



OROVILLE CITY COUNCIL

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

FEBRUARY 7, 2017 REGULAR MEETING CLOSED SESSION 5:30 P.M. OPEN SESSION 6:30 P.M. AGENDA

CLOSED SESSION (5:30 P.M.)

ROLL CALL

Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier

CONVENE TO CLOSED SESSION (ITEMS LISTED ON PAGE NO. 4 & 5)

RECONVENE TO OPEN SESSION

OPEN SESSION (6:30 P.M.)

PLEDGE OF ALLEGIANCE

PROCLAMATION / PRESENTATION

Proclamation recognizing *February 2017 as Teen Dating Violence Awareness and Prevention Month*

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE JANUARY 12, 2017 SPECIAL MEETING AND JANUARY 17, 2017 REGULAR MEETING OF THE OROVILLE CITY COUNCIL** – minutes attached

Community Development Department

2. **TREE REMOVALS AT 1550 ROBINSON STREET** – staff report

The Council may consider the removal of two (2) Chinese Pistache trees, located at 1550 Robinson Street, and the planting of suitable replacements. (**Wade Atteberry, Parks and Trees Supervisor and Donald**

Rust, Director of Community Development)

Council Action Requested: **Authorize the removal of two Chinese Pistache trees, located at 1550 Robinson Street, and the planting of suitable replacements.**

3. AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH NORTHSTAR ENGINEERING – staff report

The Council may consider an Amendment to the Professional Service Agreement with Northstar Engineering, in the amount of \$4,000, relating to the Table Mountain Boulevard/Nelson Avenue Roundabout Project. **(Donald Rust, Director of Community Development)**

Council Action Requested: **Adopt Resolution No. 8575 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH NORTHSTAR ENGINEERING, IN THE AMOUNT OF \$4,000, RELATING TO THE TABLE MOUNTAIN BOULEVARD/NELSON AVENUE ROUNDABOUT PROJECT – (Agreement No. 2042-2).**

Business Assistance and Housing Development Department

4. RESCIND AND AMEND RESOLUTION NO. 8571 FOR 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM APPLICATION – staff report

The Council may consider rescinding and amending the Resolution No. 8571 for the submittal of an Application to the State Department of Housing and Community Development for 2016 Home Investment Partnerships (HOME) Program funding in the amount of \$700,000. **(Amy Bergstrand, Management Analyst III and Donald Rust, Director of Community Development)**

Council Action Requested: **Adopt Resolution No. 8571 - A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING, IN THE AMOUNT OF \$1,000,000, UNDER THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING, AND ANY AMENDMENTS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM.**

5. 2016 HOUSING-RELATED PARKS PROGRAM – staff report

The Council will receive an update on the status of the 2016 Housing Related Parks Program Grant Application. **(Amy Bergstrand, Management Analyst III and Donald Rust, Director of Community Development)**

Council Action Requested: **Informational only.**

PUBLIC HEARINGS - None

REGULAR BUSINESS

Public Safety Department

6. HIRING FREEZE CLARIFICATION AND RECLASSIFICATION WITHIN THE PUBLIC SAFETY DEPARTMENT – staff report

The Council may provide direction and clarification of the hiring freeze for public safety employees and

may also provide direction regarding discretionary activities of the Public Safety Director regarding personnel. **(Bill LaGrone, Director of Public Safety)**

Council Action Requested:

1. **Authorize the Public Safety Department to hire essential personnel as vacancies arise.**
2. **Authorize the Public Safety Department to make key personnel replacements as vacancies arise, assuring adherence to the City's current hiring freeze.**

Community Development Department

7. PROJECT CONTRACT CHANGE ORDER WITH JASON ABEL CONSTRUCTION – staff report

The Council may consider a Project Contract Change Order, in the amount of \$99,395, with Jason Abel Construction, regarding the Table Mountain Boulevard/Nelson Avenue Roundabout Project. **(Donald Rust, Director of Community Development)**

Council Action Requested: **Authorize the Project Contract Change Order (CCO-7), in the amount of \$99,395, with Jason Abel Construction, regarding the Table Mountain Boulevard/Nelson Avenue Roundabout Project.**

8. REQUEST FOR PROPOSAL TO CONTRACT WITH A CONSULTANT TO PROVIDE PROFESSIONAL CITY ENGINEERING AND INSPECTION SERVICES – staff report

The Council may consider releasing a Request for Proposals to contract with a consultant to provide professional city engineering and inspection services. **(Donald Rust, Acting City Administrator)**

Council Action Requested:

1. **Authorize staff to piggyback on the Request for Proposals process recently undertaken by the cities of Biggs and Gridley; and direct staff to return to Council for review and approval of a contract with an engineering consulting firm to provide public works engineering and inspection services for at least the next five (5) years.**

OR

2. **Provide direction, as necessary**

Administration Department

9. APPOINTMENTS TO THE HOUSING LOAN ADVISORY COMMITTEE – staff report

The Council may consider the appointment of an individual that resides in the City limits and/or owns a business and/or works within the City limits to serve on the City's Housing Loan Advisory Committee (HLAC), for a term ending in December, 2019.

