acceptance of Grant Agreement with the California Office of Traffic Safety in the amount of up to \$60,000 for FY 15/16 as set forth in the attached Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th day of October, 2015, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Greg Bolin, Mayor

ATTEST: DATE: _____

APPROVED AS TO FORM:

By _____
Joanna Gutierrez, CMC, Town Clerk

Dwight Moore, Town Attorney

OFFICE OF TRAFFIC SAFETY

2208 KAUSEN DRIVE, SUITE 300
ELK GROVE, CA 95758
www.ots.ca.gov
(916) 509-3030
(800) 735-2929 (TT/TDD-Referral)
(916) 509-3055 (FAX)



September 8, 2015

Grant No. AL1623

Robert Nichols
Operations Officer
Paradise Police Department
5595 Black Olive Drive
Paradise, CA 95969

Dear Mr. Nichols:

The Office of Traffic Safety (OTS) has approved your traffic safety grant as part of the California Traffic Safety Program.

Costs incurred must be in accordance with your grant agreement and recorded in your accounting system. No other costs can be allowed without OTS approval. Costs incurred prior to October 1, 2015, or subsequent to the closing date of this grant are not reimbursable.

Within the first quarter of your grant period, your Coordinator will provide you with information about operational and fiscal requirements, as well as tools to manage your new grant.

Please refer to the above grant number in all your communications with this office. If you have any questions, please contact Adrienne Tackley, Regional Coordinator, at (916) 509-3013 or e-mail at adrienne.tackley@ots.ca.gov.

Sincerely,

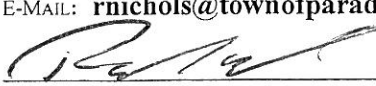
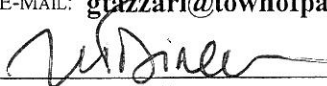
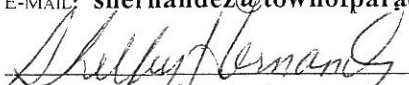
A handwritten signature in black ink that reads "Rhonda L. Craft".

RHONDA L. CRAFT
Director

AT:cc

Enclosures

cc: Fiscal

1. GRANT TITLE AVOID DUI CAMPAIGN	
2. NAME OF AGENCY TOWN OF PARADISE	4. GRANT PERIOD From: 10/1/15 To: 9/30/16
3. AGENCY UNIT TO ADMINISTER GRANT TOWN OF PARADISE	
5. GRANT DESCRIPTION To reduce alcohol-involved fatalities and injuries and raise general public awareness regarding the problems associated with drinking and driving. Increased DUI enforcement and intensive media campaigns will be conducted on a county-wide basis. Participating law enforcement agencies throughout the county, including the Alcohol Beverage Control and the California Highway Patrol, will conduct DUI enforcement activities during the NHTSA summer and winter holiday mobilizations, Memorial Day and July 4th Weekends, as well as special events with identified DUI problems. Activities include DUI checkpoints, DUI saturation patrols, warrant sweeps and court sting operations for repeat DUI offenders.	
6. FEDERAL FUNDS ALLOCATED UNDER THIS AGREEMENT SHALL NOT EXCEED: \$ 60,000.00	
7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> • Schedule A (OTS-38b) – Problem Statement, Goals and Objectives and Method of Procedure • Schedule B (OTS-38d) – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) • Schedule B-1 (OTS-38f) – Budget Narrative and Sub-Budget Narrative (if applicable) • Exhibit A –Certifications and Assurances • Exhibit B* - OTS Grant Program Manual <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto. These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. APPROVAL SIGNATURES	
A. GRANT DIRECTOR NAME: Robert Nichols PHONE: 530-872-6161 ext. 222 TITLE: Operations Officer FAX: 530-872-4950 ADDRESS: 5595 Black Olive Drive Paradise, CA 95969 E-MAIL: rnichols@townofparadise.com  _____ (Signature) 6-19-15 (Date)	B. AUTHORIZING OFFICIAL OF AGENCY NAME: Gabriela Tazzari-Dineen PHONE: 530-872-6161 ext. 201 TITLE: Chief of Police FAX: 530-872-4950 ADDRESS: 5595 Black Olive Drive Paradise, CA 95969 E-MAIL: gtazzari@townofparadise.com  _____ (Signature) 6/16/15 (Date)
C. FISCAL OR ACCOUNTING OFFICIAL NAME: Shelley Hernandez PHONE: 530-872-6291 ext. 121 TITLE: Finance Supervisor FAX: 530-876-8962 ADDRESS: 555 Skyway Paradise, CA 95969 E-MAIL: shernandez@townofparadise.com  _____ (Signature) 6/16/15 (Date)	D. OFFICE AUTHORIZED TO RECEIVE PAYMENTS NAME: Finance Department ADDRESS: 555 Skyway Paradise, CA 95969
9. DUNS NUMBER DUNS #: 362314890 REGISTERED ADDRESS & ZIP: 5595 Black Olive Drive Paradise, CA 95969	

EFFECTIVE DATE OF AGREEMENT: <u>10/1/2015</u>		GRANTEE <u>TOWN OF PARADISE</u>		GRANT NO. <u>AL1623</u>	
8. Fin Action No. <u>1</u> Date: <u>8/6/2015</u>		10. TYPE OF AGREEMENT		Initial <input checked="" type="checkbox"/>	Revision <input type="checkbox"/>
Revision No. Date:		PAID MEDIA	PROGRAM INCOME	TASK NO.	F.F.Y.
				<u>9</u>	<u>2016</u>
9. Action Taken Initial approval of 2016 HSP funds obligated.			11. FUNDING DISPOSITION & STATUS		
			Fiscal Year Amount		
			<u>2015-16</u> 60,000.00		

			Total 60,000.00		
			Obligated This Action 60,000.00		
			Previously Obligated 0.00		
			Total Amount Obligated 60,000.00		
			Amount Suspended 0.00		
			TOTAL FUNDS PROGRAMMED <u>60,000.00</u>		
FUNDING DETAIL					
FUND	CFDA	ITEM/APPROPRIATION	FY	AMOUNT	
164AL	20.608	0521-0890-101 (25/14)	2014	\$	36,000.00
164AL	20.608	0521-0890-101 (10/15)	2015	\$	24,000.00
-	-	-	-	\$	-
-	-	-	-	\$	-
12. BUDGET SUMMARY (From Schedule B Detail) - FISCAL YEAR GRANT PERIOD ENDING: <u>9/30/2016</u>					
COST CATEGORY	2015-16 GRANT PERIOD	PRIOR GRANT	2015-16 TOTAL GRANT	TOTAL GRANT BUDGET ESTIMATE	
A. Personnel Costs	26,521.00	0.00	26,521.00	26,521.00	
B. Travel Expenses	2,000.00	0.00	2,000.00	2,000.00	
C. Contractual Services	29,079.00	0.00	29,079.00	29,079.00	
D. Equipment	0.00	0.00	0.00	0.00	
E. Other Direct Costs	2,400.00	0.00	2,400.00	2,400.00	
F. Indirect Costs	0.00	0.00	0.00	0.00	
TOTAL FEDERAL FUNDS	60,000.00	0.00	60,000.00	60,000.00	
13. GRANT APPROVAL & AUTHORIZATION TO EXPEND OBLIGATED FUNDS					
A. APPROVAL RECOMMENDED BY			B. AGREEMENT & FUNDING AUTHORIZED BY		
NAME: ADRIENNE TACKLEY TITLE: Regional Coordinator PHONE: (916) 509-3013 E-MAIL: adrienne.tackley@ots.ca.gov Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758			NAME: RHONDA L. CRAFT TITLE: Director Office of Traffic Safety 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758		
Signature <u>Adrienne Tackley</u>			Signature <u>Rhonda L. Craft</u>		



TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015

Agenda No. 3(e)

ORIGINATED BY: Marc Mattox, Public Works Director / Town Engineer
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Recruitment for Temporary Street Maintenance Workers

COUNCIL ACTION REQUESTED:

1. Approve a recruitment position for two temporary Street Maintenance Workers

Background:

The Town of Paradise Public Works Department Street Maintenance Division consists of five full time street maintenance workers overseen by the Public Works Manager. The Division also currently has one frozen/vacant street maintenance worker position.

The primary duties of the Street Maintenance Division are the maintenance, repair and operation of all public infrastructure including roads, drainage, signs, markings, vegetation, weed abatement, trees, traffic signals, sidewalks, community park and Memorial Trailway.

In the last 12 months, the Street Maintenance Division has been operating primarily with four street maintenance workers while receiving assistance from the Engineering Division Construction Inspector on an as needed basis. In the last several weeks, the Street Maintenance Division has been reduced to three workers. Both of these reductions are due to workplace injuries. With the Town's expected capital projects and a predicted heavy rainfall season, the division is at a critical juncture for staffing and ability to perform daily tasks.

Analysis:

The Public Works Department Street Maintenance Division is in dire need of additional workers to perform daily tasks such as traffic control and drainage maintenance. Staff is proposing the recruitment of a temporary Public Works Street Maintenance Worker II on a limited basis. If approved, the Department is looking to recruit for the position immediately. Based on the Town's Personnel Rules, temporary employment cannot exceed six months or 1040 hours.

Financial Impact:

The Public Works Department is proposing two temporary Street Maintenance Workers for a maximum of 24 weeks. Depending on qualifications and experience of the candidate, the full cost of a temporary Street Maintenance Worker II with fewer benefits ranges from \$716.40 to \$913.60 per 40 hour week. The total cost to the Town for the temporary position, depending on term, could cost \$21,926 per position. However, the majority of these costs are offset by the salary savings created by the two vacant full time positions. The actual budget impact should be minimal and will be reported when known.



**TOWN OF PARADISE
COUNCIL AGENDA SUMMARY
DATE: October 13, 2015**

AGENDA ITEM: 3(f)

ORIGINATED BY: Gabriela Tazzari-Dineen, Chief of Police

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Adopt Resolution 15-____ Authorizing the Town Manager to enter into a Memorandum of Understanding between the City of Chico, City of Oroville, City of Gridley and the Town of Paradise for AB-109 funds.

COUNCIL ACTION REQUESTED: Adopt Resolution 15- __, A Resolution Authorizing the Town Manager to enter into a Memorandum of Understanding between the City of Chico, City of Oroville, City of Gridley and Town of Paradise for AB-109 funds.

BACKGROUND: In 2011, Governor Brown signed Assembly Bill (AB) 109 to reduce overcrowding and reduce costs in California's State prisons. In November 2012, California voters approved Proposition 30 which protected ongoing funding to counties for Realignment. Each county was directed to create a Community Corrections Partnership (CCP) to develop and recommend implementation of the realignment. Initial distributions of funds were disbursed to the County Sheriff's Department and Butte County Probation Department.

On January 17, 2012 the Board of State and Community Corrections (BSCC) provided funding to front line law enforcement intended to assist local police agencies in offsetting the impact of AB109. The initial funding for police departments was \$24 million dollars. The funds were allocated to the county police chief level with one of the cities tasked to serve as the fiscal agent. The local police chiefs were designated as the governing body of this grant and therefore distribution of the funds and all decisions regarding the intent for the use of the funds are approved by this committee. This funding is guaranteed for three fiscal years.

The FY 2012/2013 AB-109 Grant Funds for Butte County was \$210,127, of which Paradise Police Department received \$52,930 for equipment, overtime and for a police officer's salary.

The FY 2013/2014 AB-109 Grant Funds for Butte County was \$240,771, of which Paradise Police Department received \$59,000 for overtime and for a police officer's salary.

The FY 2014/15 AB-109 Grant Funds for Butte County was \$350,212, of which Paradise Police Department received \$85,250 for mutual aid responses, training and a police officer's salary.

On August 7, 2015, The BSCC sent out notices to the local fiscal agents, in this case, the City of Chico, and advised that the Budget Act of 2015, allocated funds for Butte County in the amount of \$175,106; half of the allocation given in FY 2014/15. Of those funds,

Paradise Police Department will receive \$ 43,250 for mutual aid responses, training, and a police officer's salary.

Additionally, the letter made reference to Provision 2 of item 5227-102-0001 of the Budget Act of 2015 noting a requirement to obtain funding. The requirement states:

“The funds appropriated in this item shall be made available for city law enforcement agencies who agree to provide data on the number of use-of-force incidents that result in hospitalization or death.”

The document explains that hospitalization data should include only admissions to a hospital for injuries sustained as a direct result of a use of force.

DISCUSSION: Since 2012, the chiefs from all four Butte County police departments have been meeting regarding the AB-109 grant funds for the County. The Committee researched and reviewed the guidelines and restrictions associated with the funds, which states the funds should be used:

- Regionally
- In collaboration with other police department to address crime impacts in their communities
- In partnership or collaboration with county probation
- Employing best and promising practices
- Focusing on serious, violent crimes and habitually non-compliant offenders
- Supported by crime and data analysis for greatest impact and to provide evaluative information to support demonstration of outcomes

Additionally, the Committee was tasked to select one city as the fiscal agent for the funds. The City of Chico was designated as the fiscal agent.

The committee met, discussed, and voted on how best to distribute the AB-109 funds. “Exhibit A”, an MOU regarding the FY 15/16 AB 109 Grant describes the breakdown of the disbursements per agency.

The Paradise Police Department will receive funds for the following purpose:

\$2,500 Crisis Intervention Training (CIT):

Crisis Intervention Training has been offered by Butte County College for the last few years. All Butte County Law Enforcement agencies have attempted to send as many officers and dispatchers to the course as possible; however, many, including the Paradise Police Department, have experienced staffing and budget cuts that affected the participation in this very valuable training. The Chief's Committee met and agreed that this training is very beneficial to officers, CSOs, and dispatchers in dealing with persons that are experiencing a behavioral health issue/crisis and therefore committed funds per agency for this specific training.

This expenditure of AB-109 funds is directly in line with the grant's guidelines of working in partnership or collaboration with other police departments to address crime and focus on serious and violent offenders.

\$5,000 Mutual Aid Response (overtime or regular time):

The Paradise Police Department participates in many mutual aid responses within the County. These responses vary but may include assisting with a request for extra patrol during a special event that may include the potential for criminal activity, warrant, and gang operations, assisting in a critical incident such as an officer involved shooting response or other like incidents. Participation in these events/incidents is sometimes limited by staffing or budget. The Chief's Committee met and discussed the immense value of having all of Butte County agencies participate more fully and therefore it was decided that each agency receive \$5,000 for regular time or overtime costs in exchange for more participation.

This expenditure of AB-109 funds is in line with the set guidelines of working in partnership or collaboration with other police departments to address crime and focus on serious and violent offenders.

\$35,750 for a police officer position:

The first disbursement of AB-109 funds were approved at the August 13, 2013 Council meeting of which \$40,250 was set aside for a future hire of a new police officer. On November 12, 2013, Council approved the second disbursement of which \$ 54,000 was set aside for a future hire of a new police officer. On January 2015, Council approved the third disbursement of which \$77,750 was set aside for a future hire of a new police officer for a total of \$172,000 to be used for a police officer position.

On September 17, 2015, the Chief's Committee met and agreed through an MOU to dedicate \$35,750 of this disbursement to each agency for a police officer's salary and/or to mitigate impacts of AB109.

If accepted by Council, this disbursement of funds dedicated to hire a new police officer will increase the total to \$207,000. This combined amount exceeds the salary of an officer for 2 ½ years, to include the hiring costs of background and equipment and step increases (\$192,000 salary and approximately \$4,000 background and equipment for a total of \$196,000 for the 2 ½ years). If a police officer was hired using the AB-109 funds on or about July 2016, the funds would pay that officer's salary and benefits through at least December 2018.

At this time, it is expected that the State will extend the AB-109 funding; however, the funding amounts are unknown. If the State continues to provide the funding at approximately the same amount as this disbursement, the AB-109 funds will pay for an officer's salary at least through July 2019. If the State chooses to discontinue the funding, and if the Town's financial situation allows, the position can then be paid for through the general fund. If neither AB-109 funds nor the general fund can sustain the position, the officer may fill a vacancy created by 2 retirements expected in 2018.

This expenditure of AB-109 funds is directly in line with the grant's guidelines of addressing crime impacts by increasing the number of police officers on the street, thus having the ability for more pro-active police work.

FINANCIAL IMPACT: This represents a supplemental budget appropriation of \$43,250 for Fiscal Year 15/16.

TOWN OF PARADISE
RESOLUTION NO. 15-__

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CHICO,
CITY OF OROVILLE, CITY OF GRIDLEY AND THE TOWN OF PARADISE
FOR AB-109 FUNDS

WHEREAS, the State of California has allocated grant funds intended to assist local police agencies in offsetting the impacts of Assembly Bill (AB)109 (Public Safety Realignment) and has allocated those funds for each county and dispersed them to the City of Chico as the selected fiscal agent for the funds; and

WHEREAS, the grant designates Police Chiefs as the committee with sole authority to allocate funds; and

WHEREAS, the Police Chiefs within Butte County have met and agreed on an appropriate distribution and use of those funds between and by their jurisdictions; and

WHEREAS, the Town of Paradise will receive up to \$43,250 for specific police department operations and training.

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

Section 1. The Town Council hereby authorizes the Town Manager to execute the Memorandum of Understanding between the City of Chico, the City of Oroville, the City of Gridley and the Town of Paradise relating to AB 109 Funds as set forth in the attached Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 13th of October, 2015, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Greg Bolin, Mayor

ATTEST: DATE: _____

APPROVED AS TO FORM:

By _____
Joanna Gutierrez, CMC, Town Clerk

Dwight Moore, Town Attorney

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF CHICO, CALIFORNIA, CITY OF OROVILLE, CITY OF
GRIDLEY, AND TOWN OF PARADISE, CALIFORNIA**

FISCAL YEAR 2015/16 AB109 GRANT

WHEREAS, the State of California has allocated grant funds intended to assist local police agencies in offsetting the impacts of AB 109 and has allocated those funds by County and dispersed them to certain police departments who are intended to be the fiscal agent for such funds; and

WHEREAS, the City of Chico has received the amount of \$175,106 from the State of California, as the fiscal agent for the funds to be used by the City of Chico, City of Oroville, City of Gridley, and Town of Paradise; and

WHEREAS, the Police Chiefs for those cities have met and agreed on an appropriate distribution and use of those funds between and by those jurisdictions, and

WHEREAS, the Police Chiefs for those cities have agreed to provide the required data related to specific use of force incidents as outlined in the Board of State and Community Corrections (BCSS) August 7, 2015, notice of funding letter sent to the designated fiscal agent and which references Provision 2 of Item 5227-102-0001 of the Budget Act of 2015:

NOW THEREFORE, the City of Chico, City of Oroville, City of Gridley and Town of Paradise agree as follows:

The City of Chico shall disburse the funds as follows to be used for the purposes set forth below:

City of Chico:

Crisis Intervention Training (CIT):	\$ 2,500
Mutual Aid	\$ 5,000
Mitigate Impacts of AB109	\$35,750
Administrative Costs (for serving as fiscal agent)	\$ 2,106

Total: \$45,356

City of Oroville:

Crisis Intervention Training (CIT):	\$ 2,500
Mutual Aid	\$ 5,000
Mitigate Impacts of AB109	\$35,750

Total: \$43,250

City of Gridley:

Crisis Intervention Training (CIT):	\$ 2,500
Mutual Aid	\$ 5,000
Mitigate Impacts of AB109	\$35,750

Total: \$43,250

Town of Paradise:

Crisis Intervention Training (CIT):	\$ 2,500
Mutual Aid	\$ 5,000
Operations (Police Officer Salary)	\$35,750

Total: \$43,250

Each of these Parties hereto assumes all responsibility for using the funds distributed to it in compliance with all regulations and conditions which may apply to the use of the grant funds. The funds shall be used for enforcement activities that are related to the impacts of AB 109 or which focus on serious, violent crimes and habitually non-compliant offenders. The funds may be used in collaboration with other police departments or in collaboration with county probation. Each of the Parties hereto shall keep accurate records of how the funds are spent and shall retain those records for a minimum of five years.

This Agreement may be executed in counterparts, and all so executed shall be binding upon all Parties hereto, notwithstanding that the signatures of the Parties designated representatives do not appear on the same page.

CITY OF CHICO

CITY OF OROVILLE

By: Mark Orme
City Manager

By: Randy Murphy
City Manager

Approved as to form:

Approved as to form:

Vince Ewing, City Attorney

Scott E. Huber, City Attorney

CITY OF GRIDLEY

TOWN OF PARADISE

By: Dean Price
City Administrator

By: Lauren M. Gill
Town Manager

Approved as to form:

Approved as to form:

Tony Galyean, City Attorney

Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: October 13, 2015**

Agenda Item: 3g

Originated by: Joanna Gutierrez, Town Clerk

Reviewed by: Lauren Gill, Town Manager

Subject: Authorize destruction of certain records maintained in the Town Clerk's Department in keeping with the principles of an effective and cost efficient Records Management Program

Council Action Requested: Adopt Resolution No. 15-___, A Resolution of the Town Council of the Town of Paradise Authorizing Destruction of Certain Town Records Maintained in the Town Clerk Department Pursuant to Government Code Section 34090. The records listed in Exhibit B have been retained for the required number of years and are eligible for destruction.

Alternatives: Consider making a determination that certain records listed for destruction have value to the agency, and direct that the Town Clerk continue to maintain all, or some, of the records listed in Exhibit B.

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

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

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

Fiscal Impact: None.

EXHIBIT "A"

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

Pursuant to the Government Code Section 34090, I hereby consent to the destruction of those certain records, documents and papers of the Town of Paradise listed on Exhibit "B".

DATED: October 5, 2015

DWIGHT L. MOORE, Town Attorney

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

**EXHIBIT “B”
 LIST OF FILES ELIGIBLE FOR DESTRUCTION**

INDEX NO.	DESCRIPTION	2-yr retention
	ADMINISTRATION	
150-50-64	LCC GENERAL File 2009 - 2012	
160-10-39	Town Council Agenda Packets 2009 & 2010	4 yr
	FINANCIAL/FISCAL	
380-60-20	Proposals for Banking Services 2009 (Audit + 4) Proposal for Auditing Services	
	HEALTH, SAFETY & WELFARE	
	Police Services	
480-35-01	Uniforms, Equipment, Vehicles	04/25/11
480-70-01	Statistics/Reports	04/03/2012
490-60-02	Traffic Control – Neal/Schmale/Skyway	06/09/1999
	LEGAL/LEGISLATIVE	
520-10-07	General File #2 Proctor – Citations – Notices in Admiralty	06/16/2008
530-10-43	Election Administration 2010	E + 2
530-10-44	Election Administration 2012	E + 2
540-20-14	FPPC Political Reform Act 1974 – General	
540-20-30	FPPC Conflict of Interest Resolutions	
	BOX 2013-00002	
540-50-21	Public Hearing Notices 2009 – 2010 BOX 2013-00002	
540-50-22	Public Hearing Notices 2011 – 2012 BOX 2013-00002	
580-10-25	Proof of Posting Agendas	12/31/2011
580-10-26	Proof of Posting Agendas	12/31/2012
	LEGAL-Franchises	
535-20-02	Comcast – Correspondence	06/29/2006
535-30-04	PG&E – Correspondence	
570-30-07	PUC	
	TOWN COUNCIL	
580-10-19	Council Initiatives	
580-10-20	Corrections to Minutes	02/08/2011
580-40-07	Town Council Meetings – Video Taping VHS (Obsolete)	
580-40-36	Meeting Regulations	07/28/2009
580-45-04	Minutes - General (Duplicate Record)	03/25/2008

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

INDEX NO.	DESCRIPTION	2-yr retention
	PERSONNEL	
610-10-06	Salary Pay Plans 2003 through 2005 – Duplicate Resolutions	12/13/2005
610-10-07	Salary Pay Plans 2006 through 2007	
610-10-08	Salary Pay Plan 2008	
610-10-09	Classifications and Salaries – General File	04/28/2009
610-10-12	Classifications and Salaries – General File	11/08/2005
610-10-13	Classifications and Salaries – General File	11/13/2007
610-10-14	Classifications and Salaries – General File	01/11/2010
610-10-16	Salary Pay Plan 2009	10/17/1995
610-25-01	Fair Labor Standards Act	
610-30-02	Prevailing Wage	07/24/2002
630-05-03	Employee Christmas Parties	Pre 2000
630-05-01	Employee Services	02/17/1998
630-05-02	Employee Newsletters	10/08/1996
630-10-05	PERS – Mgt/Mid Mgt/Conf	03/11/2003
630-10-01	ICMA Deferred Compensation Plan Res No 06-16	duplicate
630-10-03	Employee Services - Newsletters & Correspondence	12/31/2012
630-20-14	Employee Services – Health Programs	10/02/2008
630-20-15	Employee Services – Service Pin Information	03/31/1997
630-20-18	Alice Smith & Bill Wells Awards	11/03/2003
630-20-20	Employee Recognition 2006-2011	
630-20-21	Employee Recognitions Fire Dept 2009	
640-10-03	Meyers/Milias/Brown Act	
640-10-04	Firemen’s Association – Correspondence	02/14/2006
640-10-05	Fire Mid-Management – Correspondence	03/28/2006
640-10-15	Association of Retired Employees	01/25/2007
640-40-01	Correspondence	11/12/2008
640-20-02	Grievances – General Res no 98-30	duplicate
	PLANNING & COMMUNITY DEVELOPMENT	
710-05-03	CDD Administration – Conferences/Seminars	03/10/1997
710-05-07	CDBG Newsletter	04/31/2002
710-20-01	California Housing Finance Agency (CalHFA) – General	03/07/2008
710-80-07	Downtown Design Review Board (CL +2) (BOX 2013-00002)	12/31/2021
730-20-01	Housing: Mobile Home Rent Control - Correspondence	
730-20-02	HCD Mobile Service for Mobile Homes	
730-20-04	Housing Administration – General	
740-10-10	Administration – Fee Waivers for Youth Facilities	10/13/2004
740-10-12	DIF Appeals	02/28/2006
740-30-01	Building Inspections – Correspondence	11/18/2008
740-30-11	Building Inspections – UBC	02/08/2011
740-30-12	ISO-Building Code Effectiveness Grading Schedule BCEGS	04/14/2003

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INDEX NO.	DESCRIPTION	2-yr retention
740-50-01	Sign Committee	05/23/2007
750-50-02	Sign Permits General File #1	06/26/2006
740-60-04	Trees General File #1	02/07/2012
740-60-05	Tree Permit Review Committee File #1	06/06/2008
740-60-07	Tree Permits Issued	01/20/2010
740-60-08	Tree Permit Review Committee File #2	02/21/2008
740-60-09	Tree Permits Appealed	09/22/2007
740-60-10	Tree Advisory Committee – General File – Ord No 538	Duplicate Info
740-60-11	Tree Advisory Committee 2008 Appointments	
740-60-12	Tree Advisory Committee 2010 Appointments	
740-60-20	Landmark Tree Designations Res 11-40	Duplicate
750-10-12	Land Use Control Administration – General File #2	12/31/2004
750-30-01	Grading – General File	
750-35-01	Land Use Control – Growth mgt & Control	05/02/1991
750-40-33	Parcels Maps- General 2009-2012	02/09/2012
750-60-03	Site Plans - General – Ord No 444	Duplicate Info
750-65-28	Use Permits – Oak Knoll	Duplicate Info
750-65-29	Use Permits – Skate Park	05/10/2007
	SUBDIVISIONS; PROPOSED/APPROVED – Duplicate information in CDD	
750-70-01	Subdivisions Regulations – Ord No 489	Duplicate
750-75-03	Subdivisions – General Correspondence	Duplicate
750-75-36	Blackberry Knoll	
750-75-60	Nielsen Estates SD-07-5	
750-75-40	Falling Rock SD-99-001	
750-75-41	Redbud Estates SD-03-03	
750-75-42	Windsong Estates SD-03-02	
750-75-43	Sierra Preservation Partners – Edgewood	09/28/2004
750-75-44	Blackberry Knolls	04/06/2005
750-75-45	Valley Vista SD-05-03	
750-75-46	Clear Creek Estates SD-05-04	
750-75-47	Acorn Ridge Estates Unit 6 PM-06-5	
750-75-48	Lewis Ranch Estates SD-07-02	
750-75-49	Skyway Meadows SD-04-01	
750-75-57	Mountain Terrace SD-07-1	
750-75-58	Skyway Land Project – SD-08-02 Condominium	
750-75-59	Merritt Ridge	02/24/2010
750-80-03	Variances	02/27/2007
750-85-03	Land use & Zoning – General 1995-2005	
750-85-04	Development Agreement Applications Res 02-02	Duplicate
	LAND USE AMENDMENTS & REZONES – Duplicate Info	Ord No
750-85-05	Barkley GR 06-01; GA 07-03	462
	Brandi & Wyman GR 04-5	441
	Cummings/Sprague GR 05-07	450
	Deromedi GR 05-5	447
	Feather River Hospital Rezone	506
	Fraternal Order of Eagles GR 07-01	470

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INDEX NO.	DESCRIPTION	2-yr retention
	Galli Rezone GR 05-5	447
	Ghio RZ 07-02	478
	Grand Sierra Lodge PL 12-00075	526
	Poliquin Rezone RZ 07-4	492
	Rinehart Rezone	506
	Risley Rezone RZ 06-04	498
	Sonntag Rezone GR 08-6	491
	Thomson Rezone RZ 05-6	456
	Town of Paradise Rezone GR 04-2	465
	Town of Paradise Rezone Text Amendments	476
	Town of Paradise Rezone GR 08-7	491
	Town of Paradise Text Amendments	495
	Town of Paradise Text Amendments	503
	Town of Paradise Text Amendments	505
	Town of Paradise Text Amendments	534
	Town of Paradise Text Amendments	543
	Town Paradise Prezone	511
	Turman Rezone GR 05-6	448
	Vance Rezone RZ 06-2	463
	Worthington Rezone	504
	Wyman Rezone GR 05-1	441
	ADMINISTRATIVE PERMITS	
750-90-02	Pine Haven Apartments	
	PLANNING	
760-05-01	General File #1	
760-05-02	Planning Process Proposed Reforms 1997	
760-05-05	General File #2	
	ANNEXATIONS	
760-10-01	General File #1 through 2001	
760-10-05	General File #2 through 2011	
	RECREATION & CULTURAL	
1020-10-01	Symphony	01/23/1986
1020-10-02	Performing Arts Center	03/07/2011
1020-20-01	Butte County Art Commission	01/17/1984
1020-20-02	Arts Council	05/17/1983
1040-20-01	Historic Preservation – Tree City & Res 04-57	
1040-60-01	Arbor Day Publications	1999
1050-10-04	Paradise Recreation & Parks District 2001 through 2006	
1050-10-05	CA Department of Parks & Recreation	08/22/2005
1050-10-06	Paradise Recreation & Parks District 2007 -2011	
1050-20-01	Gateway Park Project at Neal/Skyway	11/25/2002
1050-30-01	Paradise Community Park General File #1	03/24/2009
1050-30-02	Annual Christmas Tree Lighting	10/09/2012

RESOLUTION NO. _____
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING DESTRUCTION OF CERTAIN TOWN RECORDS
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INDEX NO.	DESCRIPTION	2-yr retention
1060-20-04	Gold Nugget Days – Correspondence	05/17/2010
1060-20-05	Johnny Appleseed Days	09/18/1990
1060-20-08	Special Events – General File #1	02/27/2001
1060-20-01	Theatre on the Ridge	03/21/1980
1060-20-12	Farmers Markets & Street Fair Insurance Certificate	06/25/2007
1060-20-13	Special Events General File #2	05/12/2009
1060-30-03	Tourism – Lake Oroville	11/13/2006
1060-40-01	Proposition 40 – Grant period 07/01/2000 through 06/30/2008	
1060-40-02	Resolution relating to Prop 40 – Pass Through to PRPD	
1070-10-02	Sister City Pairing Project 2006	
1080-10-01	Youth Activities	09/11/2000
1080-10-02	Boys and Girls Club	06/23/2009
1080-20-01	Paradise Youth Council General File 2004- 2006	
1080-20-02	Paradise Youth Council General File 2007- 2008	
1080-20-03	Paradise Youth Council General File 2009- 2010	
1080-20-20	Paradise Youth Council By-laws & Resolutions	
1080-20-30	PYC Quarterly Reports	
1080-20-40	PYC Handbook	
1080-20-45	PYC Rosters	
1080-20-50	PYC Agendas 2005-2006	
1080-20-51	PYC Agendas 2007-2008	
1080-20-60	PYC Recaps of Meetings 2005- 2006	
1080-20-61	PYC Recaps of Meetings 2007- 2008	
	SPECIAL DISTRICTS	
1110-30-01	Streets – General	03/02/1993
1120-10-01	Cemetery District	06/28/2001
1120-10-02	Cemetery District General File #2	10/13/2009
1150-05-01	Butte County Superintendent of Schools Newsletter	06/02/2008
1150-10-01	Butte County Office of Education	12/26/2007
1150-15-01	Butte Community College Correspondence	12/21/2001
1150-20-01	Paradise High School	06/09/2009
1150-20-04	St. Thomas More	10/24/2000
1150-20-05	PUSD General File #2	02/09/2010
1150-30-01	CSU Chico	09/21/1983
1160-10-02	PID Administration File #2	02/23/2010
1160-10-06	Water Conservation	02/01/2007
1160-10-0	PID “POW” Protect Our Watershed	11/12/1998
1160-10-10	PID Water Main Replacement Skyway/Wagstaff Res No 08-03	04/22/2008
1160-40-03	CRWQCB – CA Regional Water Quality Control Board	12/22/2009
1160-50-01	Lime Saddle Community Services District	09/17/1998
1160-60-01	Del Oro Water, Company	12/10/2002
	PARADISE REDEVELOPMENT AGENCY	
1310-10-06	Conflict of Interest Disclosure Statements	02/25/2003
1330-10-02	5-Year Implementation Plans	Obsolete



TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015

Agenda No. 3(h)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Skyway Guardrail Emergency Repairs

COUNCIL ACTION REQUESTED:

1. Adopt Resolution No. 15-___, A Resolution of the Town Council of the Town of Paradise accepting the subject project.

Background:

On August 15, 2015, a vehicle collided with a Town of Paradise guardrail located on the north side of Skyway, about 0.2 miles south of Pine Haven Drive. This collision resulted in substantial damage to the guardrail.

