



TOWN OF PARADISE

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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
Chris Jensen, Acting Fire Chief
Chris Buzzard, Acting Police Chief
Gina Will, Finance Director

Town Council:

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

TOWN COUNCIL AGENDA **SPECIAL MEETING – 9:00 A.M. – JUNE 24, 2010**

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. Roll Call

2. FY 2010/2011 & 2011/2012 BUDGET OVERVIEW

- 2a. Town Manager's Budget Overview including Fiscal Year 2009/2010 accomplishments and Fiscal Year 2010/2011 Goals and Objectives. (The Preliminary Budget is available for review in the Town Clerk's Office)
- 2b. Town Council Review of General Government Proposed Budget
 - 1. Town Council.....p 59
 - 2. Town Clerk 65
 - 3. Town Manager 71
 - 4. EOC 77
 - 5. Human Resources..... 83
 - 6. Business & Housing Services 89
 - 7. Legal Services 115
 - 8. Finance 119
- 2c. Police Department 125
- 2d. Fleet Management..... 155
- 2d. Fire Department 161
- 2e. Community Development Dept 187
- 2f. Public Works Department 221
- 2g. Central Services..... 253
- 2h. 5-Year Capital Project Plan 261

3. COUNCIL CONSIDERATION

- 3a. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Adopting the Final Budget for the Town of Paradise Including All Attachments, Appendixes, and Other Related Documents for Fiscal Year 2010/2011. **(ROLL CALL VOTE)** (The Resolution with attachments, appendixes, and other documentation will be distributed as additional agenda material.)
- 3b. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Approving and Adopting the Annual Appropriations Limit (Exhibit A) for Fiscal Year 2010/2011. **(ROLL CALL VOTE)**
- 3c. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Approving and Adopting Designated General Fund Reserves for Fiscal Year 2010/2011. **(ROLL CALL VOTE)**
- 3d. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Adopting the 2010/2011 Salary Plan for the Town of Paradise Employees. **(ROLL CALL VOTE)** (The Salary Pay Plan is included in the Preliminary Budget binder)

- 3e. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Adopting the Five Year Capital Improvement Plan Beginning July 1, 2010 and Ending June 30, 2015. **(ROLL CALL VOTE)**
- 3f. Consider adopting Resolution No. 10-___, A Resolution of the Town Council of the Town of Paradise Concerning Layoffs Due to a Reduction in Town Revenues. **(ROLL CALL VOTE)** (The Resolution and additional information will be distributed as additional agenda material.)
- 3g. Consider adopting a resolution approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2008 Disaster Recovery Initiative allocation of the State Community Development Block Grant Program. **(ROLL CALL VOTE)** (The staff report will be distributed as additional agenda material.)

4. 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:	
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TOWN/ASSISTANT TOWN CLERK SIGNATURE	

Town of Paradise
Resolution No. 10 - _____

AGENDA ITEM 3(b)

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND ADOPTING
THE ANNUAL APPROPRIATION LIMIT (EXHIBIT A) FOR FISCAL YEAR 2010 – 2011.**

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 2010-2011 is that which is set forth in Exhibit A.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 24th day of June 2010, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

Exhibit A-Resolution No. 10-
Town of Paradise
Appropriations Limit Calculations
Fiscal Year 2010 – 2011

Percentage Population Change¹

Town of Paradise Population as of January 1, 2009	26,276
Town of Paradise Population as of January 1, 2010	26,310
Percentage Change	+ 0.13
Population Converted to Ratio $(+0.30 + 100) / 100 =$	1.0013

Inflation Adjustment Factor²

California Per Capita Income Percent Change Over Prior Year	-2.54%
Per Capita Cost of Living Converted to Ratio $(0.62 + 100) / 100 =$	0.9746

Growth Factor

$$1.0013 \text{ (population change)} \times 0.9746 \text{ (inflation adjustment)} = 0.9759$$

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

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

Calculation of Fiscal Year 2010 – 2011 Appropriations Limit

2009 – 2010 Appropriations Limit (last year)	15,006,771
Growth Factor @	x 0.9759
Appropriations Subject to Limit	14,645,108

Appropriations Subject to Limit

2010 - 2011 General Fund Expenditures (Net)	10,585,127	
2010 - 2011 Capital Projects Expenditures	2,069,355	
2010 - 2011 Appropriations Subject to Limit		12,654,482

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

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

**TOWN OF PARADISE
RESOLUTION NO. 10-_____**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE, CALIFORNIA, APPROVING AND ADOPTING
DESIGNATED GENERAL FUND RESERVES FOR
FISCAL YEAR 2010 - 2011**

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 2010 – 2011 Fiscal Year a General Fund Unrestricted Reserve in the amount of **\$817,473**; 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 24th day of June, 2010 by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