The Council may also consider the appointment of two alternate members to serve on the City's HLAC. **(Jamie Hayes, Assistant City Clerk and Donald Rust, Acting City Administrator)**

Council Action Requested:

1. **Appoint a qualified individual to serve on the City's Housing Loan Advisory Committee, for a term ending in December, 2019.**
2. **Appoint two qualified individuals to serve as alternates on the City's Housing Loan Advisory Committee, for terms ending in December, 2019.**

Finance Department

10. PAYMENT ARRANGEMENT REQUEST FROM ORANGE TREE SENIOR APARTMENTS – staff report

The Council may consider a payment arrangement with Orange Tree Senior Apartments for annual sewer services. **(Ruth Wright, Director of Finance)**

Council Action Requested: **Provide direction, as necessary.**

11. MID YEAR BUDGET REVIEW – staff report

The Council will receive a mid-year budget review, including a financial analysis for the period of July 1, 2016 through December 31, 2016. **(Ruth Wright, Director of Finance)**

Council Action Requested: **Provide direction, as necessary.**

COUNCIL ANNOUNCEMENTS/COMMITTEE REPORTS (A verbal report may be given regarding any committee meetings attended)

- Mayor's Appointments to the Executive Committee, Housing Loan Advisory Committee and Economic Development Loan Advisory Committee

CITY ADMINISTRATOR/ ADMINISTRATION REPORTS

- Public Safety Department – activity report
- Finance Department – activity report

CORRESPONDENCE

- Butte County Mosquito & Vector Control
- Feather River Recreation & Parks District

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

This is the time the Mayor will invite anyone in the audience wishing to address the Council 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 Council or staff to a statement or question relating to a non-agenda item.

CLOSED SESSION

The Council will hold a Closed Session on the following:

1. Pursuant to Government Code section 54957.6, the Council will meet with Labor Negotiators and City Attorney to discuss labor negotiations for the following represented groups: Oroville City Employees Association, Oroville Police Officers' Association – Sworn and Non-Sworn, Oroville Firefighters' Association, and Oroville Management and Confidential Association.
2. Pursuant to Government Code section 54957(b), the Council will meet with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Director of Public Safety.

3. Pursuant to Government Code section 54957(b), the Council will meet with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Assistant City Administrator/Director of Planning and Community Development.
4. Pursuant to Government Code section 54957(b), the Council will meet with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Director of Finance.
5. Pursuant to Government Code section 54956.95, the City Council will meet with Acting City Administrator and City Attorney regarding potential litigation – two cases.

ADJOURNMENT

The meeting will be adjourned. A regular meeting of the Oroville City Council will be held on Tuesday, February 21, 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.

**OROVILLE CITY COUNCIL SPECIAL MEETING MINUTES
JANUARY 12, 2017 – 2:00 P.M.**

*This meeting was 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*

The agenda for the January 12, 2017 special meeting of the Oroville City Council was posted on the bulletin board at the front of City Hall, and on the City of Oroville's website located at www.cityoforoville.org on Wednesday, January 4, 2017, 2016 at 12:40 p.m.

The January 12, 2017 special meeting of the Oroville City Council was called to order by Vice Mayor Goodson at 2:00 p.m.

ROLL CALL

Present: Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson
Absent: Mayor Dahlmeier (excused)

SPECIAL BUSINESS – CLOSED SESSION

1. Pursuant to Government Code Section 54957(b), the Council met with the Acting City Administrator, City Attorney, Director of Finance and Director of Public Safety/Personnel Officer and Human Resource Manager, to consider the appointment and/or employment related to the following position: City Engineer/Public Works Director (Department Head position).
2. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the following represented groups: Oroville City Employees Association, Oroville Police Officers' Association – Sworn and Non-Sworn, Oroville Firefighters' Association, and Oroville Management and Confidential Association.

Vice Mayor Goodson announced that there were no reportable actions taken in Closed Session and direction had been given to staff.

ADJOURNMENT

The meeting was adjourned at 4:22 p.m. to a regular meeting of the Oroville City Council to be held on Tuesday, January 17, 2017, at 5:30 p.m.