The purpose of the guardrail is to protect life, health and/or property in the event of a roadway departure collision. Following the collision on August 15, 2015, the damaged portion of the guard rail and end-treatment has been rendered unsalvageable and requires immediate replacement.

The subject guard rail replacement was declared an emergency by Town Council on September 8, 2015. This mitigation would ensure in the event of a second collision in the same location that damages and injuries are minimized to the extent practicable.

Council awarded Contract 15-15 to Santos Excavating, Inc. in the amount of their bid \$24,842.00. This contract called the replacement of 60 feet of metal beam guardrail, including the guardrail end treatment and required temporary traffic control.

Analysis:

Following contract award, Santos Excavating immediately ordered necessary materials and started work on September 14. All work was completed by September 15. The replaced guard rail was inspected and approved by the manufacturer on September 21.

Staff recommends Council adopt a resolution accepting the project work as complete, closing the emergency remediation process.

Financial Impact:

The Town of Paradise has received notification from the insurance carrier of the motorist who caused the guard rail damage that all project costs will be reimbursed in the amount of \$24,842.00 to the Town of Paradise. This recovery was expedited through the Town's insurance carrier, York Risk Services Group, subrogating on the Town's behalf.

**TOWN OF PARADISE
RESOLUTION NO. 15-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE ACCEPTING THE WORK PERFORMED UNDER THE
SKYWAY GUARDRAIL EMERGENCY REPAIRS
(CONTRACT NO. 15-15).**

WHEREAS, on September 8, 2015, the Town Council of the Town of Paradise formally declared an emergency necessitating repairs to a guardrail located 0.2 miles south of Pine Haven Drive on Skyway; and

WHEREAS, the Town of Paradise has heretofore contracted with Santos Excavating for certain work performed under that certain project known as the Skyway Guardrail Emergency Repairs, being Contract No. 15-15; and

WHEREAS, said work of improvements, as called for by the contract between the Town of Paradise and Santos Excavating, referable to said project was substantially completed on September 15, 2015 to the satisfaction of the Town; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Town Council of the Town of Paradise that it hereby accepts the work performed on those certain improvements, the subject of a contract between the Town of Paradise and Santos Excavating, known and referred to as the Skyway Guardrail Emergency Repairs.

PASSED AND ADOPTED by the Paradise Town Council of the Town of Paradise, County of Butte, State of California on this 13th day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

By _____
Greg Bolin, Mayor

ATTEST:

Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney



TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015

Agenda No. 3(i)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Paradise Police Department Emergency Siding Repairs

COUNCIL ACTION REQUESTED:

1. No action requested, report for information update only.

Background:

The Paradise Police Department, located at 5595 Black Olive Drive has been needing repairs to the exterior siding for many years. Indigenous woodpeckers have progressively damaged and penetrated the siding causing potential for dry rot, mold, leaks and further damage. In previous years, due to budget shortfalls, repairs and mitigation had been deferred.

In the 2015/2016 Operating Budget, the Measure C Committee recommended and Council approved an appropriation of \$21,000 for repairs to the Police Department exterior siding.

Following approval of fund allocation, the construction of the Police Department Siding Repairs was scheduled for Spring 2016. However, a recent inspection of the current conditions revealed the south and west exterior building walls may not last through another wet season, let alone a predicted heavy rainfall year.

On September 8, 2015, Town Council declared an emergency to rehabilitate the southern and western exterior portions of the Paradise Police Department. This declaration is critical to avoid a catastrophic loss or further exacerbation of the current conditions. Using this action, staff could forgo the formal competitive bidding process which can take an additional 30 days. With this declaration, Council authorized the Town Manager to execute agreements necessary to complete the rehabilitation efforts.

Analysis:

Following the emergency declaration on September 8, staff coordinated with multiple contractors. Specifically, the Town received bids from Barron Plastering, Modern Building, ProFrame Construction, and Ginno Construction. The quotation provided by Ginno Construction was determined to be by far the most cost effective and appropriate solution for the Paradise Police Department.

Contract No. 15-17, Paradise Police Department Siding Project was fully executed on September 28, 2015 between the Town of Paradise and Ginno Construction. The agreement is included as Exhibit A of this staff report. The not to exceed amount for the scope of services is \$37,847.00.

Schedule of work was a critical concern for this project. Ginno Construction and staff agreed upon a schedule which would address the most immediate building hazards by October 10 with final completion by December 1.

On September 29 and 30, Ginno construction mobilized and remediated the most urgent portions of the Paradise Police Department siding. This work included removal of degraded siding and evaluation of underlying building conditions. Fortunately, it was discovered that the building is in good shape with no major issues such as dry rot or mold under the siding. Plywood was reinstalled to maintain the building shear.

Crews are expected back in mid-November to complete the remaining scope of work which includes additional siding removal and replacement, installation of a weather vapor barrier, complete siding overlay with HardieBacker Cement Board, and final painting.

Financial Impact:

Contract costs for Ginno Construction are \$37,847.00. Staff recommends an allocation of \$6,000 for construction contingency funds for the remainder of the project for a total cost of \$43,847.00. Measure C funds are currently budgeted in the amount of \$21,000. Staff will be requesting the Measure C Oversight Committee consider fully funding the project at the next Committee Meeting on October 27.

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into on **September 15, 2015** by and between the Town of Paradise, a municipal corporation (“Town”) and **Ginno Construction, Inc.** (“Contractor”).

RECITALS

- A. Contractor is specially trained, experienced and competent to perform the construction services which will be required by this Agreement; and
- B. Contractor possesses the skill, experience, ability, background, certification, and knowledge to provide the services described in this Agreement on the terms and conditions described herein.
- C. Town desires to retain Contractor to render construction services as set forth in this Agreement.

AGREEMENT**1 SCOPE OF SERVICES.**

Except as specified in this Agreement, Contractor shall furnish all technical and professional services, including labor, material, equipment, transportation, supervision and expertise (collectively referred to as “Services”) to satisfactorily complete the work required by Town at his/her own risk and expense. Services to be provided to Town are more fully described in Exhibit A entitled “SCOPE OF SERVICES.” All of the exhibits referenced in this Agreement are attached and are incorporated by this reference.

1.1 Town Obligations

All data applicable to the project and in possession of the Town are to be made available to the Contractor.

2 TIME OF PERFORMANCE.

The services of Contractor shall commence immediately, and shall terminate upon full project completion.

3 COMPENSATION.

Contractor's compensation for all services under this Agreement shall not exceed \$37,847.00 and shall be in accordance with the charges set forth in Exhibit "B". In no event shall Contractor's compensation exceed Costs and Fees set forth in Exhibit "B" without the prior approval of the Town Manager.

4 METHOD OF PAYMENT.

Contractor shall submit monthly billings, or progress invoices to Town describing the work performed during the preceding month. Contractor's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures and segregated by test methods or by specific tasks. Town shall pay Contractor progress payments no later than 30 days after approval of the monthly invoice by Town staff. Approval of the monthly invoice requires the submittal of certified payrolls when prevailing wages rates are in effect for work done during applicable month. Certified payrolls are to be submitted on a weekly basis and within ten days after the week in question.

4.1 Retention of Payment

When payments made by Town equal 95% of the maximum fee provided for in this

Agreement, no further payments shall be made until the final work under this Agreement, or for each individual project relating to the Contractor's services has been accepted by the Town.

4.2 Cost Principles

4.2.a The Contractor agrees that the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et seq., shall be used to determine the allowability of individual items of cost.

4.2.b The Contractor also agrees to comply with Federal procedures in accordance with 49 CFR, part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

4.2.c Any costs for which payment has been made to Contractor that are determined by subsequent audit to be unallowable under 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et seq., OR 49 CFR, Part 18, Uniform Administrative requirements for Grants and Cooperative Agreements to State and Local Governments, are subject to repayment by the Contractor to State.

4.2.d Any subcontract in excess of \$25,000, entered into as a result of this Agreement, shall contain all the provisions of this Section.

4.3 Contingent Fee

The Contractor warrants, by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or

violation of this warranty, the State has the right to annul this Agreement without liability, pay on the value of the work actually performed, or in its discretion, to deduct from the agreement price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

4.4 Retention Of Records/Audit

4.4.a For the purpose of determining compliance with Public Contract Code Section 10115, et seq. And Title 21, California Code of Regulations, Chapter 21, Section 2500 et. seq., when applicable, and other matters connected with the performance of the Agreement pursuant to Government Code Section 8546.7, the Contractor, subContractors, and the State shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the performance of the Agreement, including but not limited to, the costs of administering the agreement. All parties shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under the Agreement. The State, the State Auditor, FHWA, or any duly authorized representative of the Federal government having jurisdiction under Federal laws or regulations (including the basis of Federal funding in whole or in part) shall have access to any books, records, and documents of the Contractor that are pertinent to the Agreement from audits, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

4.4.b Any subcontract in excess of \$25,000, entered into as a result of this Agreement, shall contain all the provisions of this Section.

5 LABOR COMPLIANCE

The Contractor shall agree through the contract to comply with the provisions of the California Labor Code. For the purpose of this project, eight hours shall constitute a legal day's work.

The Contractor's attention is directed to section 1815 of the labor code regarding overtime pay and the requirement that a \$25 penalty will be levied for each workman for each calendar day during which the overtime pay provision is not met. The Contractor's attention is also directed to the requirements for travel and subsistence payments to all workers needed to execute the Contract.

Subject to the limitations stated in said section, the Contractor shall comply with the apprenticeship provisions of Section 1777.5 of the Labor Code, including the training and hiring of apprentices.

Attention is directed to Section 7-1.02K(2), "Wages" of the Standard Specifications.

Pursuant to Labor Code Section 1770 et seq, the general prevailing wage rates in the county in which the project work is to be done have been determined by the Director of the California Department of Industrial Relations. These wages are set forth in the General Prevailing Wage Rates for this project, available at Town of Paradise and available from the California Department of Industrial Relations' Internet web site at <http://www.dir.ca.gov/DLSR/PWD>. Future effective general prevailing wage rates, which have been predetermined and are on file with the California Department of Industrial Relations are referenced but not printed in the general prevailing wage rates.

6 EXTRA WORK.

At any time during the term of this Agreement, Town may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is

determined by Town to be necessary for the proper completion of Contractor's services, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without prior written authorization from Town.

7 TERMINATION.

This Agreement may be terminated by the Town immediately for cause or by either party without cause upon fifteen (15) days written notice of termination. Upon termination, Contractor shall be entitled to compensation for services properly performed up to the effective date of termination.

8 OWNERSHIP OF DOCUMENTS.

All reports, plans, studies, documents, and other writings prepared by and for Contractor, in the course of implementing this Agreement, except working notes and internal documents, shall become the property of the Town upon payment to Contractor for such work, and the Town shall have the sole right to use such materials in its discretion without further compensation to Contractor or to any other party. Contractor shall, at Contractor's expense, provide such reports, plans, studies, documents, and other writings to Town within three (3) days after written request. Contractor shall not be responsible for liabilities, losses, or claims resulting from unauthorized modifications, or reuse other than original intended purpose.

9 LICENSING OF INTELLECTUAL PROPERTY.

This Agreement creates a nonexclusive and perpetual license for Town to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in documents or works of authorship fixed in any tangible medium of expression, including, but not limited to, data magnetically or otherwise recorded on

computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement (“Documents and Data”). Contractor represents and warrants that Contractor has the legal right to license any and all Documents and Data. Contractor makes no such representation and warranty in regard to Documents and Data which may be provided to Contractor by Town. Town shall not be limited in any way in its use of the Documents and Data at any time.

9.1 Confidentiality.

All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor. Such materials shall not, without the prior written consent of Town, be used by Contractor for any purposes other than the performance of the services under this Agreement. Nor shall such materials be disclosed to any person or entity not connected with the performance of the services under this Agreement. Nothing furnished to Contractor, which is otherwise known to Contractor or is generally known, or has become known, to the related industry shall be deemed confidential. Contractor shall not use Town’s name, seal, or photographs relating to project for which Contractor’s services are rendered, or participate in any publicity pertaining to the Contractor’s services under this Agreement in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of Town.

9.2 Contractor’s Books and Records.

9.2.a Contractor shall maintain any and all ledgers, books of account, invoices,

vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, expenditures and disbursements charged to Town for a minimum period of two (2) years, or for any longer period required by law, from the date of final payment to Contractor to this Agreement.

9.2.b Contractor shall maintain all documents and records which demonstrate performance under this Agreement for a minimum of **three (3) years**, or for any longer period required by law, from the date of termination or completion of this Agreement.

9.2.c Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the Town Manager, Town Attorney, Town Finance Director, or a designated representative of these officers. Copies of such documents shall be provided to the Town for inspection at Town Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records shall be available at Contractor's address indicated for receipt of notices in this Agreement.

9.2.d Where Town has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Contractor's business, Town may, by written request by any of the above named officers, require that custody of the records be given to the Town and that the records and documents be maintained by Town Hall.

10 INDEPENDENT CONTRACTOR.

It is understood that Contractor, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or

employee of the Town. Contractor shall obtain no rights to retirement benefits or other benefits which accrue to Town's employees, and Contractor hereby expressly waives any claim it may have to any such rights.

11 INTEREST OF CONTRACTOR.

Contractor (including principals, associates, and professional employees and subcontractors) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Contractor's services hereunder. Contractor further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Contractor is not a designated employee within the meaning of the Political Reform Act because

Contractor:

- a. will conduct research and arrive at conclusions with respect to its rendition of information, advice, recommendation, or counsel independent of the control and direction of the Town or any Town official, other than normal agreement monitoring; and
- b. possesses no authority with respect to any Town decision beyond rendition of information, advice, recommendation or counsel. (FPPC Reg. 18700(a)(2).)

12 PROFESSIONAL ABILITY OF CONTRACTOR.

Town has relied upon the professional training and ability of Contractor to perform the services hereunder as a material inducement to enter into this Agreement. Contractor

shall have _____ manage and approve the work of all persons performing professional services under this Agreement. All work performed by Contractor under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Contractor's field of expertise.

13 COMPLIANCE WITH LAWS.

Contractor shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations.

14 LICENSES.

Contractor represents and warrants to Town that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature, which are legally required of Contractor to practice its profession. Contractor represents and warrants to Town that Contractor shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, certifications, insurance and approvals which are required by the Town for its business.

15 INDEMNITY.

Contractor agrees to defend, indemnify and hold harmless the Town, its officers, officials, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all costs and expenses in connection therein), arising from its negligent performance, misconduct or omissions relating to the services under this Agreement or its failure to comply with any of its obligations contained in this Agreement, except for any such claim arising from the sole negligence or willful misconduct of the Town, its officers, agents, employees or volunteers.

16 INSURANCE REQUIREMENTS.

Contractor, at Town's own cost and expense, shall procure and maintain, for the duration of the Agreement, the insurance coverage and policies as set forth in Exhibit "C" attached hereto.

17 NOTICES.

Any notice required to be given under this Agreement shall be in writing and will either be served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to Town: Marc Mattox
 Public Works Director
 Town of Paradise
 5555 Skyway
 Paradise, CA 95969

If to Contractor: Ginno Construction, Inc.
 297 Convair Avenue, Ste 2
 Chico, CA 995973

18 ENTIRE AGREEMENT.

This Agreement constitutes the complete and exclusive statement of Agreement between the Town and Contractor. All prior written and oral communications, including correspondence, drafts, memoranda, and representations are superseded in total by this Agreement.

19 AMENDMENTS.

This Agreement may be modified or amended only by a written document executed by both Contractor and Town and approved as to form by the Town Attorney.

20 ASSIGNMENT AND SUBCONTRACTING.

The parties recognize that a substantial inducement to Town for entering into this

Agreement is the professional reputation, experience, and competence of Contractor. Assignments of any or all rights, duties, or obligations of the Contractor under this Agreement will be permitted only with the express prior written consent of the Town. No subcontractors (other than those listed on Exhibit "A") shall work under this Agreement without the prior written authorization of the Town. If Town consents to such subcontract, Contractor shall be fully responsible to Town for all acts or omissions of the subcontractor. Nothing in this Agreement shall create any contractual relationship between Town and a subcontractor of the Contractor nor shall it create any obligation on the part of the Town to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise required by law. Subcontracts shall physically contain the provisions contained in Federal Form 1273.

21 WAIVER.

Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

22 SEVERABILITY.

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

23 CONTROLLING LAW VENUE.

This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in a state court in the County of Butte.

24 LITIGATION EXPENSES AND ATTORNEY'S FEES.

If either party to this Agreement commences any legal action against the other part

arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

25 MEDIATION.

The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and shall divide the costs of mediation equally. If the parties are unable to agree upon a mediator, the dispute shall be submitted to American Arbitration Association (AAA) or its successor in interest. AAA shall provide the parties with the names of five qualified

26 MEDIATORS.

The Town and Contractor shall meet to select a mediator by each striking the names of two different proposed mediators and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

27 EXECUTION.

This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

28 AUTHORITY TO ENTER AGREEMENT.

Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement

and to bind each respective party.

29 PROHIBITED INTERESTS.

Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, Town shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of Town, during the term of his or her service with Town, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising there from.

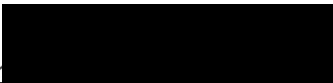
30 EQUAL OPPORTUNITY EMPLOYMENT.

Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, disability, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. IN WITNESS WHEREOF the parties have cause this Agreement to be executed on the date first written above.

TOWN OF PARADISE


"CONTRACTOR"

By: 
Lauren Gill, Town Manager

By: 
Title: _____

APPROVED AS TO FORM:

ATTEST: *September 28, 2015*

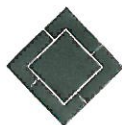
By: 
Dwight L. Moore, Town Attorney

By: 
Joanna Gutierrez, Town Clerk

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EXHIBIT "A"

Scope of Services



GINNO CONSTRUCTION, INC.
General Building Contractor

DATE: September 8, 2015

ESTIMATOR: Bryan Ginno

ATTN: Matt Gilbert
Construction Specialist
Town of Paradise

BID FOR: Town of Paradise
Police Department
5595 Black Olive Drive

SCOPE: EMERGENCY SIDING PROJECT

INCLUSIONS:

- Onsite Supervision.
- Remove and replace up to (12) 4x8 sheets of siding due to woodpecker damage. *will be complete by 10/10/15.*
- Remove and replace all trim below the top 1"x12". Eliminating the bottom 2"x12"
- Install a vapor barrier over all existing siding along the east and south walls.
- Overlay all existing siding on the east and south walls with a 8 1/4 fiberboard.
- All related work to complete the siding overlay.
- Refasten all conduit, and all necessary flashing.
- Caulk and repaint two tone with like colors.

will be complete by 12/1/15

EXCLUSIONS:

- No soffit work or walls under soffit

CLARIFICATIONS:

- Leave arch trim off on east wall.

NOTE: This project is Prevailing Wage.

TOTAL PRICE : \$37,847.00

297 Convair Ave., Suite 2
Chico, CA 95973
530-894-6859 phone
530-894-6061 fax

License 921238

EXHIBIT "B"

Compensation



GINNO CONSTRUCTION, INC.
General Building Contractor

Reference Exhibit A for contract scope of work and not to exceed amount

September 26, 2015

Marc Mattox
Public Works Director,
Town of Paradise


Project: Emergency Siding Repair, Paradise Police Station

Clarifications to Exhibit B:

Marc the prevailing wage rates are set by the state. Exhibit B, item B, Labor would consist of a Carpentry rate at \$60.84 and a Laborer rate at \$47.34. If we are required to work overtime or holidays, the prevailing wage rate would change. Items A, B, C would be exact costs with itemized lists.

Bryan Ginno \$60.84
Neville Smith \$60.84
Arturo Quintero \$60.84 or \$47.34 depending on what task is being done
Carlos Quintero \$47.34
Jobey O'leary \$47.34
Kenneth Metcalf \$47.34
Anthony Lindemen \$47.34
Jacob Kelso \$47.34

Sincerely,


Bryan Ginno
President
Ginno Construction Inc.

297 Convair Ave., Suite 2
Chico, CA 95973
530-894-6859 phone
530-894-6061 fax

License 921238



GINNO CONSTRUCTION, INC.
General Building Contractor

EXHIBIT B

Paradise Police Department Emergency Siding Project

Format for Proposed Cost Change:

The following format shall be used as applicable by the Owner and the Contractor to communicate proposed additions and deductions to the Contract. Any additions or deductions that affect the Guaranteed Maximum Price and the Construction Contingency shall be subject to the provisions of the Agreement and these General Conditions.

	EXTRA	CREDIT
A. Material (attach itemized quantity and unit cost plus sales tax)	_____	_____
B. Labor (attach itemized hours and rates)	_____	_____
C. Equipment (attach invoices)	_____	_____
D. Subtotal	_____	_____
E. If Subcontractor performed Work, add Subcontractor's overhead and profit to portions performed by Subcontractor, not to exceed fifteen percent (15%) of Item D.	_____	_____
F. Liability and Property Damage Insurance, Worker's Compensation Insurance, Social Security, and Unemployment Taxes, not to exceed twenty-five percent (25%) of Item B.	_____	_____
G. Subtotal	_____	_____
H. General Contractor's Overhead and Profit, not to exceed fifteen percent (15%) of Item G.	_____	_____
I. Subtotal	_____	_____
J. TOTAL	_____	_____

It is expressly understood that the value of such extra work or changes, as determined by any of the aforementioned methods, expressly includes any and all.

297 Convair Avenue Suite 2, Chico CA 95973
Telephone 530.894.6859 / Fax 530.894.6061
Contractors License No. 921238

EXHIBIT "C" – Insurance Requirements

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) Coverage Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

Minimum Limits of Insurance

Contractor shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions exceeding \$25,000 must be declared to and approved by the Town. At the option of the Town, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Town, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the Town guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The Town, its officers, officials, employees and volunteers are to be covered as insured as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor.
2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance respects the Town, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Town, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Town.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A. M. Best's rating of no less than A: VII, unless otherwise acceptable to the Town.

Verification of Coverage

Contractor shall furnish the Town with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the Town or on other than the Town's forms provided, those endorsements conform to Town requirements. All certificates and endorsements are to be received and approved by the Town before work commences. The Town reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/17/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER InterWest Insurance Services License #0B01094 P.O. Box 8110 Chico CA 95927-8110	CONTACT NAME: Patty Efford	
	PHONE (A/C, No, Ext): 530-897-3178	FAX (A/C, No): 530-891-7778
E-MAIL ADDRESS: pefford@iwins.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Financial Pacific Ins Company		31453
INSURER B : Everest National Insurance Co.		10120
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		


INSURED
 Ginno Construction Inc
 Bryan Ginno
 297 Convair Ave Ste 2
 Chico CA 95973

COVERAGES **CERTIFICATE NUMBER: 1529790207** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		60457025	1/30/2015	1/25/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			60457025	1/25/2015	1/25/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	7600012806151	2/1/2015	2/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Certificate Holder is listed as additional insured re: liability only for insured's normal work as stated in the attached policy forms.
 The Town, its officers, officials, employees and volunteers.
 RE: Paradise Police Emergency Siding Repairs

CERTIFICATE HOLDER Town of Paradise 5555 Skyway Paradise CA 95969	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

POLICY NUMBER: 60457025

CG 20 10R 12 11

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS
(WITH LIMITED COMPLETED OPERATIONS COVERAGE)**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
BUSINESSOWNERS COVERAGE FORM**

SCHEDULE

NAME OF PERSON OR ORGANIZATION

Any person or organization to whom or to which the named insured is obligated by a virtue of a written contract to provide insurance that is afforded by this policy. Where required by contract, the officers, officials, employees, directors, subsidiaries, partners, successors, parents, divisions, architects, surveyors and engineers are included as additional insureds. All other entities, including but not limited to agents, volunteers, servants, members and partnerships are included as additional insureds, if required by contract, only when acting within the course and scope of their duties controlled and supervised by the primary (first) additional insured. If an Owner Controlled Insurance Program is involved, the coverage applies to off-site operations only. If the purpose of this endorsement is for bid purposes only, then no coverage applies.

the qualifying language above because of payments we make for injury.

LOCATION OF JOB:

The job location must be within the State of domicile of the named insured, or within any contiguous State thereto.

DESCRIPTION OF WORK:

The type of work performed must be that as described under classifications in the CGL Coverage Part Declarations.

WHO IS AN INSURED: (Section II)

This section is amended to include as an insured the person or organization within the scope of the qualifying language above, but only to the extent that the person or organization is held liable for your acts or omissions in the course of "your work" for that person or organization by or for you. The "products-completed operations hazard" portion of the policy coverage as respects the additional insured does not apply to any work involving or related to properties intended for residential or habitational occupancy (other than apartments). This clause does not affect the "products-completed operations" coverage provided to the named insured(s).

PRIMARY CLAUSE

When this endorsement applies and when required by written contract, such insurance as is afforded by the general liability policy is primary insurance and other insurance shall be excess and shall not contribute to the insurance afforded by this endorsement.

EXCLUSION

This insurance provided to the additional insured does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of an architect's, engineer's or surveyor's rendering or failure to render any professional services, including:

1. The preparing, approving, or failing to prepare or approve, maps, designs, shop drawings, opinions, reports, surveys, field orders, change orders, or drawings and specifications; and
2. Supervisory, inspection, architectural or engineering activities.

WAIVER OF SUBROGATION:

We waive any right of recovery, when required by written contract, that we may have against the person or organization within the scope of

Endorsement EFFECTIVE DATE: 01/30/15

Endorsement EXPIRATION DATE: 01/30/16

CG 20 10R 12 11

Page 1 of 1

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**TOWN OF PARADISE
DRAFT Council Agenda Summary
October 13, 2015**

Agenda No. 7(a)

ORIGINATED BY: Joanna Gutierrez, CMC, Town Clerk
REVIEWED BY: Lauren Gill, Town Manager
SUBJECT: Vacancy on the Measure C Oversight Committee

COUNCIL ACTION REQUESTED: Consider appointing one of the three alternates to fill the vacancy on the Measure C Oversight Committee created by the resignation of Kelly Wells.

Discussion: Due to the resignation of Kelly Wells from the Measure C Oversight Committee, the Town Council is being asked to select one of the three alternates to be appointed to serve as a permanent standing member of the committee.

According to Town Council Resolution No. 15-04, the adopted by-laws for the Measure C Oversight Committee, vacancies are to be filled as follows:

Section 8. Vacancies.

When a seat of the Measure C-Citizen Oversight Committee becomes vacant, Town staff will inform the Town Council and schedule appointment to the vacancy at a regular or special meeting. Such appointments are to take place within 60 days of the creation of the vacancy.

