Management Staff:
Charles L. Rough, Jr., Town Manager
Dwight L. Moore, Town Attorney
Joanna Gutierrez, Town Clerk
Dennis Ivey, Assistant Town Manager
Lauren Gill, Assistant to the Town Manager/ Business & Housing Services Director
Albert McGreehan, Community Development Director
Dennis Schmidt, Public Works Director/Town Engineer
Denise Farrell, Human Resources/Risk Management
Mark Haunschild, Fire Chief
Gerald Carrigan, Police Chief
Gina Will, Finance Director

Town Council:
Frankie Rutledge, Mayor
Steve "Woody" Culleton, Vice Mayor
Joe DiDuca
Scott Lotter
Alan White

TOWN COUNCIL AGENDA

SPECIAL MEETING – 8:00 AM – June 26, 2009

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

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.

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 time the subject writing or document is distributed to a majority of the subject body. The information will be available at the Town Hall in the Town Clerk's Department at 5555 Skyway, Paradise, California, during regular business hours Monday through Thursday from 8:00 a.m. to 5:00 p.m.

1. OPENING

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

TOWN OF PARADISE
FISCAL YEAR 2009-2010 APPROPRIATIONS
RESOLUTION NO. _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE ADOPTING THE FINAL BUDGET FOR THE TOWN OF PARADISE INCLUDING ALL ATTACHMENTS, APPENDICIES AND OTHER RELATED DOCUMENTS FOR THE 2009-2010 FISCAL YEAR ENDING JUNE 30, 2010

WHEREAS, the Town Council has reviewed the proposed preliminary 2009-2010 budget that was presented during a special budget meeting on June 26, 2009.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council after this review has determined the following budget appropriations and operating transfers for the fiscal Year 2009-2010

PROPOSED FISCAL YEAR ANNUAL APPROPRIATIONS AND TRANSFERS BY FUNDING SOURCES FOR FISCAL YEAR ENDING JUNE 30, 2010

Fund	Description	Fiscal Year Appropriations	Operating Transfer In	Operating Transfer Out
1010	General Fund	10,938,911	683,306	(367,744)
Enterprise Funds				
5030	Development Services - Building	502,536	201,324	(63,662)
5050	Onsite Wastewater Fund	391,424	-	(48,925)
5060	Cluster Septic System #1	-	-	-
5900	Transit Fund	684,977	-	(86,387)
Capital Project Funds				
2100	Capital Improvement Projects Fund	2,325,072	2,325,072	-
2110	Transportation Fund	-	-	(299,000)
2111	AB438 Traffic Congestion Relief Fund	-	-	(39,969)
2112	CMAQ-Congestion Mgmt Air Qual	-	-	(200,000)
2125	TEA (Federal) Fund	-	-	-
2126	ARRA (Federal) Fund	-	-	(900,000)
3710	Equipment Replacement Fund	78,387	-	-
Special Revenue Funds				
2070	Animal Control Fund	221,931	23,408	-
2080	Code Enforcement Reimbursement Fund	83,468	-	(55,532)
2120	Gas Tax	903,232	231,389	(93,350)
2140	Traffic Safety Fund	-	-	(26,000)
2150	Special Projects Fund	353,050	-	-
2240	Asset Seizure Fund	-	-	-
2160	BHS - Economic Development	151,362	94,500	(5,000)
2161	BHS - HUD Revolving Loan Fund	60,000	-	-
2162	BHS - HOME Loan Fund	3,840	-	-
2163	BHS - Cal Home Loan Fund	15,000	-	-
2304	BHS - 2004 CDBG	20,226	-	-
2305	BHS - 2005 CDBG	28,817	-	-
2306	BHS - 2006 CDBG	12,080	-	-
2307	BHS - 2007 CDBG	66,990	-	-
2308	BHS - 2008 CDBG	113,268	-	-
2308	BHS - 2008 CDBG-R	5,968	-	(53,709)

