

SUPPLEMENTAL BENEFITS FUND



STEERING COMMITTEE REGULAR QUARTERLY MEETING

Oroville City Hall – Council Chambers
1735 Montgomery Street
Oroville, California 95965

JANUARY 18, 2017
5:30 P.M.

AGENDA

*This meeting may be broadcast remotely via audio and/or video conference at the following addresses:
Cota Cole, LLP, 2261 Lava Ridge Ct, Roseville, CA 95661 (916) 780-9009*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF 2017 SBF STEERING COMMITTEE MEMBERS

1. ANNOUNCEMENT OF 2017 SBF STEERING COMMITTEE MEMBERS

Two (2) Committee Members appointed by Feather River Recreation and Parks District and three (3) Committee Members from the Oroville City Council will be announced.

ROLL CALL

Committee Members (voting): Don Noble, FRRPD; Victoria Coots, FRRPD; Linda Dahlmeier, City of Oroville; TBA, City of Oroville; TBA, City of Oroville (Note: the roll call list will be updated after the 2017 voting members are announced)

Advisory Members (non-voting):

Committee Members DWR – Kevin Dossey; SWC – Tim Haines; American Rivers – Steve Rothert; Chamber of Commerce – Kevin Zeitler; American Rivers Alternate – Dave Steindorf

SELECTION OF THE 2016 CHAIRPERSON AND VICE CHAIRPERSON

2. **SELECTION OF A CHAIRPERSON AND VICE CHAIRPERSON FOR THE SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE** – staff report, Bob Marciniak, SBF Program Specialist

NOTE: RESOLUTION NO. 06-01 from the Rules of Governing states in (1-5) ...”no voting member agency of the Steering Committee shall serve as Chairperson for more than two consecutive years” (excerpt attached).

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

This is the time the SBF Chairperson will invite anyone in the audience wishing to address the SBF on a matter that is on the agenda. When that item comes up on the agenda, you will be asked to step to the podium, repeat your name for the record, and make your presentation, or ask questions, regarding the agenda item. Following your remarks, the SBF Steering Committee and/or staff may respond to your comments or questions. *Under Government Code section 59454.3 the time allotted for presentations may be limited.* **Presentations are limited to three minutes per person.**

CONSENT CALENDAR

3. **APPROVAL OF THE MINUTES OF THE OCTOBER 5, 2016 REGULAR QUARTERLY MEETING** – minutes attached
4. **APPROVAL OF THE MINUTES OF THE OCTOBER 19, 2016 SPECIAL MEETING** – minutes attached
5. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES** – staff report

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$13,478.18 for the months October 1, 2016 through December 31, 2016 for SBF Administrative expenses. **(Bob Marciniak, SBF Program Specialist)**

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2017-1 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$13,478.18 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

6. **REPORTS: (1) 22ND ANNUAL OROVILLE SALMON FESTIVAL; (2) 21ST ANNUAL PARADE OF LIGHTS**

The Committee will receive reports prepared by the SBF Event Coordinator, Upstate Community Enhancement Foundation (UCEF) for the final two of five events that USEF coordinates for the Oroville Community. **(Bob Marciniak, SBF Program Specialist)**

Committee Action Requested: **RECEIVE THE REPORTS.**

PRESENTATIONS/UPDATES

- Eric Ginney from ESA will provide an update regarding the progress of the Feather River Consolidated Master Plan.

REGULAR BUSINESS

7. **REQUEST FROM VETERANS' MEMORIAL PARK COMMITTEE TO EXTEND A PREVIOUSLY APPROVED GRANT IN THE AMOUNT OF \$112,000 FOR MULTIPLE IMPROVEMENTS AT THE OROVILLE VETERANS' MEMORIAL PARK FOR ALL OF BUTTE COUNTY.** – staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

**Approve the request as submitted (or)
provide direction to staff**

8. **Appointment by the SBF Chairperson of ad Hoc Committee members:**
- a. **Feather River Consolidated Master Plan (2 members)**
 - b. **Potential Aquatic Center (2 members)**
 - c. **Safety Patrol Committee (2 members)**
 - d. **RFSP Update Committee (2 members)**

STEERING COMMITTEE ADVISORY MEMBERS AND STAFF COMMENTS

9. **DWR ADVISOR REPORT** (Kevin Dossey)
Verbal report
10. **SWC ADVISOR REPORT** (Tim Haines)
Verbal report
11. **SBF PROGRAM SPECIALIST REPORT** (Bob Marciniak)
Written report attached

CORRESPONDENCE –

- Extension Grant Approval letter from National Park Service/Pacific West Region
- Letter to DWR requesting transfer of \$100,000 per FERC Project No. 2100/ Contract # 460007302/amendment #7

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

This is the time the SBF Chairperson will invite anyone in the audience wishing to address the SBF Steering Committee on a matter not listed on the agenda to step to the podium, state your name for the record and make your presentation. **Presentations are limited to 3 minutes.** Under Government Code Section 54954.2, The Council is prohibited from taking action except for a brief response by the SBF Steering Committee or staff to a statement or question relating to a non-agenda item.

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF Staff for the April 5, 2017 Regular Quarterly Meeting of the SBF Steering Committee.

ADJOURNMENT

The meeting will be adjourned. The next regular quarterly meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, April 5, 2017 at 5:30 p.m.

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the City of Oroville encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the City Clerk at (530) 538-2535, well in advance of the regular meeting you wish to attend, so that we may make every reasonable effort to accommodate you. Documents distributed for public session items, less than 72 hours prior to meeting, are available for public inspection at City Hall, 1735 Montgomery Street, Oroville, California.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF ADMINISTRATOR

RE: ELECTION OF SBF STEERING COMMITTEE
CHAIRPERSON & VICE CHAIRPERSON

DATE: January 18. 2017

SUMMARY

The Committee will elect a Chairperson & Vice Chairperson for the 2017 calendar year.

DISCUSSION

The Rules of Governance, (1.5) state in part, "Thereafter, the Steering Committee will elect a new chairperson and vice chairperson annually. No voting member agency of the Steering Committee shall serve as chairperson for more than two consecutive years."

The City of Oroville served as chairperson for 2016. Attachment 2 details the chairperson and vice chairperson since the inception of the SBF in 2006.

FISCAL IMPACT

N/A

RECOMMENDATION

Follow procedures as outlined in Resolution No. 06-1

ATTACHMENTS

1. Excerpt from Resolution No. 06-1 (1.5)
2. List of SBF Chairperson and Vice Chairperson since 2006

1.3.3. American Rivers.

1.4 The voting members of the Steering Committee shall be the sole decision-makers, through majority vote of its members, for purposes of adopting the Fund Strategic Plan, selecting proposed projects eligible for funding, and determining the level of funding appropriate for such projects. If the majority vote on any given measure or action results solely from the votes of a single agency, a majority plus one vote shall be required for approval of the measure or action.

1.5 At the first meeting of the Steering Committee, voting members shall be elected as chairperson and vice chairperson to provide for the orderly performance of Steering Committee functions. Thereafter, the Steering Committee will elect a new chairperson and vice chairperson annually. No voting member agency of the Steering Committee shall serve as chairperson for more than two consecutive years.

1.6 Subject to the written concurrence of DWR, members may be added to the Steering Committee upon unanimous vote of the voting members of the Steering Committee, provided they were among the original signatories to the Settlement Agreement.

1.7 Principal duties of the Steering Committee shall consist of:

1.7.1 Facilitating administration of the SBF in a manner consistent with the prudent use of public funds for public purposes;

1.7.2 Adopting the Fund Strategic Plan in accordance with the SBF;

1.7.3 Selecting proposed projects eligible for funding; and

1.7.4 Determining the level of funding appropriate for such projects.

1.8 The Steering Committee shall hold public meetings to take action on:

1.8.1 Development and adoption of the regional Fund Strategic Plan pursuant to Section G of the SBF;

1.8.2 Review and approval of proposed projects to be funded that meet the criteria of the Fund Strategic Plan;

1.8.3 Approval of the level of funding for approved projects; and

1.8.4 Election of the chairperson and vice chairperson.

1.9 The Steering Committee shall hold public meetings as necessary, but no less than once a year. All meetings shall be held in accordance with the California Brown Act (Government Code sections 54950 et seq.).

List of SBF Chairperson & Vice Chairperson

The SBF Rules of Governance, (1.5) state, in part, "Hereafter, the Steering Committee will elect a new Chairperson and Vice Chairperson annually. No voting member agency of the Steering Committee shall serve as Chairperson for more than two consecutive years."

Year	Chairperson	Representing	Vice Chairperson	Representing
2006	Sue Corkin	City of Oroville	Vene Thompson	FRRPD (partial year)
2007	Sue Corkin	City of Oroville	Vene Thompson	FRRPD
2008	Sue Corkin	City of Oroville	Vene Thompson	FRRPD
2009	Loren Gill	FRRPD	Al "JR" Simpson	City of Oroville
2010	Loren Gill	FRRPD	Al "JR" Simpson	City of Oroville
2011	Linda Dahlmeier	City of Oroville	David Pittman	City of Oroville
2012	Linda Dahlmeier	City of Oroville	David Pittman	City of Oroville
2013	Loren Gill	FRRPD	David Pittman	City of Oroville
2014	Loren Gill	FRRPD	David Pittman	City of Oroville
2015	David Pittman	City of Oroville	Victoria Smith	FRRPD
2016	David Pittman	City of Oroville	Victoria Smith	City of Oroville
2017				
2018				
2019				
2020				
2021				
2022				
2023				
2024				
2025				

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SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



OCTOBER 5, 2016 – REGULAR QUARTERLY MEETING MINUTES

Note: the following minutes provide a succinct recap of actions taken at the meeting. A complete recorded transcript is available by contacting the SBF Program Specialist at (530) 538-2518.

The agenda for the October 5, 2016, Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Wednesday, September 28, 2016 at 12:20 P.M. An amended agenda was posted on Monday, October 3, 2016 at 4:01 P.M.

The October 5, 2016, Supplemental Benefits Fund Steering Committee Meeting was called to order by Chairperson David Pittman at 5:32 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by FRRPD Advisory Member Kevin Dossey.

ROLL CALL

Present: Voting Committee Members: Committee Members; Don Noble (FRRPD); Vice Chairperson, Victoria Smith (FRRPD); and Chairperson, David Pittman (City of Oroville)

Absent Voting Committee Members: Linda Dahlmeier (City of Oroville); Thil Chan Wilcox (City of Oroville)

Note: A quorum of voting members was present per SBF Resolution NO. 06-1, Rules of Governance (1.10) "Three voting members of the Steering Committee shall constitute a quorum and shall be sufficient to transact business"

Advisory Committee Members (non-voting): Kevin Dossey, Department Water Resources; Kevin Zeitler, Oroville Area Chamber of Commerce

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Absent Advisory Committee Members (non-voting): Steve Rotherth – American Rivers; Tim Haines, State Water Contractors; Dave Steindorf (Alternate) American Rivers

Others Present:

Bill LaGrone, City of Oroville, (Interim) Acting SBF Fund Administrator
Bob Marciniak, SBF Program Specialist
Jamie Hayes, Recording Clerk
Apryl Ramage, General Manager FRRPD
Aaron Wright, Superintendent, California State Parks & Recreation

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

- Loren Gill #8

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE July 6, 2016 REGULAR QUARTERLY MEETING AND THE August 10, 2016 SPECIAL Meeting–**
minutes attached
2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINSTRATIVE EXPENSES –** staff report, Bob Marciniak, SBF Program Specialist

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$11,793.04 for the months July, August & September 2016, for SBF Administrative expenses.