BY: _____
Joanna Gutierrez, CMC, Town Clerk

APPROVED AS TO LEGAL FORM:

BY: _____
Dwight L. Moore, Town Attorney

RESOLUTION NO. 10-_____

**A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF PARADISE, CALIFORNIA, RESCINDING RESOLUTION NO. 10-04 AND ADOPTING THE AMENDED SALARY
PAY PLAN FOR TOWN OF PARADISE EMPLOYEES FOR FISCAL YEAR 2010-2011**

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. 10-04 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 24th day of June 2010, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

Scott Lotter, Mayor

ATTEST:

By: _____
Joanna Gutierrez, Town Clerk

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

RESOLUTION NO 10-_____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PARADISE APPROVING AND ADOPTING
THE TOWN OF PARADISE FIVE YEAR CAPITAL IMPROVEMENT PLAN [JULY 1, 2010 TO JUNE 30, 2015]**

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

WHEREAS, a Town adopted five year Capital Improvement Plan will provide a valuable planning tool for Town staff; and

WHEREAS, a five year capital improvement plan recently prepared by staff is a planning document that is dependent upon future funding and staff resources; and

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

WHEREAS, adoption of a five year Capital Improvement Plan will inform the local utilities and citizens of planned capital improvements; and

WHEREAS, advance planning and early coordination of Capital Improvement projects will allow all affected agencies to better coordinate construction and rehabilitation projects; and

WHEREAS, adoption of the proposed five year Capital Improvement Plan (Exhibit A) will identify long term funding requirements necessary to maintain and improve the infrastructure of the Town of Paradise;

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

Section 1. The five-year Capital Improvement Plan attached as Exhibit "A" is hereby approved and adopted for the time period of July 1, 2010 through June 30, 2015.

PASSED AND ADOPTED by the Town Council of the Town of Paradise this 24th day of June, 2010, by the following vote:

AYES:

NOES:

ABSENT:

NOT VOTING:

ATTEST:

By: _____
Joanna Gutierrez, Town Clerk

Scott Lotter, Mayor

APPROVED AS TO FORM:

Dwight L. Moore, Town Attorney

EX. T A

EXHIBIT A

FIVE YEAR CAPITAL IMPROVEMENT PLAN - FISCAL YEAR 2010/2011

FISCAL YEAR 2010/2011

ESTIMATED

BTA

MAINTENANCE PROJECTS

COSTS

2110

2112

2126

2551

2510

2308

5900

2254

Prop 1-B/42

CMAQ

FED-ARRA

DIF-Fund 56f

DIF-Fund 51

CDBG-R

FUND 90/11

Other-RDA

9150 Thermoplastic Markings and Legends	40,000	40,000							
9110 Mem Trail Slurry Seal/Shoulder Repair	25,000	25,000							
9147 Sidewalks/ADA repair/replacement	5,000							5,000	
9100 Skyway Overlay, north of Wagstaff	51,592			51,592					
Neal Road Chip Seal, STL to Skyway	100,000	100,000							
Contract Striping, Various Roadways	25,000	25,000							
Pearson Road Chip Seal (ARRA)	100,000			100,000					
<u>REHABILITATION AND STORM DAMAGE REPAIR PROJECTS</u>									
9361 South Libby Road Rehab	425,000					425,000			
9309 Mem Trailway Southerly Extension	185,000	45,000						53,250	86,750
9311 Boquest Drainage (PS&E/Const)	30,000				30,000				
Pinewood Reconst/Redbud Overlay	158,000	158,000							
<u>NEW CONSTRUCTION/DESIGN PROJECTS</u>									
9362 Pearson Park & Ride, Road Improv - PE, RW & Const	361,709		272,000				53,709	36,000	
9363 Pearson/Recreation Signal - PS&E & RW	293,258		259,258		34,000				
9364 Skyway/Longview- widening/turn lane - PS&E	25,000	25,000							
Safe Routes to School - Constr	66,000								66,000
<u>RDA FUNDED PROJECTS</u>									
9408 Downtown Clustered WW System - ADA and Land Acq.	178,796								178,796

TOTAL	2,069,355	418,000	531,258	151,592	64,000	425,000	53,709	94,250	331,546
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FISCAL YEAR 2011-12
MAINTENANCE PROJECTS

ESTIMATED
COSTS

		Prop 1-B	FED ARRA	PROP 42	DIF FUND 56	Other
Thermoplastic Markings and Legends	40,000	40,000				
Mem Trailway Slurry Seal/shoulder repair	25,000			25,000		
Sidewalk/ADA ramp repair/replacement	5,000			5,000		
Overlays - various	200,000			200,000		
Various Chip Seals/Overlays	600,000	100,000		500,000		