The three appointed alternates are:

- Linda Dye
- Stacy Poliquin
- Sharon Simonton

Linda Dye and Sharon Simonton have attended all of the committee meetings to date.

Fiscal Impact Analysis: None



**Town of Paradise
Council Agenda Summary
Date: October 13, 2015**

Agenda Item: 7(b)

Originated by: Lauren Gill, Town Manager
Gina S. Will, Finance Director/Town Treasurer

Subject: 2014/15 Estimated Actual and 2015/16 Operating and Capital
Budget Status Update

Council Action Requested:

Review the report presented and approve the following budget adjustments; or,

Alternatives:

Refer the matter back to staff for further development and consideration.

Background:

The 2014/15 general ledger recently closed and final transactions were posted in September 2015. General fund transactions are recorded on a modified accrual basis, if a revenue or expenditure was measurable or committed as of June 30, 2015, it is recorded for that fiscal year even if the cash transaction doesn't occur until the next fiscal year. Independent auditors are now in the process of auditing the Town's 2014/15 transactions. In 2014/15 the Town received some one-time monies that have helped rebuild reserves, but that cannot be counted on to sustain ongoing operating expenses.

Led by Town Council, Town management and staff have sacrificed and worked tirelessly to right the Town's financial ship. After six years of depleted reserves, delayed asset replacement and deferred maintenance, the community responded by passing a six year 0.50% transaction and use tax (Measure C) which took effect April 1, 2015. A conservative \$850,000 for the first year was included in the 2015/16 budget. The appropriate use of those monies was vetted through the Community Oversight Committee and approved by the Town Council and includes among others, replacement of three police cars, purchase of a new fire engine, and investment toward a street revitalization project. The 2015/16 operating and capital budget was adopted June 29, 2015.

Each month staff has analyzed financial transactions recorded to date and additional information received to identify the potential impact to the 2015/16 budget. At least quarterly, but more often if needed, a report will be brought forward to Town Council updating them on the status of the budget and recommending appropriate budget adjustments.

Discussion:

Fund 1010 – General Fund

Staff ran and analyzed a General Fund Budget Performance Report to date for the 2014/15 fiscal year and 2015/16 budget in order to review trends or significant swings in revenues and expenses. A copy of this report is attached for review. The following information was derived from this analysis and is summarized below:

Revenues

	2014/15 Adopted Budget	2014/15 Estimated Actual	2014/15 Final (Pre-audited)	2015/16 Adopted Budget
Measure C	\$0	\$200,000	\$291,666	\$850,000
Non Department	9,788,221	10,144,986	10,229,215	10,292,784
Finance	2,100	11,729	13,454	20,100
Police	79,780	74,629	125,505	73,221
Fire	29,657	85,042	182,925	83,465
Planning	50,340	47,634	50,325	56,479
Waste Management	46,926	50,620	60,640	50,373
Engineering	37,000	41,177	42,263	39,500
Community Park	2,500	2,580	2,670	2,500
Totals	\$10,036,524	\$10,658,397	\$10,998,663	\$11,468,422

➤ Measure C: The 0.50% transaction and use tax approved by the voters in November 2014, took effect April 1, 2015. The Town conservatively estimated \$200,000 in revenues for the first quarter of its implementation. Staff is happy to report that final reporting was received in September 2015 and the Town realized \$291,666 for the April – June 2015 quarter. Analysis of several years of sales tax data shows, that from highest to lowest, following is the order of quarterly sales tax receipts:

- October – December
- January - March
- April - June
- July - September

With this understanding and applying the equivalent amount to each quarter, the Town should receive over \$1.1 million for 2015/16. However, with so little history available on actual Measure C receipts and to remain conservative, staff recommends reducing this estimate by 10% to \$998,429. Thus, **staff recommends a budget adjustment of \$148,429 for 2015/16.**

- Property Taxes: At the end of July 2015, the final property tax receipts came in for the 2014/15 fiscal year. Overall property taxes are about \$16,085 more than budgeted. A total of \$4.51 million was received which is 3.94% more than 2013/14. As approximately 25% of Town properties were devalued under Proposition 8 rules, the Town has a few more years to receive growth higher than 2% on secured property taxes. In addition, the housing market has improved and supplemental property taxes are increasing. The only area of property tax decrease is the unsecured rolls which show a 2.4% decrease. As a result of these final receipts and a study of these trends, staff recommends the following adjustments to the 2015/16 budget:
 - **Increase secured property taxes \$9,176**
 - **Decrease unsecured property taxes \$9,841**
 - **Increase supplemental property taxes \$7,121**
- Motor Vehicle in Lieu (MVIL): 2014/15 MVIL finalized with \$235,697 additional monies than originally expected for a total of \$2.29 million. In 2014/15 the State audited the County calculations back to 2008/09 and found some formula calculation errors with these additional monies owed to the Town. Most of this then is one-time monies that aren't expected to continue. What is expected to continue, as well as the anticipated annual growth has already been factored into the 2015/16 budget for a total of \$2.20 million; therefore, a budget adjustment is not recommended.
- Sales Tax: With the final sales tax receipts for 2014/15 posted, sales tax receipts increased 2.7% for the fiscal year; a total of \$1.8 million received. However, sales tax receipts on an adjusted basis using HDL's data shows 0% growth for the year. A 4th quarter to 4th quarter comparison reflects a 4% decrease in sales tax receipts mainly due to reduced gasoline prices. In light of the latest receipts, staff will carefully monitor receipts for the first quarter of 2015/16 but currently makes no recommendation for an adjustment.
- Franchise Fees: 2014/15 franchise fees grew 2.3% compared to the prior year and about \$13,784 more than originally budgeted for a total of \$855,689. Based on final quarter receipts, **staff recommends increasing the 2015/16 budget by \$4,577**, to \$870,256, a 1.7% estimated growth.
- Transient Occupancy Taxes (TOT): With the final quarter receipts posted for 2014/15, TOT shows growth of 7.2% and a total of \$198,618 collected. However, one hotel has one quarter of additional interest charges for failure to file the quarterly return timely which skews the overall percentage growth. After studying the final collections and trends, staff has no recommended budget adjustment for 2015/16.
- State Mandated Claims Reimbursements: With the improved State economy, the State released almost \$87,000 worth of outstanding mandated claim reimbursements at the very end of June 2015. \$41,863 toward administrative service claims and \$45,123 toward police claims. Unfortunately, none toward

animal control service claims. The Town is still owed \$218,810 according to the most recent report acquired from the State Controller's Office. In addition, in August and September 2015, the State released \$20,754 in interest payments on these outstanding claims. Staff hasn't been notified of any other pending releases and already budgeted for some of the monies received, so to remain conservative, **staff recommends increasing the 2015/16 budget only by amounts exceeding the amounts budgeted or \$5,707.**

- CalPERS Medicare Retiree Drug Subsidy: Since 2007/08 the Town has received about a \$24,000 a year refund from CalPERS from a retiree drug subsidy. The refund is usually released at the very end of the fiscal year, so when it was not received for 2014/15, staff contacted CalPERS and found out that the savings is now built into the annual premium. As the Town will no longer receive the refund, **staff recommends decreasing the 2015/16 budget by \$24,000.**
- Miscellaneous General Revenue: The Town received two unusual miscellaneous revenues in 2014/15. First the Town received \$12,646 from Office Depot for the settlement of a class action lawsuit. Also, a \$21,956 reimbursement was received for fees related to the Carousel Motel receivership for which the related additional expenditures are accounted for on the expenditure side.
- Fire Equipment Rental: The 2014/15 fire season was especially demanding again for the State of California. When possible the Town lent resources to the State which resulted in rental income. A little over \$174,000 in rental income was received in 2014/15. This was significantly more than the annual average; a recent history of which is shown below:

▪ 2014/15	\$174,163
▪ 2013/14	\$24,601
▪ 2012/13	\$94,085
▪ 2011/12	\$5,609
▪ 2010/11	\$0

\$75,000 has been budgeted for 2015/16 of which, \$13,552 has been received to date.

To summarize, the Town received \$962,139 more in 2014/15 income than it originally budgeted. However, \$291,666 is from the passage of Measure C and \$456,299 is from various one time sources. Thus only 22% of these receipts were from the additional growth of normal operating revenue sources. These additional receipts were very helpful in rebuilding some spendable reserves, but not for funding and sustaining long term operations.

Expenses:

	2014/15 Adopted Budget	2014/15 Estimated Actual	2014/15 Final (Pre-audited)	2015/16 Adopted Budget
Measure C	\$0	\$10,392	\$8,392	\$831,251
Non Department	938,434	928,753	929,836	967,726
Administration	1,701,335	1,726,950	1,755,969	1,545,301
Police	3,743,663	3,628,740	3,586,350	4,084,261
Fire	3,449,039	3,472,225	3,463,198	3,639,083
Community Develop.	168,565	151,565	164,317	159,329
Public Works	35,488	44,262	38,174	220,479
Totals	\$10,036,524	\$9,962,887	\$9,946,236	\$11,447,430

Measure C:

Real, validated numbers are solidifying related to Measure C budgeted expenses for 2015/16 as many of the bid processes and financing have been completed. A Measure C Citizen’s Oversight Committee quarterly meeting has been scheduled for October 27, 2015, where staff will update the committee and seek recommendations for possible adjustments. In the meantime, following is an update for Town Council’s benefit.

- Administrative Fees: The State Board of Equalization has been netting out their administrative fees from the receipt remittance. The estimate revenues discussed above includes the administrative fee; therefore, staff will recommend removing the separate line item budget of \$8,500 for fees.
- Police Department:
 - *Sergeant Detective* – The budget assumed this position would be filled as of September 1st, but the process has taken longer than expected and is now scheduled to be filled October 19th. As a result, this position will cost \$97,814 instead of \$128,778 during 2015/16.
 - *Three Police Cars* – The bids for the new police vehicles and equipment came in at \$125,597 as compared to the expected \$150,000. This means that the lease purchase payments are also less. Assuming the Town uses \$100,000 a year for six years and purchases another three cars a year for four more years, the Town may end up with left over funding to either purchase another car or some other equipment at the end of the six years.
 - *Officer and Car Body Cameras & Hardware* – The Town is purchasing 35 video cameras, 25 car kits, 2 download and charging stations and appropriate hardware to support the equipment. Most will be purchased through lease purchase and some through outright purchase. The total cost was expected at \$40,000; the actual cost will be \$36,306. The budgeted expenditure for 2015/16 was \$16,584; the actual expenditure will be \$14,034.

- *LiveScan Machine* - \$12,000 has been budgeted for replacement. Staff is still researching options. It appears at this time that there is a potential for savings.
 - *Building Siding* – An emergency was declared by Town Council in September 2015 in order to expedite the repairs needed to prepare the building for a wet winter. Bids have come in higher than anticipated and the most economical option (with contingencies) will exceed the approved \$21,000 budget by about \$24,000.
 - *Officer Training* – Of the \$15,000 budgeted for officer training, \$9,252.64 has already been encumbered to date. The department is eager to refresh their skills in a variety of disciplines to prepare them for situations they can encounter while protecting the community.
 - *K-9 Program* – To date, \$2,546 of the \$10,000 budgeted on program expenses has been spent. The department has recently acquired a new dog and ongoing training and maintenance is needed, so all of these funds will be used.
- *Animal Control:*
- *Animal Control Officer* – The Town anticipated having a 36 hour Animal Control Officer in place at the beginning of the fiscal year and budgeted \$35,000 of Measure C in support of these added hours. There is a candidate in the final stages of the hiring process and is expected to start mid October 2015. As such, the Town will have some savings and use about \$24,792 instead.
 - *New Officer Training* – Once the new officer has started, it is still expected that \$3,000 will be used for training.
 - *Pressure Washer/Sanitation Unit* - Further research of units that will last and appropriately clean the shelter will cost about \$5,000 instead of the \$3,000 budgeted. This includes setup and training.
- *Fire Department:*
- *CAL FIRE Contract Maintenance* - \$3,066,490 has been budgeted for the CAL FIRE personnel contract. Of this, \$150,000 will be paid from Measure C funds and the rest from normal general fund revenues. This is still less than the contracted amount and will require that CAL FIRE come up with \$96,884 in savings. \$150,000 is 4.89% of total budgeted for personnel, so that percentage will be used in allocating the costs when invoices are received from CAL FIRE. The first invoice for the fiscal year is not expected until the end of October 2015.

- *Exhaust Evacuation System* – The bid process is complete and the exhaust system is being installed. The final cost is \$20,511 slightly more than the \$20,500 budgeted.
- *4 Self Contained Breathing Apparatus* - \$25,000 is still planned to be used on 4 SCBA's.
- *Type 1 Fire Engine* – In August 2015, the Town Council approved the purchase of a Pierce Enforcer Pumper Fire Engine. The engine is being constructed and will be delivered to the Town in April or May 2016. The final cost is \$487,550 as compared to the expected cost of \$400,000. The annual lease purchase payment for six years is \$86,632 as compared to the \$75,000 budgeted for 2015/16.

➤ Public Works:

- *Pearson Road Improvements* – It is expected that \$200,000 will be used to leverage grant funds for road and drainage improvements between Pentz and Clark sometime this fiscal year.

Measure C Updated

	<u>2015/16 Adopted Budget</u>	<u>2015/16 Estimated Actual</u>	<u>Difference</u>
Police Department			
Sergeant Detective	\$128,778	\$97,814	(\$30,964)
Police Cars	100,000	100,000	0
Body Cameras	16,584	14,034	(2,550)
LiveScan Machine	12,000	12,000	0
Station Siding	21,000	45,000	24,000
Officer Training	15,000	15,000	0
K-9 Program	10,000	10,000	0
	<hr/>	<hr/>	<hr/>
	\$303,362	\$293,848	(\$9,514)
Animal Control			
Increased Officer Hours	\$35,000	\$24,792	(\$10,208)
Officer Training	3,000	3,000	0
Pressure Washer	3,000	5,000	2,000
	<hr/>	<hr/>	<hr/>
	\$41,000	\$32,792	(\$8,208)
Fire Department			
CAL FIRE Contract	\$150,000	\$150,000	0
Exhaust System	20,500	20,511	11
4 SCBAs	25,000	25,000	0
Fire Engine	75,000	86,632	11,632
	<hr/>	<hr/>	<hr/>
	\$270,500	\$282,143	\$11,643
Public Works			
Road Improvements	\$200,000	\$200,000	\$200,000

Subtotal	\$814,862	\$808,783	(\$6,079)
BOE Fees	\$8,500	0	(\$8,500)
Unassigned Reserve	\$26,638	\$189,646	\$163,008
Totals	\$850,000	\$998,429	\$148,429

Administration:

- Legal: In 2014/15 the Town spent an additional \$19,828 in legal expenses in order to facilitate a receivership of the Carousel Motel. However, as indicated above, these expenses were fully reimbursed.
- Fleet Management: As should be expected of an aged fleet, repairs of fire engines, police cars and public works vehicles added up for the 2014/15 fiscal year. Also, an unexpected retirement caused a three month vacancy which was cured in August 2015. Public Works, Police and Fire staff went above and beyond by working together to keep the fleet operating during the mechanic vacancy. An additional \$9,500 worth of repairs had to be outsourced in order to keep the fleet moving. Overall, with the salary savings, accrual payouts and additional outside repairs, the division ended up spending about \$10,293 more than expected.

Police Department

- Police Operations: The Police Department continues to struggle with filling open and budgeted positions within police operations. For a short time, at the end of last fiscal year, all positions were filled; however, the division is back up to three vacancies. A replacement is needed from a retirement, the AB 109 position is vacant, and a vacancy was created to promote an officer to the Measure C funded Detective Sergeant position. Currently, there is a trainee in background, but few other qualified applications have been received. Competition for trainees across the State is so high, that the local police academy is expecting their next class of trainees to be fully sponsored by local agencies. The Town is hoping to sponsor at least three trainees in the next academy. The cost of a full sponsorship is about \$15,000. Staff will approach the Measure C Oversight Committee about possible funding, but there is also salary savings that can be considered. Overall, police operations ended the 2014/15 fiscal year \$24,423 less than expected and that is after spending \$16,198 more in overtime. Staff will prepare a complete personnel budget overview for the 2015/16 budget for the mid-year review.
- Public Safety Communications: As of the end of the 2014/15 fiscal year, all the division's budgeted positions were and remain filled. Strong management of the overtime budget and division's operating expenses resulted in overall division budget savings of \$16,303.

Fire Department

Overall, the fire department achieved unexpected savings of \$14,941 in 2014/15. \$2,151 on the fire administrative budget, \$7,306 on retiree premium costs and \$5,684 less in equipment purchased. On the personnel contract, CAL FIRE met the Town's budgeted request to shave \$200,000 off of personnel costs for 2014/15. As a reminder, \$150,000 of the personnel contract will be funded by Measure C in 2015/16.

Community Development – Planning

Somehow, during the budget process for 2015/16, staff budgeted personnel costs related to Planning, but neglected to budget operating expenses for 2014/15 and 2015/16. As a result, compared to estimated actual at the time of budget, it looks like the division exceeded the 2014/15 budget by \$12,486. Compared to the original adopted budget; however, the division actually spent less than budget. **Staff recommends adding \$9,211 to the 2015/16 budget** to cover the cost of Planning operating expenses including \$6,531 for Accela software maintenance.

Public Works – Engineering

The public works engineering budgeted concluded 2014/15, \$5,528 less than expected. It was expected that additional expenditures for staff time related to encroachment permits would be recorded, but less was actually required.

Fiscal Impact:

Overall in 2014/15 the Town accumulated \$90,288 in expenditure savings which further added to the Town's ending fund balance and reserves. The recommended revenue and expenditure budget adjustments for 2015/16 results in a decrease in revenues of \$7,260 and an increase in expenditures of \$9,211. As few actual transactions have been recorded for the 2015/16 fiscal year and since staff is confident that there will be at least some salary savings during the fiscal year, Staff does not yet recommend cutting the \$14,228 in deficit spending these adjustments create. The Town remains conservative in its budget approach, so it is likely that that the deficit will be cured through the natural progression of the budget. If the deficit still exists at mid-year, staff will identify the appropriate adjustments.

Following shows the progress the Town is making in rebuilding its General Fund Reserves:

	2013/14 Audited	2014/15 Estimated Actual	2015/16 Proposed Budget
Revenues	\$10,055,695	\$10,706,997	\$10,611,162
Measure C Revenues		291,666	998,429
Expenses	(9,484,697)	(9,937,844)	(10,625,390)
Measure C Expenses		(8,392)	(808,783)
Net Income	\$570,998	\$1,052,427	\$175,418
Ending Fund Balance	\$1,886,001	\$2,938,428	\$3,113,846
Designated Reserves			
Nonspendable (RDA/Other)	2,015,945	2,008,233	1,983,233
Assigned to Measure C	0	283,274	472,920
Unassigned	(129,944)	646,921	657,693

Fund 2030 – Building Safety and Wastewater Services

	2014/15 Adopted Budget	2014/15 Estimated Actual	2014/15 Final (Pre-audited)	2015/16 Adopted Budget
Revenues	\$739,528	\$896,374	\$935,539	\$787,722
Expenses	756,696	740,274	738,488	824,484
Net Income	(\$17,168)	\$156,100	\$197,051	(\$36,762)
Ending Fund Balance	\$176,907	\$350,175	\$391,126	\$354,364

Revenues:

By the close of the 2014/15 fiscal year, an additional \$39,165 in revenues was earned over which was estimated. Building permits were up an additional \$11,733 with a total of \$243,733 earned. The Town hasn't seen this level of building permits since 2007/08. The division was also able to collect an additional \$5,000 in building related code enforcement violations for a total of \$40,564. \$7,787 more in onsite repair permits was issued. Overall development revenues continue to rebound and show that there is building growth in the community. The 2015/16 revenues were budgeted very conservatively. In light of the final numbers and healthy permit and plan check numbers already being reported for 2015/16, **staff recommends increasing building permits by \$17,000 and plan check fees by \$8,000.**

Expenses:

Another \$1,786 in expenditure savings was scraped together at the end of the 2014/15 fiscal year. The 2015/16 budget includes some expenditures that had been cut from the

last several budgets like staff training, an additional four hours of staff time, computer replacement and a \$5,000 contribution to the retiree health trust. No budget adjustment for 2015/16 is currently recommended.

Fiscal Impact:

The fund will end the fiscal year with a good healthy reserve which is important to maintain for equipment replacement purposes and to prepare for the inevitable next economic downturn. The division is currently managing the increased workload demand by more fully utilizing technology to improve efficiency.

Fund 2070 – Animal Control Services

	2014/15 Adopted Budget	2014/15 Estimated Actual	2014/15 Final (Pre-audited)	2015/16 Adopted Budget
Revenues	\$197,882	\$195,212	\$198,000	\$205,275
Expenses	197,882	191,088	192,907	210,903
Net Income	\$0	\$4,124	\$5,093	(\$5,628)
Ending Fund Balance	\$1,504	\$5,628	\$6,597	\$969

Revenues:

Revenues for 2014/15 concluded principally as expected with some growth in code enforcement citation receipts related to unlicensed, unleashed and dangerous dogs. Dog license receipts were up \$1,000 compared to the prior year. PASH provided nearly \$10,000 for funding various shelter expenses for the care and comfort of the animals.

Expenses:

Expenses for 2014/15 also concluded about as expected. The second animal control officer position was vacant most of the year creating salary savings, but the other budgeted expenses were spent as expected. As discussed above, the 36 animal control officer position will finally be filled this month. A full personnel cost analysis will be included with the mid-year report.

Fiscal Impact:

With the salary savings and modest revenue growth, the fund did not require a transfer from the animal control donation fund to balance in 2014/15. As of June 30, 2015 there is \$60,580 remaining in the donation fund. It is expected with the hire of another animal control officer, the division can be more proactive in licensing dogs which will increase revenues to sustain the services provided to the community. In the meantime, \$15,817 is currently the budgeted transfer from the donation fund for the 2015/16 fiscal year.

Fund 2120 – State Gas Tax (Street Maintenance)

	2014/15 Adopted Budget	2014/15 Estimated Actual	2014/15 Final (Pre-audited)	2015/16 Adopted Budget
Revenues	\$1,128,818	\$1,168,056	\$1,163,803	\$1,024,198
Expenses	1,248,666	1,132,441	1,145,169	1,218,191
Net Income	(\$119,848)	\$35,615	\$18,634	(\$193,993)
Ending Fund Balance	\$383,784	\$539,247	\$522,266	\$328,273

Revenues:

The fund ended up receiving about \$4,253 less in revenues than expected. It received more from CIP projects to reimburse the wages of the Public Works Director and staff, but a little less in gas tax receipts. The gas tax revenue projection for 2015/16 and used in the Town’s budget, shows a 23.8% reduction in revenues due to lower gas prices and other factors. At this time, no revised numbers have been released. Deteriorating roads and lack of funding is not unique to Paradise. In September 2015, the Governor announced a proposal to provide additional funding for road maintenance. Latest estimates show that if this proposal is funded it could bring an additional \$400,000 in revenue per year for ten years to the Town. Staff will be anxiously monitoring this proposal.

Expenses:

Expenses came in about \$12,728 more than estimated at 2014/15 year end, but still less than budgeted. As pointed out in the General Fund analysis, it was expected that about \$5,000 more would come in from encroachment permits to offset the wages of the Construction Inspector. Also, more progress was made on some CIP projects which used \$6,391 more in gas tax funds as the match.

No expenditure adjustment is currently recommended for the 2015/16 budget. Some additional monies were purposely budgeted to step up the street maintenance efforts of the division particularly in repair and maintenance supplies and services. Also, gas tax monies are being used to leverage and move forward with some of the remarkable granted CIP projects which will better Town roads and improve traffic safety.

Fiscal Impact:

The fund is currently maintaining appropriate reserves; however, staff is monitoring the trend of decreasing revenues. These reserves are needed to maintain existing staffing and service levels. They are also a critical funding source for leveraging grants.

Conclusion:

In conclusion, the Town is making progress towards its financial stability. All funds are being carefully monitored and only sustainable expenses are being put back into budgets. Further, the Town is being good stewards of Measure C monies and is investing those funds as expected by the community in items that sustain and enhance the services provided to the community.



Budget Performance Report

Fiscal Year to Date 06/30/16

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3110.311	Property Tax Current Secured	4,260,523.00	.00	4,260,523.00	.00	.00	.00	4,260,523.00	0	4,165,560.36
3110.312	Property Tax Current Unsecured	230,784.00	.00	230,784.00	.00	.00	.00	230,784.00	0	217,677.76
3110.315	Property Tax Prior Secured/Unsecured	7,344.00	.00	7,344.00	.00	.00	.00	7,344.00	0	5,534.33
3110.320	Property Tax General Supplemental	47,891.00	.00	47,891.00	.00	.00	.00	47,891.00	0	50,010.80
3130.325	General Sales and Use Tax Sales and Use Tax	1,822,260.00	.00	1,822,260.00	.00	.00	.00	1,822,260.00	0	1,805,853.30
3167.330	Real Property Transfer Tax Real Property Transfer Tax	63,246.00	.00	63,246.00	.00	.00	15,885.80	47,360.20	25	63,701.61
3182.335	Franchise Taxes Franchise Taxes	865,679.00	.00	865,679.00	.00	.00	.00	865,679.00	0	855,689.39
3185.340	Transient Occupancy Tax Transient Occupancy Tax	200,430.00	.00	200,430.00	.00	.00	.00	200,430.00	0	197,509.23
3210.110	Business Licenses and Permits Business Regulation	3,800.00	.00	3,800.00	.00	.00	705.40	3,094.60	19	5,022.15
3210.120	Business Licenses and Permits Bingo Regulation	132.00	.00	132.00	.00	.00	.00	132.00	0	132.00
3215.100	DOJ/FBI Fees Fingerprinting/Processing	.00	.00	.00	.00	.00	790.00	(790.00)	+++	.00
3345.100	State Revenues - Other Refunds & Reimbursements	1,000.00	.00	1,000.00	.00	.00	6,707.00	(5,707.00)	671	44,670.00
3345.200	State Revenues - Other Miscellaneous	24,000.00	.00	24,000.00	.00	.00	.00	24,000.00	0	.00
3351.001	Property Tax Homeowners Apportionment	69,455.00	.00	69,455.00	.00	.00	.00	69,455.00	0	67,508.14
3356.001	State Motor Vehicle In Lieu Motor Vehicle In Lieu Tax	2,198,994.00	.00	2,198,994.00	.00	.00	.00	2,198,994.00	0	2,283,615.18
3356.003	State Motor Vehicle In Lieu Section 11001.5 Prior Year	.00	.00	.00	.00	.00	.00	.00	+++	10,952.07
3410.101	Administrative Services General Administrative Fees	45.00	.00	45.00	.00	.00	34.81	10.19	77	60.01
3410.104	Administrative Services Returned Check Processing	200.00	.00	200.00	.00	.00	(21.14)	221.14	-11	153.42
3410.106	Administrative Services Building Rental	.00	.00	.00	.00	.00	.00	.00	+++	511.56
3410.107	Administrative Services Electronic Audio Reproduction	10.00	.00	10.00	.00	.00	.00	10.00	0	14.86
3410.112	Administrative Services Printed Material Production/Sale	550.00	.00	550.00	.00	.00	268.75	281.25	49	591.00
3410.113	Administrative Services Document Copying	300.00	.00	300.00	.00	.00	57.00	243.00	19	504.25
3410.114	Administrative Services Document Certification	170.00	.00	170.00	.00	.00	80.00	90.00	47	270.00
3410.150	Administrative Services Late Fees	.00	.00	.00	.00	.00	12.00	(12.00)	+++	78.11
3610.100	Interest Revenue Investments	5,000.00	.00	5,000.00	.00	.00	1.26	4,998.74	0	3,642.31
3610.150	Interest Revenue Interfund Loans	.00	.00	.00	.00	.00	.00	.00	+++	5,941.96
3630.200	Rents and Royalties Billboard Rents and Leases	440.00	.00	440.00	.00	.00	.00	440.00	0	440.00
3901.100	Refunds & Reimbursements Miscellaneous	5,000.00	.00	5,000.00	.00	.00	9.06	4,990.94	0	135.51
3902.100	Miscellaneous Revenue General	500.00	.00	500.00	.00	.00	528.24	(28.24)	106	35,468.31
3902.110	Miscellaneous Revenue Cash Over and Short	.00	.00	.00	.00	.00	.00	.00	+++	5.00
3910.030	Transfers In From Development Services Fund	160,436.00	.00	160,436.00	.00	.00	.00	160,436.00	0	137,713.00
3910.070	Transfers In From Animal Control	38,933.00	.00	38,933.00	.00	.00	.00	38,933.00	0	29,199.00
3910.120	Transfers In From State Gas Tax Fund	167,031.00	.00	167,031.00	.00	.00	.00	167,031.00	0	166,681.00
3910.140	Transfers In From Traffic Safety Fund	30,000.00	.00	30,000.00	.00	.00	5,000.00	25,000.00	17	30,000.00
3910.160	Transfers In From BHS Development Svcs Fund	34,780.00	.00	34,780.00	.00	.00	.00	34,780.00	0	31,397.00
3910.215	Transfers In From Aband Vehicle Abate Fund	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	49.32