Donald Rust, Acting City Clerk

Linda L. Dahlmeier, Mayor

**CITY COUNCIL MEETING MINUTES
JANUARY 17, 2017 – 5:30 P.M.**

The agenda for the January 17, 2017, regular meeting of the Oroville City Council was posted on the bulletin board at the front of City Hall and on the City of Oroville’s website located at www.cityoforoville.org on Friday, January 13, 2017, at 11:30 a.m.

The January 17, 2017 regular meeting of the Oroville City Council was called to order by Mayor Dahlmeier at 5:32 p.m.

ROLL CALL

Present: Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Absent: None

Staff Present:

Donald Rust, Director of Community Development	Ruth Wright, Director of Finance
Bill LaGrone, Director of Public Safety	Jamie Hayes, Assistant City Clerk
Scott E. Huber, City Attorney	Karolyn Fairbanks, Treasurer
Amy Bergstrand, Management Analyst III	Allen Byers, Assistant Police Chief
Liz Ehrenstrom, Human Resource Manager	Rick Farley, RDA Coordinator
Chris Nicodemus, Police Lieutenant	

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Dahlmeier.

PROCLAMATION / PRESENTATION

Bob Marciniak, Program Specialist, gave a presentation relating to the “Welcome to Oroville” digital sign, located at State Highway 70 and Georgia Pacific Way.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

August Lincoln – Item No. 9	Toni Ruggle – Item No. 9
Mike Jones – Item No. 9	Shannon McGovern – Item No. 9
Max Rexroad – Item No. 9	Don Fultz – Item No. 9
Tasha Levinson – Item No. 9	Celia Hirshman – Item No. 9
Sou Vang – Item No. 9	Allen Young – Item No. 9
David Garcia – Item No. 9	Dawn Garcia – Item No. 9
Jack Kiely – Item No. 9	Rachelle Parker – Item No. 9
Don Noble – Item No. 9	Bill Bynum – Item No. 9

CONSENT CALENDAR

A motion was made by Council Member Del Rosario, seconded by Council Member Berry, to approve the following Consent Calendar, with exception to Item No. 2 and 8:

1. **APPROVAL OF THE MINUTES OF THE JANUARY 3, 2017 REGULAR MEETING OF THE OROVILLE CITY COUNCIL** – minutes attached

Finance Department

2. **THIS ITEM WAS REMOVED FROM THE CONSENT CALENDAR (SEE BELOW)**
3. **MONTHLY FINANCIAL REPORT AND REPORT OF INVESTMENTS FOR DECEMBER 2016** – report attached

The Council received a copy of the December 2016 Monthly Financial Report and November and December 2016 Report of Investments. **(Ruth Wright, Director of Finance)**

Council Action Requested: **Acknowledge receipt of the December 2016 Monthly Financial Report and November and December 2016 Report of Investments.**

Community Development Department

4. **REQUEST FOR MAYOR TO SIGN LETTER TO SEND TO AT&T** – staff report

The Council considered a request for the Mayor to sign and send a letter to AT&T regarding the increasingly unstable infrastructure of the phone and internet services throughout Oroville. **(Dawn Nevers, Assistant Planner and Donald Rust, Director of Community Development)**

Council Action Requested: **Approve the Mayor's signing of a letter to AT&T regarding the increasingly unstable infrastructure of the phone and internet services throughout Oroville.**

Business Assistance and Housing Development Department

5. **ADOPTION OF THE JULY 2017 THROUGH JUNE 2018 ANNUAL RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND THE SUCCESSOR AGENCY ADMINISTRATIVE BUDGET** – staff report

The Council, serving as the Successor Agency to the former Oroville Redevelopment Agency, considered approving the Recognized Obligation Payment Schedule (ROPS 17-18) and the Successor Agency Administrative Budget for July 1, 2017 through June 30, 2018. **(Rick Farley, RDA Coordinator and Donald Rust, Director of Community Development)**

Council Action Requested:

- 1) **Adopt Resolution No. 17-01 - A RESOLUTION OF THE OROVILLE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF OROVILLE ADOPTING THE JULY 2017 THROUGH JUNE 2018 RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 17-18) PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 (m).**
- 2) **Adopt Resolution No. 17-02 - A RESOLUTION OF THE OROVILLE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF OROVILLE ADOPTING THE JULY 1, 2017 THROUGH JUNE 30, 2018, ADMINISTRATIVE BUDGET PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177 (j).**

6. 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM APPLICATION – staff report

The Council considered the submittal of an Application to the State Department of Housing and Community Development for 2016 Home Investment Partnerships (HOME) Program funding in the amount of \$700,000.