REHABILITATION AND STORM DAMAGE REPAIR PROJECTS

NEW CONSTRUCTION/DESIGN PROJECTS

Pearson/Rec Signal - Construction	1,300,000					1,300,000
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RDA FUNDED PROJECTS

Downtown Clustered WW System (env) (Environmental and design)	150,000					150,000
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TOTAL	2,320,000	140,000	-	730,000	-	1,450,000
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FISCAL YEAR 2012-2013	ESTIMATED									
<u>MAINTENANCE PROJECTS</u>	<u>COSTS</u>			FED		DIF	DIF		FUND 90	Other
		Prop 1-B	CMAQ	ARRA	PROP 42	FUND 56	FUND 51	CDBG-R		
Thermoplastic Markings and Legends	40,000									40,000
Pedestrian Safety Improvements	25,000								25,000	
Mem Trailway Slurry Seal/shoulder repair	25,000				25,000					
Sidewalk/ADA ramp repair/replacement	5,000				5,000					
Pentz Road Chip Seal, Bille to STL	250,000				250,000					
Various Chip Seals/Overlays	500,000									500,000
<u>REHABILITATION AND STORM DAMAGE REPAIR PROJECTS</u>										
Neal Road Reconstruction/Bike Lane	3,000,000									3,000,000
Almond Street Improvements	5,800,000									5,800,000
Edgewood Overlay/Reconstruction	700,000									700,000
Clark Road Reconst., Wagstaff to Pearson	3,000,000									3,000,000
<u>NEW CONSTRUCTION/DESIGN PROJECTS</u>										
<u>RDA FUNDED PROJECTS</u>										
Downtown Clustered WW System (Design)	500,000									500,000
Willow Street Rehab/curb, gutter/sidewalk	700,000									700,000
Pearson Road South Side Improvements	1,600,000									
Skyway (downtown) improvements	2,150,000									
TOTAL	18,295,000	-	-	-	280,000	-	-	-	25,000	14,240,000

FISCAL YEAR 2013/2014
MAINTENANCE PROJECTS

**ESTIMATED
COSTS**

		Prop 1-B	CMAQ	FED ARRA	PROP 42	DIF FUND 56	DIF FUND 51	CDBG-R	FUND 90	Other
Thermoplastic Markings and Legends	40,000									40,000
Pedestrian Safety Improvements	25,000								25,000	
Mem Trailway Slurry Seal/shoulder repair	25,000				25,000					
Sidewalk/ADA ramp repair/replacement	5,000				5,000					
Various Chip Seals/Overlays	100,000				100,000					
Asphalt Overlays, various	500,000									500,000

REHABILITATION AND STORM DAMAGE REPAIR PROJECTS

Clark/Pearson Dual Left Turn Lanes	250,000		250,000							
Buschman Road Sidewalk Stabilization	120,000					120,000				

NEW CONSTRUCTION/DESIGN PROJECTS

RDA FUNDED PROJECTS

Downtown Clustered WW System (Const)	7,150,000									7,150,000
PID Waterline Improvements	500,000									500,000
Fir Street Improvements	1,264,000									1,264,000
Black Olive & Birch Improvements	4,000,000									4,000,000
TOTAL	13,979,000	-	250,000	-	130,000	120,000	-	-	25,000	13,454,000

FISCAL YEAR 2014/2015		ESTIMATED									
<u>MAINTENANCE PROJECTS</u>	COSTS	Prop 1-B	CMAQ	FED ARRA	PROP 42	DIF FUND 56	DIF FUND 51	CDBG-R	FUND 90	Other	
Thermoplastic Markings and Legends	40,000									40,000	
Pedestrian Safety Improvements	25,000								25,000		
Mem Trailway Slurry Seal/shoulder repair	25,000				25,000						
Sidewalk/ADA ramp repair/replacement	5,000				5,000						
Various Chip Seals/Overlays	600,000				100,000					500,000	
<u>REHABILITATION AND STORM DAMAGE REPAIR PROJECTS</u>											
Harvey Road, Bille to Wagstaff	550,000				550,000						
Elliott Road, Skyway to Memorial Trail	700,000				700,000						
Pearson Road, Black Olive to Clark	2,700,000									2,700,000	
<u>NEW CONSTRUCTION/DESIGN PROJECTS</u>											
Pentz Road - Curb, gutter, widening at school	1,250,000									1,250,000	
<u>RDA FUNDED PROJECTS</u>											
Public Parking Improvements	600,000									600,000	
790 Birch Street Improvements	150,000									150,000	
Jeffords Building Demolition	35,000									35,000	
Foster, Cedar & Alley Improvements	1,800,000									1,800,000	
TOTAL	8,480,000	-	-	-	1,380,000	-	-	-	25,000	7,075,000	