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2016-4 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$ 11,793.04 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

3. **UPDATE ON THE PROGRESS OF THE REGIONAL FUND STRATEGIC PLAN (RFSP) 2016–** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

4. **UPDATE ON THE PROGRESS OF THE FEATHER RIVER CONSOLIDATED MASTER PLAN (FRCMP)** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

5. **UPDATE ON OUTSTANDING GRANTS AND COMMITMENTS** staff report, Bob Marciniak, SBF Program Specialist

3-2

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

6. **UPDATE ON THE 4TH OF JULY FIREWORKS CELEBRATION AND THE 22ND ANNUAL SALMON FESTIVAL WHICH WERE COORDINATED BY UPSTATE COMMUNITY ENHANCEMENT FOUNDATION WHICH IS FUNDED BY THE SBF.** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE INFORMATION**

Hearing no discussion, a motion was made by Committee Member Noble and seconded by Vice Chairperson Smith to approve the consent calendar.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Vice Chairperson Smith and Chairperson Pittman.

Noes: None

Abstain: None

Absent: Dahlmeier, Wilcox

REGULAR BUSINESS

7. **REVIEW CONTRACT REQUEST FROM UPSTATE COMMUNITY ENHANCEMENT FOUNDATION (UCEF) TO PROVIDE EVENT COORDINATOR SERVICES FOR FIVE OROVILLE MAJOR EVENTS –** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. **Review the request (and)**
- b. **Approve the request as submitted (or)**
- c. **Approve the request with modifications (or)**
- d. **Deny the request (or)**
- e. **Provide direction to staff**

After discussion, including comments by Ray Lager and Debra Lucero from UCEF, a motion was by Vice Chairperson Smith and seconded by Committee Member Noble to approve the two-year contract request as submitted, (2017) \$30,000 and (2018) \$28,500.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Vice Chairperson Smith and Chairperson Pittman.

Noes: None

Abstain: None

Absent: Dahlmeier, Wilcox

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8. SBF PROGRAM SPECIALIST POSITION DISCUSSION

The committee will receive information regarding the SBF Program Specialist position including historical background information as to why this position was created. – Staff Report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Receive the information (and)**
- b. Discuss succession planning (and)**
- c. Provide direction to staff**

(Interim) Acting SBF Fund Administrator, Bill LaGrone, requested that this item be pulled and scheduled for a meeting when all voting members of the SBF Steering Committee were in attendance. Committee Member Don Noble stated that there was a majority of SBF Steering Committee members and he would like to have the item discussed.

Program Specialist, Bob Marciniak presented the historical background of the position and how it is a requirement of Appendix B of the Settlement Agreement. After discussion staff was directed to call for a Special Meeting of the SBF Steering Committee within the next few weeks to further discuss this item.

9. STAYING WITHIN THE PARAMETERS OF THE REGIONAL FUND STRATEGIC PLAN AND THE FEATHER RIVER CONSOLIDATED MASTER PLAN

Committee Action Requested:

- a. Committee discussion (and)**
- b. Provide direction to staff**

After discussion staff was directed to include this item, specifically the Feather River Consolidated Master Plan, in the Special Meeting of the SBF Steering Committee that will be held within the next few weeks.

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

9. DWR Advisor Report (Kevin Dossey)

Mr. Dossey provided information regarding lake levels, boat usage and that the Biological Survey Report was remains stalled. Suggestions from attendees included sending letters to the National Oceanic and Atmospheric Administration (NOAA) to encourage a conclusion to this long overdue item that has prevented the new license for FERC Project NO. 2100 to be issued.

10. SWC Advisor Report (Tim Haines)

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Mr. Haines did not attend the meeting.

11. SBF Program Specialist Report (Bob Marciniak)

A written report was provided including SBF financial information.

CORRESPONDENCE

1. Chairperson Pittman to Oroville City Council (07/07/2016)
2. Chairperson Pittman to National Parks Service (07/19/2016)

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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- None

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF staff for the January 18, 2017 Regular Quarterly Meeting of the SBF:

ADJOURNMENT

The meeting was adjourned at 6:45 P.M. A Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, January 18, 2017 starting at 5:30 P.M. in the Council Chambers of the City of Oroville. A Special Meeting of the Supplemental Benefits Fund Steering Committee will be held later in October at a date to be determined.

Victoria Smith, SBF Vice Chairperson

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SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



OCTOBER 19, 2016 – SPECIAL MEETING MINUTES

Note: the following minutes provide a succinct recap of actions taken at the meeting. A complete recorded transcript is available by contacting the SBF Program Specialist at (530) 538-2518.

The agenda for the October 19, 2016, Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Wednesday, October 12, 2016, at 4:55 P.M.

The October 19, 2016, Supplemental Benefits Fund Steering Committee Meeting was called to order by Chairperson David Pittman at 4:04 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by SBF Attorney, Scott Huber.

ROLL CALL

Present: Voting Committee Members: Committee Members; Linda Dahlmeier (City of Oroville); Thil Chan Wilcox (City of Oroville)
Don Noble (FRRPD); Vice Chairperson, Victoria Smith (FRRPD); and
Chairperson, David Pittman (City of Oroville)

Absent Voting Committee Members: None

Advisory Committee Members (non-voting): Kevin Dossey, Department Water Resources; Alternate, Claudia Knaus, Oroville Area Chamber of Commerce

Absent Advisory Committee Members (non-voting): Steve Rotherth – American Rivers; Tim Haines, State Water Contractors; Dave Steindorf (Alternate) American Rivers; Kevin Zeitler, Oroville Area Chamber of Commerce

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Others Present:

Don Rust, Interim SBF Fund Administrator
Scott Huber, SBF Legal Counsel
Bob Marciniak, SBF Program Specialist
Jamie Hayes, Recording Clerk
Apryl Ramage, General Manager FRRPD
Bill LaGrone, City of Oroville, Public Safety Director

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

None

REGULAR BUSINESS

1. SBF PROGRAM SPECIALIST POSITION DISCUSSION

The committee will receive information regarding the SBF Program Specialist position including historical background information as to why this position was created. – Staff Report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Receive the information (and)**
- b. Discuss succession planning (and)**
- c. Provide direction to staff**

Scott Huber, SBF Legal Counsel, read an excerpt from Appendix B (2.0) of the Settlement Agreement which states, *"The Fund Administrator (City of Oroville) shall use its internal protocols to formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund. Such person, or successor thereto, will serve as the principal liaison with DWR during the establishment and operation of the fund and will be authorized by the Fund Administrator to undertake actions on all administrative matters specified in the Fund Implementation Agreement."*

The SBF Program Specialist, an employee of the City of Oroville, is currently funded at twenty (20) hours per week by the SBF. The Regional Fund Strategic Plan (RFSP) recommends that at license signing consideration be made to increase funding to a forty (40) hour per week position. Group discussion centered on how the current arrangement has worked, if the position would fit better in the City of Oroville Planning Department rather than Administration and if a consultant should be considered for non-administrative functions. Based on comments from the SBF attorney and Kevin Dossey, DWR Advisory Committee Member, it is the City's responsibility to provide an employee for the position and it is the SBF

4-2

Steering Committee responsibility to agree to the level of funding for administrative purposes. The (RFSP) recommends that administrative expenses should not exceed 10% of the annual SBF income. There was no direction given to staff.

2. FEATHER RIVER CONSOLIDATED MASTER PLAN UPDATE

Committee Action Requested:

a. Receive information

A written update was submitted by Eric Ginney, ESA Project Manager. The report included an update of the plan development, summary schedule of next steps and a draft plan document. Greg Melton, Melton Design Group, was in attendance and addressed the anticipated study format and scheduled team meetings.

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

This is the time the SBF Chairperson will invite anyone in the audience wishing to address the SBF on a matter not listed on the agenda to step to the podium, state your name for the record and make your presentation. Presentations are limited to three minutes. Under Government Code section 54954.2, the SBF Steering Committee is prohibited from taking action except for a brief response by the SBF Steering Committee or staff to a statement or question relating to a non-agenda item.

- SBF Chairperson, David Pittman, presented information about the Rabe Shooting Range that is located in the Oroville Wildlife Area. Mr. Pittman and other City of Oroville staff recently met with representatives of California Fish and Wildlife (CFW) to discuss potential future expansion of the shooting range. There may be funds available through the Pittman-Robertson Gun Act to assist in the future expansion. The CFW representatives will be presenting the information, seeking direction, to the next level in their department.

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF staff for the January 18, 2017 Regular Quarterly Meeting of the SBF:

ADJOURNMENT

The meeting was adjourned at 5:12 P.M. A Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, January 18, 2017 starting at 5:30 P.M. in the Council Chambers of the City of Oroville

Victoria Smith, SBF Vice Chairperson

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

**RE: AUTHORIZATION TO REQUEST REIMBURSEMENT TO THE
CITY OF OROVILLE FOR SBF ADMINISTRATIVE EXPENSES**

DATE: JANUARY 18, 2017

SUMMARY

The Committee may consider approving a request for reimbursement to the City of Oroville in the amount of \$13,478.18 for SBF Administrative expenses for October, November & December 2016.

DISCUSSION

The expenses are within the guidelines of Contract # 460007302, Exhibit A, Attachment 1, Page 10 "...administrative duties include, but are not limited to, activities associated with management of the Fund." The amount of \$13,478.18 represents actual expenses verified against City of Oroville Sungard electronic financial system charges from October 1, 2016 through December 31, 2016.

FISCAL IMPACT SBF 9920

Reduces previously approved 2016.2017 Administrative Budget of \$56,000 by \$13,478.18.

RECOMMENDATION

SBF Steering Committee authorization to the City of Oroville for reimbursement in the amount of \$13,478.18.