In addition, the Council, serving as the Successor Agency to the former Oroville Redevelopment Agency, may consider committing Housing Program funds, equaling \$50,000, for additional administrative support for HOME program activities. **(Amy Bergstrand, Management Analyst III and Donald Rust, Director of Community Development)**

Council Action Requested:

1. **Adopt Resolution No. 8571 - A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING, IN THE AMOUNT OF \$700,000, UNDER THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING, AND ANY AMENDMENTS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM.**
2. **Adopt Resolution No. 17-03 - A RESOLUTION OF THE OROVILLE SUCCESSOR AGENCY COMMITTING SUCCESSOR AGENCY HOUSING PROGRAM FUNDS, IN THE AMOUNT OF \$50,000, TO BE USED AS LEVERAGE MATCH FOR THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM.**

Administration Department

7. APPOINTED REPRESENTATIVES SERVING ON THE BUTTE COUNTY AIRPORT LAND USE COMMISSION – staff report

The Council received information relating to the appointed representatives to the Butte County Airport Land Use Commission. (**Jamie Hayes, Assistant City Clerk and Donald Rust, Acting City Administrator**)

Council Action Requested: **Informational only.**

8. THIS ITEM WAS REMOVED FROM THE CONSENT CALENDAR (SEE BELOW)

The motion to approve the Consent Calendar was passed by the following vote:

Ayes: Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

Finance Department

2. UNCOLLECTABLE DEBT WRITE OFFS – staff report

The Council received information regarding debts to the City that are no longer collectable. (**Ruth Wright, Director of Finance**)

This item was removed from the Consent Calendar at the request of Council Member Hatley, for questions, which were answered by staff.

Council Action Requested: **For information only.**

8. ATTENDANCE TO 2017 ANNUAL CONFERENCES – staff report

The Council considered approving the attendance to two conferences in the 2017 calendar year for the IT Manager. (**Tyson Pardee, IT Manager and Donald Rust, Acting City Administrator**)

This item was removed from the Consent Calendar at the request of Council Member Hatley, for questions, which were answered by staff.

A motion was made by Council Member Del Rosario, seconded by Council Member Draper, to:

- 1. Authorize the IT Manager to attend the Laserfiche Conference.**
- 2. Authorize the IT Manager and Accounting Technician to attend the SUGA Conference as indicated in the January 17, 2017 staff report.**

The motion was passed by the following vote:

Ayes: Council Members Del Rosario, Draper, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: Council Members Berry, Hatley
Abstain: None
Absent: None

PUBLIC HEARINGS - None

REGULAR BUSINESS

Community Development Department

9. OROVILLE REGIONAL WATER SERVICE REVIEW – staff report

The Council considered approving a resolution requesting the Butte Local Area Formation Committee (LAFCo) to provide a regional water service review of the greater Oroville area contingent upon receipt of the funding from an independent third party funder. **(Donald Rust, Director of Community Development and Scott E. Huber, City Attorney)**

The following individuals, representatives of California Water Service Company, spoke in opposition to the resolution requesting LAFCo to provide a regional water service review of the greater Oroville area:

Toni Ruggle	Mike Jones	Shannon McGovern
Max Rexroad		

The following individuals spoke in support of the resolution requesting LAFCo to provide a regional water service review of the greater Oroville area:

August Lincoln	Don Fultz	Tasha Levinson
Celia Hirschman	Sou Vang	Allen Young
David Garcia	Dawn Garcia	Jack Kiely
Rachelle Parker	Don Noble	Bill Bynum

Following discussion, a motion was made by Council Member Draper, seconded by Council Member Thomson, to:

Adopt Resolution No. 8572 – A RESOLUTION OF THE OROVILLE CITY COUNCIL SUPPORTING THE COMPLETION OF A REGIONAL WATER SERVICE REVIEW OF THE GREATER OROVILLE AREA.

The motion was passed by the following vote:

Ayes: Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier

Noes: None
Abstain: None
Absent: None

Business Assistance & Housing Development Department

10. 2016 HOUSING-RELATED PARKS PROGRAM – staff report

The Council provided direction regarding preferred park project(s) to include as part of the 2016 Housing-Related Parks Program Grant Application. **(Amy Bergstrand, Management Analyst III and Donald Rust, Director of Community Development)**

Following discussion, a motion was made by Council Member Del Rosario, seconded by Vice Mayor Goodson, to:

- 1. Adopt Resolution No. 8573 – A RESOLUTION OF THE OROVILLE CITY COUNCIL APPROVING THE APPLICATION AND CONTRACT EXECUTION OF A STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT 2016 HOUSING-RELATED PARKS PROGRAM GRANT, IN THE AMOUNT NOT TO EXCEED \$300,000.**
- 2. Direct staff to include the restoration and repairs to the Municipal Auditorium’s floor and restrooms in the application to the State of California Department of Housing and Community Development’s 2016 Housing-Related Parks Program Grant.**

The motion was passed by the following vote:

Ayes: Council Members Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

Administrative Department

11. POTENTIAL NEW LOCATION FOR STATE HIGHWAY 70 AND MONTGOMERY STREET METAL FISH SCULPTURES – staff report

The Council considered potential new locations for the State Highway 70 and Montgomery Street Metal Fish Sculptures. **(Bob Marciniak, Program Specialist and Donald Rust, Director of Community Development)**

Following discussion, the Council directed staff to return this item to a future meeting of the Oroville City Council for further consideration.