Budget Performance Report

Fiscal Year to Date 06/30/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
3910.650	Transfers In From Successor Agency to RDA NH	13,212.00	.00	13,212.00	.00	.00	1,670.00	11,542.00	13	5,827.82
3910.710	Transfers In Equipment Replacement Fund	4,405.00	.00	4,405.00	.00	.00	3,657.64	747.36	83	.00
3910.900	Transfers In From Transit Fund	4,428.00	.00	4,428.00	.00	.00	.00	4,428.00	0	4,708.00
3910.970	Transfers In From Self Insurance Trust Fund	26,806.00	.00	26,806.00	.00	.00	26,805.75	.25	100	.00
Program 0000 - Non Program Activity Totals		\$10,292,784.00	\$0.00	\$10,292,784.00	\$0.00	\$0.00	\$62,191.57	\$10,230,592.43	1%	\$10,230,047.76
Department 00 - Non Department Activity Totals		\$10,292,784.00	\$0.00	\$10,292,784.00	\$0.00	\$0.00	\$62,191.57	\$10,230,592.43	1%	\$10,230,047.76
Department 25 - Finance										
Program 4420 - Measure C TUT										
3130.326	General Sales and Use Tax Transactions and Use Tax (TUT)	850,000.00	.00	850,000.00	.00	.00	56,100.00	793,900.00	7	291,665.76
Program 4420 - Measure C TUT Totals		\$850,000.00	\$0.00	\$850,000.00	\$0.00	\$0.00	\$56,100.00	\$793,900.00	7%	\$291,665.76
Program 5005 - Rental Properties										
3630.100	Rents and Royalties Commercial Prop Rents & Leases	18,000.00	.00	18,000.00	.00	.00	3,000.00	15,000.00	17	11,129.07
3901.100	Refunds & Reimbursements Miscellaneous	2,100.00	.00	2,100.00	.00	.00	839.60	1,260.40	40	2,324.98
Program 5005 - Rental Properties Totals		\$20,100.00	\$0.00	\$20,100.00	\$0.00	\$0.00	\$3,839.60	\$16,260.40	19%	\$13,454.05
Department 25 - Finance Totals		\$870,100.00	\$0.00	\$870,100.00	\$0.00	\$0.00	\$59,939.60	\$810,160.40	7%	\$305,119.81
Department 30 - Police										
Program 0000 - Non Program Activity										
3320.100	Federal Revenue - Other Refunds and Reimbursements	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	4,280.94
3345.004	State Revenues - Other POST Reimbursements	10,000.00	.00	10,000.00	.00	.00	1,641.25	8,358.75	16	2,164.97
3345.100	State Revenues - Other Refunds & Reimbursements	16,000.00	.00	16,000.00	.00	.00	14,047.00	1,953.00	88	68,830.00
3380.100	Local Government Revenue Fines and Forfeitures	20,000.00	.00	20,000.00	.00	.00	1,716.78	18,283.22	9	21,167.80
3380.106	Local Government Revenue Administrative Citations Police	.00	.00	.00	.00	.00	.00	.00	+++	100.00
3410.150	Administrative Services Late Fees	.00	.00	.00	.00	.00	394.32	(394.32)	+++	.00
3421.100	Police Vehicle Repossession	200.00	.00	200.00	.00	.00	63.00	137.00	32	252.00
3421.103	Police Weapons Storage Fee	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
3421.105	Police Cite Sign Off / VIN Verification	1,000.00	.00	1,000.00	.00	.00	183.15	816.85	18	1,019.94
3421.110	Police DUI Accident & Arrest Processing	2,300.00	.00	2,300.00	.00	.00	.00	2,300.00	0	4,157.09
3421.111	Police Vehicle Impound Fee	1,200.00	.00	1,200.00	.00	.00	112.00	1,088.00	9	1,008.00
3421.115	Police Police Report (Copy)	7,000.00	.00	7,000.00	.00	.00	1,742.34	5,257.66	25	7,622.09
3421.120	Police Fingerprint Processing	6,000.00	.00	6,000.00	.00	.00	1,444.00	4,556.00	24	5,724.00
3421.122	Police Visa/Clearance Letter	64.00	.00	64.00	.00	.00	16.07	47.93	25	112.49
3421.128	Police Statutory Registration	500.00	.00	500.00	.00	.00	90.00	410.00	18	480.00
3421.130	Police Reproduce/Sale of Tapes & Photos	150.00	.00	150.00	.00	.00	48.21	101.79	32	199.47
3421.140	Police Alarm System Registration	1,800.00	.00	1,800.00	.00	.00	370.77	1,429.23	21	2,736.65
3421.141	Police False Alarm Response	1,500.00	.00	1,500.00	.00	.00	915.86	584.14	61	2,829.10
3421.180	Police Special Services	1,000.00	.00	1,000.00	.00	.00	275.00	725.00	28	5.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
REVENUE										
Department 30 - Police										
Program 0000 - Non Program Activity										
3421.185	Police Bicycle License	7.00	.00	7.00	.00	.00	.00	7.00	0	11.25
3421.187	Police Subpoena Duces Tecum	100.00	.00	100.00	.00	.00	15.00	85.00	15	670.00
3901.100	Refunds & Reimbursements Miscellaneous	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	162.78
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	200.00	.00	200.00	.00	.00	.00	200.00	0	581.70
3902.100	Miscellaneous Revenue General	50.00	.00	50.00	.00	.00	.01	49.99	0	19.57
Program 0000 - Non Program Activity Totals		\$73,221.00	\$0.00	\$73,221.00	\$0.00	\$0.00	\$23,074.76	\$50,146.24	32%	\$125,504.84
Department 30 - Police Totals		\$73,221.00	\$0.00	\$73,221.00	\$0.00	\$0.00	\$23,074.76	\$50,146.24	32%	\$125,504.84
Department 35 - Fire										
Program 0000 - Non Program Activity										
3345.100	State Revenues - Other Refunds & Reimbursements	75,000.00	.00	75,000.00	.00	.00	13,552.00	61,448.00	18	174,163.05
3380.103	Local Government Revenue Fines and Citations Fire	.00	.00	.00	.00	.00	210.00	(210.00)	+++	.00
3410.150	Administrative Services Late Fees	.00	.00	.00	.00	.00	8.44	(8.44)	+++	.00
3422.303	Fire Out Of Hours Burning Response	250.00	.00	250.00	.00	.00	373.12	(123.12)	149	176.00
3422.304	Fire Fuel Reduction Burn Permit	600.00	.00	600.00	.00	.00	.00	600.00	0	874.00
3422.310	Fire Report Copying	40.00	.00	40.00	.00	.00	.00	40.00	0	.00
3422.315	Fire Residential Burning Regulation	7,000.00	.00	7,000.00	.00	.00	.00	7,000.00	0	5,725.92
3422.330	Fire Campfire/Special Activity Permit	.00	.00	.00	.00	.00	.00	.00	+++	22.00
3422.335	Fire Land Clearing Fire Regulation	75.00	.00	75.00	.00	.00	.00	75.00	0	.00
3422.344	Fire Negligent/Reckless Cost Recovery	.00	.00	.00	.00	.00	.00	.00	+++	372.29
3650.100	Donations Private Sources	.00	.00	.00	.00	.00	.00	.00	+++	1,500.00
3901.100	Refunds & Reimbursements Miscellaneous	500.00	.00	500.00	.00	.00	84.77	415.23	17	91.68
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	.00	.00	+++	.36
Program 0000 - Non Program Activity Totals		\$83,465.00	\$0.00	\$83,465.00	\$0.00	\$0.00	\$14,228.33	\$69,236.67	17%	\$182,925.30
Department 35 - Fire Totals		\$83,465.00	\$0.00	\$83,465.00	\$0.00	\$0.00	\$14,228.33	\$69,236.67	17%	\$182,925.30
Department 40 - Community Development										
Program 4720 - CDD Planning										
3380.101	Local Government Revenue Fines and Citations Comm Develop	22,000.00	.00	22,000.00	.00	.00	2,100.00	19,900.00	10	12,767.47
3400.101	CDD Planning Appeals Review	.00	.00	.00	.00	.00	.00	.00	+++	(79.90)
3400.104	CDD Planning Tentative Parcel Map	3,500.00	.00	3,500.00	.00	.00	1,754.50	1,745.50	50	1,754.50
3400.108	CDD Planning Road Name Review	.00	.00	.00	.00	.00	.00	.00	+++	168.90
3400.109	CDD Planning Street Address Change Review	200.00	.00	200.00	.00	.00	.01	199.99	0	337.80
3400.110	CDD Planning Street Name Change Review	.00	.00	.00	.00	.00	.00	.00	+++	408.15
3400.111	CDD Planning Landscape Plan	500.00	.00	500.00	.00	.00	.00	500.00	0	240.60
3400.123	CDD Planning Tree Pres/Protect Plan Review	80.00	.00	80.00	.00	.00	.00	80.00	0	.00
3400.130	CDD Planning General Plan Amend and Rezoning	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
3400.138	CDD Planning Development Agreement	.00	.00	.00	.00	.00	.00	.00	+++	\$1.94



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Fund 1010 - General Fund										
REVENUE										
Department 40 - Community Development										
Program 4720 - CDD Planning										
3400.139	CDD Planning Research on Request	400.00	.00	400.00	.00	.00	160.40	239.60	40	561.40
3400.150	CDD Planning Code Compliance Enforcement Fee	.00	.00	.00	.00	.00	.00	.00	+++	531.67
3400.170	CDD Planning Use Permit Class A	600.00	.00	600.00	.00	.00	.00	600.00	0	1,196.27
3400.171	CDD Planning Use Permit Class B	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
3400.173	CDD Planning Temporary Use Permit	450.00	.00	450.00	.00	.00	477.73	(27.73)	106	79.63
3400.174	CDD Planning Administrative Permit	2,500.00	.00	2,500.00	.00	.00	479.40	2,020.60	19	1,917.60
3400.176	CDD Planning Home Occupation Permit	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,088.85
3400.177	CDD Planning Site Plan/Use Permit Mod Class A	319.00	.00	319.00	.00	.00	.00	319.00	0	638.00
3400.178	CDD Planning Site Plan/Use Permit Mod Class B	.00	.00	.00	.00	.00	1,118.92	(1,118.92)	+++	.00
3400.184	CDD Planning Site Plan Review Class A	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	1,721.41
3400.185	CDD Planning Site Plan Review Class B	430.00	.00	430.00	.00	.00	.00	430.00	0	.00
3400.190	CDD Planning Admin Variance-Noise Ordinance	.00	.00	.00	.00	.00	.00	.00	+++	533.16
3400.200	CDD Planning Tree Felling Permit	20,000.00	.00	20,000.00	.00	.00	4,919.28	15,080.72	25	22,752.19
3400.307	CDD Planning Design Review Application	1,500.00	.00	1,500.00	.00	.00	153.06	1,346.94	10	2,525.53
Program 4720 - CDD Planning Totals		\$56,479.00	\$0.00	\$56,479.00	\$0.00	\$0.00	\$11,163.30	\$45,315.70	20%	\$50,325.17
Program 4780 - CDD - Waste Management										
3182.335	Franchise Taxes Franchise Taxes	38,373.00	.00	38,373.00	.00	.00	.00	38,373.00	0	37,789.01
3340.400	State Funding - Grants Waste Mgmt	.00	.00	.00	.00	.00	.00	.00	+++	2,286.95
3345.200	State Revenues - Other Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	6,948.00
3380.104	Local Government Revenue Fines and Citations Waste Mgmt	12,000.00	.00	12,000.00	.00	.00	200.00	11,800.00	2	13,615.96
Program 4780 - CDD - Waste Management Totals		\$50,373.00	\$0.00	\$50,373.00	\$0.00	\$0.00	\$200.00	\$50,173.00	0%	\$60,639.92
Department 40 - Community Development Totals		\$106,852.00	\$0.00	\$106,852.00	\$0.00	\$0.00	\$11,363.30	\$95,488.70	11%	\$110,965.09
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
3402.201	PW Engineering Final Parcel Map	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
3402.220	PW Engineering Land Divisn/Pvt Develop Projects	10,000.00	.00	10,000.00	.00	.00	5,537.75	4,462.25	55	8,714.28
3402.223	PW Engineering Engineering Site Plan	300.00	.00	300.00	.00	.00	.00	300.00	0	.00
3402.224	PW Engineering Grading Check/Inspection	1,000.00	.00	1,000.00	.00	.00	1,185.92	(185.92)	119	1,185.92
3402.226	PW Engineering Cert of Correction with Hearing	.00	.00	.00	.00	.00	527.58	(527.58)	+++	527.58
3402.227	PW Engineering Lot Merger Review	700.00	.00	700.00	.00	.00	.00	700.00	0	1,055.13
3402.228	PW Engineering Lot Line Adjustment	1,600.00	.00	1,600.00	.00	.00	615.51	984.49	38	3,327.55
3402.229	PW Engineering Cert of Compliance Review w/Hear	.00	.00	.00	.00	.00	.00	.00	+++	527.58
3402.230	PW Engineering Engineer Drain Plan/Calc Review	5,000.00	.00	5,000.00	.00	.00	439.65	4,560.35	9	827.17
3402.232	PW Engineering Erosion Control Plan Review	800.00	.00	800.00	.00	.00	175.86	624.14	22	674.28
3402.250	PW Engineering Oversized Vehicle Regulation	600.00	.00	600.00	.00	.00	202.00	398.00	34	1,004.00
3402.270	PW Engineering Encroachment Permit Fees	19,000.00	.00	19,000.00	.00	.00	2,037.30	16,962.70	11	19,650.00



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Fund 1010 - General Fund										
REVENUE										
Department 45 - Public Works										
Program 4740 - Public Works - Engineering Totals		\$39,500.00	\$0.00	\$39,500.00	\$0.00	\$0.00	\$10,721.57	\$28,778.43	27%	\$42,263.14
Program 4745 - Paradise Community Park										
3470.251	Parks & Recreation Space Rental	2,500.00	.00	2,500.00	.00	.00	660.00	1,840.00	26	2,590.00
3470.258	Parks & Recreation Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	80.00
Program 4745 - Paradise Community Park Totals		\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$660.00	\$1,840.00	26%	\$2,670.00
Department 45 - Public Works Totals		\$42,000.00	\$0.00	\$42,000.00	\$0.00	\$0.00	\$11,381.57	\$30,618.43	27%	\$44,933.14
REVENUE TOTALS		\$11,468,422.00	\$0.00	\$11,468,422.00	\$0.00	\$0.00	\$182,179.13	\$11,286,242.87	2%	\$10,999,495.94
EXPENSE										
Department 00 - Non Department Activity										
Program 0000 - Non Program Activity										
5225	Bank Fees and Charges	4,500.00	.00	4,500.00	.00	.00	1,471.52	3,028.48	33	7,214.36
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	2,032.14
5501	Debt Service Payment - Principal	570,929.00	.00	570,929.00	.00	.00	.00	570,929.00	0	580,547.00
5502	Debt Service Payment - Interest	354,071.00	.00	354,071.00	.00	.00	.00	354,071.00	0	309,453.00
5502.150	Debt Service Payment - Interest Interfund Loans	376.00	.00	376.00	.00	.00	.00	376.00	0	970.90
5502.201	Debt Service Payment - Interest Tax Anticipation Notes	22,500.00	.00	22,500.00	.00	.00	.00	22,500.00	0	21,768.75
5510.201	Bond Payments - Issuance Costs Tax Anticipation Notes	7,850.00	.00	7,850.00	.00	.00	7,500.00	350.00	96	7,850.00
5910.611	Transfers Out GASB 45 Retiree Medical Trust	7,500.00	.00	7,500.00	.00	.00	.00	7,500.00	0	.00
5910.923	Transfers Out To TOP Housing Loan Fund	.00	.00	.00	.00	.00	1,783.00	(1,783.00)	+++	.00
Program 0000 - Non Program Activity Totals		\$967,726.00	\$0.00	\$967,726.00	\$0.00	\$0.00	\$10,754.52	\$956,971.48	1%	\$929,836.15
Department 00 - Non Department Activity Totals		\$967,726.00	\$0.00	\$967,726.00	\$0.00	\$0.00	\$10,754.52	\$956,971.48	1%	\$929,836.15
Department 10 - Legislative										
Program 4000 - Town Council										
5101	Salaries - Permanent	18,000.00	.00	18,000.00	.00	.00	4,410.00	13,590.00	24	17,640.00
5107	Car Allowance/Mileage	5,400.00	.00	5,400.00	.00	.00	1,350.00	4,050.00	25	5,400.00
5111	Medicare	339.00	.00	339.00	.00	.00	84.85	254.15	25	339.30
5112.102	Retirement Contribution Social Security	1,451.00	.00	1,451.00	.00	.00	362.70	1,088.30	25	1,450.80
5113	Worker's Compensation	140.00	.00	140.00	.00	.00	35.04	104.96	25	165.66
5202.100	Operating Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	7.52
5219.100	Printing General	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
5220.100	Employee Development General	12,365.00	.00	12,365.00	.00	.00	2,000.00	10,365.00	16	10,334.00
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	48.57
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	932.01
Program 4000 - Town Council Totals		\$37,795.00	\$0.00	\$37,795.00	\$0.00	\$0.00	\$8,242.59	\$29,552.41	22%	\$36,317.86
Department 10 - Legislative Totals		\$37,795.00	\$0.00	\$37,795.00	\$0.00	\$0.00	\$8,242.59	\$29,552.41	22%	\$36,317.86



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Fund 1010 - General Fund										
EXPENSE										
Department 15 - Town Clerk										
Program 4100 - Town Clerk										
5101	Salaries - Permanent	173,898.00	.00	173,898.00	.00	.00	37,492.37	136,405.63	22	169,926.09
5106.100	Incentives & Admin Leave Administrative Leave	8,916.00	.00	8,916.00	.00	.00	.00	8,916.00	0	8,621.54
5106.200	Incentives & Admin Leave Gym Reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	89.10
5107	Car Allowance/Mileage	2,382.00	.00	2,382.00	.00	.00	594.00	1,788.00	25	2,386.75
5111	Medicare	2,685.00	.00	2,685.00	.00	.00	536.26	2,148.74	20	2,571.19
5112.101	Retirement Contribution PERS	31,349.00	.00	31,349.00	.00	.00	20,002.20	11,346.80	64	21,078.44
5113	Worker's Compensation	1,353.00	.00	1,353.00	.00	.00	338.83	1,014.17	25	1,559.09
5114.101	Health Insurance Medical	18,319.00	.00	18,319.00	.00	.00	3,890.28	14,428.72	21	15,585.99
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	540.66	(540.66)	+++	2,105.94
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	61.62	(61.62)	+++	266.50
5115	Unemployment Compensation	.00	.00	.00	.00	.00	287.58	(287.58)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,711.00	.00	1,711.00	.00	.00	141.66	1,569.34	8	568.16
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	276.00	(276.00)	+++	834.26
5119.100	Retiree Costs Medical Insurance	20,009.00	.00	20,009.00	.00	.00	2,886.12	17,122.88	14	19,663.66
5201.100	Office Supplies General	175.00	.00	175.00	.00	.00	.00	175.00	0	113.75
5202.100	Operating Supplies General	348.00	.00	348.00	.00	352.22	.00	(4.22)	101	44.56
5204	Subscriptions and Code Books	140.00	.00	140.00	.00	.00	79.63	60.37	57	133.02
5210.100	Postage General	175.00	.00	175.00	.00	.00	20.94	154.06	12	151.40
5213.100	Professional/Contract Services General	8,597.00	.00	8,597.00	.00	.00	2,196.00	6,401.00	26	10,108.15
5218.100	Advertising General	3,410.00	.00	3,410.00	.00	.00	.00	3,410.00	0	3,821.47
5221	Election-County Services	.00	.00	.00	.00	.00	.00	.00	+++	27,416.54
5501	Debt Service Payment - Principal	187.00	34.00	221.00	.00	.00	.00	221.00	0	.00
Program 4100 - Town Clerk Totals		\$273,654.00	\$34.00	\$273,688.00	\$0.00	\$352.22	\$69,344.15	\$203,991.63	25%	\$287,045.60
Department 15 - Town Clerk Totals		\$273,654.00	\$34.00	\$273,688.00	\$0.00	\$352.22	\$69,344.15	\$203,991.63	25%	\$287,045.60
Department 20 - Administrative Services										
Program 4200 - Town Manager										
5101	Salaries - Permanent	101,670.00	.00	101,670.00	.00	.00	20,741.77	80,928.23	20	92,336.09
5106.100	Incentives & Admin Leave Administrative Leave	5,053.00	.00	5,053.00	.00	.00	.00	5,053.00	0	4,482.82
5107	Car Allowance/Mileage	1,570.00	.00	1,570.00	.00	.00	389.00	1,181.00	25	1,544.75
5111	Medicare	204.00	.00	204.00	.00	.00	36.28	167.72	18	173.26
5112.101	Retirement Contribution PERS	19,001.00	.00	19,001.00	.00	.00	24,458.48	(5,457.48)	129	10,593.61
5113	Worker's Compensation	790.00	.00	790.00	.00	.00	197.84	592.16	25	886.94
5114.101	Health Insurance Medical	9,221.00	.00	9,221.00	.00	.00	2,027.43	7,193.57	22	8,086.79
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	251.95	(251.95)	+++	978.86
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	9.40	(9.40)	+++	37.74
5115	Unemployment Compensation	.00	.00	.00	.00	.00	153.66	(153.66)	+++	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4200 - Town Manager										
5116.101	Life and Disability Insurance Life & Disab.	782.00	.00	782.00	.00	.00	75.40	706.60	10	300.03
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	170.99	(170.99)	+++	568.17
5119.100	Retiree Costs Medical Insurance	41,572.00	.00	41,572.00	.00	.00	6,896.28	34,675.72	17	40,277.77
5201.100	Office Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
5202.100	Operating Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	.00
5210.100	Postage General	20.00	.00	20.00	.00	.00	.00	20.00	0	17.32
5213.100	Professional/Contract Services General	8,370.00	.00	8,370.00	.00	.00	3,500.00	4,870.00	42	3,390.73
5260	Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	4.50
5501	Debt Service Payment - Principal	187.00	34.00	221.00	.00	.00	.00	221.00	0	.00
Program 4200 - Town Manager Totals		\$188,540.00	\$34.00	\$188,574.00	\$0.00	\$0.00	\$58,908.48	\$129,665.52	31%	\$163,679.38
Program 4201 - Central Services										
5101	Salaries - Permanent	34,847.00	.00	34,847.00	.00	.00	16,775.00	18,072.00	48	122,460.30
5106.100	Incentives & Admin Leave Administrative Leave	.00	.00	.00	.00	.00	.00	.00	+++	3,763.76
5111	Medicare	505.00	.00	505.00	.00	.00	237.28	267.72	47	1,844.92
5112.101	Retirement Contribution PERS	2,178.00	.00	2,178.00	.00	.00	1,396.03	781.97	64	13,153.57
5113	Worker's Compensation	271.00	.00	271.00	.00	.00	67.87	203.13	25	1,109.56
5114.101	Health Insurance Medical	10,607.00	.00	10,607.00	.00	.00	2,992.77	7,614.23	28	15,978.60
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	244.23	(244.23)	+++	1,291.65
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	27.93	(27.93)	+++	132.48
5115	Unemployment Compensation	.00	.00	.00	.00	.00	142.77	(142.77)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	504.00	.00	504.00	.00	.00	79.80	424.20	16	433.20
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	121.31	(121.31)	+++	620.54
5199.199	Other Fund Support IT-Serv from Tech Fee	.00	.00	.00	.00	.00	.00	.00	+++	(58,000.00)
5202.100	Operating Supplies General	2,000.00	.00	2,000.00	.00	.00	639.31	1,360.69	32	11,837.09
5203.100	Repairs and Maint Supplies General	1,630.00	.00	1,630.00	.00	.00	36.26	1,593.74	2	2,762.32
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	149.71
5209.105	Auto Fuel Expense Employee Personal Vehicle Use	.00	.00	.00	.00	.00	.00	.00	+++	112.00
5210.100	Postage General	.00	.00	.00	.00	.00	.00	.00	+++	210.50
5211.135	Utilities Water and Sewer	720.00	.00	720.00	.00	.00	115.42	604.58	16	700.02
5211.137	Utilities Electric and Gas	22,500.00	.00	22,500.00	.00	.00	4,944.86	17,555.14	22	23,292.40
5212.100	Insurance General	172,540.00	.00	172,540.00	.00	.00	171,786.00	754.00	100	198,446.00
5213.100	Professional/Contract Services General	36,151.00	.00	36,151.00	.00	.00	9,955.81	26,195.19	28	52,444.21
5214.100	Repair and Maint Service General	12,664.00	.00	12,664.00	.00	.00	3,855.07	8,808.93	30	66,497.82
5215.100	Rents and Leases Miscellaneous	1,784.00	.00	1,784.00	.00	.00	890.20	893.80	50	1,785.23
5215.106	Rents and Leases Copiers	.00	.00	.00	.00	.00	1,283.55	(1,283.55)	+++	5,134.20
5216.100	Communications General Services	.00	.00	.00	.00	.00	9,611.34	(9,611.34)	+++	1.98



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4201 - Central Services										
5218.100	Advertising General	.00	.00	.00	.00	.00	167.68	(167.68)	+++	70.54
5219.100	Printing General	1,010.00	.00	1,010.00	.00	.00	.00	1,010.00	0	1,357.19
5220.100	Employee Development General	.00	.00	.00	.00	.00	.00	.00	+++	78.26
5225	Bank Fees and Charges	.00	.00	.00	.00	.00	.00	.00	+++	65.00
5260	Miscellaneous	26,362.00	.00	26,362.00	.00	.00	25,788.77	573.23	98	25,161.52
5303	Improvements	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	1,229.55
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	942.08
5500	Bond Payments - Fiscal Agent	2,500.00	.00	2,500.00	.00	.00	1,831.26	668.74	73	2,793.73
5501	Debt Service Payment - Principal	.00	.00	.00	.00	.00	.00	.00	+++	8,910.94
Program 4201 - Central Services Totals		\$338,773.00	\$0.00	\$338,773.00	\$0.00	\$0.00	\$252,990.52	\$85,782.48	75%	\$538,410.87
Program 4202 - Information Technology										
5101	Salaries - Permanent	88,962.00	.00	88,962.00	.00	.00	10,264.80	78,697.20	12	.00
5106.100	Incentives & Admin Leave Administrative Leave	3,764.00	.00	3,764.00	.00	.00	.00	3,764.00	0	.00
5111	Medicare	1,345.00	.00	1,345.00	.00	.00	160.66	1,184.34	12	.00
5112.101	Retirement Contribution PERS	15,012.00	.00	15,012.00	.00	.00	873.75	14,138.25	6	.00
5113	Worker's Compensation	692.00	.00	692.00	.00	.00	173.30	518.70	25	.00
5114.101	Health Insurance Medical	5,205.00	.00	5,205.00	.00	.00	650.61	4,554.39	12	.00
5115	Unemployment Compensation	.00	.00	.00	.00	.00	70.92	(70.92)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	829.00	.00	829.00	.00	.00	28.50	800.50	3	.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	81.93	(81.93)	+++	.00
5199.199	Other Fund Support IT-Serv from Tech Fee	(80,000.00)	.00	(80,000.00)	.00	.00	(13,350.00)	(66,650.00)	17	.00
5202.100	Operating Supplies General	4,290.00	.00	4,290.00	.00	752.82	1,993.60	1,543.58	64	.00
5209.101	Auto Fuel Expense Town Vehicles	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
5210.100	Postage General	.00	.00	.00	.00	.00	180.99	(180.99)	+++	.00
5213.100	Professional/Contract Services General	11,500.00	.00	11,500.00	.00	.00	70.00	11,430.00	1	.00
5214.100	Repair and Maint Service General	59,360.00	.00	59,360.00	.00	.00	50,101.98	9,258.02	84	.00
5215.106	Rents and Leases Copiers	5,201.00	.00	5,201.00	.00	.00	.00	5,201.00	0	.00
5216.100	Communications General Services	41,091.00	.00	41,091.00	.00	.00	1,734.62	39,356.38	4	.00
5218.100	Advertising General	100.00	.00	100.00	.00	.00	167.68	(67.68)	168	.00
5220.100	Employee Development General	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	.00
5225	Bank Fees and Charges	200.00	.00	200.00	.00	.00	.00	200.00	0	.00
5304	Furniture & Equipment	2,250.00	.00	2,250.00	.00	.00	1,641.58	608.42	73	.00
5501	Debt Service Payment - Principal	37,953.00	(1,074.00)	36,879.00	.00	.00	9,157.76	27,721.24	25	.00
Program 4202 - Information Technology Totals		\$199,904.00	(\$1,074.00)	\$198,830.00	\$0.00	\$752.82	\$64,002.68	\$134,074.50	33%	\$0.00
Program 4203 - HR and Risk Management										
5101	Salaries - Permanent	54,249.00	.00	54,249.00	.00	.00	11,612.70	42,636.30	21	27.73



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Fund 1010 - General Fund										
EXPENSE										
Department 20 - Administrative Services										
Program 4203 - HR and Risk Management										
5106.100	Incentives & Admin Leave Administrative Leave	2,592.00	.00	2,592.00	.00	.00	.00	2,592.00	0	2,468.40
5111	Medicare	824.00	.00	824.00	.00	.00	142.23	681.77	17	688.93
5112.101	Retirement Contribution PERS	9,155.00	.00	9,155.00	.00	.00	1,070.86	8,084.14	12	6,425.20
5113	Worker's Compensation	422.00	.00	422.00	.00	.00	105.68	316.32	25	475.40
5114.101	Health Insurance Medical	15,660.00	.00	15,660.00	.00	.00	3,383.10	12,276.90	22	13,532.40
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	474.12	(474.12)	+++	1,841.18
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	42.66	(42.66)	+++	170.64
5115	Unemployment Compensation	.00	.00	.00	.00	.00	78.93	(78.93)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	693.00	.00	693.00	.00	.00	57.00	636.00	8	228.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	96.74	(96.74)	+++	306.21
5119.120	Retiree Costs PERS 1959 Survivor Benefits	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	2,520.00
5202.100	Operating Supplies General	345.00	.00	345.00	.00	.00	.00	345.00	0	255.42
5210.100	Postage General	50.00	.00	50.00	.00	.00	1.45	48.55	3	27.24
5213.100	Professional/Contract Services General	1,900.00	.00	1,900.00	.00	.00	926.64	973.36	49	1,853.28
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	20.00
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	41.13
Program 4203 - HR and Risk Management Totals		\$88,390.00	\$0.00	\$88,390.00	\$0.00	\$0.00	\$17,992.11	\$70,397.89	20%	\$82,681.16
Program 4300 - Legal Services										
5210.100	Postage General	20.00	.00	20.00	.00	.00	3.36	16.64	17	42.72
5213.100	Professional/Contract Services General	176,400.00	.00	176,400.00	.00	.00	46,720.00	129,680.00	26	194,834.95
Program 4300 - Legal Services Totals		\$176,420.00	\$0.00	\$176,420.00	\$0.00	\$0.00	\$46,723.36	\$129,696.64	26%	\$194,877.67
Department 20 - Administrative Services Totals		\$992,027.00	(\$1,040.00)	\$990,987.00	\$0.00	\$752.82	\$440,617.15	\$549,617.03	45%	\$979,649.08
Department 25 - Finance										
Program 4400 - Finance										
5101	Salaries - Permanent	144,997.00	.00	144,997.00	.00	.00	32,313.60	112,683.40	22	148,007.56
5106.100	Incentives & Admin Leave Administrative Leave	7,369.00	.00	7,369.00	.00	.00	.00	7,369.00	0	7,339.96
5106.200	Incentives & Admin Leave Gym Reimbursement	299.00	.00	299.00	.00	.00	.00	299.00	0	224.10
5107	Car Allowance/Mileage	2,028.00	.00	2,028.00	.00	.00	509.00	1,519.00	25	2,092.50
5111	Medicare	2,239.00	.00	2,239.00	.00	.00	476.19	1,762.81	21	2,286.69
5112.101	Retirement Contribution PERS	26,472.00	.00	26,472.00	.00	.00	17,107.22	9,364.78	65	18,365.62
5113	Worker's Compensation	1,128.00	.00	1,128.00	.00	.00	282.48	845.52	25	1,358.83
5114.101	Health Insurance Medical	9,369.00	.00	9,369.00	.00	.00	2,183.43	7,185.57	23	8,858.16
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	497.00	(497.00)	+++	1,961.29
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	48.23	(48.23)	+++	196.72
5115	Unemployment Compensation	.00	.00	.00	.00	.00	253.77	(253.77)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	1,439.00	.00	1,439.00	.00	.00	119.81	1,319.19	8	1,372.24