2309	BHS - 2009 CDBG	222,035	-	-
2409	BHS - 2009 CalHome Grant	900,000	-	(94,500)
2607	BHS - 2007 HOME Grant	-	-	-
2501	Road Development Fund	-	-	(2,851)
2502	Signal Development Fund	-	-	(10,000)
2503	Drainage Development Fund	-	-	(30,000)

Fund	Description	Fiscal Year Appropriations	Operating Transfer In	Operating Transfer Out
Special Revenue Funds (Continued)				
2505	Memorial Trailway Fund	-	-	-
2510	95 DIF Impact Fee Road Improvements	-	-	(440,000)
2520	95 DIF Impact Fee Signal Improvements	-	-	-
2540	95 DIF Impact Fee Police Facilities	-	-	-
2550	95 DIF Impact Fee Fire Facilities	-	-	(33,029)
2551	Drainage Impact Fees	-	-	(110,000)
6970	Self Insurance Fund	-	-	(163,000)
4221	WWDAD Fund	470	-	-
Public Safety Grants and Other Grants				
2204	State SLESF Fund	65,078	-	(30,000)
2210	BINTF Grant Fund	18,115	-	-
5213	School Resource Officer (HS)	66,249	-	-
5214	School Resource Officer (IS)	47,166	-	-
2215	Abandoned Vehicle Abatement (AVA)	38,491	-	-
2217	Avoid Grant	-	-	-
2218	Avoid 2009 Police DUI Grant	40,000	-	-
2254	BTA Mem Trailway So Extension Grant	-	-	(86,750)
Trust and Agency Funds				
7801	Police Trading Cards	-	-	-
7804	Chaplain Fund-Police & Fire	-	-	-
7805	VIPS (Volunteers in Police Service)	4,500	-	-
7807	Horlic Bldg Renovation Donation	-	-	-
7808	Canine Protection Unit Donation Fund	-	-	-
7810	Fire Miscellaneous Donation Fund	2,500	-	-
7811	Animal Control Misc Donation Fund	-	-	(23,408)
7813	Police Misc Donation Fund	-	-	-
Fidiciary Funds				
7610	Town General Trust Fund	-	-	-
7620	Improvement Agreement Deposits	-	-	-
7621	Employee Bank	375	-	-
7624	SMIP-Strong Motion Impl Prog	798	-	-
7625	PD Seizures & Found Money	-	-	-
7626	Traffic Offender Impound Fund	15,300	-	-
7627	Tech Equipment Replacement Fund	37,000	-	-
7628	General Plan Update Fund	-	-	(92,000)
7629	Hydrant Maintenance Fund	1,700	-	-
7630	Dept of Justice Livescan Fees	-	-	-
Redevelopment Agency				
2920	RDA Non Housing Operations	4,396,099	-	(201,183)

2921	RDA - Housing Operations	226,614	-	(3,000)
2922	RDA NH Revolving Loan Fund	-	-	-
2923	RDA Housing Revolving Loan Fund	-	-	-
		Appropriations	**Transfer In**	**Transfer Out**
	Totals for Fiscal Year 2009-2010	**23,043,029**	**3,558,999**	**(3,558,999)**

Resolution No. _____

PASSED AND ADOPTED by the Town Council of the Town of Paradise this _____

By the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

_____
Frankie Rutledge, Mayor

ATTEST:

By: _____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM: _____
Dwight L. Moore, Town Attorney

Town of Paradise
Resolution No.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT (EXHIBIT A) FOR FISCAL YEAR 2009 – 2010.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Paradise that the appropriations limit for the Town of Paradise fiscal year 2009-2010 is that which is set forth in Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____ day of June 2009, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

_____
Frankie Rutledge, Mayor

ATTEST:

_____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

_____
Dwight L. Moore, Town Attorney

Exhibit A-Resolution No.
Town of Paradise
Appropriations Limit Calculations
Fiscal Year 2009 – 2010

Percentage Population Change[1]