ATTACHMENTS

Budget Reconciliation
Performa Budget/Actual Expenses

5-1

Analysis of SBF Administrative Expenses to be submitted for reimbursement

<u>Category</u>	<u>Oct-16</u>	<u>Nov-16</u>	<u>Dec-16</u>	
Program Specialist Salary	2,743.66	2,743.66	3,110.18	
Temp Salaries	0.00	0.00	0.00	
Meeting Clerk	0.00	0.00	0.00	
Overtime	0.00	0.00	0.00	
Medicare	38.42	38.42	43.83	
Pers	586.94	586.94	623.23	
Pers Bond	174.42	249.95	283.34	
Health Insurance	620.24	620.25	620.25	
Group Insurance	0.00	9.55	9.55	
Pers Survivor Benefit	0.00	0.00	0.00	
Workmans Comp	14.40	14.40	16.38	
Unemployment Ins	15.62	15.62	15.63	
Postage Due/FedEX	0.00	0.00	0.00	
Office Supplies	60.19	36.06	25.20	
Postage/Xerox	0.00	0.00	0.00	
Meeting Expenses	64.11	0.00	37.12	
Travel	0.00	0.00	0.00	
Printing	0.00	0.00	0.00	
Stores Expense	0.00	0.00	0.00	
Legal	0.00	0.00	0.00	
Medical/Physical	0.00	0.00	0.00	
Advertising/Legal Notices	0.00	60.62	0.00	
Training Expense	0.00	0.00	0.00	
Credit: Fees collected for records search	0.00	0.00	0.00	3 Month Total
Total	\$4,318.00	\$4,375.47	\$4,784.71	\$13,478.18
Total/GL	\$4,318.00	\$4,375.47	\$4,784.71	\$13,478.18
Difference	\$0.00	\$0.00	\$0.00	\$0.00

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Supplemental Benefits Fund (SBF)

Performa Budget/Actual Expenses/Variance

Administrative Expenses* 1 Year Budget: \$56,000.00

Fiscal Year: 07/01/2016 to 06/30/2017

<u>Month</u>	<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>	<u>DWR Billed</u>
July	2016	\$4,666.66	(\$3,741.50)	\$925.16	no*
August	2016	\$4,666.66	(\$3,983.57)	\$683.09	no*
September	2016	\$4,666.66	(\$4,067.97)	\$598.69	no*
October	2016	\$4,666.66	(\$4,318.00)	\$348.86	no*
November	2016	\$4,666.66	(\$4,375.47)	\$291.19	no*
December	2016	\$4,666.66	(\$4,784.71)	(\$118.05)	no*
January	2017	\$4,666.66	\$0.00	\$0.00	no*
February	2017	\$4,666.66	\$0.00	\$0.00	no*
March	2017	\$4,666.66	\$0.00	\$0.00	no*
April	2017	\$4,666.66	\$0.00	\$0.00	no*
May	2017	\$4,666.66	\$0.00	\$0.00	no*
June	2017	\$4,666.74	\$0.00	\$0.00	no*
<u>Totals:</u>		<u>\$56,000.00</u>	<u>(\$25,271.22)</u>	<u>\$2,728.94</u>	

*funds are on deposit with City of Oroville

Includes retro step increase from 10/08/2016

*** Administrative Expenses include the following:**

SBF Coordinator/ City of Oroville Salary & Ben	63%
Office expenses related to SBF	100%
Legal Expenses related to SBF	100%
Miscellaneous expenses related to SBF	100%

Actual details of line expenses are provided on the analysis of SBF Administrative expenses submitted with the City of Oroville reimbursement request.



**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: DON RUST, INTERIM SBF FUND ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST**

RE: EVENT COORDINATOR REPORTS

DATE: JANUARY 18, 2017

SUMMARY

AS PART OF THE CONTRACTUAL AGREEMENT WITH UPSTATE COMMUNITY ENHANCEMENT FOUNDATION REPORTS ARE PRESENTED FOR THE 22ND ANNUAL SALMON FESTIVAL AND THE 21ST ANNUAL PARADE OF LIGHTS. THESE TWO REPORTS CLOSE OUT THE 2016 AGREEMENT.

BACKGROUND

In 2011, it was recognized that having a paid Event Coordinator provided the nucleus to coordinate major community events which include, Feather Fiesta Days (May), Fourth of July (July), Salmon Festival (September) and the Holiday Parade of Lights (December). Each of the events has grown during this time with increased attendance, creative approaches to media publications and new interesting elements attracting out of town visitors, but still keeping the "small town" atmosphere that the community desires.

On October 7, 2015, the SBF Steering Committee approved a request from Upstate Community Enhancement Foundation (UCEF) to provide the Event Coordinator services for 2016 which included adding an additional event in April, Wildflower & Nature Festival.

The operations of the five major events are mostly comprised of volunteers from local organizations, service clubs and government. The Event Coordinator, is in essence, the clearing house of activities including documenting and planning meetings, soliciting advertising funds, placing event insurance, controlling permitting and being the contractual agent for advertising placement, event rentals and other matters related to each event.

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UCEF has done an outstanding job in fulfilling the parameters of the contract, providing documentation of all planning meetings and final reports of each event. They work well with the various agencies and the countless volunteers that come together for each of the events. The events highlight the wonderful assets of Oroville, like the Feather River, as well as bringing community to the city core for a shared experience.

The Regional Fund Strategic Plan (RFSP) Review/Update ad Hoc Committee, as part of the five-year review of the RFSP, suggested that consideration be given to allocating funds from the Marketing/Community Benefit Fund for an Event Coordinator as the activities fits within, one or more, of the intent of that fund.

On October 5, 2017, the SBF Steering Committee approved a contract with UCEF for 2017 and 2018 to continue as the Event Coordinator for the five major events in Oroville.

FISCAL IMPACT

Funds were previously allocated for 2016.

RECOMMENDATION

Informational only.

ATTACHMENTS

- Report: 22nd Annual Oroville Salmon Festival
- Report: 21st Annual Parade of Lights



22th Annual Oroville Salmon Festival Report – 2016

Created by Ray Laager, Event Coordinator – Upstate Comm. Enhancement Foundation

This report is organized to coincide with the electronic folder containing all details, documents, advertisements and pertinent material to the event. Categories are; Meeting Minutes, Documents, FRNC Dinner & Dance, Salmon Festival; Permits & Infrastructure, Ads and Promotion, Applications & Documents, Contracts and Invoices, Financials and Event Coordinators Report. Please refer to the electronic folder for complete details about any particular area of concern. The estimated attendance for the 22nd Annual Oroville salmon Festival was 24,000 attendees.

Meeting Minutes and Documents (Please refer to SF File for details)

9 Meetings - 3/1, 4/19, 5/17, 6/21, 7/19, 8/16, 9/13, 9/20 and 9/27.

Meetings were held at 9:30 a.m. in the Oroville City Council Chambers. All meeting are conducted by Ray Laager, Event Coordinator. Minutes of the meetings are also taken by the Event Coordinator and are sent out by email to the members of the committee and those who attend the meetings or request the minutes. The S.F. Folder contains the Meeting Attendance Roster and Agenda. Please refer to SF File Electronic File for complete copies of the meeting minutes.

Feather River Nature Center Dinner (Please refer to SF File for details)

The Feather River Nature Center Dinner and Dance was held on Friday Sept. 23 at 6pm on-the-levee at Salmon Court. The budget is handled separately from The Salmon Festival and is listed in the SF File as FRNC Dinner & Dance. In 2016, we sold a total of 214 tickets: 58 on-line and 62 through the Oroville Chamber of Commerce, 82 through FRNC and 12 at the door. In 2015, 196 tickets were sold. 2016 saw an increase in ticket sales of 8.5% over 2015.

2016 FRNC Income

Ticket Sales - On-Line, 58	\$1,604.92
FRNC/Chamber/Door/square 138	\$3,725.62
Raffle	\$960.00
Bar	\$1,390.00
Total Income	\$7,680.54

2016 FRNC Expense

Catering

9/2/16 Sherri McKenzie, Catering, Deposit Ck.# 1128	\$1,700.00
9/23/16 Sherri McKenzie, Balance Ck. # 1141	\$1,303.00

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Advertising

8/8/16 KZFR, Radio Ads FRNC Ck. # 1250	\$50.00
Facebook	\$68.00
8/22/16 ABC Lic., FRNC Ck. # 1127	\$50.00

Printing

7/19/16 Comers Print Shop, Chamber insert, Ck. # 1246	\$283.80
8/2/16 Comers Print Shop, FRNC Tickets, Ck. # 1248	\$102.63

Wine, Water, Etc.

9/19/16 Grocery Outlet Ck. # 1134	\$314.11
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Desert

9/23/16 Mugshots, FRNC Ck. # 1140	\$300.62
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Entertainment

9/23/16 Dave Houser, FRNC Ck. # 1142	\$400.00
9/23/16 Charlie Robinson, FRNC Ck.# 1143	\$400.00

Labor

Jarreau Gilbert	\$150.00
Dan Joseph	<u>\$100.00</u>
Total Expense	\$5,222.16
Income	\$7,680.54
Expense	<u>- \$5,222.16</u>
Profit	\$2,458.38

The total profit for 2016 from the dinner is \$2,458.38 and split 50/50 between the FRNC and the Salmon Festival. In 2016, each group received \$1,229.19. In 2015 each organization received \$1,105.82. 2016 saw an increase of 10% in profit for each organization. All expenses and cost were managed by the SF. All rental expense: tent, tables, chairs, lines, stage, lights, etc. are paid by the Salmon Festival and offered to the FRNC at no cost. This year the FRNC assisted in sales, set-up and acquiring of raffle prizes. For complete details refer to SF File - FRNC Dinner & Dance.

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22nd Annual Oroville Salmon Festival

Permits & Infrastructure (Please refer to SF File for details)

The following permits have been acquired with electronic copies in the S.F. Folder: ABC Application and License, DWR Toilet Request, SF Map, Street Closure. Estimated attendance for 2016 was over 24,000 for this one-day event: an increase of 2,000 over 2015. Portable Toilet Rentals are provided by and paid for by DWR. Trash collection and recycling is provided by Recology and in exchange for Sponsorship. The overall layout for the Festival and the Bus Route were the same as in 2015. In 2016, the Native Sons of the Golden West and the Exchange Club of Oroville donated \$1,325.00 to pay for Shuttle Bus Service. Attendees to the event are provided free Shuttle Bus Service. In the past three years the City of Oroville has contributed the following amounts to provide Shuttle Bus Service: 2013 - \$2,800.00, 2014 - \$2,645.00, 2015 - \$2,660.00. Through the generosity of the Native Sons of the Golden West and The Exchange Club the City of Oroville was able to save over \$2,500.00 over 2015.

Ads & Promotion (Please refer to SF File for details)

Photographs, print ads, TV commercial, forms, letters, etc. are in the Electronic S. F. File for further review. This file contains the following: Print Ads for Chico News & Review, Enterprise Record / Oroville Mercury News, Sacramento Bee and Upgraded Living, the 15 second TV commercials, Radio Ad, brochure and magnet.

As the Event Coordinator, we photographed and videoed the event for future promotion and advertising. We also arranged media interviews including a spot on the 'News at Noon', Results Radio, Deer Creek Broadcasting, KZKR and created an advertising budget, press releases, contacts and contracts, provided photographic editing services, created a 15-second TV commercial, radio ads, updated applications for organizations, arrange volunteers, maintained the facebook page and created the poster and brochure. We also edited and supplied promotional material for the Oroville Mercury News 'Tab'.

The 'Salmon Festival' facebook page has accumulated 2,562 'Likes' to date: an increase of 15% over 2015. During 2016, 126 posts were created for facebook attracting more views and 'likes'. All videos, footage and photos are available for use by the City, Chamber, ODBA or organizations requesting the material.