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4400 - Finance										
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	228.83	(228.83)	+++	688.58
5119.100	Retiree Costs Medical Insurance	14,624.00	.00	14,624.00	.00	.00	2,424.36	12,199.64	17	16,542.29
5201.100	Office Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	41.12
5202.100	Operating Supplies General	150.00	.00	150.00	.00	.00	.00	150.00	0	322.12
5210.100	Postage General	1,550.00	.00	1,550.00	.00	.00	312.59	1,237.41	20	1,571.30
5213.100	Professional/Contract Services General	636.00	.00	636.00	.00	.00	102.94	533.06	16	907.26
5219.100	Printing General	600.00	.00	600.00	.00	.00	.00	600.00	0	906.46
5220.100	Employee Development General	110.00	.00	110.00	.00	.00	.00	110.00	0	110.00
5501	Debt Service Payment - Principal	218.00	.00	218.00	.00	.00	52.97	165.03	24	158.92
Program 4400 - Finance Totals		\$213,278.00	\$0.00	\$213,278.00	\$0.00	\$0.00	\$56,912.42	\$156,365.58	27%	\$212,426.72
Program 4420 - Measure C TUT										
5213.100	Professional/Contract Services General	8,500.00	.00	8,500.00	.00	.00	.00	8,500.00	0	8,392.04
Cost Center Activity 300 - Police Administration										
5303	Improvements	21,000.00	.00	21,000.00	.00	.00	.00	21,000.00	0	.00
5304	Furniture & Equipment	12,000.00	.00	12,000.00	.00	.00	.00	12,000.00	0	.00
Cost Center Activity 300 - Police Administration Totals		\$33,000.00	\$0.00	\$33,000.00	\$0.00	\$0.00	\$0.00	\$33,000.00	0%	\$0.00
Cost Center Activity 301 - Police Operations										
5101	Salaries - Permanent	61,453.00	.00	61,453.00	.00	.00	.00	61,453.00	0	.00
5104	Wages - PS Holiday Pay	3,192.00	.00	3,192.00	.00	.00	.00	3,192.00	0	.00
5106.101	Incentives & Admin Leave School Incentive	2,386.00	.00	2,386.00	.00	.00	.00	2,386.00	0	.00
5109.100	Allowances Uniform Allowance	775.00	.00	775.00	.00	.00	.00	775.00	0	.00
5111	Medicare	983.00	.00	983.00	.00	.00	.00	983.00	0	.00
5112.101	Retirement Contribution PERS	39,840.00	.00	39,840.00	.00	.00	.00	39,840.00	0	.00
5113	Worker's Compensation	4,639.00	.00	4,639.00	.00	.00	1,161.73	3,477.27	25	.00
5114.101	Health Insurance Medical	14,819.00	.00	14,819.00	.00	.00	.00	14,819.00	0	.00
5116.101	Life and Disability Insurance Life & Disab.	691.00	.00	691.00	.00	.00	.00	691.00	0	.00
5202.100	Operating Supplies General	2,800.00	.00	2,800.00	.00	85.66	58.79	2,655.55	5	.00
5213.100	Professional/Contract Services General	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5220.100	Employee Development General	19,200.00	.00	19,200.00	.00	1,879.50	11,798.58	5,521.92	71	.00
5304	Furniture & Equipment	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
5501	Debt Service Payment - Principal	106,584.00	(3,743.00)	102,841.00	.00	.00	4,878.58	97,962.42	5	.00
Cost Center Activity 301 - Police Operations Totals		\$270,362.00	(\$3,743.00)	\$266,619.00	\$0.00	\$1,965.16	\$17,897.68	\$246,756.16	7%	\$0.00
Cost Center Activity 303 - Animal Control										
5101	Salaries - Permanent	23,691.00	.00	23,691.00	.00	.00	.00	23,691.00	0	.00
5104	Wages - PS Holiday Pay	805.00	.00	805.00	.00	.00	.00	805.00	0	.00
5109.100	Allowances Uniform Allowance	311.00	.00	311.00	.00	.00	.00	311.00	0	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 25 - Finance										
Program 4420 - Measure C TUT										
Cost Center Activity 303 - Animal Control										
5111	Medicare	360.00	.00	360.00	.00	.00	.00	360.00	0	.00
5112.101	Retirement Contribution PERS	2,136.00	.00	2,136.00	.00	.00	.00	2,136.00	0	.00
5113	Worker's Compensation	2,498.00	.00	2,498.00	.00	.00	625.57	1,872.43	25	.00
5114.101	Health Insurance Medical	4,895.00	.00	4,895.00	.00	.00	.00	4,895.00	0	.00
5116.101	Life and Disability Insurance Life & Disab.	304.00	.00	304.00	.00	.00	.00	304.00	0	.00
5220.100	Employee Development General	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
5304	Furniture & Equipment	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
Cost Center Activity 303 - Animal Control Totals		\$41,000.00	\$0.00	\$41,000.00	\$0.00	\$0.00	\$625.57	\$40,374.43	2%	\$0.00
Cost Center Activity 325 - Fire Administration										
5303	Improvements	20,500.00	.00	20,500.00	.00	.00	.00	20,500.00	0	.00
Cost Center Activity 325 - Fire Administration Totals		\$20,500.00	\$0.00	\$20,500.00	\$0.00	\$0.00	\$0.00	\$20,500.00	0%	\$0.00
Cost Center Activity 326 - Fire Suppression										
5213.100	Professional/Contract Services General	150,000.00	.00	150,000.00	.00	.00	.00	150,000.00	0	.00
5304	Furniture & Equipment	25,000.00	.00	25,000.00	.00	.00	.00	25,000.00	0	.00
5501	Debt Service Payment - Principal	75,000.00	11,632.00	86,632.00	.00	.00	21,657.93	64,974.07	25	.00
Cost Center Activity 326 - Fire Suppression Totals		\$250,000.00	\$11,632.00	\$261,632.00	\$0.00	\$0.00	\$21,657.93	\$239,974.07	8%	\$0.00
Cost Center Activity 350 - Public Works Streets										
5910.100	Transfers Out To Capital Projects	200,000.00	.00	200,000.00	.00	.00	.00	200,000.00	0	.00
Cost Center Activity 350 - Public Works Streets Totals		\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0%	\$0.00
Program 4420 - Measure C TUT Totals		\$823,362.00	\$7,889.00	\$831,251.00	\$0.00	\$1,965.16	\$40,181.18	\$789,104.66	5%	\$8,392.04
Program 5005 - Rental Properties										
5211.175	Utilities Rental Properties	2,300.00	.00	2,300.00	.00	.00	505.22	1,794.78	22	2,096.16
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	597.00
5214.100	Repair and Maint Service General	480.00	.00	480.00	.00	.00	120.00	360.00	25	474.92
5501	Debt Service Payment - Principal	17,202.00	.00	17,202.00	.00	.00	5,733.92	11,468.08	33	8,600.88
Program 5005 - Rental Properties Totals		\$19,982.00	\$0.00	\$19,982.00	\$0.00	\$0.00	\$6,359.14	\$13,622.86	32%	\$11,768.96
Department 25 - Finance Totals		\$1,056,622.00	\$7,889.00	\$1,064,511.00	\$0.00	\$1,965.16	\$103,452.74	\$959,093.10	10%	\$232,587.72
Department 30 - Police										
Program 4510 - Police Administration										
5101	Salaries - Permanent	336,515.00	.00	336,515.00	.00	.00	75,581.33	260,933.67	22	326,219.32
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	104.03	(104.03)	+++	228.86
5104	Wages - PS Holiday Pay	15,785.00	.00	15,785.00	.00	.00	3,418.75	12,366.25	22	14,356.60
5105	Salaries - Overtime/FLSA	100.00	.00	100.00	.00	.00	.00	100.00	0	26.16
5106.100	Incentives & Admin Leave Administrative Leave	19,169.00	.00	19,169.00	.00	.00	.00	19,169.00	0	9,514.52
5106.101	Incentives & Admin Leave School Incentive	19,652.00	.00	19,652.00	.00	.00	4,766.10	14,885.90	24	8,100.00
5106.200	Incentives & Admin Leave Gym Reimbursement	360.00	.00	360.00	.00	.00	.00	360.00	0	.00



Budget Performance Report

Fiscal Year to Date 06/30/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4510 - Police Administration										
5109.100	Allowances Uniform Allowance	2,790.00	.00	2,790.00	.00	.00	697.50	2,092.50	25	2,359.92
5111	Medicare	6,049.00	.00	6,049.00	.00	.00	1,196.56	4,852.44	20	5,284.94
5112.101	Retirement Contribution PERS	206,280.00	.00	206,280.00	.00	.00	157,910.76	48,369.24	77	95,399.20
5113	Worker's Compensation	25,499.00	.00	25,499.00	.00	.00	6,385.63	19,113.37	25	25,628.18
5114.101	Health Insurance Medical	44,458.00	.00	44,458.00	.00	.00	9,367.96	35,090.04	21	37,475.12
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	815.04	(815.04)	+++	3,165.06
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	104.58	(104.58)	+++	418.32
5115	Unemployment Compensation	.00	.00	.00	.00	.00	630.83	(630.83)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	3,088.00	.00	3,088.00	.00	.00	236.58	2,851.42	8	946.32
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	519.26	(519.26)	+++	1,528.82
5119.100	Retiree Costs Medical Insurance	49,170.00	.00	49,170.00	.00	.00	10,200.91	38,969.09	21	54,900.47
5119.120	Retiree Costs PERS 1959 Survivor Benefits	.00	.00	.00	.00	.00	.00	.00	+++	240.00
5122	Accrual Bank Payoff	23,168.00	.00	23,168.00	.00	.00	.00	23,168.00	0	10,485.60
5201.100	Office Supplies General	2,300.00	.00	2,300.00	.00	.00	325.02	1,974.98	14	2,068.22
5202.100	Operating Supplies General	6,879.00	.00	6,879.00	.00	95.97	1,197.59	5,681.41	19	5,998.82
5203.100	Repairs and Maint Supplies General	2,050.00	.00	2,050.00	.00	127.15	397.72	1,652.28	26	1,620.12
5204	Subscriptions and Code Books	100.00	.00	100.00	.00	.00	85.25	14.75	85	84.86
5210.100	Postage General	2,200.00	.00	2,200.00	.00	.00	522.80	1,677.20	24	2,071.47
5211.135	Utilities Water and Sewer	850.00	.00	850.00	.00	.00	137.02	712.98	16	848.82
5211.137	Utilities Electric and Gas	25,000.00	.00	25,000.00	.00	.00	6,253.97	18,746.03	25	27,100.72
5211.139	Utilities Propane	500.00	.00	500.00	.00	.00	.00	500.00	0	548.39
5213.100	Professional/Contract Services General	31,270.00	.00	31,270.00	.00	.00	10,200.39	21,069.61	33	27,013.05
5214.100	Repair and Maint Service General	33,978.00	.00	33,978.00	.00	.00	6,500.00	27,478.00	19	30,695.91
5215.100	Rents and Leases Miscellaneous	419.00	.00	419.00	.00	.00	103.86	315.14	25	417.44
5215.106	Rents and Leases Copiers	2,468.00	.00	2,468.00	.00	.00	322.50	2,145.50	13	107.50
5216.100	Communications General Services	6,000.00	.00	6,000.00	.00	.00	847.36	5,152.64	14	5,040.64
5218.100	Advertising General	100.00	.00	100.00	.00	.00	.00	100.00	0	.00
5219.100	Printing General	800.00	.00	800.00	.00	.00	40.00	760.00	5	1,530.53
5220.100	Employee Development General	1,380.00	.00	1,380.00	.00	.00	689.00	691.00	50	1,262.50
5223.105	Meals and Refreshments Emergencies and Meetings	400.00	.00	400.00	.00	139.80	.00	260.20	35	416.99
5225	Bank Fees and Charges	600.00	.00	600.00	.00	.00	86.49	513.51	14	507.08
5501	Debt Service Payment - Principal	4,068.00	.00	4,068.00	.00	.00	1,316.18	2,751.82	32	3,948.54
Program 4510 - Police Administration Totals		\$873,445.00	\$0.00	\$873,445.00	\$0.00	\$362.92	\$300,960.97	\$572,121.11	34%	\$707,559.01
Program 4520 - Police Operations										
5101	Salaries - Permanent	1,098,880.00	.00	1,098,880.00	.00	.00	225,601.19	873,278.81	21	943,677.57
5102	Salaries - Temporary	.00	.00	.00	.00	.00	602.40	(602.40)	+++	94.80



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4520 - Police Operations										
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	1,627.41	(1,627.41)	+++	4,348.79
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	.00	.00	7,638.11	(7,638.11)	+++	30,261.76
5103.108	Differential Pay Canine Maintenance	.00	.00	.00	.00	.00	1,475.34	(1,475.34)	+++	3,651.98
5104	Wages - PS Holiday Pay	52,708.00	.00	52,708.00	.00	.00	11,552.12	41,155.88	22	51,864.23
5105	Salaries - Overtime/FLSA	220,000.00	.00	220,000.00	.00	.00	65,882.73	154,117.27	30	236,197.70
5106.101	Incentives & Admin Leave School Incentive	42,211.00	.00	42,211.00	.00	.00	10,023.89	32,187.11	24	40,253.05
5106.103	Incentives & Admin Leave Team Pay	.00	.00	.00	.00	.00	693.57	(693.57)	+++	4,417.08
5106.200	Incentives & Admin Leave Gym Reimbursement	540.00	.00	540.00	.00	.00	.00	540.00	0	540.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	5,000.00	.00	5,000.00	.00	.00	1,000.00	4,000.00	20	10,300.00
5109.100	Allowances Uniform Allowance	21,142.00	.00	21,142.00	.00	.00	3,992.86	17,149.14	19	19,682.01
5111	Medicare	20,761.00	.00	20,761.00	.00	.00	5,075.64	15,685.36	24	18,499.62
5112.101	Retirement Contribution PERS	446,331.00	.00	446,331.00	.00	.00	328,633.39	117,697.61	74	274,886.83
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	353.65	(353.65)	+++	91.50
5113	Worker's Compensation	88,905.00	.00	88,905.00	.00	.00	22,264.70	66,640.30	25	102,464.66
5114.101	Health Insurance Medical	285,159.00	.00	285,159.00	.00	.00	56,213.75	228,945.25	20	241,190.52
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	6,558.00	(6,558.00)	+++	24,938.40
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	603.12	(603.12)	+++	2,334.38
5115	Unemployment Compensation	3,500.00	.00	3,500.00	.00	.00	2,651.24	848.76	76	.00
5116.101	Life and Disability Insurance Life & Disab.	13,357.00	.00	13,357.00	.00	.00	988.00	12,369.00	7	3,800.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	1,890.65	(1,890.65)	+++	5,942.53
5119.100	Retiree Costs Medical Insurance	147,748.00	.00	147,748.00	.00	.00	25,906.41	121,841.59	18	128,230.19
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	30,708.81	(30,708.81)	+++	11,166.71
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(127,901.00)	.00	(127,901.00)	.00	.00	(4,336.00)	(123,565.00)	3	(44,247.59)
5202.100	Operating Supplies General	22,000.00	.00	22,000.00	.00	1,717.41	3,772.04	16,510.55	25	8,733.92
5204	Subscriptions and Code Books	500.00	.00	500.00	.00	.00	.00	500.00	0	.00
5209.101	Auto Fuel Expense Town Vehicles	58,000.00	.00	58,000.00	.00	.00	8,677.50	49,322.50	15	53,789.23
5213.100	Professional/Contract Services General	8,700.00	.00	8,700.00	.00	11.39	28.09	8,660.52	0	14,985.55
5214.100	Repair and Maint Service General	1,500.00	.00	1,500.00	.00	.00	396.00	1,104.00	26	.00
5216.100	Communications General Services	6,525.00	.00	6,525.00	.00	.00	1,281.60	5,243.40	20	5,825.42
5217	Extradition/Transportation Expen	.00	.00	.00	.00	.00	31.17	(31.17)	+++	.00
5218.100	Advertising General	200.00	.00	200.00	.00	.00	228.27	(28.27)	114	65.37
5220.100	Employee Development General	20,150.00	.00	20,150.00	.00	308.18	3,129.00	16,712.82	17	9,002.28
5220.110	Employee Development Education Reimb MOU Program	1,650.00	.00	1,650.00	.00	.00	.00	1,650.00	0	.00
5220.120	Employee Development PD Cadet Tuition Reimb Program	.00	.00	.00	.00	.00	.00	.00	+++	2,381.76
Program 4520 - Police Operations Totals		\$2,437,566.00	\$0.00	\$2,437,566.00	\$0.00	\$2,036.98	\$825,144.65	\$1,610,384.37	34%	\$0.25



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4530 - Public Safety Communications										
5101	Salaries - Permanent	320,255.00	.00	320,255.00	.00	.00	65,285.48	254,969.52	20	244,705.12
5102	Salaries - Temporary	65,158.00	.00	65,158.00	.00	.00	12,925.84	52,232.16	20	63,043.55
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	475.29	(475.29)	+++	2,032.09
5103.105	Differential Pay Swing/Graveyard Shift	.00	.00	.00	.00	.00	2,391.04	(2,391.04)	+++	9,184.50
5104	Wages - PS Holiday Pay	13,928.00	.00	13,928.00	.00	.00	3,247.13	10,680.87	23	11,916.16
5105	Salaries - Overtime/FLSA	45,000.00	.00	45,000.00	.00	.00	11,627.63	33,372.37	26	44,333.39
5106.101	Incentives & Admin Leave School Incentive	9,754.00	.00	9,754.00	.00	.00	2,615.79	7,138.21	27	8,621.62
5106.200	Incentives & Admin Leave Gym Reimbursement	180.00	.00	180.00	.00	.00	90.00	90.00	50	270.00
5106.205	Incentives & Admin Leave PS Recruitment Incentive	500.00	.00	500.00	.00	.00	500.00	.00	100	500.00
5109.100	Allowances Uniform Allowance	5,456.00	.00	5,456.00	.00	.00	1,525.87	3,930.13	28	6,586.02
5111	Medicare	6,662.00	.00	6,662.00	.00	.00	1,427.25	5,234.75	21	5,622.46
5112.101	Retirement Contribution PERS	42,356.00	.00	42,356.00	.00	.00	21,990.99	20,365.01	52	28,519.93
5113	Worker's Compensation	14,727.00	.00	14,727.00	.00	.00	3,688.04	11,038.96	25	18,764.14
5114.101	Health Insurance Medical	83,202.00	.00	83,202.00	.00	.00	20,851.10	62,350.90	25	61,431.07
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	2,043.60	(2,043.60)	+++	5,572.16
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	171.48	(171.48)	+++	458.40
5115	Unemployment Compensation	3,000.00	.00	3,000.00	.00	.00	741.96	2,258.04	25	.00
5116.101	Life and Disability Insurance Life & Disab.	4,426.00	.00	4,426.00	.00	.00	443.68	3,982.32	10	1,413.72
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	548.69	(548.69)	+++	1,516.73
5119.100	Retiree Costs Medical Insurance	74,453.00	.00	74,453.00	.00	.00	11,412.49	63,040.51	15	69,842.91
5199.130	Other Payroll Expenses Interfund Payroll Transfers	(50,000.00)	.00	(50,000.00)	.00	.00	(8,340.00)	(41,660.00)	17	(50,000.00)
5202.100	Operating Supplies General	2,750.00	.00	2,750.00	.00	799.00	132.44	1,818.56	34	1,493.10
5204	Subscriptions and Code Books	150.00	.00	150.00	.00	.00	144.00	6.00	96	144.00
5213.100	Professional/Contract Services General	.00	.00	.00	.00	99.99	99.99	(199.98)	+++	3,876.74
5214.100	Repair and Maint Service General	35,243.00	.00	35,243.00	.00	.00	.00	35,243.00	0	33,504.00
5216.100	Communications General Services	20,394.00	.00	20,394.00	.00	.00	8,354.63	12,039.37	41	21,347.36
5218.100	Advertising General	100.00	.00	100.00	.00	.00	.00	100.00	0	112.89
5220.100	Employee Development General	7,530.00	.00	7,530.00	.00	.00	760.02	6,769.98	10	6,732.11
5220.110	Employee Development Education Reimb MOU Program	550.00	.00	550.00	.00	.00	.00	550.00	0	.00
5304	Furniture & Equipment	1,000.00	.00	1,000.00	.00	.00	482.71	517.29	48	896.36
5501	Debt Service Payment - Principal	66,476.00	.00	66,476.00	.00	.00	31,894.73	34,581.27	48	66,100.89
Program 4530 - Public Safety Communications Totals		\$773,250.00	\$0.00	\$773,250.00	\$0.00	\$898.99	\$197,531.87	\$574,819.14	26%	\$668,541.42
Program 4550 - Fleet Management										
5101	Salaries - Permanent	48,880.00	.00	48,880.00	.00	.00	6,582.80	42,297.20	13	55,974.58
5105	Salaries - Overtime/FLSA	.00	.00	.00	.00	.00	176.33	(176.33)	+++	.00
5106.100	Incentives & Admin Leave Administrative Leave	.00	.00	.00	.00	.00	.00	.00	+++	1.44



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 30 - Police										
Program 4550 - Fleet Management										
5109.100	Allowances Uniform Allowance	500.00	.00	500.00	.00	.00	81.39	418.61	16	422.08
5109.102	Allowances Tool Allowance	1,000.00	.00	1,000.00	.00	.00	1,000.00	.00	100	1,000.00
5111	Medicare	731.00	.00	731.00	.00	.00	100.46	630.54	14	866.68
5112.101	Retirement Contribution PERS	4,716.00	.00	4,716.00	.00	.00	1,777.63	2,938.37	38	7,104.02
5113	Worker's Compensation	1,431.00	.00	1,431.00	.00	.00	358.36	1,072.64	25	2,455.30
5114.101	Health Insurance Medical	11,786.00	.00	11,786.00	.00	.00	438.08	11,347.92	4	12,404.99
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	202.24	(202.24)	+++	1,525.10
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	9.68	(9.68)	+++	142.20
5115	Unemployment Compensation	.00	.00	.00	.00	.00	44.34	(44.34)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	647.00	.00	647.00	.00	.00	38.00	609.00	6	190.00
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	60.07	(60.07)	+++	336.22
5119.100	Retiree Costs Medical Insurance	22,182.00	.00	22,182.00	.00	.00	5,268.14	16,913.86	24	9,080.67
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	9,796.49
5202.100	Operating Supplies General	200.00	.00	200.00	.00	.00	634.21	(434.21)	317	209.71
5203.100	Repairs and Maint Supplies General	46,600.00	.00	46,600.00	.00	.00	28,633.93	17,966.07	61	64,826.82
5204	Subscriptions and Code Books	2,400.00	.00	2,400.00	.00	1,500.00	1,500.00	(600.00)	125	.00
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	562.92
5210.100	Postage General	.00	.00	.00	.00	.00	.00	.00	+++	10.43
5213.100	Professional/Contract Services General	2,300.00	.00	2,300.00	.00	.00	1,242.85	1,057.15	54	12,992.64
5214.100	Repair and Maint Service General	27,200.00	.00	27,200.00	.00	.00	9,902.94	17,297.06	36	35,162.53
5216.100	Communications General Services	900.00	.00	900.00	.00	.00	65.30	834.70	7	603.86
5218.100	Advertising General	.00	.00	.00	.00	.00	.00	.00	+++	81.82
5303	Improvements	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
5501	Debt Service Payment - Principal	.00	.00	.00	.00	.00	.00	.00	+++	4,179.56
5910.611	Transfers Out GASB 45 Retiree Medical Trust	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
Program 4550 - Fleet Management Totals		\$186,473.00	\$0.00	\$186,473.00	\$0.00	\$1,500.00	\$58,116.75	\$126,856.25	32%	\$222,460.06
Department 30 - Police Totals		\$4,270,734.00	\$0.00	\$4,270,734.00	\$0.00	\$4,798.89	\$1,381,754.24	\$2,884,180.87	32%	\$3,809,040.74
Department 35 - Fire										
Program 0000 - Non Program Activity										
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	5,914.56
Program 0000 - Non Program Activity Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$5,914.56
Program 4610 - Fire - Administrative										
5101	Salaries - Permanent	23,650.00	.00	23,650.00	.00	.00	5,211.25	18,438.75	22	23,793.41
5102	Salaries - Temporary	12,121.00	.00	12,121.00	.00	.00	2,680.65	9,440.35	22	11,969.91
5111	Medicare	519.00	.00	519.00	.00	.00	125.77	393.23	24	563.85
5112.101	Retirement Contribution PERS	17,795.00	.00	17,795.00	.00	.00	15,510.72	2,284.28	87	18.51



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 35 - Fire										
Program 4610 - Fire - Administrative										
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	166.20	(166.20)	+++	742.82
5113	Worker's Compensation	539.00	.00	539.00	.00	.00	134.98	404.02	25	617.52
5114.101	Health Insurance Medical	3,123.00	.00	3,123.00	.00	.00	780.72	2,342.28	25	3,122.88
5115	Unemployment Compensation	.00	.00	.00	.00	.00	66.62	(66.62)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	339.00	.00	339.00	.00	.00	34.20	304.80	10	136.80
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	43.56	(43.56)	+++	142.58
5119.100	Retiree Costs Medical Insurance	62,602.00	.00	62,602.00	.00	.00	11,818.44	50,783.56	19	63,129.77
5201.100	Office Supplies General	1,000.00	.00	1,000.00	.00	.00	80.37	919.63	8	1,105.98
5202.100	Operating Supplies General	4,505.00	.00	4,505.00	.00	.00	37.34	4,467.66	1	1,336.72
5203.100	Repairs and Maint Supplies General	4,500.00	.00	4,500.00	.00	.00	1,160.56	3,339.44	26	5,048.42
5210.100	Postage General	345.00	.00	345.00	.00	.00	12.65	332.35	4	253.89
5211.135	Utilities Water and Sewer	2,300.00	.00	2,300.00	.00	.00	325.42	1,974.58	14	2,148.73
5211.137	Utilities Electric and Gas	21,000.00	.00	21,000.00	.00	.00	4,343.81	16,656.19	21	21,363.19
5211.139	Utilities Propane	500.00	.00	500.00	.00	.00	51.18	448.82	10	358.08
5213.100	Professional/Contract Services General	4,672.00	.00	4,672.00	.00	.00	16.00	4,656.00	0	4,259.60
5214.100	Repair and Maint Service General	5,597.00	.00	5,597.00	.00	.00	3,011.91	2,585.09	54	7,935.76
5215.106	Rents and Leases Copiers	2,350.00	.00	2,350.00	.00	.00	1,235.80	1,114.20	53	7,287.57
5216.100	Communications General Services	10,850.00	.00	10,850.00	.00	.00	4,631.70	6,218.30	43	11,100.14
5218.100	Advertising General	.00	.00	.00	.00	.00	458.69	(458.69)	+++	.00
5219.100	Printing General	150.00	.00	150.00	.00	.00	.00	150.00	0	197.96
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	87.36	(87.36)	+++	87.20
5225	Bank Fees and Charges	.00	.00	.00	.00	.00	.00	.00	+++	215.38
5303	Improvements	6,980.00	.00	6,980.00	.00	.00	394.98	6,585.02	6	66,863.37
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	1,669.30
5501	Debt Service Payment - Principal	1,196.00	.00	1,196.00	.00	.00	292.45	903.55	24	771.41
Program 4610 - Fire - Administrative Totals		\$186,633.00	\$0.00	\$186,633.00	\$0.00	\$0.00	\$52,713.33	\$133,919.67	28%	\$239,170.75
Program 4615 - Fire - EOC										
5202.100	Operating Supplies General	50.00	.00	50.00	.00	.00	.00	50.00	0	119.31
5203.100	Repairs and Maint Supplies General	.00	.00	.00	.00	.00	.00	.00	+++	185.87
5213.100	Professional/Contract Services General	120.00	.00	120.00	.00	.00	.00	120.00	0	.00
5214.100	Repair and Maint Service General	5,260.00	.00	5,260.00	.00	.00	.00	5,260.00	0	.00
5216.100	Communications General Services	4,141.00	.00	4,141.00	.00	.00	1,160.31	2,980.69	28	4,312.98
5304	Furniture & Equipment	.00	.00	.00	.00	.00	.00	.00	+++	1,682.45
Program 4615 - Fire - EOC Totals		\$9,571.00	\$0.00	\$9,571.00	\$0.00	\$0.00	\$1,160.31	\$8,410.69	12%	\$6,300.61
Program 4630 - Fire - Suppression										
5112.101	Retirement Contribution PERS	69,443.00	.00	69,443.00	.00	.00	69,443.00	.00	100	.00