12. COMPUTER AND TECHNOLOGY UPGRADES FOR THE CITY COUNCIL AND COUNCIL CHAMBERS – staff report

The Council considered approving computer and technology upgrades relating to the City Council and Council Chambers. **(Tyson Pardee, IT Manager and Donald Rust, Acting City Administrator)**

Following discussion, a motion was made by Council Member Del Rosario, seconded by Vice Mayor Goodson, to:

Authorize the purchase of I-pads or Microsoft Surface Pro Tablet's, including doc stations, for the current City Council Members.

The motion was passed by the following vote:

Ayes: Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

A motion was made by Council Member Thomson, seconded by Council Member Hatley, to:

Authorize the purchase of projectors for the Council Chambers and repurpose the older projectors in other various City facilities for continued use.

The motion was passed by the following vote:

Ayes: Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

The Council further directed staff to return to a future meeting of the Oroville City Council for further consideration of the purchase of an upgraded monitor for the Council Chambers video system.

13. APPOINTMENT TO THE OROVILLE PLANNING COMMISSION – staff report

The Council considered appointing a qualified City resident to serve on the Oroville Planning Commission. **(Jamie Hayes, Assistant City Clerk, Donald Rust, Acting City Administrator)**

A motion was made by Council Member Thomson, seconded by Mayor Dahlmeier, to:

Appoint Thil Chan Wilcox, as qualified candidate, to serve on the Oroville Planning Commission for the remainder of former Commissioner Vandervort's term, which expires on June 30, 2018.

The motion failed by the following vote:

Ayes: Council Member Thomson, Mayor Dahlmeier
Noes: Council Members Berry, Del Rosario, Draper, Hatley, Vice Mayor Goodson
Abstain: None
Absent: None

A motion was made by Council Member Del Rosario, seconded by Council Member Draper, to:

Appoint Justin McDavitt, as qualified candidate, to serve on the Oroville Planning Commission for the remainder of former Commissioner Vandervort's term, which expires on June 30, 2018.

The motion was passed by the following vote:

Ayes: Berry, Del Rosario, Draper, Hatley, Thomson
Noes: Vice Mayor Goodson, Mayor Dahlmeier
Abstain: None
Absent: None

14. SELECTION OF DATE FOR AB 1825 HARASSMENT TRAINING, AB 1234 ETHICS TRAINING, AND CITY HALL 101 WORKSHOP – staff report

The Council considered selecting a date for training on AB 1825 Harassment Training, AB1234 Ethics Training, and City Hall 101 workshop. **(Liz Ehrenstrom, Human Resource Manager, Donald Rust, Acting City Administrator)**

Following discussion, the Council directed staff to schedule February 1, 2017 or February 20, 2017, for the required AB 1825 Harassment Training and AB1234 Ethics Training.

The Council also directed staff to return to a future meeting of the Oroville City Council with additional dates for consideration of City Hall 101 training.

15. DISSOLUTION OF THE OROVILLE PUBLIC FINANCING AUTHORITY – staff report

The Council considered the elimination of the Oroville Public Financing Authority. **(Scott E. Huber, City Attorney)**

A motion was made by Council Member Del Rosario, seconded by Vice Mayor Goodson, to:

Adopt Resolution No. 8574 - A RESOLUTION OF THE OROVILLE CITY COUNCIL APPROVING THE DISSOLUTION OF THE OROVILLE PUBLIC FINANCING AUTHORITY.

The motion was passed by the following vote:

Ayes: Berry, Del Rosario, Draper, Hatley, Thomson, Vice Mayor Goodson, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

COUNCIL ANNOUNCEMENTS/COMMITTEE REPORTS

Council Member Draper and Vice Mayor Goodson reported their attendance to the City's Housing Loan Advisory Committee meeting, held on January 12, 2017.

Council Member Draper and Vice Mayor Goodson reported their attendance to the Martin Luther King event, held on Monday, January 16, 2017, at Martin Luther King Park.