Town of Paradise Population as of January 1, 2008		26,208
Town of Paradise Population as of January 1, 2009		26,287
Percentage Change		+ 0.30
Population Converted to Ratio	(+0.30 + 100) / 100 =	1.0030

Inflation Adjustment Factor[2]

California Per Capita Income Percent Change Over Prior Year	0.62%
Per Capita Cost of Living Converted to Ratio (0.62 + 100) / 100 =	1.0062

Growth Factor

1.0030 (population change) x 1.0062 (inflation adjustment) = 1.0092

Calculation of Fiscal Year 2009 – 2010 Appropriations Limit

2008 – 2009 Appropriations Limit (last year)	14,869,967
Growth Factor @	x 1.0092
Appropriations Subject to Limit	15,006,771

Appropriations Subject to Limit

2009 – 2010 General Fund Expenditures (Net)	10,938,911	
2009-2010 Capital Projects Expenditures	2,403,459	
2009-2010 Appropriations Subject to Limit		13,342,370

[1] Data provided by the California Department of Finance Demographic Research Unit
[2] Data provided by the California Department of Finance Demographic Research Unit

TOWN OF PARADISE
RESOLUTION NO.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, APPROVING AND ADOPTING DESIGNATED GENERAL FUND RESERVES FOR FISCAL YEAR 2009 - 2010

WHEREAS, the Town of Paradise needs to reserve designated General Fund monies for the purpose of setting aside contingency funds for unanticipated emergencies or other unplanned financial demands on the Town's General Fund; and

WHEREAS, the Town of Paradise needs to establish a designated equipment reserve from General Fund monies for the purpose of establishing a fund for the purchase of General Fund vehicles and non-vehicular equipment for the Town; and

WHEREAS, the Town of Paradise needs to establish a reserve from General Fund monies for the purpose of major building construction, improvement and repair; and

WHEREAS, the Town of Paradise needs to establish a reserve from General Fund monies to meet the demands for payment of accumulated compensatory leave, sick leave and vacation leave.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Paradise hereby establishes for the 2009 - 2010 Fiscal Year a General Fund Unrestricted Reserve in the amount of $713,543; General Fund Reserve for unanticipated emergencies in the amount of $200,000; and a General Fund Reserve for equipment in the amount of $200,000; a General Fund Reserve for buildings in the amount of $200,000; and a General Fund Reserve for Leave Liability of $250,000.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____th day of June, 2009 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

_____
Frankie Rutledge, Mayor

ATTEST:

BY: _____
Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO LEGAL FORM:

BY:_____
Dwight L. Moore, Town Attorney

MEMO

To: TOWN COUNCIL

From: Joanna Gutierrez, Town Clerk

Subject: Amended Agenda Material for Agenda Item 3d – Salary Pay Plan
June 26, 2009, Special Meeting

Date: June 24, 2009

The attached proposed resolution amends and replaces the salary pay plan that was included with the budget document.

jmg/attachment(s)

cc: Chuck Rough
Dwight Moore
Enterprise Record
Paradise Post
Public View Packet

RESOLUTION NO. 09-

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, RESCINDING RESOLUTION NO. 09-08 AND ADOPTING THE AMENDED SALARY PAY PLAN FOR TOWN OF PARADISE EMPLOYEES FOR FISCAL YEAR 2009-2010

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

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

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

1. Resolution No. 09-___ adopting the salary pay plan for Town of Paradise employees is hereby rescinded.

2. That the Town of Paradise Salary Pay Plan attached to this resolution is hereby adopted.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this ____th day of June 2009, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

_____
Frankie Rutledge, Mayor

ATTEST:

By:_____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

_____
Dwight L. Moore, Town Attorney

MASTER TOWN OF PARADISE SALARY PAY PLAN FISCAL YEAR 2009-10

FY 2009-10 EFFECTIVE AS OF JULY 1, 2009

Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
CENTRAL RECEPTIONIST/OFFICE ASSISTANT							
HOURLY	32	9.15	9.61	10.09	10.59	11.12	11.68
BIWEEKLY		585.60	615.04	645.76	677.76	711.68	747.52
MONTHLY		1,268.80	1,332.59	1,399.15	1,468.48	1,541.97	1,619.63
ANNUAL		15,225.60	15,991.04	16,789.76	17,621.76	18,503.68	19,435.52
OFFICE ASSISTANT III (CDD)							
HOURLY	24	11.43	12.00	12.60	13.23	13.89	14.58
BIWEEKLY		548.64	576.00	604.80	635.04	666.72	699.84
MONTHLY		1,188.72	1,248.00	1,310.40	1,375.92	1,444.56	1,516.32
ANNUAL		14,264.64	14,976.00	15,724.80	16,511.04	17,334.72	18,195.84
OFFICE ASSISTANT III (Fire)							
HOURLY	32	11.43	12.00	12.60	13.23	13.89	14.58
BIWEEKLY		731.52	768.00	806.40	846.72	888.96	933.12
MONTHLY		1,584.96	1,664.00	1,747.20	1,834.56	1,926.08	2,021.76
ANNUAL		19,019.52	19,968.00	20,966.40	22,014.72	23,112.96	24,261.12
OFFICE ASSISTANT III (Animal Control)							
HOURLY	26	11.43	12.00	12.60	13.23	13.89	14.58
BIWEEKLY		594.36	624.00	655.20	687.96	722.28	758.16
MONTHLY		1,287.78	1,352.00	1,419.60	1,490.58	1,564.94	1,642.68
ANNUAL		15,453.36	16,224.00	17,035.20	17,886.96	18,779.28	19,712.16
ENVIRONMENTAL TECHNICIAN							
HOURLY	36	11.43	12.00	12.60	13.23	13.89	14.58
BIWEEKLY		822.96	864.00	907.20	952.56	1,000.08	1,049.76
MONTHLY		1,783.08	1,872.00	1,965.60	2,063.88	2,166.84	2,274.48
ANNUAL		21,396.96	22,464.00	23,587.20	24,766.56	26,002.08	27,293.76

MASTER TOWN OF PARADISE SALARY PAY PLAN FISCAL YEAR 2009-10

FY 2009-10 EFFECTIVE AS OF JULY 1, 2009

Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
HOUSING PROGRAM ANALYST							
HOURLY	24	14.15	14.86	15.60	16.38	17.20	18.06
BIWEEKLY		679.20	713.28	748.80	786.24	825.60	866.88
MONTHLY		1,471.60	1,545.44	1,622.40	1,703.52	1,788.80	1,878.24
ANNUAL		17,659.20	18,545.28	19,468.80	20,442.24	21,465.60	22,538.88
ADMINISTRATIVE ANALYST							
HOURLY	40	14.15	14.86	15.60	16.38	17.20	18.06
BIWEEKLY		1,132.00	1,188.80	1,248.00	1,310.40	1,376.00	1,444.80
MONTHLY		2,452.67	2,575.73	2,704.00	2,839.20	2,981.33	3,130.40
ANNUAL		29,432.00	30,908.80	32,448.00	34,070.40	35,776.00	37,564.80
ADMINISTRATIVE ASSISTANT II (Human Resources)							
HOURLY	28	14.46	15.18	15.94	16.74	17.58	18.46
BIWEEKLY		809.76	850.08	892.64	937.44	984.48	1,033.76
MONTHLY		1,754.48	1,841.84	1,934.05	2,031.12	2,133.04	2,239.81
ANNUAL		21,053.76	22,102.08	23,208.64	24,373.44	25,596.48	26,877.76
ADMINISTRATIVE ASSISTANT II (Community Safety Services)							
HOURLY	30	13.88	14.57	15.30	16.07	16.87	17.71
BIWEEKLY		832.80	874.20	918.00	964.20	1,012.20	1,062.60
MONTHLY		1,804.40	1,894.10	1,989.00	2,089.10	2,193.10	2,302.30
ANNUAL		21,652.80	22,729.20	23,868.00	25,069.20	26,317.20	27,627.60
ADMINISTRATIVE ASSISTANT II (Fire)							
HOURLY	32	13.88	14.57	15.30	16.07	16.87	17.71
BIWEEKLY		888.32	932.48	979.20	1,028.48	1,079.68	1,133.44
MONTHLY		1,924.69	2,020.37	2,121.60	2,228.37	2,339.31	2,455.79
ANNUAL		23,096.32	24,244.48	25,459.20	26,740.48	28,071.68	29,469.44
ADMINISTRATIVE ASSISTANT III							
HOURLY	36	16.22	17.03	17.88	18.77	19.71	20.70
BIWEEKLY		1,167.84	1,226.16	1,287.36	1,351.44	1,419.12	1,490.40
MONTHLY		2,530.32	2,656.68	2,789.28	2,928.12	3,074.76	3,229.20
ANNUAL		30,363.84	31,880.16	33,471.36	35,137.44	36,897.12	38,750.40

