

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

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

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