In 2016, we created an additional 24 Street banner adding to the 36 street banners we purchased in 2015. The street Banners were hung throughout the City of Oroville promoting the event. The cost the additional 24 Banners was \$2,139.00. The City donated their time in hanging the banners. The banners are hung after the Fourth of July and remain up until the holiday banners are hung. Once again the Oroville Salmon Festival was the main theme of the Butte County Booth at the California State Fair in the California Counties Building. The State Fair has over 500,000 visitors each year. We also produced 20,000 magnets at a cost \$2,495.02. Over 15,000 Salmon Festival magnets were handed out at the fair this year with the remained being distributed at various events leading up to and at the event.

For 2016 our Media Budget was \$8,903.02. by creative advertising and negotiations with media providers we were able to save money this year and gain additional exposure for the festival. We

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predicted the same expenses for 2017 or greater depending on the amount of Sponsorship we receive. It is our goal to continue to advertise the event within a two-hour radius of Oroville and promote both the City and Festival.

For a complete break-down of all costs and outlets see the SF File for details.

Applications & Documents (Please refer to SF File for details)

This section contains the following applications and documents: Fish Request, S. F. Sponsorship Request and Form, Corporate Sponsorship and Booth Form & Application, Food Vendor Information, Application and Instructions, Non-Profit Application & Instructions and the Street Vendor Application. All documents are created, updated and distributed by the Event Coordinator. We also assist with the ODBA Street Vendor Application and with any other group upon request. All Applications and Documents are in the SF File.

Contracts & Invoices (Please refer to SF File for details)

This section contains the following Contracts & Invoices: Delbert Bump, Inside Straight, Jesi Naomi, Marne Bass, Michael Taylor, Parker Patrol, Mo Sound, Oroville Hospital, Gold country Casino, Wells Fargo, The Oroville Inn, Native Sons... / Exchange Club, Grocery Outlet, Urban Design Solar: totaling \$16,325.00.

Financials (Please refer to SF File for details)

This section includes the following: SF Income, Expenses, Sponsorship, Media Budget, Check Registry and Corporate Booths.

2016 Income / Expense - General Overview (Please refer to SF File for details)

Total Income \$42,193.81	2015 \$43,643.20	2014 - \$32,347.78
Cash Sponsorship - \$16,325.00	2015 - \$15,000.00	2014 - \$7,500.00
Oroville Chamber Contribution - \$14,775.00	2015 - \$17,450.00	2014 - \$18,004.77
Salmon Court / Food, Merch., Beer - \$8,198.68	2015 - \$9,505.54	2014 - \$5,574.79
FRND Contribution - \$1,229.00	2015 - \$1,105.82	2014 - \$500.00
105 ODBA booths – \$505.00	2015 – 98 \$490.00	2014 – 124 / \$620.00
Donations - \$350.50	2015 – 0	2014 – 0
1 Corporate Booths – \$100.00	2015 – 2 / \$200.00	2014 – 5 / \$500.00
Total Income 2016 - \$42,193.81	2015 – 43,643.20	2014 - \$32,347.78
Total Expenses 2016 - \$37,830.89	2015 - \$36,807.78	2014 - 25,573.50
Profit for 2016 - \$4,362.92	2015 - \$6,835.42	2014 - \$6,774.28

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In-Kind and Non-Profit

Total In-Kind - \$42,475.00 (Please see SF File, 'Sponsors' for details.)

Non Profit Booths – 26

2015 – 17

2014 - 17

Note; Non-Profits are charged to participate in the Salmon Festival.

Event Coordinator's Report

The Oroville Salmon Festival is a showcase event for the City of Oroville, and is one of the largest one day events in all of Northern California. The continued commitment by the City, the Community and all the organizations involved, are the reasons for the continued success and growth of this wonderful event. It is a pleasure to be a part of the event and exciting to work with such creative and dedicated people. We look forward to continuing to grow this event and develop awareness of the Festival across the State and beyond. The weather was perfect and no major problems occurred during the Festival.

The Total Income for the 2016 Salmon Festival was \$42,193.81. The Total Expenses \$37,830.89. The profit for the 2016 Salmon Festival; \$4,362.92. In 2015 the profit was \$6,835.42. 2016 saw a decrease of 26% in income. Note that the Street Banner expense will not reoccur in 2017. We now have all the Street Banners needed.

Salmon Court Beer Garden sales were down approximately 60% from 2015, costing the Festival over \$4,000.00 in lost revenue. The opening of the highly popular, Miner's Alley Brewing Company and Union Square Beer Garden impacted overall sales and we will review this situation in 2017 to satisfy all parties.

There were no major problems at this year's Festival. We will continue to review all aspects of the Festival to continue to improve the Festival creating a positive experience for all participants and attendees.

What went right?

~ The current lay-out of the event continues to be successful, allowing people to move freely through the Festival. The Shuttle buses were used to avoid parking congestion. The Farmers Market was not in operation which worked out well, eliminating confusion and public safety issues. The 'Salmon Trail' leading from the Hatchery over the Green Bridge continued to provide an additional attraction and was well used. The Salmon Court Entertainment Tent had a new arrangement which worked out well. Also the grilling Contest was moved and will now be located next to the Beer and Wine Garden.

~ The new hours for the event went well: 10 to 4 instead of 10 to 5 as in 2015. Additional adjustments will be made if needed.

~ The additional Salmon Festival Street Banners looked great and not only helped inform the public of the event but also beautified the Streets of Oroville.

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~ Additional advertising throughout the region. Ads ran from Redding to Stockton, paying particular attention to the greater Sacramento Area. Also additional promotion at the CA State Fair added to increased awareness and attendance to the event, handing out over 15,000 magnets promoting the Festival. This year's attendance exceeded 24,000 attendees making 2016 the largest crowd in the 22-year history of this Festival.

~ Additional Cash Sponsorship. Oroville Hospital became the 'Big Fish' Sponsor at \$10,000.00 level. 2016 was the largest amount of Cash Sponsorship to date: \$16,325.00.

~ Forebay Aquatic Center again provided Kayak Rides this year adding another fun activity for the attendees. We aided them with infrastructure, organization and promotion.

~ Konkow Valley Maidu Tribe Dancers again performed an Opening Ceremony and Blessing which was well attended and added a needed Native American Element to the festival. We look forward to their continued participation.

~ The Feather River Nature Center Dinner went well and attendance rebounded to previous levels. All aspects of the event went well and the attendees all enjoyed themselves. The Salmon Festival was able to raise \$1,229.19 for the Feather River Nature Center.

Changes for 2017

~ Salmon Court Friday Closure, 6am instead of 9

~ New Hours ; 9am – 4pm, for Salmon Court and Street Fair.

~ Need more vol. groups to help for dinner and festival: 20 – 30 Club, etc.

~ create a FRNC Bar Crew.

~ Recruit Interns for SF from CSU Chico or Butte College.

~ Additional Trash and Recycling containers in Parking Lot 'A' and Salmon Court.

~ 6 Lineman Volunteers for the 'Color Dash' from 8 – 10:30 for Road Closure

~ List of Non-Profit Booths for the Street Fair and vice a versa

~ Large directional Banners for: the Montgomery Round-about, Grand Ave. Round-about, and Riverbend Park.

~ Sponsorship tables for the FRNC Dinner for major contributors.

~ ATM at the Hatchery

~ Coordinate with DWR for more permanent signs for Bathrooms, Shuttle Stop, etc.

~ Large Maps for Hatchery from DWR (4x6')

~ Encourage all vendors to sign up for 'The Square' to take credit cards

6-8

~ Increase signage at the Hatchery about the Festival... Don't miss... Salmon Court, Street Fair, Non- Stop Entertainment, Etc.

~ Create a 'Street Fair' a balloon on the map

~ Ad in' After 5' in Redding

~ Approach 'Blood Source' for sponsorship

~ Native Sons take over Grilling Contest

~ Create 'Grilling Contest' 2x10' sign

~ Approach CSU Chico and Yuba College about a culinary element to the Festival

~ Create 'Handicapped Parking Area' between the restrooms and N/P Alley.

~ Golf Carts to move disabled up Oliver Street.

In 2017, we will continue to seek addition sponsorship and increasing the gourmet food element of this event. The 'Food Demonstration' and the 'Grilling Contest' are areas that can yield addition grow and interest to the Festival. We also continue to review and adjust the layout, promotional material, educational element, information content and expenditures of the Festival providing best experience for all attendees and participate, of the wonderful community vent.

Minutes for the 2016 Oroville Parade of Lights

12/10/2016, 6pm

Meeting Date; Dec. 13, 2016

Attendance: Bob Buskirk – Oro Dam Cruisers, Donna Jones – ODBA, Fred Knaus – Community Volunteers, Kayla Terry – FRRPD, Ron Osborn – OARS, Tim Sharkey – Oro. Chamber, Bryan Flicker – Noon Rotary, Bobby Jones - AACFC, Bob Marciniak – City of Oroville & Ray Laager – Event Coordinator

Theme – ‘Winter Wonderland’

Tree Lighting – 1st Friday, Dec. 2

Weather: the day of the parade saw rain, heavy at times till 4:30pm. After which the skies cleared and weather was not an issue.

Attendance: 3,500 attendees

Check-In – Fred Knaus reported that everything went smoothly this year. Two volunteers did not show up, however the Oro Dam Cruisers filled in. The new, more organized system worked well. Due to traffic congestion at Montgomery and Oliver, Fred K. moved to traffic control. This issue will be dealt with later in the report.

Parade Application – Donna J. reported that we had 65 entries, with 5 no-shows.

Parade – The overall Parade went well. Check-in and Staging went smoothly. The Parade started on time and flowed well. However due to the elimination of performing at the Judges Stand the Parade moved quickly. This issue will be addressed for 2017. The Viewing Stand at the Chamber was hosted by Wilma and she did an excellent job. Unfortunately her co-host Tim was ill and did not attend. The Grand Marshal car from Oroville Ford did not show up. A substitute vehicle was used. Candy throwing from the entries continues to be a problem.

Oro Dam Cruisers – Bob B. reported that everything went well. The ODC did a great job staging the event and are the reason this event run so well. The ribbons and trophies, paid by the ODC have been distributed and an additional trophy was secured, since we had a tie in one category.

ODBA - Donna J. reported that everything went well. .

Street Vending – No situations reported.

Judging Stand – Bobby J. reported that overall everything was fine and the new Judging sheets worked well. OARS were a great help in relaying information about the event. The scribe, Jamie Ripp did an excellent job and we hope to have her in years to come. A request was made to have the announcing script written in the ‘3rd’ person and have wireless mic’s available. Also we need some canned Christmas music for the beginning of the Parade.

VIPS / STARS – STARS was a great help this year. They provided two cars. We are requesting 6 cars for 2017. Also Community Service volunteers were present as well.

6-10

Volunteers – Ray L. reported that over 30 volunteers from the Lineman College were on hand and assisted in; road closure, street monitors, Set-up and clean-up.