MASTER TOWN OF PARADISE SALARY PAY PLAN FISCAL YEAR 2009-10

FY 2009-10 EFFECTIVE AS OF JULY 1, 2009

Position Title	Hours/ Week	A Step	B Step	C Step	D Step	E Step	F Step
EXECUTIVE ASSISTANT TO TOWN MANAGER							
HOURLY	32	18.67	19.60	20.58	21.61	22.69	23.82
BIWEEKLY		1,194.88	1,254.40	1,317.12	1,383.04	1,452.16	1,524.48
MONTHLY		2,588.91	2,717.87	2,853.76	2,996.59	3,146.35	3,303.04
ANNUAL		31,066.88	32,614.40	34,245.12	35,959.04	37,756.16	39,636.48
CDD/PW OFFICE SUPERVISOR							
HOURLY	40	16.53	17.36	18.23	19.14	20.10	21.11
BIWEEKLY		1,322.40	1,388.80	1,458.40	1,531.20	1,608.00	1,688.80
MONTHLY		2,865.20	3,009.07	3,159.87	3,317.60	3,484.00	3,659.07
ANNUAL		34,382.40	36,108.80	37,918.40	39,811.20	41,808.00	43,908.80
DEPUTY TOWN CLERK							
HOURLY	28	15.17	15.93	16.73	17.57	18.45	19.37
BIWEEKLY		849.52	892.08	936.88	983.92	1,033.20	1,084.72
MONTHLY		1,840.63	1,932.84	2,029.91	2,131.83	2,238.60	2,350.23
ANNUAL		22,087.52	23,194.08	24,358.88	25,581.92	26,863.20	28,202.72
ASSISTANT TOWN CLERK							
HOURLY	40	25.55	26.83	28.17	29.58	31.06	32.61
BIWEEKLY		2,044.00	2,146.40	2,253.60	2,366.40	2,484.80	2,608.80
MONTHLY		4,428.67	4,650.53	4,882.80	5,127.20	5,383.73	5,652.40
ANNUAL		53,144.00	55,806.40	58,593.60	61,526.40	64,604.80	67,828.80
HOUSING COORDINATOR							
HOURLY	30	15.71	16.50	17.33	18.20	19.11	20.07
BIWEEKLY		942.60	990.00	1,039.80	1,092.00	1,146.60	1,204.20
MONTHLY		2,042.30	2,145.00	2,252.90	2,366.00	2,484.30	2,609.10
ANNUAL		24,507.60	25,740.00	27,034.80	28,392.00	29,811.60	31,309.20
FINANCIAL SERVICES CLERK I							
HOURLY	30	10.90	11.45	12.02	12.62	13.25	13.91
BIWEEKLY		654.00	687.00	721.20	757.20	795.00	834.60
MONTHLY		1,417.00	1,488.50	1,562.60	1,640.60	1,722.50	1,808.30
ANNUAL		17,004.00	17,862.00	18,751.20	19,687.20	20,670.00	21,699.60