Mayor Dahlmeier made the following committee appointments for 2017 – 2019:

Finance Committee: Council Members Hatley, Thomson, Vice Mayor Goodson
Arts Commission: Council Member Del Rosario, Draper (alternate)
Neighborhood Watch Committee: Council Member Del Rosario, Berry (alternate)
Sewerage Commission – Oroville Region: Mayor Dahlmeier, Vice Mayor Goodson (alternate)
Butte County Air Quality Management: Council Member Del Rosario, Mayor Dahlmeier (alternate)
Veteran's Memorial Committee: Council Member Berry
Butte County Water Advisory Committee: Council Member Draper
Oroville Recreational Advisory Committee: Council Member Hatley, Berry (alternate)
Butte County Association of Government: Mayor Dahlmeier, Vice Mayor Goodson (alternate)
League of California Cities: Mayor Dahlmeier, Vice Mayor Goodson (alternate)
Oroville Economic Alliance: Council Member Thomson, Vice Mayor Goodson (alternate)
Oroville Area Chamber of Commerce: Council Member Thomson, Vice Mayor Goodson (alternate)
Oroville Downtown Business Association: Council Member Del Rosario
Economic Development Loan Advisory Committee: Mayor Dahlmeier, Council Member Berry
State Theatre Artists' Guild: Council Member Del Rosario
Oversight Board: Council Member Thomson

CITY ADMINISTRATOR/ ADMINISTRATION REPORTS

Ruth Wright, Director of Finance advised the Council that a mid-year review of the City's budget would be presented to the Council on February 7, 2017.

Donald Rust, Director of Community Development, advised the Council of a recent article in the Oroville Mercury Register acknowledging and commending the City's use of electronic billboard signage.

In addition, Mr. Rust advised the Council of an invitation from the Oroville Southside Community Improvement Association to a meet and greet event, to be held on February 24, 2017, at the South Oroville Community Center, 2959 Lower Wyandotte Road, for the community to meet with City staff and past and present City Council members.

CORRESPONDENCE

- California Water Service Company

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

Carmella Marks, Advisor for Restoring Our Community (ROC), a non-profit organization, advocated for funding assistance from the City for social services for the homeless and disabled community, including transitional services, emergency family shelters, employment assistance, and child care

assistance.

Thurman Hodge requested assistance from the City in regards to a criminal matter.

CLOSED SESSION

The Council held a Closed Session on the following:

1. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the following represented groups: Oroville City Employees Association, Oroville Police Officers' Association – Sworn and Non-Sworn, Oroville Firefighters' Association, and Oroville Management and Confidential Association.
2. Pursuant to Government Code section 54957(b), the Council met with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Director of Public Safety.
3. Pursuant to Government Code section 54957(b), the Council met with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Assistant City Administrator/Director of Planning and Community Development.
4. Pursuant to Government Code section 54957(b), the Council met with Acting City Administrator, Personnel Officer, and City Attorney to consider the evaluation of performance and employment related to the following position: Director of Finance.
5. Pursuant to Government Code section 54956.95, the City Council met with Acting City Administrator and City Attorney regarding potential litigation – two cases.

Mayor Dahlmeier announced that there were no reportable actions taken in Closed Session and direction had been given to staff.

ADJOURNMENT

The meeting was adjourned at 9:43 p.m. A regular meeting of the Oroville City Council will be held on Tuesday, February 7, 2017, at 5:30 p.m.

Donald Rust, Acting City Clerk

Linda L. Dahlmeier, Mayor

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND COUNCIL MEMBERS

**FROM: WADE G. ATTEBERRY, PARKS AND TREES SUPERVISOR
DONALD RUST, DIRECTOR
COMMUNITY DEVELOPMENT DEPARTMENT**

RE: TREE REMOVALS AT 1550 ROBINSON STREET

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider the removal of two (2) Chinese Pistache trees, located at 1550 Robinson Street, and the planting of suitable replacements.

DISCUSSION

There are two Chinese Pistache trees at 1550 Robinson Street that are doing significant damage to the existing sidewalk and starting to damage the curb and gutter. Chinese Pistache trees have been identified to do significant damage to hardscape when planted in inappropriate locations and have been identified in the Urban Forest Management Plan as trees needing to be removed where they have been planted in inappropriate locations. Staff believes the two herein identified trees should come out now before they do significantly more damage to the sidewalk, curb, and gutter. As they are planted very close to two drive approaches, their removal will also prevent the inevitable impact to these drive approaches in the near future.

FISCAL IMPACT

Labor to remove the Chinese Pistache trees. Tree replacements will be purchased with funding from the settlement with PG&E. Estimated cost is \$1,100.

RECOMMENDATIONS

Authorize the removal of two Chinese Pistache trees, located at 1550 Robinson Street, and the planting of suitable replacements.