Street Closure – Bob M. reported some issues with the Road Closure. These issues will be address for 2017. Additional STARS / Comm. Service volunteers are needed to assist in this area.

O.A.R.S. - OARS did a wonderful job keeping all stations informed and are an integral part of the overall Public Safety Plan for the event.

Infrastructure – No major situations were reported. It was reported that the CCC Building and City restrooms were locked during the Parade, however the Auditorium was. There were problems with the initial road closure with numerous cars in the downtown area. Additional barricades and staff are need for 2017.

Sponsorship – Ray L. reports he has raised \$2,100.00.

Advertising / Social Media / Promotion – Ray L. reports that ads ran in the Upgraded Living magazine, CN&R, ER / OMN, KZFR, NSPR, KOYO, Power 102, BOB, Z Rock, Thunder 100.7, KHSL – TV and BCAC.tv. He also continues to update the facebook page and produce e-blasts about the event. On Monday, Dec. 5 Debra L. was on the 'News at Noon', channel 12 promoting the parade. An article ran in the ER / OMN on Dec. 6 about the event.

Event Coordinator – Ray L. reported that overall everything went well. Attendance was down due to the weather. Major areas of concern are the Street Closures, which will be address in 2017. We continue to look for new ways to improve the event and create a family friendly experience for all.

All meetings will be held in the Fireside Room, next to the Oroville City Council Chamber. All meeting are on Tuesday at 8:30am. The Wrap Meeting will be on Dec. 13.

Changes for 2017

~ **3, entry number signs per vehicle: driver side, passenger side and front lower windshield-driver side**

~ **Day of entries must pay at check-in**

~ **Add OARS operator to the Check-in area**

~ **Start Street Closure at 3pm sharp with two volunteers with flashlights at all stations**

~ **Better coordinate with the Community Service Volunteers to assist STARS at Street Closures**

~ **Add Proof of Insurance to the application**

~ **Coordinate with the Marching Band to have a designated 'drop-off' area to avoid traffic congestion at Oliver and Montgomery.**

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- ~ When rainy weather is forecast, laminate the Street Closure signs to protect them from the rain
- ~ Coordinate with Axion on clean-up after the Parade.
- ~ Add a full stop of 15 seconds for all entries at the judging Stand, no performances, was a reviewing time
- ~ Ask DWR to pay for the restrooms and review locations
- ~ Create Logo for the event
- ~ Move Application Deadline up to 8 days before the event: Dec. 1, 2017

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

**RE: UPDATE ON THE PROGRESS OF THE FEATHER RIVER
CONSOLIDATED MASTER PLAN**

DATE: JANUARY 18, 2017

SUMMARY

The SBF Steering Committee will receive an update on the progress of the Feather River Consolidated Master Plan.

BACKGROUND

The SBF Steering Committee approved an agreement on September 15, 2015 with ESA (Environmental Science Associates) to assist in writing the Feather River Consolidated Master Plan (FRCMP). The agreement was extended to September 15, 2017 by the SBF Steering Committee and approved by the Fund Administrator to provide additional time to complete the plan and work collaboratively with the newly formed FRCMP Team that is comprised of the consultant, ESA, their sub, Melton Design Group, National Park Services, City of Oroville Planning Department, FRRPD General Manager and the SBF Program Specialist.

DISCUSSION

In November the FRCMP Team developed a webpage for the City of Oroville website (located in the SBF menu) focused on the Feather River Consolidated Master Plan.

On December 8, 2016 the FRCMP Team hosted three (3) stakeholder meetings with invitations sent via email to identified interested parties as well as posting the invitation on the City of Oroville website. Invitees were provided the opportunity to attend a meeting of their choice or attend all meetings:

- Downtown business, cultural education & community resource issues (31 attendees)
- Recreational and natural resource issues (27 attendees)
- Real estate development and economic issues (12 attendees)

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Progress continues on the development of the Feather River Consolidated Master Plan. Eric Ginney, ESA will present a summary of the stakeholder meetings, plan development and the next steps which includes the five identified reaches in the Feather River low flow channel.

FISCAL IMPACT

\$68,950 budgeted with \$37,930.53 remaining available.

RECOMMENDATION

Informational only, no action required.

ATTACHMENTS

1. City of Oroville webpage Feather River Consolidated Master Plan
2. Plan Development Schedule & Detailed Work Plan (ESA)

A handwritten signature in black ink, appearing to be 'P-2', located in the bottom right corner of the page.

Feather River Consolidated Master Plan



[About the SBF](#) [Steering Committee](#) [Project Map](#) [SBF Projects](#) [Interested Parties](#) [Events](#) [Resources](#) [Contact](#)



All around the world, in cities as diverse as Sydney, Baltimore, Reno, Pittsburg and Bend, savvy waterfront communities have discovered the power of treating their waterfronts as treasured community resources. Strengthening the riverscape's distinctive identity, connecting it to the whole community, and celebrating its many uses does more than bring people back to the water, it brings life back to a city — and transforms a region's image.

How can we do that in Oroville?



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The Supplemental Benefits Fund Steering Committee (SBF) has begun to take steps in addressing this question by providing funding for a plan to ensure that the Feather River, from the Diversion Dam to just below the Afterbay Outlet, remains a treasure to the Oroville Region. The SBF along with Environmental Science Associates (ESA) and the National Park Service (NPS) are working together to provide a plan to help guide future investments in the area.

The Feather River Consolidated Master Plan will identify ways to create a vibrant and inviting urban riverscape that blends seamlessly into the existing, burgeoning Historic Downtown District, and to do so by strategically investing in this vision by carefully using funds provided by the FERC Settlement Agreement which provided the establishment of the Supplemental Benefits Fund (SBF) to oversee what could amount to \$61,270,000 and more over a fifty-year period.

Mission Statement of the Supplemental Benefits Fund

“Investing in recreational and related projects with a nexus (proximity) of the Feather River to improve the quality of life and stimulate economic development in the Oroville Region”



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Feather River Consolidated Master Plan

- 1) Update on Plan Development,
- 2) Summary of Schedule, and
- 3) Summary of December 8 Stakeholder Meetings

January 18, 2017 SBF Meeting
Prepared by Eric Ginney, ESA Project Manager

1) UPDATE

Development of the draft plan for Reach 3 plan continues. Because of scheduling difficulties in October, the Planning Team met in November, later than previously anticipated. Key outcomes from this meeting were agreement on certain details in configuring sections of the plan, and arrangements for completing public outreach and stakeholder engagement. During the first days of November, the City made live for public outreach the FRCMP website: <http://www.cityoforoville.org/government/supplemental-benefits-fund-sbf-administration/frcmp-sbf>. On December 8 a series of three stakeholder meetings were held to gain focused input from three groups of community members (see more details in Section 3 of this attachment, below). The National Park Service and ESA compiled notes from the comments received at the meeting. A summary is included in Section 3 of this attachment and is being integrated into development of the final sections of the draft for Reach 3.

2) SCHEDULE

The latest version of the schedule for FRCMP development includes these planned milestones:

JANUARY

- Planning team to incorporate input from stakeholders; craft final portions of plan for Reach #3 (example section).

FEBRUARY

- Planning team review during a working meeting, date TBD.
- Planning team to finalize draft plan for example Reach #3; send to ad Hoc Committee.

MARCH

- Meeting with ad Hoc Committee to receive comments on draft plan (as developed for example Reach #3)
- Planning team to revise draft plan in response to ad Hoc Committee input.

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APRIL

- Planning team to develop final draft plan (all reaches); deliver to SBF Steering Committee to receive comments.
- Finalize plan based on feedback

3) SUMMARY OF DECEMBER 8 STAKEHODLER MEETINGS

On December 8, 2016 the FRCMP Planning Team hosted three (3) stakeholder meetings with invitations sent via email to identified interested parties as well as posting the invitation on the City of Oroville website. Invitees were provided the opportunity to attend a meeting with the following focus, or all meetings:

- Meeting #1 - Downtown business, cultural education & community resource issues (31 attendees)
- Meeting #2 - Recreational and natural resource issues (27 attendees)
- Meeting #3 - Real estate development and economic issues (12 attendees)

The following are summaries of comments received at the three meetings.

MEETING #1 – Focus: downtown business, cultural, education & community resource issues

What is your vision of the river in the next 20 years?

- Combine the city's attributes of: 1. Historic gold rush downtown 2. Pristine natural river. 3. Great migration of natural species, to improve recreation and enhance access.
- The blocking levee between downtown and the river needs to be addressed.
- Residential and commercial development is desired along area of levee.
- Leverage economic opportunity and create river-based tourism.
- Boating, with put-ins at the hatchery and bathrooms along the river.
- A safe cleaned up river that is free of trash.
- River areas that are accessible and integrated for everyone not just the homeless.
- Bicycle trails.
- Entertainment areas where people can sit outside and eat near river while watching river activities; river-centric businesses (i.e., "the deck overlooking the kayak play spot where you can order a burger and a beer").
- Activities where people would use entire commercial corridor (i.e., kayaking) and that would bring in tourism. Something that would bring local, state and national recognition as well as green dollars.
- Reconfigured banks (too steep), extend Bedrock Park along length of river, improve access and natural identity for the river. Make it more river like, natural and not a ditch.
- Include educational component about river stewardship, ie. pick up trash. Tubers are a big problem in keeping river clean. Enhance education that includes information kiosks.

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- Recreation connected up and down the river.
- Connectivity between the north and south banks.
- The Preservoir development in conjunction with hatchery is an education opportunity. We don't market community well enough.
- Salmon Preservoir provides infill need. Great natural space that provides an opportunity for park land and second hatchery. Community needs to think of highest and best use of the space.
- Potential Preservoir attributes include becoming Oroville as Salmon City USA; an incredible education and attraction opportunity. Visitors could snorkel with the salmon.
- River trail for non-motorized boats.
- Challenge: Growing homeless population. This makes it difficult for any development, particularly parkland development.
- Challenge: Vegetation management - Homeless camps are found behind brush growth. People tend to stay away when they see homeless.
- There is the expectation that the city becomes a part of the Settlement Agreement's Ecological Committee (EC). Acknowledge the EC in plan.
- Enhance education and interpretation. Include First Nations component and recognition in plan.
- There is no integration between ecological committee and the SBF. (Reno and Truckee River Plan was suggested as an example in addressing social services, community issues).
- Leverage funding. Combine funding pots from DWR and SBF during coordinated implementation.

In terms of implementation, what will coordination and alignment look like and what will it take to partner?

- Projects can be refined and discussed more. Money can be mingled to make some projects happen. Coordinate with DWR on mixing various types of funding.
- Ecological committee, recreation group, SBF community, can all be involved and integrated.
- DWR commented that the management process will be integrated. It's up to community where funding is directed. There will be multiple ways to engage, through representation on committees and public involvement.
- If access or amenities are increased, who will maintain? Challenges influence access and facilities infrastructure improvements.

How are the town and river connected?