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 1010 - General Fund										
EXPENSE										
Department 35 - Fire										
Program 4630 - Fire - Suppression										
5119.100	Retiree Costs Medical Insurance	197,951.00	.00	197,951.00	.00	.00	32,341.26	165,609.74	16	197,569.53
5202.100	Operating Supplies General	14,200.00	.00	14,200.00	.00	.00	1,740.21	12,459.79	12	11,670.65
5203.100	Repairs and Maint Supplies General	3,500.00	.00	3,500.00	.00	.00	93.85	3,406.15	3	1,805.72
5209.101	Auto Fuel Expense Town Vehicles	27,000.00	.00	27,000.00	.00	.00	3,635.37	23,364.63	13	24,632.67
5213.100	Professional/Contract Services General	2,965,374.00	.00	2,965,374.00	.00	.00	.00	2,965,374.00	0	2,815,570.75
5214.100	Repair and Maint Service General	13,960.00	.00	13,960.00	.00	.00	.00	13,960.00	0	7,860.24
5220.100	Employee Development General	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	650.00
5269.135	Emergency Incident Costs Fire Related	1,500.00	.00	1,500.00	.00	.00	38.28	1,461.72	3	271.32
5304	Furniture & Equipment	27,010.00	.00	27,010.00	.00	.00	.00	27,010.00	0	30,034.88
5501	Debt Service Payment - Principal	114,265.00	.00	114,265.00	.00	.00	114,264.53	.47	100	114,264.53
Program 4630 - Fire - Suppression Totals		\$3,435,203.00	\$0.00	\$3,435,203.00	\$0.00	\$0.00	\$221,556.50	\$3,213,646.50	6%	\$3,204,330.29
Program 4640 - Fire - Volunteer Program										
5118	Volunteer Benefits	9,567.00	.00	9,567.00	.00	.00	527.09	9,039.91	6	9,033.35
5202.100	Operating Supplies General	1,680.00	.00	1,680.00	.00	.00	.00	1,680.00	0	537.22
5213.100	Professional/Contract Services General	5,500.00	.00	5,500.00	.00	.00	(90.00)	5,590.00	-2	4,112.00
5220.100	Employee Development General	500.00	.00	500.00	.00	.00	.00	500.00	0	65.00
5223.105	Meals and Refreshments Emergencies and Meetings	.00	.00	.00	.00	.00	.00	.00	+++	35.00
Program 4640 - Fire - Volunteer Program Totals		\$17,247.00	\$0.00	\$17,247.00	\$0.00	\$0.00	\$437.09	\$16,809.91	3%	\$13,782.57
Department 35 - Fire Totals		\$3,648,654.00	\$0.00	\$3,648,654.00	\$0.00	\$0.00	\$275,867.23	\$3,372,786.77	8%	\$3,469,498.78
Department 40 - Community Development										
Program 4720 - CDD Planning										
5101	Salaries - Permanent	73,608.00	.00	73,608.00	.00	.00	16,065.11	57,542.89	22	59,485.37
5102	Salaries - Temporary	.00	.00	.00	.00	.00	85.32	(85.32)	+++	5,530.06
5106.100	Incentives & Admin Leave Administrative Leave	1,354.00	.00	1,354.00	.00	.00	.00	1,354.00	0	1,471.50
5106.200	Incentives & Admin Leave Gym Reimbursement	50.00	.00	50.00	.00	.00	12.60	37.40	25	18.00
5107	Car Allowance/Mileage	552.00	.00	552.00	.00	.00	140.00	412.00	25	600.00
5109.101	Allowances Boot Allowance	300.00	.00	300.00	.00	.00	450.00	(150.00)	150	300.00
5111	Medicare	1,095.00	.00	1,095.00	.00	.00	200.64	894.36	18	868.53
5112.101	Retirement Contribution PERS	7,927.00	.00	7,927.00	.00	.00	6,405.41	1,521.59	81	5,510.59
5113	Worker's Compensation	1,482.00	.00	1,482.00	.00	.00	371.13	1,110.87	25	1,707.42
5114.101	Health Insurance Medical	10,464.00	.00	10,464.00	.00	.00	3,271.14	7,192.86	31	15,949.80
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	367.31	(367.31)	+++	1,954.22
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	30.02	(30.02)	+++	180.10
5115	Unemployment Compensation	.00	.00	.00	.00	.00	111.19	(111.19)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	871.00	.00	871.00	.00	.00	79.47	791.53	9	269.13
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	96.92	(96.92)	+++	225.75



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Fund 1010 - General Fund										
EXPENSE										
Department 40 - Community Development										
Program 4720 - CDD Planning										
5119.100	Retiree Costs Medical Insurance	15,354.00	.00	15,354.00	.00	.00	2,482.18	12,871.82	16	14,686.90
5201.100	Office Supplies General	.00	.00	.00	.00	.00	67.96	(67.96)	+++	78.61
5202.100	Operating Supplies General	.00	.00	.00	.00	.00	107.25	(107.25)	+++	180.64
5209.101	Auto Fuel Expense Town Vehicles	.00	.00	.00	.00	.00	143.05	(143.05)	+++	885.25
5210.100	Postage General	.00	.00	.00	.00	.00	141.91	(141.91)	+++	696.97
5213.100	Professional/Contract Services General	.00	.00	.00	.00	.00	.00	.00	+++	53.55
5214.100	Repair and Maint Service General	.00	.00	.00	.00	.00	6,530.74	(6,530.74)	+++	7,124.44
5218.100	Advertising General	.00	.00	.00	.00	.00	100.97	(100.97)	+++	604.88
Program 4720 - CDD Planning Totals		\$113,057.00	\$0.00	\$113,057.00	\$0.00	\$0.00	\$37,260.32	\$75,796.68	33%	\$118,381.71
Program 4780 - CDD - Waste Management										
5101	Salaries - Permanent	30,778.00	.00	30,778.00	.00	.00	6,835.11	23,942.89	22	31,749.29
5106.100	Incentives & Admin Leave Administrative Leave	1,001.00	.00	1,001.00	.00	.00	.00	1,001.00	0	1,000.62
5106.200	Incentives & Admin Leave Gym Reimbursement	86.00	.00	86.00	.00	.00	21.60	64.40	25	72.90
5107	Car Allowance/Mileage	408.00	.00	408.00	.00	.00	102.00	306.00	25	408.00
5111	Medicare	467.00	.00	467.00	.00	.00	88.57	378.43	19	434.38
5112.101	Retirement Contribution PERS	5,194.00	.00	5,194.00	.00	.00	629.79	4,564.21	12	3,939.39
5113	Worker's Compensation	239.00	.00	239.00	.00	.00	59.85	179.15	25	281.32
5114.101	Health Insurance Medical	5,478.00	.00	5,478.00	.00	.00	1,204.88	4,273.12	22	5,054.51
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	143.28	(143.28)	+++	579.51
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	14.76	(14.76)	+++	61.76
5115	Unemployment Compensation	.00	.00	.00	.00	.00	48.29	(48.29)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	321.00	.00	321.00	.00	.00	28.31	292.69	9	118.53
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	56.56	(56.56)	+++	205.47
5211.135	Utilities Water and Sewer	2,300.00	.00	2,300.00	.00	.00	326.46	1,973.54	14	2,030.00
Program 4780 - CDD - Waste Management Totals		\$46,272.00	\$0.00	\$46,272.00	\$0.00	\$0.00	\$9,559.46	\$36,712.54	21%	\$45,935.68
Department 40 - Community Development Totals		\$159,329.00	\$0.00	\$159,329.00	\$0.00	\$0.00	\$46,819.78	\$112,509.22	29%	\$164,317.39
Department 45 - Public Works										
Program 4740 - Public Works - Engineering										
5119.100	Retiree Costs Medical Insurance	12,814.00	.00	12,814.00	.00	.00	2,096.14	10,717.86	16	11,871.56
5199.130	Other Payroll Expenses Interfund Payroll Transfers	.00	.00	.00	.00	.00	.00	.00	+++	3,366.78
5210.100	Postage General	150.00	.00	150.00	.00	.00	16.73	133.27	11	133.23
5213.100	Professional/Contract Services General	3,000.00	.00	3,000.00	.00	.00	1,150.00	1,850.00	38	3,514.00
5214.100	Repair and Maint Service General	2,177.00	.00	2,177.00	.00	.00	2,301.91	(124.91)	106	3,780.93
5218.100	Advertising General	.00	.00	.00	.00	.00	144.96	(144.96)	+++	.00
5220.100	Employee Development General	.00	.00	.00	.00	.00	.00	.00	+++	116.00
Program 4740 - Public Works - Engineering Totals		\$18,141.00	\$0.00	\$18,141.00	\$0.00	\$0.00	\$5,709.74	\$12,431.26	31%	\$22,500.00



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Fund 1010 - General Fund										
EXPENSE										
Department 45 - Public Works										
Program 4745 - Paradise Community Park										
5202.100	Operating Supplies General	2,375.00	.00	2,375.00	.00	.00	20.71	2,354.29	1	2,769.69
5203.100	Repairs and Maint Supplies General	400.00	.00	400.00	.00	.00	114.61	285.39	29	826.07
5211.135	Utilities Water and Sewer	3,150.00	.00	3,150.00	.00	.00	512.34	2,637.66	16	2,768.38
5211.137	Utilities Electric and Gas	3,700.00	.00	3,700.00	.00	.00	632.49	3,067.51	17	3,556.84
5214.100	Repair and Maint Service General	685.00	.00	685.00	.00	.00	80.00	605.00	12	380.00
5216.100	Communications General Services	205.00	.00	205.00	.00	.00	53.44	151.56	26	202.16
Program 4745 - Paradise Community Park Totals		\$10,515.00	\$0.00	\$10,515.00	\$0.00	\$0.00	\$1,413.59	\$9,101.41	13%	\$10,503.14
Program 4747 - Public Facilities										
5203.100	Repairs and Maint Supplies General	250.00	.00	250.00	.00	.00	.00	250.00	0	220.84
5211.135	Utilities Water and Sewer	4,800.00	.00	4,800.00	.00	.00	911.17	3,888.83	19	4,467.17
5214.100	Repair and Maint Service General	300.00	.00	300.00	.00	.00	.00	300.00	0	200.00
Program 4747 - Public Facilities Totals		\$5,350.00	\$0.00	\$5,350.00	\$0.00	\$0.00	\$911.17	\$4,438.83	17%	\$4,888.01
Department 45 - Public Works Totals		\$34,006.00	\$0.00	\$34,006.00	\$0.00	\$0.00	\$8,034.50	\$25,971.50	24%	\$38,173.65
EXPENSE TOTALS		\$11,440,547.00	\$6,883.00	\$11,447,430.00	\$0.00	\$7,869.09	\$2,344,886.90	\$9,094,674.01	21%	\$9,946,466.97
Fund 1010 - General Fund Totals										
REVENUE TOTALS		11,468,422.00	.00	11,468,422.00	.00	.00	182,179.13	11,286,242.87	2	10,999,495.94
EXPENSE TOTALS		11,440,547.00	6,883.00	11,447,430.00	.00	7,869.09	2,344,886.90	9,094,674.01	21	9,946,466.97
Fund 1010 - General Fund Totals		\$27,875.00	(\$6,883.00)	\$20,992.00	\$0.00	(\$7,869.09)	(\$2,162,707.77)	\$2,191,568.86		\$1,053,028.97
Grand Totals										
REVENUE TOTALS		11,468,422.00	.00	11,468,422.00	.00	.00	182,179.13	11,286,242.87	2	10,999,495.94
EXPENSE TOTALS		11,440,547.00	6,883.00	11,447,430.00	.00	7,869.09	2,344,886.90	9,094,674.01	21	9,946,466.97
Grand Totals		\$27,875.00	(\$6,883.00)	\$20,992.00	\$0.00	(\$7,869.09)	(\$2,162,707.77)	\$2,191,568.86		\$1,053,028.97



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Fund 2030 - Building Safety & Waste Wtr Svcs										
REVENUE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
3380.102	Local Government Revenue Fines and Citations Onsite	15,000.00	.00	15,000.00	.00	.00	2,500.00	12,500.00	17	21,508.90
3380.103	Local Government Revenue Fines and Citations Fire	.00	.00	.00	.00	.00	.00	.00	+++	3,000.00
3380.107	Local Government Revenue Building Safety	.00	.00	.00	.00	.00	.00	.00	+++	16,055.00
3401.301	CDD Building Plan Check Fees	45,080.00	.00	45,080.00	.00	.00	23,541.14	21,538.86	52	67,321.07
3401.302	CDD Building Construction Review-Bldg Permit	172,822.00	.00	172,822.00	.00	.00	75,095.11	97,726.89	43	243,732.58
3401.306	CDD Building Development Permit/DIF Est Req	170.00	.00	170.00	.00	.00	84.77	85.23	50	423.85
3401.320	CDD Building Permit Valuation Surcharge	50.00	.00	50.00	.00	.00	164.00	(114.00)	328	182.00
3404.116	Onsite Land Use Review	7,500.00	.00	7,500.00	.00	.00	1,380.36	6,119.64	18	8,446.50
3404.117	Onsite Repairs to Maintain Existing Use	80,000.00	.00	80,000.00	.00	.00	22,333.61	57,666.39	28	92,089.55
3404.118	Onsite New Installation Standard System	5,000.00	.00	5,000.00	.00	.00	941.56	4,058.44	19	5,178.58
3404.119	Onsite Permit: Alteration/Expanded Use	1,000.00	.00	1,000.00	.00	.00	259.74	740.26	26	519.48
3404.120	Onsite Review for Land Division	500.00	.00	500.00	.00	.00	451.20	48.80	90	235.38
3404.125	Onsite Escrow Clearance	49,000.00	.00	49,000.00	.00	.00	14,616.77	34,383.23	30	46,141.68
3404.126	Onsite Building Permit Clearance	4,000.00	.00	4,000.00	.00	.00	2,071.42	1,928.58	52	4,770.71
3404.127	Onsite Operating Permit/Annual	394,000.00	.00	394,000.00	.00	.00	5,987.55	388,012.45	2	396,148.12
3404.128	Onsite Construct Install Permit Renewal	.00	.00	.00	.00	.00	.00	.00	+++	543.20
3404.137	Onsite Alternative Systems Review	3,000.00	.00	3,000.00	.00	.00	1,673.95	1,326.05	56	3,095.38
3404.138	Onsite Abandonment of Septic System	1,800.00	.00	1,800.00	.00	.00	.00	1,800.00	0	1,168.83
3404.150	Onsite Annual Evaluator License Fee	.00	.00	.00	.00	.00	.00	.00	+++	1,231.22
3404.151	Onsite Extension Req for Eval or Repair	1,300.00	.00	1,300.00	.00	.00	317.46	982.54	24	1,327.56
3410.150	Administrative Services Late Fees	.00	.00	.00	.00	.00	.00	.00	+++	.75
3422.337	Fire Code Enforcement Inspection	5,000.00	.00	5,000.00	.00	.00	4,015.20	984.80	80	10,213.56
3422.346	Fire Administrative Fees	.00	.00	.00	.00	.00	.00	.00	+++	468.00
3422.368	Fire Permit Fees	2,500.00	.00	2,500.00	.00	.00	1,521.00	979.00	61	5,247.00
3610.100	Interest Revenue Investments	.00	.00	.00	.00	.00	.00	.00	+++	574.31
3610.150	Interest Revenue Interfund Loans	.00	.00	.00	.00	.00	.00	.00	+++	970.90
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	.00	.00	+++	4,944.45
3902.110	Miscellaneous Revenue Cash Over and Short	.00	.00	.00	.00	.00	.00	.00	+++	(.01)
Program 4730 - Building and Onsite Inspections Totals		\$787,722.00	\$0.00	\$787,722.00	\$0.00	\$0.00	\$156,954.84	\$630,767.16	20%	\$935,538.55
Department 40 - Community Development Totals		\$787,722.00	\$0.00	\$787,722.00	\$0.00	\$0.00	\$156,954.84	\$630,767.16	20%	\$935,538.55
REVENUE TOTALS		\$787,722.00	\$0.00	\$787,722.00	\$0.00	\$0.00	\$156,954.84	\$630,767.16	20%	\$935,538.55
EXPENSE										
Department 40 - Community Development										
Program 4730 - Building and Onsite Inspections										
5101	Salaries - Permanent	389,480.00	.00	389,480.00	.00	.00	86,132.97	303,347.03	22	369,706.23
5106.100	Incentives & Admin Leave Administrative Leave	12,950.00	.00	12,950.00	.00	.00	.00	12,950.00	0	12,360.00
5106.200	Incentives & Admin Leave Gym Reimbursement	1,509.00	.00	1,509.00	.00	.00	138.60	1,370.40	9	2.20



Budget Performance Report

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Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 2030 - Building Safety & Waste Wtr Svcs										
EXPENSE										
Department	40 - Community Development									
Program	4730 - Building and Onsite Inspections									
5107	Car Allowance/Mileage	1,536.00	.00	1,536.00	.00	.00	378.00	1,158.00	25	1,392.00
5109.101	Allowances Boot Allowance	600.00	.00	600.00	.00	.00	650.00	(50.00)	108	300.00
5111	Medicare	5,230.00	.00	5,230.00	.00	.00	1,209.57	4,020.43	23	5,353.57
5112.101	Retirement Contribution PERS	66,554.00	.00	66,554.00	.00	.00	41,889.26	24,664.74	63	43,987.87
5113	Worker's Compensation	8,474.00	.00	8,474.00	.00	.00	2,122.37	6,351.63	25	6,946.39
5114.101	Health Insurance Medical	73,987.00	.00	73,987.00	.00	.00	13,585.64	60,401.36	18	55,451.82
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	2,456.70	(2,456.70)	+++	9,101.51
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	142.58	(142.58)	+++	542.00
5115	Unemployment Compensation	.00	.00	.00	.00	.00	645.71	(645.71)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	4,315.00	.00	4,315.00	.00	.00	376.54	3,938.46	9	1,473.26
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	692.02	(692.02)	+++	2,190.92
5119.100	Retiree Costs Medical Insurance	43,862.00	.00	43,862.00	.00	.00	5,528.92	38,333.08	13	43,163.97
5201.100	Office Supplies General	350.00	.00	350.00	.00	.00	122.80	227.20	35	221.70
5202.100	Operating Supplies General	1,500.00	.00	1,500.00	.00	.00	193.87	1,306.13	13	1,574.76
5204	Subscriptions and Code Books	2,500.00	.00	2,500.00	.00	.00	1,420.50	1,079.50	57	2,505.03
5209.101	Auto Fuel Expense Town Vehicles	2,700.00	.00	2,700.00	.00	.00	374.02	2,325.98	14	2,564.26
5210.100	Postage General	2,100.00	.00	2,100.00	.00	.00	246.53	1,853.47	12	2,166.87
5213.100	Professional/Contract Services General	5,500.00	.00	5,500.00	.00	.00	157.00	5,343.00	3	5,276.00
5214.100	Repair and Maint Service General	29,686.00	.00	29,686.00	.00	.00	32,653.68	(2,967.68)	110	29,685.16
5216.100	Communications General Services	2,350.00	.00	2,350.00	.00	.00	556.55	1,793.45	24	2,022.05
5218.100	Advertising General	.00	.00	.00	.00	.00	46.11	(46.11)	+++	.00
5220.100	Employee Development General	2,650.00	.00	2,650.00	.00	.00	150.00	2,500.00	6	1,675.00
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	209.95
5501	Debt Service Payment - Principal	1,215.00	101.00	1,316.00	.00	.00	158.91	1,157.09	12	582.67
5910.010	Transfers Out To General Fund	160,436.00	.00	160,436.00	.00	.00	.00	160,436.00	0	137,713.00
5910.611	Transfers Out GASB 45 Retiree Medical Trust	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
Program 4730 - Building and Onsite Inspections	Totals	\$824,484.00	\$101.00	\$824,585.00	\$0.00	\$0.00	\$192,028.85	\$632,556.15	23%	\$738,488.19
Department 40 - Community Development	Totals	\$824,484.00	\$101.00	\$824,585.00	\$0.00	\$0.00	\$192,028.85	\$632,556.15	23%	\$738,488.19
EXPENSE TOTALS		\$824,484.00	\$101.00	\$824,585.00	\$0.00	\$0.00	\$192,028.85	\$632,556.15	23%	\$738,488.19
Fund 2030 - Building Safety & Waste Wtr Svcs	Totals									
REVENUE TOTALS		787,722.00	.00	787,722.00	.00	.00	156,954.84	630,767.16	20	935,538.55
EXPENSE TOTALS		824,484.00	101.00	824,585.00	.00	.00	192,028.85	632,556.15	23	738,488.19
Fund 2030 - Building Safety & Waste Wtr Svcs	Totals	(\$36,762.00)	(\$101.00)	(\$36,863.00)	\$0.00	\$0.00	(\$35,074.01)	(\$1,788.99)		\$197,050.36

Grand Totals



Budget Performance Report

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REVENUE TOTALS	787,722.00	.00	787,722.00	.00	.00	156,954.84	630,767.16	20	935,538.55
EXPENSE TOTALS	824,484.00	101.00	824,585.00	.00	.00	192,028.85	632,556.15	23	738,488.19
Grand Totals	(\$36,762.00)	(\$101.00)	(\$36,863.00)	\$0.00	\$0.00	(\$35,074.01)	(\$1,788.99)		\$197,050.36



Budget Performance Report

Fiscal Year to Date 06/30/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 2070 - Animal Control										
REVENUE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
3120.330	Other Taxes Voter Appointed Parcel Tax	132,362.00	.00	132,362.00	.00	.00	.00	132,362.00	0	132,361.50
3380.105	Local Government Revenue Fines and Citations Animal Cntrl	8,500.00	.00	8,500.00	.00	.00	3,123.00	5,377.00	37	13,563.00
3410.113	Administrative Services Document Copying	25.00	.00	25.00	.00	.00	.00	25.00	0	80.25
3410.150	Administrative Services Late Fees	1,100.00	.00	1,100.00	.00	.00	367.27	732.73	33	1,161.23
3455.200	Animal Control Adoption Fees	4,500.00	.00	4,500.00	.00	.00	1,379.00	3,121.00	31	4,195.00
3455.205	Animal Control Surrender/Euth/Disp Fees	1,500.00	.00	1,500.00	.00	.00	429.17	1,070.83	29	1,354.56
3455.210	Animal Control Dog Licenses	22,000.00	.00	22,000.00	.00	.00	5,184.42	16,815.58	24	22,005.71
3455.215	Animal Control Dangerous/Wild Animal Permit	71.00	.00	71.00	.00	.00	.00	71.00	0	213.63
3455.225	Animal Control Impound/Quarantine Fees	7,000.00	.00	7,000.00	.00	.00	1,964.66	5,035.34	28	12,160.98
3455.226	Animal Control Impound Unaltered State Fee	500.00	.00	500.00	.00	.00	315.00	185.00	63	1,125.00
3610.100	Interest Revenue Investments	.00	.00	.00	.00	.00	.00	.00	+++	25.11
3901.100	Refunds & Reimbursements Miscellaneous	11,900.00	.00	11,900.00	.00	.00	797.67	11,102.33	7	9,754.02
3902.100	Miscellaneous Revenue General	.00	.00	.00	.00	.00	(3.00)	3.00	+++	(.38)
3910.811	Transfers In From Animal Control Donations	15,817.00	.00	15,817.00	.00	.00	2,637.00	13,180.00	17	.00
Program 4540 - Police - Animal Control Totals		\$205,275.00	\$0.00	\$205,275.00	\$0.00	\$0.00	\$16,194.19	\$189,080.81	8%	\$197,999.61
Department 30 - Police Totals		\$205,275.00	\$0.00	\$205,275.00	\$0.00	\$0.00	\$16,194.19	\$189,080.81	8%	\$197,999.61
REVENUE TOTALS		\$205,275.00	\$0.00	\$205,275.00	\$0.00	\$0.00	\$16,194.19	\$189,080.81	8%	\$197,999.61
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5101	Salaries - Permanent	63,078.00	.00	63,078.00	.00	.00	13,137.52	49,940.48	21	56,924.50
5102	Salaries - Temporary	21,382.00	.00	21,382.00	.00	.00	4,898.37	16,483.63	23	23,392.24
5103.102	Differential Pay Out of Class	.00	.00	.00	.00	.00	.00	.00	+++	293.05
5104	Wages - PS Holiday Pay	2,893.00	.00	2,893.00	.00	.00	426.24	2,466.76	15	1,666.17
5105	Salaries - Overtime/FLSA	500.00	.00	500.00	.00	.00	2,680.53	(2,180.53)	536	7,047.82
5106.200	Incentives & Admin Leave Gym Reimbursement	.00	.00	.00	.00	.00	180.00	(180.00)	+++	180.00
5109.100	Allowances Uniform Allowance	1,565.00	.00	1,565.00	.00	.00	298.44	1,266.56	19	1,193.76
5111	Medicare	1,293.00	.00	1,293.00	.00	.00	318.46	974.54	25	1,335.24
5112.101	Retirement Contribution PERS	9,057.00	.00	9,057.00	.00	.00	4,439.23	4,617.77	49	5,329.34
5112.102	Retirement Contribution Social Security	.00	.00	.00	.00	.00	306.78	(306.78)	+++	1,484.93
5113	Worker's Compensation	6,253.00	.00	6,253.00	.00	.00	1,566.17	4,686.83	25	7,565.84
5114.101	Health Insurance Medical	16,604.00	.00	16,604.00	.00	.00	2,277.06	14,326.94	14	9,152.29
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	606.74	(606.74)	+++	514.90
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	14.52	(14.52)	+++	57.77
5115	Unemployment Compensation	.00	.00	.00	.00	.00	165.67	(165.67)	+++	3,094.00
5116.101	Life and Disability Insurance Life & Disab.	1,052.00	.00	1,052.00	.00	.00	99.78	952.22	9	8.17



Budget Performance Report

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 2070 - Animal Control										
EXPENSE										
Department 30 - Police										
Program 4540 - Police - Animal Control										
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	105.80	(105.80)	+++	333.37
5119.100	Retiree Costs Medical Insurance	14,622.00	.00	14,622.00	.00	.00	2,424.28	12,197.72	17	14,386.79
5201.100	Office Supplies General	250.00	.00	250.00	.00	.00	149.26	100.74	60	167.94
5202.100	Operating Supplies General	7,290.00	.00	7,290.00	.00	.00	475.24	6,814.76	7	5,293.37
5203.100	Repairs and Maint Supplies General	400.00	.00	400.00	.00	.00	231.66	168.34	58	665.55
5204	Subscriptions and Code Books	180.00	.00	180.00	.00	.00	.00	180.00	0	90.00
5209.101	Auto Fuel Expense Town Vehicles	3,500.00	.00	3,500.00	.00	.00	270.58	3,229.42	8	2,354.75
5210.100	Postage General	100.00	.00	100.00	.00	.00	.49	99.51	0	73.09
5211.135	Utilities Water and Sewer	700.00	.00	700.00	.00	.00	235.15	464.85	34	714.77
5211.137	Utilities Electric and Gas	4,000.00	.00	4,000.00	.00	.00	810.51	3,189.49	20	3,461.84
5211.139	Utilities Propane	1,070.00	.00	1,070.00	.00	.00	.00	1,070.00	0	741.62
5213.100	Professional/Contract Services General	9,668.00	.00	9,668.00	.00	.00	987.98	8,680.02	10	9,305.95
5214.100	Repair and Maint Service General	980.00	.00	980.00	.00	.00	235.00	745.00	24	1,535.24
5215.100	Rents and Leases Miscellaneous	1.00	.00	1.00	.00	.00	.00	1.00	0	1.00
5216.100	Communications General Services	1,620.00	.00	1,620.00	.00	.00	419.64	1,200.36	26	1,430.01
5218.100	Advertising General	100.00	.00	100.00	.00	.00	21.21	78.79	21	43.79
5219.100	Printing General	395.00	.00	395.00	.00	.00	.00	395.00	0	318.47
5220.100	Employee Development General	2,280.00	.00	2,280.00	.00	.00	.00	2,280.00	0	255.00
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	.00	.00	.00	.00	.00	360.00	(360.00)	+++	.00
5225	Bank Fees and Charges	950.00	.00	950.00	.00	.00	156.30	793.70	16	926.74
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	1,979.11
5501	Debt Service Payment - Principal	187.00	34.00	221.00	.00	.00	.00	221.00	0	.00
5910.010	Transfers Out To General Fund	38,933.00	.00	38,933.00	.00	.00	.00	38,933.00	0	29,199.00
Program 4540 - Police - Animal Control Totals		\$210,903.00	\$34.00	\$210,937.00	\$0.00	\$0.00	\$38,298.61	\$172,638.39	18%	\$192,907.42
Department 30 - Police Totals		\$210,903.00	\$34.00	\$210,937.00	\$0.00	\$0.00	\$38,298.61	\$172,638.39	18%	\$192,907.42
EXPENSE TOTALS		\$210,903.00	\$34.00	\$210,937.00	\$0.00	\$0.00	\$38,298.61	\$172,638.39	18%	\$192,907.42
Fund 2070 - Animal Control Totals										
REVENUE TOTALS		205,275.00	.00	205,275.00	.00	.00	16,194.19	189,080.81	8	197,999.61
EXPENSE TOTALS		210,903.00	34.00	210,937.00	.00	.00	38,298.61	172,638.39	18	192,907.42
Fund 2070 - Animal Control Totals		(\$5,628.00)	(\$34.00)	(\$5,662.00)	\$0.00	\$0.00	(\$22,104.42)	\$16,442.42		\$5,092.19
Grand Totals										
REVENUE TOTALS		205,275.00	.00	205,275.00	.00	.00	16,194.19	189,080.81	8	197,999.61
EXPENSE TOTALS		210,903.00	34.00	210,937.00	.00	.00	38,298.61	172,638.39	18	192,907.42
Grand Totals		(\$5,628.00)	(\$34.00)	(\$5,662.00)	\$0.00	\$0.00	(\$22,104.42)	\$16,442.42		\$2.19