ATTACHMENTS

A - Pictures of Current Damage

EXHIBIT
A



01/19/2017



01/19/2017



01/19/2017

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: DONALD RUST, DIRECTOR
COMMUNITY DEVELOPMENT DEPARTMENT**

**RE: AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH
NORTHSTAR ENGINEERING**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider an Amendment to the Professional Service Agreement with Northstar Engineering, in the amount of \$4,000, relating to the Table Mountain Boulevard/Nelson Avenue Roundabout Project.

DISCUSSION

On February 5, 2013, the Professional Services Agreement with NorthStar Engineering was amended to provide for an increase of \$3,715, bringing the contract to a total of \$217,716.25.

Current expenses have now exceeded this amount. Upon further inspection, there appears to be an additional increase authorized by the former Interim City Engineer, on May 5, 2015. This increase was for \$4,000 for landscape design revisions.

FISCAL IMPACT

Increase to expenditures for the Table Mountain Boulevard/Nelson Avenue Roundabout Project in the amount of \$4,000.

Capital Projects Fund	303-7321-8040	\$4,000
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RECOMMENDATION

Adopt Resolution No. 8575 - A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH NORTHSTAR ENGINEERING, IN THE AMOUNT OF \$4,000, RELATING TO THE TABLE MOUNTAIN BOULEVARD/NELSON AVENUE ROUNDABOUT PROJECT – (Agreement No. 2042-2).

ATTACHMENTS

A – Resolution No. 8575

B – Agreement No. 2042-2

C - February 3, 2013 Amendment



**CITY OF OROVILLE
RESOLUTION NO. 8575**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH NORTHSTAR ENGINEERING, IN THE AMOUNT OF \$4,000, RELATING TO THE TABLE MOUNTAIN BOULEVARD/NELSON AVENUE ROUNDABOUT PROJECT

(Agreement No. 2042-2).

BE IT HEREBY RESOLVED by the Oroville City Council as follows:

1. The Mayor is hereby authorized and directed to execute an Amendment to the Professional Services Agreement with Northstar Engineering, in the amount of \$4,000.
2. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED by the Oroville City Council at a regular meeting on February 7, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

ATTEST:

Scott E. Huber, City Attorney

Donald Rust, Acting City Clerk



**SECOND AMENDMENT TO AGREEMENT NO. 2042
BETWEEN THE CITY OF OROVILLE AND NORTH STAR ENGINEERING**

This Amendment dated February 7, 2017, is to the Agreement No. 2042 between the **City of Oroville** ("City") and **North Star Engineering** ("Consultant").

In consideration of the terms and conditions herein, the City and the Consultant agree that Agreement No. 2042 shall be amended as follows:

1. Consultant shall provide for City the additional consultant services set forth in Exhibit "A" attached to this Amendment.
2. City shall pay Consultant no more than an additional \$4,000 for Archaeological Survey based on the fee proposal included in "Exhibit A" to this Amendment. Total compensation contained in the original Agreement shall be increased by \$4,000, to a total of \$221,716.25.
3. Agreement No. 2042 will remain in force until the Project has been completed.
4. Conflicts between the Agreement and this Amendment shall be controlled by this Amendment. All other provisions within Agreement No. 2042 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed on the date first written above.

CITY OF OROVILLE

NORTH STAR ENGINEERING

By: _____
Linda L. Dahlmeier, Mayor

By: _____

Title: _____

Business License# _____

Tax ID No.: _____

APPROVED AS TO FORM:

ATTEST:

By: _____
Scott E. Huber, City Attorney

By: _____
Donald Rust, Acting City Clerk

City of Oroville
 1735 Montgomery Street
 Oroville, CA 95965

Invoice number 70327
 Date 01/11/2017
 Project 11-279 City of Oroville - Table Mountain Blvd. Roundabout

The invoice total shown below reflects charges for work performed this billing period. The total outstanding balance is shown as Outstanding in the Aging Summary below. Finance charges for past due balances are shown in the Aging Summary with an FC in the invoice number column. Thank you.