- River needs to be active with people and social interaction – there needs to be a reason to walk along the river area—town is away from the river.
- Projects create synergy and have multiplying effect on community. Need to find out where money is, who controls it and how to get it released. People take ownership with investment in area. Concern about homeless. Funding will have a dramatic effect on the community.
- Helpful if SBF can match grants.

P-7

- Zoning can stimulate investment and development. SBF shouldn't be reactive. A way is needed in which entities can look at *large* projects. Think big with large projects that create synergy.
- Reach 3 as a jumping off place for activities or the centerpiece to initiate activities. You should look upstream also in identifying opportunities.
- Education Opportunities:
 - Funding can be used to get students out to river and provide water tours, salmon tours, bird tours. Feather River should be participating in the Snow Goose Festival. Expand opportunities to kids from lower income areas.
 - Need high quality programs for schools that tie into common core curriculum.
 - Tie history of gold town mining with access to river.

Note: After Meeting #1, members of the ESA consultant team had conversations with representatives from the State Water Contractors (SWC) and the Department of Water Resources (DWR). Both SWC and DWR offered to collaborate and support development of the FRCMP. The SWC also offered that their potential augmentation of the financial support of the plan would benefit the outcome of License implementation and also the outcomes of the FRCMP. The SBF Steering Committee may wish to follow up on these offers in developing the FRCMP.

Meeting #2 – Focus: recreational and natural resource issues

What impedes more (recreation/education/commerce) from occurring on the river?

- Vagrants, public safety
- Lack of access points and ramps
- River visibility
- The Levee! Can it be moved, reconfigured or removed?
- Lack of riverfront stores and restaurants where people boat by.
- Cold temperature and natural features of the river
- Lack of access (blue trail) for floating and kayaking.
- Transportation. Develop public shuttle service for reach #3 and downstream.
- Other locations like Petaluma have proposed ideas such as a boat house, short term rentals, wayfinding signs along river.

Will the FERC license measures (gravel/large wood/habitat/etc.) positively impact your organization?

If so, how will the FERC license measures further your organization's mission?

If not, what measures need to change so that there is alignment with your mission?

- Tie recreation into habitat restoration. Ecological and recreation measures may impact boating opportunities.
- Swimming education and safety will need to be promoted, some of which is being done by the YMCA.
- Once license is issued, there will be conversion to multipurpose trails, which is good.

P-8

- Homelessness. Getting people out there, providing better visibility and river restoration initiatives will help address this problem.
- Tie recreation, education and restoration together. Integrate natural resource and education around that topic.
- Access from Pacific Heights to Riverbend (identified one private parcel crossing).
- Brad Freeman bike trail can be dangerous in regards to hunting activities. Connect route so that users don't go through gun fire.
- American River Parkway is a great example where they've dealt with a lot of these issues (20 mile bike ride along river).
- Blue trail concept is wonderful; could include upper watershed where whitewater degree varies.
- East Gridley Bridge is a good spot for a blue trail.
- Community could benefit from a gateway.
- Trail connectivity. Trail development could be tied to Brad Freeman trail.
- Trails and development status – for regular requirements most everything has been done

What access improvements would you like to see along the river?

- Shuttle service
- East Gridley Bridge is a beautiful route for a longer float.
- A river guide book and river trail map.
- Improve safety so people feel comfortable leaving their car.
- Place information throughout area so people are aware of amenities – places to eat, orientation and guidance. Possible locations: Kiosks, Riverbend Park, Bedrock Park.
- Make information user friendly, include lots of organizations, regional marketing of recreational opportunities, one stop shopping on one website.
- Park watch program that connects people.
- Collaboration in funding and maintenance efforts. With different partners, figure out how they can collaborate on marketing and programs.

What are the most complementary activities that have a nexus with the river?

- Fishing and hunting
 - There are boat ramp plans at Afterbay outlet to improve river access.
 - Signage and more information identifying where the public can fish is also needed.
 - Develop an app identifying where the public can go to fish and hunt.
- Birding
- Camping (would require change in wildlife requirement; i.e., Afterbay outlet); there are plans to expand Outlet and with State Park improvements at Bidwell and Forebay
- Legally designated camping area with RV park (private) at Riffles that can accommodate tents, ramp and access to river (Reach 4).
- More accommodations are needed.
- Bike parks and pump tracks.

P-9

- Interconnected trails.
- There are a lot of users on the river, especially with tubers who access the river. Safety is a problem.
- Access at hatchery is tough. Walk-in ramp for tubers.

What is your vision of the river in the next 20 years?

- Something for everyone. A river for all.
- Oroville as a recreation destination.
- A lot more naturally produced salmon, steelhead -- river improvements - healthy fisheries.
- Bringing the river back to the center of Oroville.
- Envision a river that people enjoy, where they can swim. The observation platform is not being used--many areas are not accessible and it is difficult to walk given high grade. Bring back historic uses, improved access, and maintenance of the area.
- Warm water swimming/recreation.
- Refurbish low flow channel and eliminate invasive species.
- Large aquatic center that will help bring in economic development. Include swimming pools, areas for education and recreation to mitigate loss of swimming in river where at times it is too cold.
- Riverbend Park wrapping around the entire river with trails, crossing, diversion pool and destination park.
- Integration of wildlife refuge.
- Bicycle and multi-purpose access.

Final comments from participants:

- Some family business has been very successful at creating facilities near river – weddings, RV park, Paint Ball – business is good.
- Pay attention to cultural resource protection, such as historic preservation and Native American recognition. →Get representatives from tribes involved.
- Want to see levee restored back to natural habitat. Issue: Where is the line? DWR doesn't own levee, and it is much higher than it needs to be.
- Is the levee state lands? State lands to the High Water Mark?
- Need to know who owns or controls land along river so if question arises you know where to go. How much levee can we remove? Need a land ownership map and understanding of the areas controlled by regulatory agencies. Need to understand process for modifying the levee.
- How close to the river can development occur? Levee is an import issue.
- Mountain biking: What is the status with cows? Issues with trail maintenance and balancing grazing and trail interests in Diversion Pool area. DWR Response: They will revisit lease issue with private property owner when they get a license.

P-10

MEETING #3 – Focus: real estate development and economics issues

What would it take for you to make a significant investment in downtown development?

- Solid infrastructure, such as sufficient sewer capacity.
- A well thought out land use plan. Bring “backbone infrastructure to the front door.” If this could be established beforehand, then private sector/businesses can be brought to the table.
- Reconnect downtown to the river. What would happen if there was developable space here, what is the value, how big an incentive is there to have that developed?
- Challenge: Levee is a barrier, but if it could be lowered then the beauty of the river could be seen.
- Dining options in Oroville. There are not many places to eat in the downtown area. People drive to Chico and Marysville for dinner.
- Napa cited as an example of active engagement of a waterfront.

What will bring more jobs/residents/visitors to downtown?

- If restaurants are built, housing and people will follow.
- No bank will fund a development project based on speculation, making it difficult to get a project off the ground. The biggest drivers downtown are multilevel office buildings, which could possibly be leased by tech companies. Downtown buildings could be redeveloped for that purpose. SBF funding could be used as financial catalyst to kick-start redevelopment.
- Places for social gatherings would generate economic development for the downtown area.
- Jobs, a workforce and something for them to do.
- Internet commerce. Get local entrepreneurs (from Oroville) to start tech companies. There is a need for broadband—currently town doesn’t have good internet!
- Massive change in real estate will be attributed to lifestyle attraction of the baby boomers. Active adult model suggested (where access to medical, outdoor recreation and education is provided; think Redding). This group doesn’t necessarily want to live in an age restricted community. They are looking for: mixed ages, lock and leave, smaller homes, less emphasis on yardwork. Two main demographics to attract: baby boomers and Millennials. To attract these groups there needs to be *downtown activities*. Need to have demand exceed supply, then rents will increase.
- Good bike lanes.
- Riverfront homes with views, a community center or club house (good setting for baby boomers).
- Remove the levee and things will change in terms of development desirability.
- Views from north side into downtown will help sell what we are trying to do.
- *Are the historic elements of Oroville an economically attractive aspect?*
 - Not really. Quaint, but this is not an economic driver. The river/lake is the driver.
- Develop a community at the lower end of reach 3.

P-11

- Have open space near river and levee, need to build site for boat rentals and river launch. Aquatic center is not convenient to downtown but there could be a satellite center downtown. Invest in levee and area as a gateway.
- Recreation opportunity: Lower end of reach has a nice canyon which Park and Rec owns.
- Great interest in the area from "equity migrants" (baby boomers from Bay Area). Wave of homebuyers and migrants from the Bay Area is anticipated, starting in 2018 and lasting over the next 20 years. Developers are focusing efforts just outside Bay Area prime but are beginning to look outside these areas as well.
- A downtown college annex for Butte Community College or Cal State University - Chico.
- Hospital expansion, renovation of the Oroville Inn which houses students. Cars and people are downtown.
- A vision for downtown. Outdoor dining is in demand.
- Lower the levee and put in trail ways.
- Levee is the barrier, taking it down will be a game changer.
- A downtown plan; nothing can be done without one. There is an Arts and Cultural Entertainment (ACE) Plan that was completed 2 years ago and emphasizes mixed use development.

What is needed to make this happen?

- Funding.
- Lower the levee.
- Foster development by eliminating obstacles.
- Flush out a downtown vision, infrastructure and wifi.
- Incentives would help to get people in early. Most subsidies trigger prevailing wage, but because this is a settlement (not a bond or other type of government funding), unlikely that such strings are attached to the SBF funding.

What is your vision of the river in the next 20 years as it relates to community development?

- Bring good paying jobs to the community.
- A deck where people can eat and view river and recreational activities.
- Hotel with views, nightlife and shops.
- *What can private sector do to foster private sector investment?*
 - Invest heavily in the community, in jobs and retail. Focus on new job growth and population growth. In terms of tech development, Chico will be out of land in 20 years. This presents an opportunity for Oroville. Government's role is to support new development. Make recreation more attractive so people come to the area.
- Job growth. Figure out what your assets are then market what your strengths are. This dictates what type of industry will come. It could be tourism industry as it relates to river.
- Downtown development has challenges. There is no consistent wifi and broadband. People will be attracted downtown when we have a beautiful landscape and wifi.

P-12

- Are there opportunities for access at other reaches?
 - Focus has been on reach #3 because of nexus to downtown.

P-13

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

RE: EXTENSION OF TERM VETERANS' MEMORIAL PARK GRANT

DATE: JANUARY 18, 2017

SUMMARY

The SBF Steering Committee may consider approving the extension of the term of the Veterans' Memorial Park Grant (\$112,000 unfunded).

DISCUSSION

Construction began on August 8, 2016 with completion anticipated by November 7, 2016. The existing agreement extension expires on January 20, 2017. Butte County, who is the project manager, has requested a one hundred and eighty (180) day extension of the agreement due to material delays, changes in materials, issues with concrete colors and uncontrollable weather conditions that delayed construction. The extension request would expire on July 31, 2017, or earlier if the project is completed.