Budget Performance Report

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Exclude Rollup Account



Budget Performance Report

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 2120 - State Gas Tax										
REVENUE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
3355.001	State Gas Tax Section 2106	83,519.00	.00	83,519.00	.00	.00	18,969.01	64,549.99	23	122,873.43
3355.002	State Gas Tax Section 2107	241,166.00	.00	241,166.00	.00	.00	24,997.58	216,168.42	10	216,951.46
3355.003	State Gas Tax Section 2107.5	6,000.00	.00	6,000.00	.00	.00	6,000.00	.00	100	12,000.00
3355.005	State Gas Tax Section 2105	152,686.00	.00	152,686.00	.00	.00	24,332.04	128,353.96	16	158,419.25
3355.007	State Gas Tax Section 2103	121,053.00	.00	121,053.00	.00	.00	46,511.65	74,541.35	38	282,779.45
3410.150	Administrative Services Late Fees	150.00	.00	150.00	.00	.00	130.52	19.48	87	246.13
3610.100	Interest Revenue Investments	.00	.00	.00	.00	.00	.00	.00	+++	288.67
3901.100	Refunds & Reimbursements Miscellaneous	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0	4,208.66
3901.140	Refunds & Reimbursements Negligence Cost Recovery Fees	4,500.00	.00	4,500.00	.00	.00	(46.34)	4,546.34	-1	3,141.32
3902.100	Miscellaneous Revenue General	500.00	.00	500.00	.00	.00	.00	500.00	0	808.84
3910.121	Transfers In From RSTP Fund	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0	298,180.93
3910.132	Transfers In From HSIP Grant	51,624.00	.00	51,624.00	.00	.00	.00	51,624.00	0	52,194.45
3910.133	Transfers In From ATP Grant	61,000.00	.00	61,000.00	.00	.00	.00	61,000.00	0	11,710.26
Program 4750 - Public Works - Streets Maint. Totals		\$1,024,198.00	\$0.00	\$1,024,198.00	\$0.00	\$0.00	\$120,894.46	\$903,303.54	12%	\$1,163,802.85
Department 45 - Public Works Totals		\$1,024,198.00	\$0.00	\$1,024,198.00	\$0.00	\$0.00	\$120,894.46	\$903,303.54	12%	\$1,163,802.85
REVENUE TOTALS		\$1,024,198.00	\$0.00	\$1,024,198.00	\$0.00	\$0.00	\$120,894.46	\$903,303.54	12%	\$1,163,802.85
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5101	Salaries - Permanent	465,470.00	.00	465,470.00	.00	.00	94,105.41	371,364.59	20	450,421.84
5103.101	Differential Pay On Call	.00	.00	.00	.00	.00	4,587.00	(4,587.00)	+++	20,595.00
5105	Salaries - Overtime/FLSA	7,500.00	.00	7,500.00	.00	.00	409.79	7,090.21	5	8,107.50
5106.100	Incentives & Admin Leave Administrative Leave	9,458.00	.00	9,458.00	.00	.00	.00	9,458.00	0	5,821.61
5106.200	Incentives & Admin Leave Gym Reimbursement	250.00	.00	250.00	.00	.00	187.20	62.80	75	233.10
5107	Car Allowance/Mileage	2,664.00	.00	2,664.00	.00	.00	673.00	1,991.00	25	1,366.25
5109.101	Allowances Boot Allowance	2,079.00	.00	2,079.00	.00	.00	3,300.00	(1,221.00)	159	2,100.00
5111	Medicare	6,116.00	.00	6,116.00	.00	.00	1,177.93	4,938.07	19	5,810.76
5112.101	Retirement Contribution PERS	62,502.00	.00	62,502.00	.00	.00	35,465.40	27,036.60	57	49,706.07
5113	Worker's Compensation	49,696.00	.00	49,696.00	.00	.00	12,438.70	37,257.30	25	60,067.96
5114.101	Health Insurance Medical	73,235.00	.00	73,235.00	.00	.00	18,648.11	54,586.89	25	68,162.74
5114.102	Health Insurance Dental	.00	.00	.00	.00	.00	2,248.91	(2,248.91)	+++	10,750.67
5114.103	Health Insurance Vision	.00	.00	.00	.00	.00	235.72	(235.72)	+++	1,066.61
5115	Unemployment Compensation	.00	.00	.00	.00	.00	765.61	(765.61)	+++	.00
5116.101	Life and Disability Insurance Life & Disab.	5,168.00	.00	5,168.00	.00	.00	501.77	4,666.23	10	1,952.72
5116.102	Life and Disability Insurance Long Term/Short Term Disability	.00	.00	.00	.00	.00	765.12	(765.12)	+++	2,616.07
5119.100	Retiree Costs Medical Insurance	31,360.00	.00	31,360.00	.00	.00	5,894.00	25,466.00	19	84.67



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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 2120 - State Gas Tax										
EXPENSE										
Department 45 - Public Works										
Program 4750 - Public Works - Streets Maint.										
5122	Accrual Bank Payoff	.00	.00	.00	.00	.00	.00	.00	+++	3,383.05
5199.130	Other Payroll Expenses Interfund Payroll Transfers	.00	.00	.00	.00	.00	.00	.00	+++	(3,366.78)
5201.100	Office Supplies General	50.00	.00	50.00	.00	.00	70.57	(20.57)	141	167.93
5202.100	Operating Supplies General	1,700.00	.00	1,700.00	.00	.00	1,626.29	73.71	96	3,400.60
5203.100	Repairs and Maint Supplies General	73,450.00	.00	73,450.00	.00	.00	17,264.41	56,185.59	24	33,821.99
5204	Subscriptions and Code Books	300.00	.00	300.00	.00	.00	1,014.03	(714.03)	338	240.95
5209.101	Auto Fuel Expense Town Vehicles	22,000.00	.00	22,000.00	.00	.00	3,151.30	18,848.70	14	20,041.55
5210.100	Postage General	10.00	.00	10.00	.00	.00	29.03	(19.03)	290	241.06
5211.137	Utilities Electric and Gas	28,000.00	.00	28,000.00	.00	.00	5,887.98	22,112.02	21	33,222.76
5211.139	Utilities Propane	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	84.06
5213.100	Professional/Contract Services General	2,100.00	.00	2,100.00	.00	.00	25,000.00	(22,900.00)	1190	1,132.75
5214.100	Repair and Maint Service General	99,400.00	.00	99,400.00	.00	120.00	6,852.73	92,427.27	7	84,077.07
5215.100	Rents and Leases Miscellaneous	.00	.00	.00	.00	.00	.00	.00	+++	2,919.28
5215.131	Rents and Leases Street Maintenance Equipment	.00	.00	.00	.00	.00	2,888.27	(2,888.27)	+++	.00
5216.100	Communications General Services	4,695.00	.00	4,695.00	.00	.00	1,155.13	3,539.87	25	4,438.64
5218.100	Advertising General	700.00	.00	700.00	.00	.00	503.60	196.40	72	1,258.13
5219.100	Printing General	500.00	.00	500.00	.00	.00	.00	500.00	0	1,008.33
5220.100	Employee Development General	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	1,270.87
5223.101	Meals and Refreshments Employee Meals-MOU Overtime	75.00	.00	75.00	.00	.00	.00	75.00	0	.00
5280.100	Bad Debt Write Off Expense	.00	.00	.00	.00	.00	.00	.00	+++	2,712.43
5304	Furniture & Equipment	2,000.00	.00	2,000.00	.00	.00	2,555.68	(555.68)	128	4,940.13
5501	Debt Service Payment - Principal	27,678.00	53.00	27,731.00	.00	.00	887.08	26,843.92	3	32,794.90
5910.010	Transfers Out To General Fund	167,031.00	.00	167,031.00	.00	.00	.00	167,031.00	0	166,681.00
5910.100	Transfers Out To Capital Projects	69,004.00	.00	69,004.00	.00	.00	.00	69,004.00	0	40,134.84
Program 4750 - Public Works - Streets Maint. Totals		\$1,218,191.00	\$53.00	\$1,218,244.00	\$0.00	\$120.00	\$250,289.77	\$967,834.23	21%	\$1,145,169.11
Department 45 - Public Works Totals		\$1,218,191.00	\$53.00	\$1,218,244.00	\$0.00	\$120.00	\$250,289.77	\$967,834.23	21%	\$1,145,169.11
EXPENSE TOTALS		\$1,218,191.00	\$53.00	\$1,218,244.00	\$0.00	\$120.00	\$250,289.77	\$967,834.23	21%	\$1,145,169.11
Fund 2120 - State Gas Tax Totals										
REVENUE TOTALS		1,024,198.00	.00	1,024,198.00	.00	.00	120,894.46	903,303.54	12	1,163,802.85
EXPENSE TOTALS		1,218,191.00	53.00	1,218,244.00	.00	120.00	250,289.77	967,834.23	21	1,145,169.11
Fund 2120 - State Gas Tax Totals		(\$193,993.00)	(\$53.00)	(\$194,046.00)	\$0.00	(\$120.00)	(\$129,395.31)	(\$64,530.69)		\$18,633.74
Grand Totals										
REVENUE TOTALS		1,024,198.00	.00	1,024,198.00	.00	.00	120,894.46	903,303.54	12	1,163,802.85
EXPENSE TOTALS		1,218,191.00	53.00	1,218,244.00	.00	120.00	250,289.77	967,834.23	21	1,145,169.11



Budget Performance Report

Fiscal Year to Date 06/30/16
Exclude Rollup Account

Grand Totals	(\$193,993.00)	(\$53.00)	(\$194,046.00)	\$0.00	(\$120.00)	(\$129,395.31)	(\$64,530.69)	\$18,633.74
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TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015

Agenda No. 7(c)

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

REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: American Way Property Exchange Agreement

COUNCIL ACTION REQUESTED:

1. Approve the proposed property exchange agreement relating to Town property on American Way; and,
2. Adopt the attached Resolution No. `15-____, "A Resolution of the Town Council of the Town of Paradise authorizing an exchange agreement between the Town of Paradise and MC Horning Jr."; and,
3. Authorize the Town Manager to execute an agreement with L&L Surveying of Paradise, CA to perform Lot Line Adjustment and Record of Survey.

Background:

The Town of Paradise owns APN 055-180-076-000, a 5.19 acre parcel located at the northeast corner of American Way and Clark Road, further referenced as Parcel A. Parcel A is the current home to the Town's Animal Control (925 American Way) and Public Works Corporation Yard (933 American Way) facilities. Furthermore, portions of this property are used by Northern Recycling and Waste Services (NRWS) for green waste collection and processing.

MC Horning Jr. currently owns APN 055-180-077, a 5.00 acre parcel located on the north side at the end of American Way, further referenced as Parcel B. This parcel has a developed building which formerly housed Waste Management. This building has vehicle maintenance bays, covered storage, and office space.

The Town of Paradise has long desired improved facilities for its Public Works Corporation Yard and vehicle repair shop. The Town of Paradise approached MC Horning Jr. to determine the interest and feasibility of a property exchange, which involves portions of Parcel A and Parcel B.

This exchange would also involve APN 055-180-049, a 20.35 acre undeveloped parcel just north of Parcel A and Parcel B, further referenced Parcel C. Parcel C is also owned by MC Horning Jr.

A map of the subject parcels is shown in Attachment 1.

Analysis:

Following several periods of negotiations with MC Horning Jr, staff is presenting a proposed property exchange agreement, included as Attachment 2 of this report. The agreement calls for a lot line adjustment with a merger to account for the modification in property boundaries. The Town's property, Parcel A, would be modified to include the current corporation yard, animal control and add the former waste management building. MC Horning Jr.'s property (Parcel B and Parcel C) would merge into one property including the remaining portion of Parcel B while acquiring the majority of the northeast corner of Clark and American Way from the Town of Paradise.

A map of the final parcel layout is shown in Attachment 3.

Due to the different values between Parcel A and Parcel B, as Parcel B has the developed structure, the Town of Paradise is proposing to provide a fee waiver relating to building inspections and plan checking for potential development of the new Parcel C. This waiver amount was calculated from price per acre of undeveloped land determined from a formal appraisal of Parcel A. The waiver would not include development impact fees. The total fee waiver shall not exceed \$73,500 for any future development relating to the resulting Parcel C.

Lastly, the agreement for closing of escrow has the following five conditions:

- (1) The performance by each party of all matters required to be performed by that party under this Agreement
- (2) Parcel A requires a lot line adjustment with Parcel C and survey to locate the centerline of the drainage draw as the new eastern boundary of Parcel A and shall be approved by Town before it can be conveyed to MC Horning Jr.
- (3) Parcel B requires a lot line adjustment and survey to locate the existing fence line east of the building. The lot line adjustment shall be between Parcels A and B and a merger between the remainder of Parcel B with Parcel C in compliance with Paradise Municipal Code Chapter 16.13 and Government Code Section 66451.11.
- (4) American Way is a Town public roadway pursuant to Paradise Municipal Code Section 16.09.010 – Dedication of Streets, Alleys and Other Public Rights-of-Way/Easements.
- (5) To the extent permitted by law, any future extension of American Way benefiting Parcel C along the centerline of the private easement shown in Exhibit D, Town shall not require it to be developed beyond a 30' total width on the north half of such easement.

If approved, staff will utilize the services of L&L Surveying to:

- A. Perform field survey and mapping of improvements along proposed property lines for review;
- B. Prepare Legal Descriptions and Plats for Lot Line Adjustment;
- C. Order Title reports for Lot Line Adjustments from Mid Valley Title
- D. Set final lot corners only around new Town of Paradise property boundary and file Record of Survey map with the Butte County Surveyor

If escrow closes, staff proposes utilizing the newly acquired building to house the Public Works Department Street Maintenance Division while allowing for the Lead Mechanic to utilize the maintenance bays for larger vehicles.

Financial Impact:

The Town of Paradise has a quotation from L&L Surveying of Paradise to perform the lot line adjustment and record of survey in the amount of \$7,400.00. Per the agreement these costs are to be shared 50/50 between parties, meaning \$3,700.00 would be attributed to Public Works Department gas tax funds. Future costs are expected to bring the building to a functioning standard. These costs include a security system and infrastructure upgrades for telephone and internet.

**TOWN OF PARADISE
RESOLUTION NO. 15-___**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AUTHORIZING AN EXCHANGE AGREEMENT BETWEEN THE
TOWN OF PARADISE AND M. C. HORNING, JR.**

WHEREAS, the Town of Paradise and M. C. Horning, Jr. have met and negotiated through their respective representatives the terms of an Exchange Agreement relating to parcels that each owns located near American Way, Paradise, California; and

WHEREAS, in order to proceed with the Exchange Agreement, it is necessary to obtain Town Council approval.

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

Section 1. The Town Manager is hereby authorized to execute the Exchange Agreement between the Town of Paradise and M. C. Horning, Jr. substantially in the form attached as Exhibit A.

Section 2. Before any of the parcels covered by the Exchange Agreement are developed, they will be subject to compliance with the California Environmental Quality Act.

PASSED AND ADOPTED by the Town Council of the Town of Paradise, County of Butte, State of California, on this ___ day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
NOT VOTING:

GREG BOLIN, Mayor

ATTEST:

APPROVED AS TO FORM:

JOANNA GUTIERREZ, Town Clerk

DWIGHT L. MOORE, Town Attorney

EXCHANGE AGREEMENT

This Agreement is made on _____, 2015 by and between Town of Paradise (“Town”) and M. C. Horning, Jr.

Town and M. C. Horning, Jr. agree as follows:

ARTICLE 1. EXCHANGE

Mutual Conveyances

1.01. Town agrees to convey to MC Horning, Jr. that certain real property located in the Town of Paradise, County of Butte, State of California (“Parcel A”) and described in Exhibit A, which is attached to this Agreement and hereby incorporated by reference. M.C. Horning, Jr. agrees to convey to Town that certain property located in the Town of Paradise, County of Butte, State of California (“Parcel B”), and described in Exhibit B, which is attached to this Agreement and hereby incorporated by reference. These conveyances will be for and in consideration of each other and on the terms and conditions set forth in this Agreement. Parcel B is to be merged with Parcel C, which is described in Exhibit C.

ARTICLE 2. EXCEPTIONS

Exceptions to Parcel A

2.01. Town will convey title to Parcel A to M. C. Horning, Jr. free and clear of all encumbrances, covenants, conditions, restrictions, reservations, easements, liens for taxes and assessments not yet payable, except as follows: _____

Exceptions to Parcel B

2.02. M. C. Horning, Jr. will convey title to Parcel B to Town free and clear of all encumbrances, covenants, conditions, restrictions, reservations, easements, and liens for taxes and assessments not yet payable, except as follows: _____

ARTICLE 3. VALUE OF PROPERTY

Valuation [and Adjustment of Difference in Equities]

3.01 For purposes of the exchange, (1) Parcel A is deemed to have a fair market value of \$225,000, with no encumbrances against it and an equity of \$225,000, and (2) Parcel B is deemed to have a fair market value of \$289,500. The difference in the respective equities of Parcel A and Parcel B is \$73,500, and will be offset by the Town providing Parcel A and Parcel C, with fee waivers relating to plan check and inspection fees for a future project on the merged Parcel A and Parcel C; provided the total amount of the fee waivers shall not exceed \$73,500 in any event.

3.02 Town shall pay 100 percent of the costs to obtain the lot line adjustments and mergers to create Parcel A, Parcel B and Parcel C.

ARTICLE 4. ESCROW

Opening of Escrow

4.01. The exchange of Parcel A and Parcel B will be consummated by means of an escrow, which is to be opened with Mid-Valley Title and Escrow Company at 7084 Skyway, Paradise, California (“Escrow Holder”) within five days following the execution of this Agreement.

Escrow Instructions

4.02 The escrow instructions given to Escrow Holder must incorporate the terms of, and must be consistent with, this Agreement. Further, the escrow instructions must provide that if there is any inconsistency between the terms of this Agreement and the escrow instructions, the terms of this Agreement will control.

The escrow instructions must also provide that Escrow Holder will concurrently record Town’s grant deed to Parcel A to M. C. Horning, Jr. and M. C. Horning, Jr.’s grant deed to Parcel B to Town, when the following apply:

- (1) Escrow Holder can obtain the usual form C.L.T.A. standard coverage policy of title insurance issued by First American Title Company with liability not exceeding \$225,000, showing title to Parcel A vested in M. C. Horning, Jr. (or M. C. Horning, Jr.’s nominee), subject only to _____.
- (2) Escrow Holder can obtain the usual form C.L.T.A. standard coverage policy of title insurance issued by First American Title Company, with liability not exceeding \$289,500, showing title to Parcel B vested in Town, subject only to _____.

Close of Escrow

4.02. Unless extended in accordance with this Agreement, the escrow must close on or before November __, 2015 (the “close of escrow”). If the escrow cannot close by title to Parcel A passing to M. C. Horning, Jr. and title to Parcel B passing to Town on or before that date, for any reason, the escrow will be automatically terminated and the Escrow Holder will upon demand of either party return all funds and documents deposited in the escrow to the party depositing them.

ARTICLE 5. CONDITIONS TO CLOSING

Conditions

5.01. The enforceability of this Agreement and the closing of the escrow provided for in this Agreement are contingent upon the following:

- (1) The performance by each party of all matters required to be performed by that party under this Agreement
- (2) Parcel A requires a lot line adjustment with Parcel C and survey to locate the centerline of the drainage draw as the new eastern boundary of Parcel A and shall be approved by Town before it can be conveyed to M. C. Horning, Jr.
- (3) Parcel B requires a lot line adjustment and survey to locate the existing fence line east of the building. The lot line adjustment shall be between Parcels A and B and a merger between the remainder of Parcel B with Parcel C in compliance with Paradise Municipal Code Chapter 16.13 and Government Code Section 66451.11.
- (4) American Way is a Town public roadway pursuant to Paradise Municipal Code Section 16.09.010 – Dedication of Streets, Alleys and Other Public Rights-of Way/Easements.
- (5) To the extent permitted by law, any future extension of American Way benefiting Parcel C along the centerline of the private easement shown in Exhibit D, Town shall not require it to be developed beyond a 30’ total width on the north half of such easement.

ARTICLE 6. TITLE INSURANCE

Policies

6.01. At the close of escrow, M. C. Horning, Jr. will be entitled to receive from First American Title Company its usual form C.L.T.A. standard coverage policy of the title insurance in the amount of \$225,000, showing title to Parcel A vested in M. C. Horning, Jr. free and clear of all matters except those matters stated in Paragraph 2.01 of this Agreement; and Town will be entitled to receive from First American Title Company its usual form C.L.T.A. standard coverage policy of title insurance in the amount of \$289,500, showing title to Parcel B vested in Town free and clear of all matters except those matters stated in Paragraph 2.02 of this Agreement.

ARTICLE 7. DEPOSITS

Required Deposits

7.01. Each party must deposit into the escrow provided for in this Agreement all funds and instruments required by this Agreement.

ARTICLE 8. PRORATIONS

Parcel A

8.01. The following matters will be prorated for Parcel A to the close of escrow:

- (1) General and special real property taxes, and interests, and assessments for the current fiscal tax year (or all taxes for the fiscal year 2015/2016, a lien but not yet payable); and
- (2) Any insurance, rents and interest on Parcel A.

Parcel B

8.02 The following matters will be prorated for Parcel B to the close of escrow:

- (1) General and special real property taxes, and interests, and assessments for the current fiscal tax year (or all taxes for the fiscal year 2015/2016, a lien but not yet payable); and
- (2) Any insurance, rents and interest on Parcel B

ARTICLE 9. COSTS

Town

9.01. The charges and expenses of the escrow to be borne by Town are as follows:

- (1) One half of the fee of the Escrow Holder for escrow services.
- (2) The cost of a standard policy of title insurance on Parcel B.
- (3) One half of the costs of drafting, processing and surveying the new boundary lines and mergers of Parcels A, B and C.
- (4) Any other costs and expenses that in the opinion of the Escrow Holder are customarily borne by the Town.

M. C. Horning, Jr.

9.02. The charges and expenses of the escrow to be borne by M. C. Horning, Jr. are as follows:

- (1) One half of the fee of the Escrow Holder for escrow services.
- (2) The cost of a standard policy of title insurance on Parcel A.
- (3) One half of the costs of drafting, processing and surveying the new boundary lines and mergers of Parcels A, B and C.
- (4) Any other costs and expenses that in the opinion of the Escrow Holder are customarily borne by M. C. Horning, Jr.

ARTICLE 10. DISCLOSURES AND WARRANTIES

10.01. Both parties will disclose to the other party all matters required by law about their respective parcels. Neither party will warrant the physical condition of the parcel conveyed to the other party; provided each party will have thirty (30) days from the date of this Agreement to inspect the other’s parcel. At the end of such thirty (30) days, either party may elect to terminate this Agreement.

ARTICLE 11. MISCELLANEOUS PROVISIONS

Time of Essence

11.01. Time is of the essence in this Agreement.

Notice

11.02. Any notice to be given or other document to be delivered to either party by the other under this Agreement may be delivered in person or may be deposited in the United States mail in the State of California, duly registered or certified, with postage prepaid, and addressed as follows:

To Town of Paradise
Town Manager
5555 Skyway
Paradise, CA 95969

To: M. C. Horning, Jr.

Paradise, CA 95969

Either party may, from time to time, by written notice to the other, designate a different address that will be substituted for the one specified above. If any notice or other document must be sent by certified mail as specified above, it will be deemed to have been effectively served or delivered at the expiration of 24 hours following the deposit of the notice in the United States mail in the manner set forth above.

Assignment

11.03. Neither this Agreement, nor any interest in this Agreement, will be assignable by either party without the prior written consent of the other. There are no third party beneficiaries to this Agreement.

Governing Law

11.04. All questions with respect to the construction of this Agreement, and the rights and liabilities of the parties to this Agreement, will be governed by the laws of the State of California.

Inurement

11.05. Subject to the restrictions against assignment contained in this Agreement, this Agreement will inure to the benefit of, and will be binding upon, the assigns, successors in interest, personal representatives, estates, heirs, and legatees of each of the parties.

Attorneys' Fees

11.06. In the event of any controversy, claim, or dispute between the parties, arising out of or relating to this Agreement or the breach of this Agreement, the prevailing party will be entitled to recover from the other party reasonable expenses, attorneys' fees, and costs.

Entire Agreement

11.07. This Agreement contains the entire agreement of the parties, and supersedes any prior written or oral agreements between them concerning the subject matter contained in this Agreement. There are no representations, agreements, arrangements, or understandings, oral or written, between the parties, relating to the subject matter contained in this Agreement that are not fully expressed in this Agreement. Any modification of this Agreement must be in writing and mutually agreed by the parties.

Executed on _____, 2015 at Paradise, California

TOWN OF PARADISE

M. C. HORNING, JR.

By: _____
Lauren M. Gill, Town Manager

By: _____

APPROVED AS TO FORM:

By: _____
Dwight L. Moore, Town Attorney

American Way Property Exchange Agreement – Subject Parcels

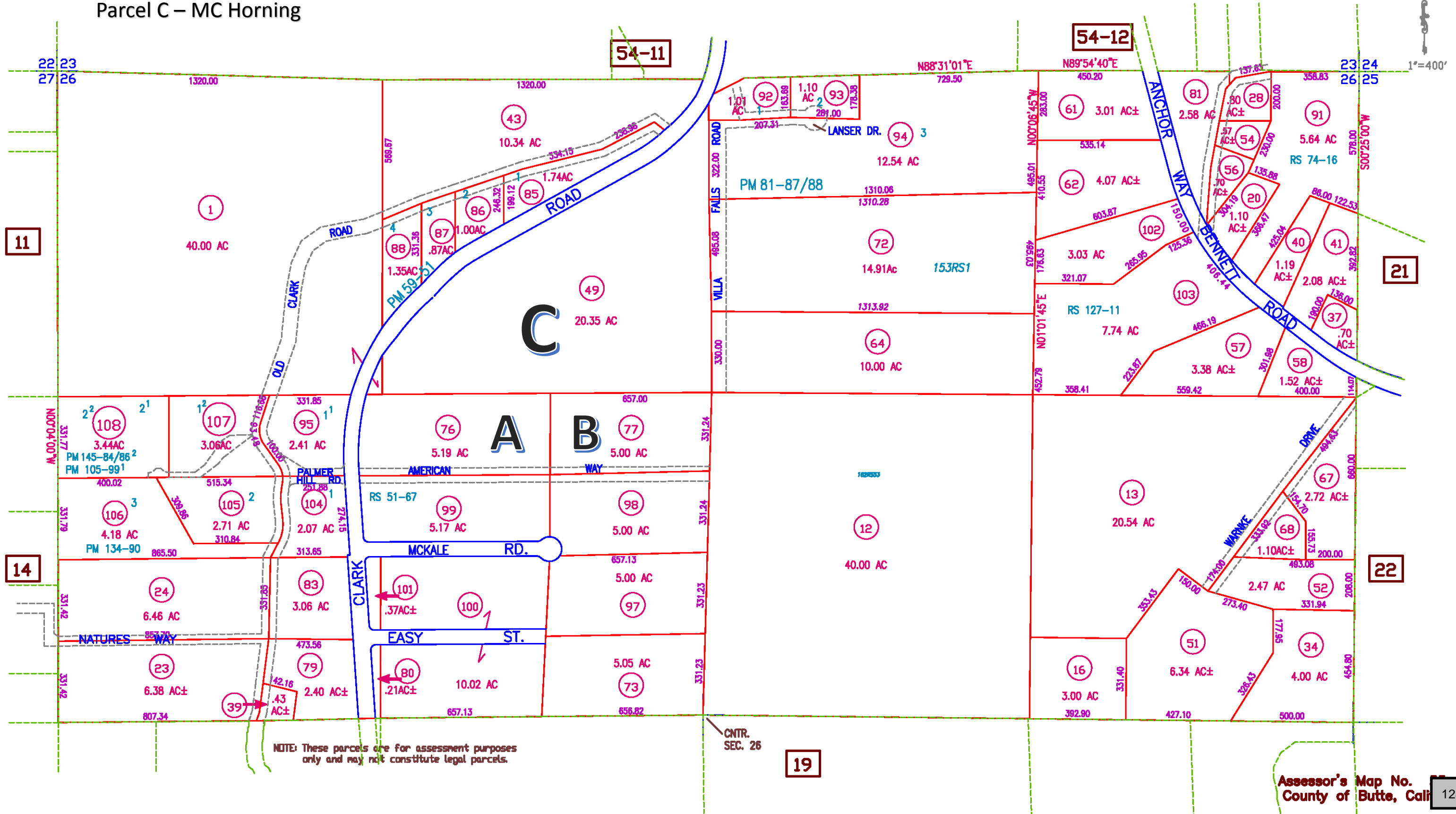
N. 1/2 SEC. 26, T.22N. R.3E. M.D.B.&M.

55-18

Parcel A – Town of Paradise

Parcel B – MC Horning

Parcel C – MC Horning



NOTE: These parcels are for assessment purposes only and may not constitute legal parcels.