FISCAL IMPACT

None, funds have previously been allocated

RECOMMENDATION

1. Approve the recommended extension (or)
2. Provide direction to staff

ATTACHMENTS

1. Extension request letter from the Oroville Veterans Memorial Park Committee
2. Oroville Veterans' Memorial Park Committee Agreement 3153-2



Oroville Veterans Memorial Park Committee
Post Office Box 2586
Oroville, CA 95965

December 5, 2016

Bob Marciniak
Program Specialist
City of Oroville
SBF Fund Administrator
1735 Montgomery Street
Oroville, California 95965

RE: Oroville Veterans Memorial Committee SBF Grant – 2014 NOFA Agreement No. 3153
Request Six Month Extension of Term of Agreement

Dear SBF Fund Administrator:

Pursuant to Subsection 1. of the First Amendment dated July 6, 2016 to Section 3. Term of Agreement of the Agreement Between the City of Oroville and the Oroville Veterans' Memorial Park Committee Agreement No. 3153. The Oroville Veterans Memorial Committee, as Grantee, hereby requests that due to weather conditions, to allow ample time for the completion of the Project, the term of the Agreement be extended an additional six months to July 31, 2017 or completion of the Project, whichever occurs first.

Respectfully submitted,

Ron Scharbor
Treasurer

Cc: Grant Hunsicker, Director

7-2

AMENDMENT TO AGREEMENT NO. 3153 BETWEEN THE CITY OF OROVILLE AND OROVILLE VETERANS' MEMORIAL COMMITTEE FOR MULTIPLE IMPROVEMENTS AT THE OROVILLE VETERANS' MEMORIAL PARK FOR ALL OF BUTTE COUNTY (PROJECT)

This Second Amendment dated January 18, 2017 is to Agreement No. 3153 between the City of Oroville ("City") and **OROVILLE VETERANS' MEMORIAL COMMITTEE** ("Grantee").

In consideration of the terms and conditions herein, the City and OROVILLE VETERANS' MEMORIAL COMMITTEE agree that Agreement No. 3153 together with the First Amendment shall be amended as follows:

1. Section 3 of the Agreement and Section 1. of the First Amendment shall be amended to read: The term of this Agreement will begin on October 20, 2015, and shall terminate on July 31, 2017 or upon completion of the Project, whichever occurs first. The term may be amended only in writing by City and Grantee with the approval of the Supplemental Benefits Fund Steering Committee.
2. Section 6. of the Agreement shall be amended to read: The Project Manager for Grantee is: Grant Hunsicker, Director – Butte County General Services.
3. Conflicts between the Agreement, the First Amendment and this Second Amendment shall be controlled by this Second Amendment. All other provisions within Agreement No. 3153 shall remain in full force and effect.

CITY OF OROVILLE

By: _____
Linda L. Dahlmeier, Mayor

OROVILLE VETERANS' MEMORIAL COMMITTEE

By: Ron Scharbor
Ron Scharbor, Treasurer

APPROVED AS TO FORM:

By: _____
Scott E. Huber, City Attorney

ATTEST:

By: _____
Donald Rust, Acting City Clerk



Oroville Veterans Memorial Park Committee
Post Office Box 2586
Oroville, CA 95965

December 7, 2016

Bob Marciniak
Program Specialist
City of Oroville
SBF Fund Administrator
1735 Montgomery Street
Oroville, California 95965

RE: Oroville Veterans Memorial Committee SBF Grant – 2014 NOFA Agreement No. 3153
Request Six Month Extension of Term of Agreement

Dear SBF Fund Administrator:

Pursuant to Subsection 1. of the First Amendment dated July 6, 2016 to Section 3. Term of Agreement of the Agreement Between the City of Oroville and the Oroville Veterans' Memorial Park Committee Agreement No. 3153. The Oroville Veterans Memorial Committee, as Grantee, hereby requests that due to weather conditions, and to allow ample time for the completion of the Project, the term of the Agreement be extended an additional six months to July 31, 2017 or completion of the Project, whichever occurs first.

Respectfully submitted,

A handwritten signature in blue ink that reads "Ron Scharbor". The signature is written in a cursive, flowing style.

Ron Scharbor
Treasurer

Cc: Grant Hunsicker, Director

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
SBF Program Specialist Update**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

RE: SBF UPDATE (OCTOBER, NOVEMBER & DECEMBER 2016)

DATE: JANUARY 18, 2017

1. SBF FINANCIAL SUMMARY

The SBF currently has \$307,293.07 on deposit with commitments of \$266,795.54 and uncommitted funds of \$68,497.63. A spreadsheet detailing NOFA's, Administrative Grants, Matching Funds, and Administrative Expenses is attached.

2. SBF COORDINATOR ACTIVITY SUMMARY:

- **October 2016:** Steering Committee Meeting preparation; legal research; attending meetings; transcription of minutes; process of payment reimbursements; filing, correspondence & email. Research, responding to emails.
- **November 2016:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence & email, ad Hoc Committee meetings. Documentation of current approved projects and research. Designed & implemented the FRCMP page and related information on the City website.
- **December 2016:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence & emails. Documentation of current approved projects and research. Three FRCMP Stakeholders meetings. Research, ad Hoc Committee meetings.

4. AD HOC COMMITTEE UPDATES:

- **Update:** ad Hoc Feather River Consolidated Master Plan: covered in the presentation by ESA of this agenda.
- **Update:** ad Hoc Aquatic Committee: No recent activity.

11-1

- **Update:** ad Hoc Safety Patrol Committee: No recent activity. MLE Program up and running, will schedule a presentation for the April SBF meeting.
- **Update:** ad Hoc RFSP Review Committee: No recent activity.

11-2

SBF Fund Reconciliation

DWR Released

2006	Contract Amount	\$1,935,000.00	7/21/2006
2011	2011 DWR Release	\$100,000.00	(December)
2012	2012 DWR Release	\$100,000.00	(January)
2013	2013 DWR Release	\$100,000.00	(January)
2014	2014 DWR Release	\$100,000.00	(January)
2015	2015 DWR Release	\$100,000.00	(January)
2016	2016 DWR Release	\$100,000.00	(January)
2017	2017 DWR Release	\$100,000.00	due 01/10/2017
	Total Contract/to date:	\$2,635,000.00	



Fund Commitments

	Cash Flow	Funded	Status	Residual	Committed	Clearing Line	Pending	Line Total
2006 Initial Fund Availability	1,935,000.00							
2008 NOFA/FRRPD Soccer/All Purpose Fields		-1,012,221.74	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,012,221.74
2008 NOFA/Table Mountain Golf Course		-30,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,000.00
2011 NOFA/City of Oroville: Police GEM electrical vehicles		-35,098.49	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-35,098.49
2012 NOFA/Forebay Aquatic Center		-46,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-46,000.00
2012 NOFA/FRRPD 4th Soccer/All Purpose Field Rescinded		\$0.00	Closed	\$0.00	\$0.00	-\$167,818.37	\$0.00	0.00
2008 NOFA/ Small Projects		-33,471.68	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-33,471.68
2012 NOFA/FRRPD/Disc Golf		-\$1,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,000.00
2012 NOFA/FRRPD/Marketing Gymnastics		-\$4,170.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-4,170.00
2012 NOFA/FRRPD/Website Development		-\$6,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-6,500.00
2012 NOFA/Rotary Club of Oroville		-\$3,624.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-3,624.00
2009/2010 Economic Development/Chamber		-76,427.85	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-76,427.85
2011 NOFA/ Oroville Area Chamber of Commerce		-35,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-35,000.00
2011 NOFA/Economic Development/Chamber		-58,868.85	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-58,868.85
2012 NOFA/Chamber/UCEF Event Coordinator		-\$28,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-28,500.00
2007 Administrative Expenses (charged in 2008)		0.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2008 Administrative Expenses		-22,009.95	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-22,009.95
2009 Administrative Expenses		-44,079.66	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-44,079.66
2009/2010 Admin/Regional Fund Strategic Plan		-173,050.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-173,050.00
2010 Administrative Expenses		-52,927.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-52,927.87
2011/2012 DWR Advance Allocation	200,000.00					-\$200,000.00		
2011 Administrative allocation for future consultants		-1,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,500.00
2011 Administrative Expenses		-21,765.20	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-21,765.20
2012 Administrative Expenses allocation		-30,851.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,851.87
2012 Consultant Expense/City of Oroville WW/ES		-\$69,971.56	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-69,971.56
2013 DWR Advance Allocation	100,000.00					-\$100,000.00		
2013 Administrative Allocation 07/01/2013-06/30/2014		-30,188.42	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,188.42
2013 Administrative Expenses (01/01 to 06/30/2013)		-22,191.67	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-22,191.67
2014 DWR Allocation	100,000.00					-\$100,000.00		
2014 Administrative Expenses/Future Riverfront Consultant		-31,019.47	Open	\$0.00	-\$37,930.53	\$68,950.00	\$0.00	-\$68,950.00
2014 Event Coordinator		-30,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$30,000.00
2014 Consultant/Design Oroville Aquatic Center		-13,858.75	Open	\$0.00	-\$3,856.25	\$0.00	\$0.00	-\$20,000.00
2014 Consultant/Design/Environmental Brad Freeman Trail		-20,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
2014 WW Consultant Expense City of Oroville Rescinded		-19,145.89	Closed	\$0.00	\$0.00	-\$122,654.11	\$0.00	-\$19,145.89

Fund Commitments

	Cash Flow	Funded	Status	Residual	Committed	Clearing Line	Pending	Line Total
2014 FRRPD Irrigation Enhancements at Nelson Complex 2016		0.00	Open	\$0.00	-\$24,000.00	\$0.00	\$0.00	-\$24,000.00
2015 Event Coordinator		-30,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$30,000.00
2014-2016 Administrative Budget (12,055.87 over)		-102,295.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$102,295.87
2014 Reserve Police Officer Funding for Parks/Trails		-48,403.20	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$48,403.20
2014 Administrative Expense/Workshop Facilitator		-5,130.00	Closed	\$0.00	\$0.00	-\$870.00	\$0.00	-5,130.00
2015 DWR Allocation	100,000.00					-\$100,000.00		
Administrative Expense Adjustment from previous budget		0.00		\$0.00	\$0.00	\$0.00	\$0.00	-\$11,327.62
2015 Forebay Aquatic Center		-53,474.47	Closed	\$0.00	\$0.00	\$54,000.00	\$0.00	-\$53,474.47
2015 Forebay Aquatic Center/close-out		0.00	Closed	\$0.00	\$0.00	-\$525.53	\$0.00	-\$523.53
2015 FRRPD Brad Freeman Trail/Environmental		-8,517.70	Open	\$0.00	-\$11,482.30	\$20,000.00	\$0.00	-\$20,000.00
2015 Funding of Lake Oroville Maps and Museum Brochures		-9,969.23	Closed	\$0.00	\$0.00	\$10,000.00	\$0.00	-\$9,969.23
2015 Funding of Lake Oroville Maps and Museum Brochures (not used)		0.00	Closed	\$0.00	\$0.00	-\$30.77		-\$30.77
2015 FRRPD Childrens' Playground at Riverbend North		-50,000.00	Closed	\$0.00	\$0.00	\$50,000.00	\$0.00	-\$50,000.00
2015 Oroville Veterans Memorial Park/Capital Improvements		0.00	Open	\$0.00	-\$112,000.00	\$112,000.00	\$0.00	-\$112,000.00
2016 Event Coordinator (USCEF)		-22,500.00	Open	\$0.00	-\$7,500.00	\$30,000.00	\$0.00	-\$30,000.00
2016 DWR Allocation Received 05/15/2016)	100,000.00					-\$100,000.00		
2016 SBF Administrative Budget (07.01.2016 to 06.30.2017)		-15,973.54	Open	\$0.00	-\$40,026.46	\$56,000.00		-\$56,000.00
2017 Event Coordinator (USCEF)*		0.00	Open	\$0.00	-\$30,000.00	\$30,000.00		-\$30,000.00
2017 DWR Allocation due 01/10./2017	100,000.00					-\$100,000.00		
		(Funded)			(Committed)	(Available)		
Sub totals:	\$2,635,000.00	-2,299,706.93		\$0.00	-\$266,795.54	-68,497.53		-2,635,000.00

RECAP:

Funded	-\$2,299,706.93
Residual	\$0.00
Committed	-\$266,795.54
Not Committed/Available	-\$68,497.53
Pending	\$0.00

Total/Contract/to date:

-\$2,635,000.00

FUNDS ON DEPOSIT:

\$ @ DWR	\$0.00
\$ @ City of Oroville	\$307,293.07
Committed	\$238,795.54
Not Committed	\$68,497.53

Total \$:

\$307,293.07

* Note: Event Coordinator (USCEF) \$58,000 approved/\$30,000 from the 2017 available funds and \$28,500 from the 2018 available funds

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CITY OF OROVILLE
Bob Marciniak, SBF Program Specialist
1735 MONTGOMERY STREET • OROVILLE, CA 95965-4897

530-538-2518
Fax 530-538-2468
Email: marciniakb@cityoforoville.org

Date: December 6, 2016

To: Lynne Esparaza
DWR

Subject: Transfer of funds to the Fund Administrator

FERC Project No. 2100 Contract #460007302/amendment #7

INVOICE # A0001-2017

Note: Transfer of funds to the City of Oroville Fund Administrator of the SBF per amendment #5 to contract #460007302 approved by DWR Department of General Services 08/20/2014. Fund transfer is part of amendment #3.

Rmv \$100,000.00 due on January 10, 2017

Total Requested: \$100,000.00

Approvals:



Don Rust, SBF Interim Fund Administrator:

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Cc: DWR Accounting Office/Contracts Payable Unit/Sacramento, CA


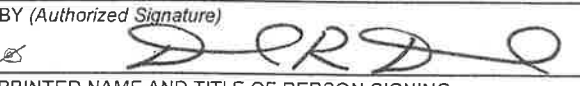
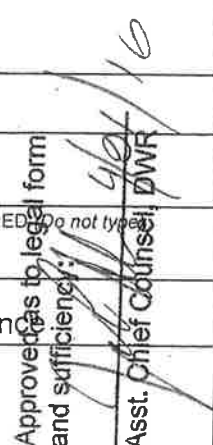

STATE OF CALIFORNIA
STANDARD AGREEMENT AMENDMENT
 STD. 213 A (Rev 6/03)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED _____ Pages

AGREEMENT NUMBER 4600007302	AMENDMENT NUMBER 7
REGISTRATION NUMBER	

1. This Agreement is entered into between the State Agency and Contractor named below:
 STATE AGENCY'S NAME
Department of Water Resources
 CONTRACTOR'S NAME
City of Oroville
2. The term of this Agreement is July 21, 2006 through July 20, 2017
 This Agreement shall not become effective until approved by the Department of General Services.
3. The maximum amount of this Agreement after this amendment is: \$8,070,000.00
Eight Million Seventy Thousand and No Cents
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:
 - A. STD 213, Original Agreement, Amendment 6, Section 2, hereby amended: Extend the termination date by one year, from July 20, 2016 to July 20, 2017. The term of this agreement begins on July 21, 2006 and terminates on July 20, 2017.
 - B. All other terms and conditions of Agreement 4600007302, including Amendments 1, 2, 3, 4, 5 and 6 shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) <u>City of Oroville</u>		<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>APPROVED</p> <p style="font-size: 1.2em; margin: 0;">JUN - 7 2016</p> <p>OFFICE OF LEGAL SERVICES DEPT. OF GENERAL SERVICES</p> </div>
BY (Authorized Signature) 	DATE SIGNED (Do not type) <u>05.03.2016</u>	
PRINTED NAME AND TITLE OF PERSON SIGNING <u>Linda Dahlmeier, Mayor</u>		
ADDRESS <u>1735 Montgomery Street Oroville, California 95965</u>		
STATE OF CALIFORNIA		
AGENCY NAME <u>Department of Water Resources</u>		<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>APPROVED</p> <p style="font-size: 1.2em; margin: 0;">JUN - 7 2016</p> <p>OFFICE OF LEGAL SERVICES DEPT. OF GENERAL SERVICES</p> </div>
BY (Authorized Signature) 	DATE SIGNED (Do not type) <u>5/11/16</u>	
PRINTED NAME AND TITLE OF PERSON SIGNING <u>David R. Duval, Chief, Division of Operations and Maintenance</u>		
ADDRESS <u>1416 Ninth Street, Room 605-1 Sacramento, California 95814</u>		
Approved as to legal form and sufficiency:  Asst. Chief Counsel, DWR		


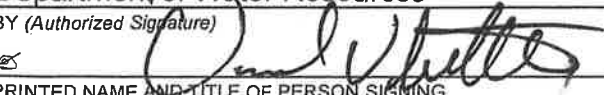
STATE OF CALIFORNIA
STANDARD AGREEMENT AMENDMENT
 STD 213 A (Rev 6/03)

CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED 1 Pages

AGREEMENT NUMBER	AMENDMENT NUMBER
4600007302	3
REGISTRATION NUMBER	
e# # 1001500	

1. This Agreement is entered into between the State Agency and Contractor named below:
STATE AGENCY'S NAME
Department of Water Resources
CONTRACTOR'S NAME
City of Oroville
2. The term of this Agreement is July 21, 2006 through July 20, 2013
 This agreement shall not become effective until approved by the Department of General Services.
3. The maximum amount of this \$8,070,000.00
 Agreement after this amendment is: Eight Million Seventy Thousand and No Cents
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:
 - A. Exhibit B, Budget Detail and Payment Provisions (Rev. 08/11) is replacing the previous version dated July 2010.
 - B. Exhibit B, Attachment 1, Budget Detail for Project Supplemental Benefits Fund, I,B, is amended to read:
 - B. The second \$4,135,000 of these funds, as well as any unexpended funds from those made available pursuant to Paragraph I. A., will be distributed as follows:
 - a. \$100,000 will be transferred as a lump sum to the Fund Administrator upon final approval of the amendment, and an additional \$100,000 by January 10 of each subsequent year beginning in 2012 until acceptance by DWR of a new license for the Oroville Facilities with terms and conditions that are consistent with and substantially similar to the provisions set forth in the Settlement Agreement.
 - b. The remaining balance of the \$4,135,000 will be transferred as a lump sum to the Fund Administrator upon acceptance by DWR of a new license for the Oroville Facilities with terms and conditions that are consistent with and substantially similar to the provisions set forth in the Settlement Agreement.
 - C. All other terms and conditions of contract # 4600007302, including Amendment 1 and 2, shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) <u>City of Oroville</u>		<div style="border: 2px solid black; padding: 10px; width: fit-content; margin: auto;"> <p style="margin: 0;">APPROVED</p> <p style="margin: 0; font-size: 1.2em;">JAN - 3 2012</p> <p style="margin: 0; font-size: 0.8em;">DEPT OF GENERAL SERVICES</p> </div>
BY (Authorized Signature) 	DATE SIGNED (Do not type) <u>12.14.11</u>	
PRINTED NAME AND TITLE OF PERSON SIGNING <u>Linda Dahlmeier, Mayor</u>		
ADDRESS <u>1735 Montgomery Street Oroville, California 95965</u>		
STATE OF CALIFORNIA		<div style="border: 2px solid black; padding: 10px; width: fit-content; margin: auto;"> <p style="margin: 0;">APPROVED</p> <p style="margin: 0; font-size: 1.2em;">JAN - 3 2012</p> <p style="margin: 0; font-size: 0.8em;">DEPT OF GENERAL SERVICES</p> </div> <p style="margin-top: 20px; font-size: 1.5em; font-family: cursive;">C-3</p>
AGENCY NAME <u>Department of Water Resources</u>		
BY (Authorized Signature) 	DATE SIGNED (Do not type) <u>12/20/2011</u>	
PRINTED NAME AND TITLE OF PERSON SIGNING <u>David V. Starks, Acting Chief, Division of Operations and Maintenance</u>		
ADDRESS <u>1416 Ninth Street, Room 605-1 Sacramento, California 95814</u>		

Approved as to form and sufficiency 11/30/11
 Asst. Chief Counsel, DWR



United States Department of the Interior

NATIONAL PARK SERVICE
PACIFIC WEST REGION
333 Bush Street, Suite 500
San Francisco, CA 94104-2828



IN REPLY REFER TO:

L6016(PWR-PR)

October 24, 2016

David Pittman, Chairperson
SBF Steering Committee
City of Oroville
1735 Montgomery Street
Oroville, CA 95965-4897

City of Oroville

OCT 26 2016

Administration

Dear Mr. Pittman:

Thank you for your application for assistance from the National Park Service (NPS), Rivers, Trails and Conservation Assistance (RTCA) Program. We are pleased to inform you that we have selected your project as one of 57 projects in the Pacific West Region that will receive assistance in the federal fiscal year 2017. We are excited to be able to collaborate with you and other partners in your community in support of this project.

Award Requirements

As an important component of our ongoing working relationship, we continue to ask the following of you and your project partners during our work together:

- Commit significant time and resources (financial, in-kind, staff), along with other project partners, to match our assistance;
- Acknowledge and credit NPS assistance in project related press releases, promotional materials, maps, and publications linked to the NPS RTCA supported effort;
- Provide copies of print and digital outreach products and media to RTCA staff as well as final project products including concept plans, design products, maps and other project materials;
- Complete a Project Close-Out Report at the end of NPS assistance.

Additionally we encourage you and your partners to use the value of our technical assistance to leverage additional project resources and as a match for non-federal grants.

Measuring Success

Every year, RTCA helps local partners conserve more than 1,000 miles of river corridor, develop nearly 1,800 miles of trail, and protect more than 50,000 acres of park land, wildlife habitat, and open space.

Keeping an on-going record of your project successes will help us report good results, especially as there are often changes in staff over time.

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Please feel free to contact me anytime at 415-623-2320, if you have questions. Thank you for your interest in the National Park Service. We look forward to another successful year.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Rice".

Barbara Rice
Program Manager, RTCA, PWR

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