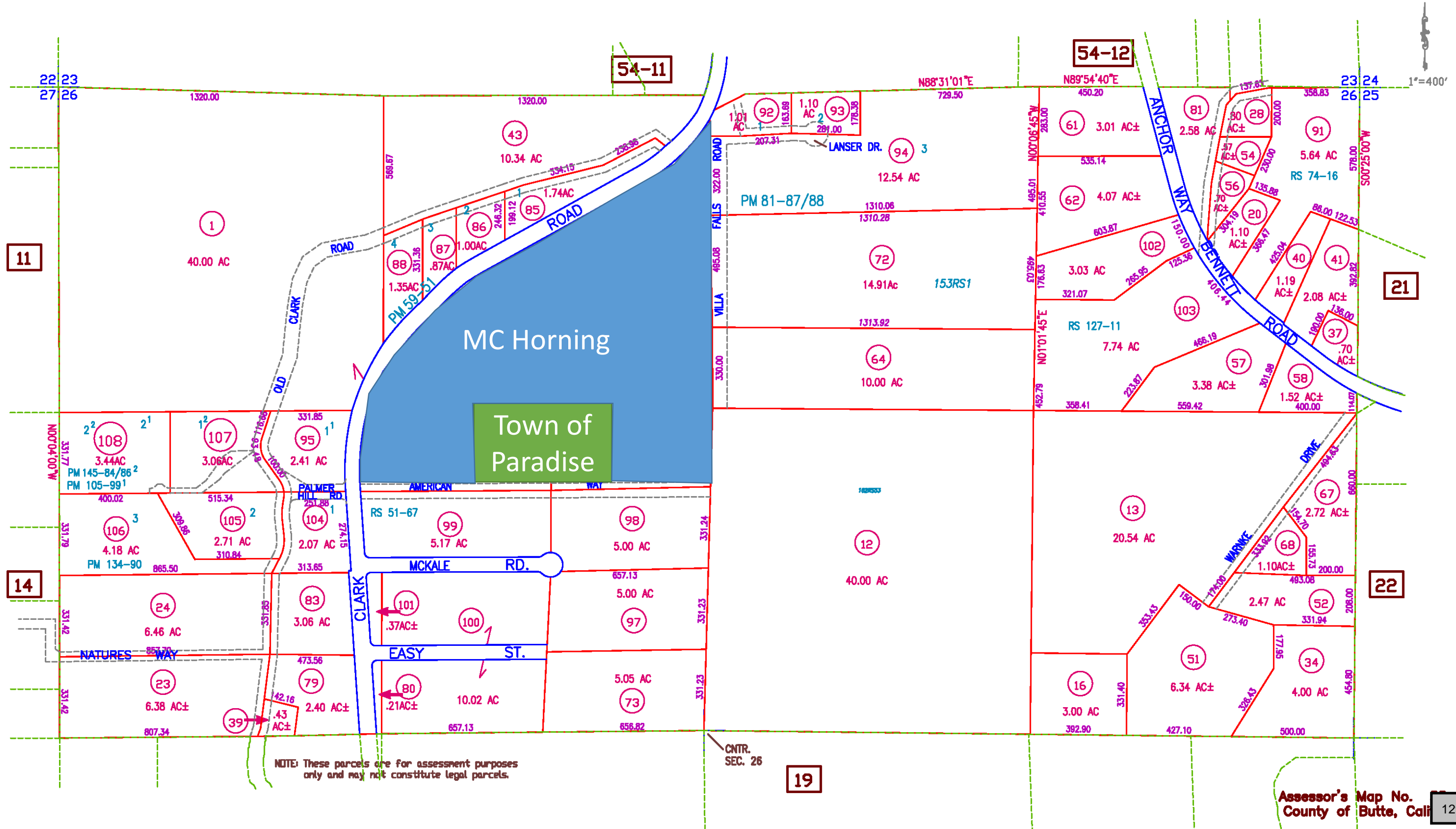
Assessor's Map No. 128
County of Butte, Calif

REVISED: 12-98

American Way Property Exchange Agreement – Final Parcels

N. 1/2 SEC. 26, T.22N. R.3E. M.D.B.&M.

55-18





**TOWN OF PARADISE
Council Agenda Summary
Date: October 13, 2015**

Agenda No. 7(d)

ORIGINATED BY: Joanna Gutierrez, CMC, Town Clerk
REVIEWED BY: Lauren Gill, Town Manager

SUBJECT: Conduct of Council Meetings - Amending Resolution No. 11-48

COUNCIL ACTION REQUESTED: Approve the staff recommendation to streamline the meeting process and approve the following changes to Council's meeting procedure:

- (1) Reformat the agenda cover page to clarify meeting procedure;
- (2) Change order of business – Section XIII
 - a. Eliminate the deferred item section
 - b. Add a section for items removed from consent calendar
 - c. Address scheduled business items prior to public communication on non-agenda items
- (4) Adopt Resolution No. 15-___, A Resolution Amending the Conduct of Council Meetings

Background: The Town Clerk has observed that the public might be unaware of the procedures relating to how the public is to address items on the agenda. Citizens tend to address the staff, rather than the Council, on agenda and non-agenda items, possibly due to the proximity of staff to the public seating area. All questions are to be addressed to the Mayor as the presiding chair. Also, many issues that are brought up under public communication are not those that can be resolved by the Town Council and citizens are referred to the town staff regarding the issue.

As such, it is recommended that the option for citizens to contact town staff during business hours be included on the cover page of the agenda. It is also recommended that the Council change the order of the agenda so that the business items on the agenda are addressed prior to non-agenda items. Often questions asked during public communication are subsequently answered by staff presentations for agenda items. Currently the public communication section for non-agenda items is scheduled after public hearings but before the action calendar.

The Town Council has adopted a resolution that sets forth meeting protocol for the purpose of conducting an orderly meeting. If Council is in agreement with the suggested changes, Resolution No. 11-48 would be amended to incorporate any changes.

Discussion The order of the Town meeting is governed by the Town Council members, not by state law or other authority.

Fiscal Impact Analysis: No fiscal impact.



Town of Paradise

Town Council Meeting Agenda

DATE OF MEETING

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

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

Mayor, Greg Bolin
Vice Mayor, Jody Jones
Council Member, Steve "Woody" Culleton
Council Member, Scott Lotter
Council Member, John J. Rawlings

Town Manager, Lauren Gill
Town Attorney, Dwight L. Moore
Town Clerk, Joanna Gutierrez
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 6, "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.

I. OPENING

- A. Call to order, pledge, invocation
- B. Presentations/Proclamations/Recognitions

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.

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. 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

5. 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.

6. PUBLIC COMMUNICATION (Non-Agenda Items)

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.

7. COUNCIL INITIATED ITEMS AND REPORTS

Council initiated agenda items
Council reports on committee representation
Future Agenda Items

8. STAFF COMMUNICATION

Town Manager Report
Community Development Director

9. CLOSED SESSION

10. ADJOURNMENT

**TOWN OF PARADISE
RESOLUTION NO. 15-__**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE
AMENDING AND RESTATING PROCEDURE RELATING TO CONDUCT OF
TOWN COUNCIL MEETINGS**

WHEREAS, it is necessary to update certain sections of the resolution to comply with current procedures and/or law relating to the Conduct of Council meetings, and

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

1. AGENDA PREPARATION

A. Agenda Deadline. All reports, ordinances, resolutions, contract documents or other matters to be submitted to the Council at the scheduled regular meeting on the first Tuesday of the month shall be posted to the automated agenda system at least ten (10) days prior to the regular Town Council meeting. The Town Manager may determine that it is imperative that an item not meeting the Agenda deadline be heard by the Council. In such case, an Addendum to the Agenda may be prepared, distributed and posted so long as it meets the requirements of the applicable sections of the open meetings laws contained in Chapter 9 of the California Government Code known as the Brown Act.

B. Agenda Synopsis. The Town Clerk shall prepare the Agenda of all such matters according to the order of business and collate and distribute an Agenda Packet consisting of supporting written public information that pertains to matters on the agenda. The Agenda shall include a brief description of each item of business to be transacted or discussed at the Council meeting together with the time and location of said meeting. Agenda reports and supporting information shall be reviewed and approved as necessary by the Town Attorney, the Finance Director and the Town Manager, or their respective designees, prior to submittal to the Town Clerk.

C. Agenda Availability. Printed copies of the Agenda and Agenda Packet shall be available to be picked up or delivered to each Council Member and each department director not later than 5:30 p.m. on the Wednesday preceding the scheduled meeting and shall be available to the public at 8:00 a.m. on the Thursday preceding the scheduled Regular Meeting.

Pursuant to Government Code Section 54957.5, agendas and other writings distributed for discussion or consideration at public meetings are to be made available for public inspection in the Town Clerk Department at the time the writing is distributed to all, or a majority of all, of the members of the legislative body.

The Town Clerk utilizes electronic means to make the Agenda and supporting written information relating to Agenda items for an open session available on the Town's Internet Website in accordance with Brown Act.

D. Additional Agenda Material. Staff will make every attempt to include all backup Agenda material in the packets for distribution. However, on the rare occasion when unusual circumstances are unavoidable, staff will provide additional Agenda material no later than 12:00 noon on the Monday preceding the Tuesday Regular Meeting.

The Mayor, or Presiding Officer, shall note for the record the submission of additional agenda material, the corresponding agenda item number and subject matter, and request the concurrence of the Council to accept the additional agenda material.

11 AGENDA POSTING

A. Posting of Agenda. The Agenda shall be posted in a location that is freely accessible to members of the public and on the Town's Internet Website 72 hours before the regular meeting.

B. Affidavit of Posting. The Town Clerk or designee shall use a stamped affidavit of posting on the Agenda and said Agenda and affidavit of posting shall be retained pursuant to the Town's adopted records retention resolution.

III. NO ACTION UNLESS POSTED

A. No Action Unless Posted. No deliberation or action shall be taken on any item not appearing on the posted Agenda unless qualified within one of the three exceptions listed within Item IV below.

B. Automatic Referral to Staff. All matters on which action is requested, but which does not qualify within one of the three exceptions listed below, shall be directed to the Town Manager for analysis. The Town Manager shall place the matter on a subsequent Council Agenda if deemed appropriate, or when requested by any Council Member.

IV. NO ACTION UNLESS POSTED – EXCEPTIONS

A. Previously Posted. The Council first determines by a majority vote that the item was properly posted for a prior meeting occurring not more than five days prior to the date action is proposed to be taken on the item, and at the prior meeting the item was continued to the meeting at which the action is proposed to be taken.

B. Emergency The Council determines that an emergency situation exists. This determination must be made by separate motion and vote. The motion shall specify the specific facts on which the Council relies in making the determination.

C. Definition of "Emergency Situation". An "emergency situation: as defined by Government Code Section 54956.5, means any of the following:

1. Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.
2. Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.

D. Need Arose After Posting. The Council determines by a two-thirds vote, or by a unanimous vote if less than two-thirds of the Council Members are present, that the "need to take action" on the item arose subsequent to the posting of the Agenda;

E. Written Justification. Except for Council and staff members, the party proposing immediate action shall present written justification to the Council prior to the Council's determination, addressing the following criteria:

1. The likelihood of public input on the item;
2. Knowledge of the Council's rules;
3. The date and time the applicant first learned of the facts and circumstances creating the need for Council action; and
4. An analysis of harm that may accrue to the Town, the public, and to the applicant if the matter is not addressed at the current meeting, but is continued to the next regular meeting.

V. PUBLIC PARTICIPATION

A. Agenda Item Required. Every Agenda for regular meetings shall provide an opportunity for members of the public to directly address the Council on items of interest to the public that are within the subject matter jurisdiction of the Council.

B. Item Already Considered. The Agenda need not provide an opportunity for members of the public to address the Council on any item that has already been considered by a committee composed exclusively of members of the Council at a public meeting wherein all interested members of the public were afforded the opportunity to address the committee on the item, unless the item has been substantially changed since the committee heard the item, as determined by the Council.

C. Written Communications. Interested parties or their authorized representatives may address the Council by written communication in regard to the subject matter under discussion.

D. Oral Presentations. The purpose of oral and written presentations at Council meetings is to hear the public expression thereon and to solicit information on facts and

circumstances not otherwise known. The Council considers that such presentations are helpful in arriving at its' decisions.

E. Previous Presentations. Presentations that are repetitive of previous presentations and irrelevant to the issue in question are not helpful and are thus out of order.

F. Criticism. Under Government Code Section 54954.3 the public has the right during presentations to criticize the Town's policies, procedures, programs or services, including acts or omissions of the Council. However, a Council meeting is not a public forum for personal attacks or disruptive presentations or demonstrations.

G. Bar Further Audience The Presiding Officer or Council may bar from further audience before the Council at a meeting any person who during the meeting:

1. Engages in the use of profanity or antagonistic behavior;
2. Becomes boisterous or disruptive while addressing the Council;
3. Speaks without being recognized by the Presiding Officer; or
4. Violates any rules of order established by this resolution or the Council

H. Removal - Disorderly Conduct. Any person or persons who engages in indecorous or disorderly conduct, such as hand clapping, stamping of feet, whistling, using profane language, yelling or similar demonstration which conduct disturbs the peace and good order of the meeting, shall, at the request of the Presiding Officer or the Council, be removed from the Council chambers.

I. Removal - Disobey Orders. Any person who refuses to comply with the lawful orders of the Presiding Officer shall, at the request of the Presiding Officer or the Council, be removed from the Council Chamber by the Sergeant-at-Arms.

J. Ruling of Chair - Appeal The ruling of the Presiding Officer to bar from further audience at that meeting shall be final and conclusive, subject only to the right of appeal by any Council Member to the entire Council.

K. Oral Presentation - Matters on the Agenda.

1. Order. The public shall have the opportunity to address each item placed on the Agenda after each agenda item has been called, introduced for discussion with staff members, consultants, or applicants, and any presentations made with reference to the agenda item.
2. Written Request Encouraged Each person wishing to be recognized and to speak on any listed agenda item may complete a written request and submit it to the Town Clerk prior to the beginning of the scheduled Council meeting. The Town of Paradise shall provide the request form. Each person shall state his/her name and it is requested that they provide their address and

specify which agenda item he/she wishes to discuss and give an estimate of how long the presentation will last. Persons who have not submitted written requested may be allowed to speak as time permits, at the discretion of the Council.

3. Time. Each agenda item shall be allotted a total of 15 minutes during which public discussion may take place, unless additional time is allowed by a majority of the Council. If there are numerous speakers, they will have to divide the 15 minutes among the speakers, with a maximum of 3 minutes per speaker. Speakers on a given item may yield their time to another speaker on the same item with the approval of the Council; but total time shall not exceed 15 minutes or such additional time as a majority of the Council may allow.

L. Oral Presentation - Matters Not on Agenda

1. Public Communications. Each Council Agenda shall contain a public communication section where the public shall be given an opportunity to speak to the Council on items of interest to the public which are not listed on the Agenda for discussion or action.

2. Time. A person speaking shall be required to limit his/her total time as to all subjects in an aggregate of three (3) minutes unless additional time is granted by a majority of the Town Council. If more time is necessary the item should be requested to be placed on a future Agenda for Council consideration.

VI. **ADDRESSING THE COUNCIL – PROCEDURE**

A. Recognition. No person shall address the Council unless he/she has been first recognized by the Presiding Officer.

B. Podium. All speakers shall make their remarks from the podium.

C. Speaker Identification. The speakers shall first identify themselves by name and it is requested that they state their address and any parties they represent before making their comments.

D. Subject Matter. The speaker's comments shall be limited to the matter which is pending before the Council.

E. Public Communication to the Council. The purpose of public communication is to inform the Council. Therefore, all remarks shall be made to the Council as a whole and not to individual members. Questions to individual Council Members and individual staff members should be addressed to those persons during time when Council is not in session.

VII. PUBLIC HEARINGS PROCEDURE

A. Time. Public Hearings shall be divided into four major sections: (1) Staff reports for a total of 15 minutes maximum; (2) Proponents presentation for a total of 15 minutes maximum; (3) Opponents presentations for a total of 15minutes maximum; and (4) Rebuttals (if requested) for a total of 15 minutes maximum or 3 minutes maximum per speaker. If there are numerous speakers for any of the four sections, they will have to divide the 15 minutes total maximum among the speakers. Additional time may be granted by a majority of the Council.

B. Spokesperson for a Group/Committee. In order to expedite matters and avoid repetitious presentations, whenever a group of persons wish to address the Council on the same subject matter the Presiding Officer shall inquire whether or not the group has a spokesperson and, if so, that he/she be heard. Speakers from the group, following such spokesperson, shall be limited to facts not presented by the group spokesperson.

C. Evidence -Received. After the agenda item has been called and introduced, the Council shall receive all oral and written staff reports, reports of consultants to the staff presentations by applicants and their consultants relative to the matter being considered. The rules of evidence shall be substantially relaxed in order to afford full presentation of facts essential for judicious consideration on the matter which is the subject of the public hearing.

D. Written Material. Written material for Public Hearings to be submitted by either proponents or opponents shall be delivered to the Town Clerk by noon on the business day preceding the hearing with copies provided for the Town Manager, Town Attorney, Town Council and one copy for Public Viewing

E. Unreviewed Written Materials. Written materials presented to the Council for the first time at or immediately prior to the public hearing, which have not been previously reviewed by staff or Council, may be accepted into evidence at the discretion of the Council. Sufficient copies should be made for each Council Member, the Town Manager, Town Attorney, Town Clerk and at least one extra copy for public viewing/the press.

F. Closing. When the presentation of evidence has been completed, or when in the opinion of the Presiding Officer or the majority of the Council, sufficient evidence has been presented, the Presiding Officer shall order the public hearing closed and no further evidence shall be accepted or heard.

G. Reopening. A public hearing on any matter, once closed, cannot be reopened on the date set for hearing unless by a 4/5 vote of the Council. Nothing herein, however, is intended to prevent or prohibit the reopening of public hearing at any subsequent, regular or special meeting of the Council. No public hearing may be reopened without the same notice as required for the original public hearing.

H. Continuance. If at any time it appears to the Presiding Officer or the majority of the Council, that inadequate evidence has been presented to afford judicious consideration of any matter before the Council, continuation of such hearing may be ordered to afford the applicant, his/her opponents, or the Town staff, adequate time to assemble additional evidence for the Council's consideration. A continuance may also be granted for matters covered by, and in conformance with, Section XVII(I) of this resolution.

I. Date of Continuance. Any continuation shall be to a date certain, which date shall be publicly announced and shall constitute notice to all parties and to the public that such further evidence will be taken at the time and place specified.

IX. QUORUM

A. Quorum. Three (3) members of the Council shall constitute a quorum for the transaction of business.

B. Deferral/Conflict of Interest. Where there is no quorum, the Mayor, Vice-Mayor or any member of the Council may adjourn or if no member of the Council is present, the Town Clerk shall adjourn such meeting. For the purpose of considering any item which IS subject to the vote of the Council, when a member disqualifies himself/herself due to conflict of interest, his/her presence shall not be considered in determining the presence of a quorum. If by such disqualification a quorum of voting Council Members does not remain, consideration of such items shall be deferred until a quorum of Council Members who have no conflict are present to discuss and vote on the matter.

X MEETINGS TO BE PUBLIC

A. Open to the Public. All regular and special meetings and study session of the Council shall be open to the public. The Council may hold closed sessions in the manner and form provided by law for such closed sessions.

XI. CLOSED SESSIONS

A. Non-disclosure. No member of the Council, employee of the Town or persons present during a closed session of the Council shall disclose to any person the content or substance of any confidential discussion which took place during said closed session, unless the Council votes to authorize disclosure of such information by a majority vote.

XII. PRESIDING OFFICER

A. Chairing Meeting. The Mayor, or in his/her absence, the Vice-Mayor, shall take the chair at the hour appointed for the meeting and shall call the meeting to order. In the absence of the Mayor and the Vice-Mayor, the Town Clerk or his/her assistant shall call the Council to order, whereupon a Temporary Chairman shall be selected by the Council

Members present. Upon the arrival of the Mayor or the Vice-Mayor, as the case may be, the person who is then presiding shall relinquish the chair at the conclusion of the business then before the Council.

B. Presiding Officers Duties. The Presiding Officer shall preserve strict order and decorum at all Council meetings, state questions coming before the Council, announce its decision on all subjects and decide all questions or order; subject, however, to appeal by any Council Member as provided herein.

The Presiding Officer may make motions, debate and vote on all questions and on Roll Call his/her name should be called last.

C. Public Debate. The Presiding Officer controls public debate so that repetitive or irrelevant statements are not made, so that where public participation is in order, everyone will have a chance to speak before other persons have a second chance to speak, to expedite business at hand and to prevent Council meetings from being used as a forum for libel, slander or otherwise defamation of persons under the cloak of the "public privilege."

D. Signing Documents. The Mayor shall sign all ordinances and resolutions adopted and contracts approved by the Council at meetings at which he/she is in attendance. In the event of his/her absence, the Vice-Mayor shall sign such documents. In the absence of the Mayor and the Vice-Mayor, the Temporary Chairman shall sign such documents.

XIII. ORDER OF BUSINESS

A. Order of Business. All regular meetings of the Council shall take up for consideration and disposition matters in substantially the following order, except as may otherwise be agreed by a majority of the Council:

1 – Opening

- a. Call to Order
- b. Flag Salute
- c. Invocation
- d. Roll Call
- e. Introductions, Proclamations, Presentations

2. Consent Calendar

3. Items Removed from Consent Calendar

4. Public Hearings – Procedure on Cover Page

5. Council Consideration

6. Public Communication

This is the time for members of the audience who have completed a "Request to Address Council" card and given it to the Clerk to present items not on the Agenda. Comments should be limited to a maximum of three (3) minutes duration. The Town Council is prohibited by State Law from taking action on any item presented if it is not listed on the Agenda.

(A total of 30 minutes maximum will be allotted for this Agenda Item. Each speaker will be allowed a maximum of 3 minutes each, with the total time of 30 minutes divided between all speakers if there are more than ten.)

7. Council Communication/Initiatives

8. Staff/Commission/Committee Communication

9. Closed Session

10. Adjournment

B. Directory. The provisions of this section shall be directory and not mandatory.

XIV. ROLL CALL

A. Roll Call. Before proceeding with the business of the Council, the Town Clerk shall call the roll of the members and the name of those present shall be entered in the minutes.

XV. CONSENT CALENDAR

A. Consent Calendar. Actions recommended by the staff or the Mayor to be listed in a Consent Calendar shall be listed in a summary form.

B. Reading of Resolutions/Ordinances. Each ordinance and resolution by reference on the written agenda is deemed to have been read by title only.

C. Adoption of Consent Calendar. The adoption of the Consent Calendar may be made in one motion by the Council; provided, however, that any Council Member may request that the Council defer action on any matters on the Consent Calendar and place it/them on the regular agenda. In such event, the Presiding Officer shall order that such matter (except for reading by title only as set forth in this section, unless a full reading is specifically requested) be removed from the said Consent Calendar and be placed for Council consideration.

D. All Items Adopted. Adoption of the Consent Calendar and approval of the same shall constitute an affirmative vote for each and every item contained thereon.

E. Adopted by Roll Call. The Consent Calendar shall be adopted only by roll call.

XVI. RULES OF DEBATE

A. Rules of Debate. The Presiding Officer may move, second and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all Council Members, and shall not be deprived of any of the rights and privileges of a Council Member by reason of his/her acting as the Presiding Officer.

B. Robert's Rules of Order. Except as otherwise provided in this resolution or provided by law, Robert's Rules of Order, Revised shall govern the conduct of regular meetings of the Council.

C. Objections to Informal Procedures. Objections to the use of informal procedures by the Council or the failure of the Council to act strictly in accordance with Robert's Rules of Order shall be deemed waived by all Council Members, unless a Council Member express his/her objections at the time when such procedure is used.

D. Taking Matters Out of Order. The Presiding Officer may at any time, by consent of a majority of the Council, permit a member to introduce an ordinance, matter, resolution or motion out of the regular Agenda order.

E. Dividing Issues. If a matter contains two or more divisible propositions, the Presiding Officer may, and upon the request of a Council Member shall, unless appealed, divide the same.

F. Points of Order. The Presiding Officer shall determine all points of order subject to the right of any Council Member to appeal and request full Council ruling on the question. In the event of an appeal, the questions shall be: "Shall the decision of the Presiding Officer be sustained?" The majority vote shall conclusively determine such question of order.

G. Point of Personal Privilege. The right of a Council Member to address the Council on a question of personal privilege shall be limited to cases in which his/her integrity, character or motives are questions, or where the welfare of the Council is concerned.

H. Gaining the Floor. Every Council Member desiring to speak shall first address the chair and gain recognition by the Presiding Officer. Such member shall confine himself/herself to the question under debate, avoiding reference to character and indecorous language.

I. Interruptions of a Council Member. A Council Member, once recognized, shall not be interrupted while speaking, unless called to order by the Presiding Officer, or unless a point of order or personal privilege is raised by another Council Member, or unless the speaker chooses to yield to a question by another Council Member. If a Council Member,

while speaking, is called to order, he/she shall cease speaking until the question of order is determined and, if determined to be in order, he/she may proceed. A Council Member, when speaking, shall speak to the subject matter of the item on the floor, and shall keep his/her remarks to a reasonable length. If a Council Member fails to do so, he/she may be called to order by a point of order.

Members of the Town staff, after recognition by the Presiding Officer, shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

J. Propriety of Conduct - Council. Members of the Council must observe order and decorum and shall not by conversation otherwise, delay or interrupt the proceedings of the Council or in any way make or disturb any other member of the Council while speaking, or refuse to obey the orders of the Council or the Presiding Officer, except as in this resolution otherwise provided.

XVII. VOTING

A. Passage of Motion. The passage of every motion shall be by roll call and entered in full upon the record.

B. Roll Call Vote Required. All ordinances, resolutions granting a franchise, and resolutions and orders for the payment of money shall be by roll call vote. Any member of the Council may demand a roll call vote on any matter before the Council.

C. Explanation of Vote. It shall not be in order for any Council Member to explain their vote during the roll call, except in conformance with Section XVIII below.

D. Disqualification. Every member should vote unless disqualified for cause, but no Council Member shall be forced to vote.

E. Tie Votes. Tie votes shall be lost motions and result in a rejection of the matter voted upon.

F. Change of Vote. After the roll call has been completed but before the result of the vote is announced, a member may change his/her vote. A member may not change his/her vote after the vote has been announced unless a majority consent is obtained.

G. Failure to Vote. A Council Member who is silent, or inattentive, or fails to vote without stating his/her abstention or without being disqualified, shall be deemed to have cast a "yes" vote.

H. Conflict of Interest. A Council Member who is disqualified by reason of conflict of interest shall be recorded as "absent" and a Council Member who states he/she is abstaining shall be recorded as "not voting."

1. Appeals from Planning Commission Actions. With regard to any matter that comes before the Town Council on appeal from determinations or actions taken by the Planning Commission, at least three (3) affirmative votes shall be required to uphold any appeal from said determinations or actions. Failure to obtain three (3) affirmative votes shall constitute rejections of any such appeal.

In the event that there is less than a full Council present and qualified to vote on any appeal from Planning Commission determinations or actions, the appellant may continue the public hearing and the Town Council's determination on the appeal until a date certain when a full Council is expected to be available to hear and vote on said appeal. The appellant is required to exercise his/her said option to continue prior to the opening of the public hearing on the appeal and prior to any vote or action being taken by the Town Council on the appeal. In the event the appellant chooses to have the matter heard and decided by less than a full Council, the action taken by the Town Council on the appeal at the meeting at which the appeal is heard shall be considered final. Any continuances granted pursuant to this section shall conform to the provisions of Section VIII of this resolution.

XVIII. RIGHT TO RECORD REASONS FOR VOTE

A. Reasons Entered into the Minutes. Any Council member shall have the right to have the reasons for his/her vote on any action before the Council entered in the minutes. Such statement shall be made in substantially the following manner: "I would like the minutes to show that I favor/oppose this action for the following reasons..."

XIX. RECONSIDERATION

A. Motion to Reconsider. A motion to reconsider any action taken by the Council may be made only at the meeting when such action was taken. It may be made either immediately during the same session, or a recessed or adjourned session thereof. Such a motion to reconsider shall be made only by one of the Council Members who voted with the prevailing side. Nothing herein shall be construed to prevent any Council member from making or remaking the same or another motion at a subsequent meeting of the Council.

XX. ENFORCEMENT OF ORDER

A. Sergeant-At-Arms. The Chief of Police is designated as Sergeant-at-Arms of the Council and shall carry out all orders by the Presiding Officer for the purpose of maintaining order at the Council meeting. In the absence of the Chief of Police or any member of the Police Department, the Presiding Officer may designate any person to act as Sergeant-at-Arms.

B. Enforcement of Rules. Any Council Member may move to require the Presiding Officer to enforce these rules. An affirmative vote of the majority of the Council shall require the Presiding Officer to enforce said rules.

XXI. PROCEDURAL RULES - VIOLATION SHALL NOT INVALIDATE

A. Substantial Compliance. Insofar as practicable, the business of the Council shall be conducted substantially in the order and the manner provided in this resolution. However, the failure to observe or enforce such procedural rules shall in no manner affect the regularity, validity or legality of any action or proceeding taken by the Council. The Council, in its discretion, reserves the right to govern its own proceedings.

XXII. TESTIMONY UNDER OATH

A. Testimony Under Oath. The Presiding Officer may require any person addressing the Council to be sworn as a witness and testify under oath. The Presiding Officer shall require a witness to be sworn if directed to do so by a majority of the Council.

XXIII. MINUTES OF COUNCIL

A. Minutes. The official minutes of the Town Council will be kept by the Town Clerk in the Minute Book, with the record of each particular type of business transacted set off in the paragraph with the proper subheads.

B. Record Business Passed by Council. The Clerk shall be required to make a record only of such business actually passed upon by the Council, and shall not be required to record the remarks of any member of the Council or any other person, except as specifically provided by this resolution.

C. Persons Addressing Council. The names and addresses (if volunteered) of persons addressing the Council and the subject matter of their remarks shall be entered in the minutes.

D. Directory. The provisions of this section shall be directory and not mandatory.

XIV. INVESTIGATIONS AND HEARINGS

A. Investigations and Hearings. The Council shall have the discretionary right to make investigations and hold hearings with respect to all matters within its legislative power and all matters pertaining to the administration of the business of the Town.

B. Power of Subpoena. The Council shall have the power of subpoena as provided in Sections 37104 and 37109 of the Government Code. The Council may order the Clerk and the Chief of Police or his/her representative to issue subpoenas for any witnesses or records necessary for the production of evidence at any duly scheduled meeting of the Council.

XV. SMOKING AT MEETINGS

A. Smoking. No person shall smoke any cigarette, e-cigarette, vapor device, cigar or pipe during any meeting of the Town Council.

XVI. ADJOURNMENT

A. Time of Adjournment. It shall be the policy of the Town Council to adjourn its meetings at or before 11:00 p.m. If the Council has not completed all items of the Agenda by 11:00 p.m., the Council, shall, at that time, either (1) waive the adjournment hour by formal motion; or (2) determine a future date(s) and time(s) at which the remaining Agenda items will be heard. Violation of this section shall not invalidate the action taken.

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this __ day of _____, 2015, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Attest:

Mayor

Joanna Gutierrez, CMC, Town Clerk

Approved as to Form:

Dwight L. Moore, Town Attorney



**Town of Paradise
Council Agenda Summary
Date: October 13, 2015**

Agenda Item: 7e

Originated by: Lauren Gill, Town Manager

Subject: Regional branding theme for Butte County

Council Action Requested:

1. Consider adopting a logo that coordinates with the Butte County branding theme.

Background:

Butte County recently formed a local design team consisting of business, tourism and government to create a brand that represents the best aspects of the region. They hired the design firm of MC2 to assist in the project. The result of their efforts was a simple yet elegant graphic that captures the essence of the County. The County then extended an invitation to all Butte County cities to join a county-wide branding effort and utilize their design, at no cost to the cities, as a basis for developing a family of logos that could be used to bring visibility to the various attributes of the region to promote tourism, business, etc. The Butte County logo can be seen at the bottom of this agenda summary report.

Discussion:

Since the Town of Paradise recently joined with the County and other cities to form a Tourism Business Improvement District (TBID), staff felt this would be an excellent opportunity to consider participating in a regional branding effort as well. The benefits of a regional branding theme would be much more effective than an individual effort.

Marc Mattox, our Town Engineer is being given the credit for making a few modifications to the Butte County logo and creating a graphic that is currently being used for our TOP Access Mobile App. The graphic can be viewed at the bottom of this agenda summary report. Council may elect to use this graphic as a brand for the Town. The Town currently has an official seal, which would continue to be used for official Town business, as well as a flag design that represents our Town. The logo, if adopted by Council, would be used as a regional branding tool.

Fiscal Impact Analysis:

There is no impact to the general fund. The logo was created by staff, using the Butte County logo with their permission.