Invoice Summary

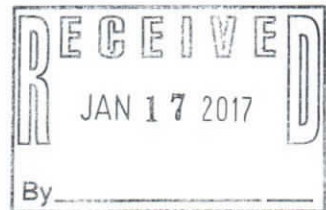
Description	Contract	Prior Billed	Total Billed	Current Charges
Task A-a Pre-Design Project Management and Information Gathering	16,655.50	16,654.75	16,654.75	0.00
Task A-b Traffic Impact/Feasibility Study	40,664.50	39,951.00	39,951.00	0.00
Task B - PLANNING MEETINGS	18,866.50	13,833.95	13,833.95	0.00
Task C - CATEGORICAL EXCLUSION DOCUMENTS	8,093.00	7,911.50	7,911.50	0.00
Task D - PROJECT DEVELOPMENT / DESIGN	68,988.50	71,641.00	71,641.00	0.00
Task E - FINAL DESIGN	9,858.50	14,878.50	14,878.50	0.00
Task F - RIGHT OF WAY CERTIFICATION	32,025.00	32,041.68	32,041.68	0.00
Task G - TECHNICAL SUPPORT DURING PROJECT ADVERTISEMENT	3,071.50	90.00	90.00	0.00
Task H - TECHNICAL SUPPORT DURING CONSTRUCTION	5,006.50	3,870.00	4,920.00	1,050.00
Task I - COMMUNICATION WITH THE CITY	4,842.00	6,079.50	6,079.50	0.00
REIMBURSABLE EXPENSES (roundabout)	5,929.75	3,328.91	3,328.91	0.00
HPSR / ASR - Add Services (Council approval 2-5-13)	3,715.00	3,325.00	3,325.00	0.00
LANDSCAPE DESIGN REVISIONS - MDG (Rick W E-mail 5/5/2015)	4,000.00	4,000.00	4,000.00	0.00
Total	221,716.25	217,605.79	218,655.79	1,050.00

Task H - TECHNICAL SUPPORT DURING CONSTRUCTION

Professional Fees

Billable Office	Hours	Rate	Billed Amount
Senior Engineer	6.00	130.00	780.00
Associate Engineer	2.25	120.00	270.00
Subtotal	8.25		1,050.00
Task H - TECHNICAL SUPPORT DURING CONSTRUCTION subtotal			1,050.00

Invoice total 1,050.00





NORTHSTAR

... Designing Solutions

Invoice

REMIT PAYMENT TO:
 111 Mission Ranch Blvd., Ste. 100
 Chico, CA 95926

Visa/MasterCard Payments:
 (530) 893-1600 Ext. 204

Fed ID# 68-0130310

City of Oroville
 Project 11-279 City of Oroville - Table Mountain Blvd. Roundabout

Invoice number 70327
 Date 01/11/2017

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
70327	01/11/2017	1,050.00	1,050.00				
	Total	1,050.00	1,050.00	0.00	0.00	0.00	0.00



**AMENDMENT TO AGREEMENT NO. 2042
BETWEEN THE CITY OF OROVILLE AND NORTH STAR ENGINEERING**

This Amendment dated February 5, 2013, is to the Agreement No. 2042 between the City of Oroville ("City") and North Star Engineering ("Consultant").

In consideration of the terms and conditions herein, the City and the Consultant agree that Agreement No. 2042 shall be amended as follows:


1. Consultant shall provide for City the additional consultant services set forth in Exhibit "A" attached to this Amendment.
2. City shall pay Consultant no more than an additional \$3,715 for Archaeological Survey based on the fee proposal included in "Exhibit A" to this Amendment. Total compensation contained in the original Agreement shall be increased by \$3,715, to a total of \$217,716.25.
3. Agreement No. 2042 will remain in force until the Project has been completed.
4. Conflicts between the Agreement and this Amendment shall be controlled by this Amendment. All other provisions within Agreement No. 2042 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed on the date first written above.

CITY OF OROVILLE

NORTH STAR ENGINEERING

By: 
Linda L. Dahlmeier, Mayor


By: 
Title: SENIOR ENGINEER, V.P.
Business License# 10000694

Tax ID No.: 68-0130310

APPROVED AS TO FORM:

By: 
Scott E. Huber, City Attorney

ATTEST:

By: 
Peter Cosentini, Interim City Clerk

ATTACHMENTS:

Exhibit A – Scope of Additional Services and Fee Proposal

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: AMY BERGSTRAND, MANAGEMENT ANALYST III
BUSINESS ASSISTANCE & HOUSING DEV. DEPARTMENT
DONALD RUST, DIRECTOR
COMMUNITY DEVELOPMENT DEPARTMENT**

**RE: RESCIND AND AMEND RESOLUTION NO. 8571 FOR 2016 HOME
INVESTMENT PARTNERSHIPS PROGRAM APPLICATION**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider rescinding and amending the Resolution No. 8571 for the submittal of an Application to the State Department of Housing and Community Development for 2016 Home Investment Partnerships (HOME) Program funding in the amount of \$700,000.

DISCUSSION

The State Department of Housing and Community Development released a Notice of Funding Availability (NOFA) on December 6, 2016, requesting applications for funding from the Home Investment Partnerships Program 2016 HOME NOFA. The final date for application submittal is no later than 5:00 p.m. on February 2, 2017.

At the January 17, 2017, Council took action to approve the submittal of the 2016 HOME application in the amount of \$700,000 for the First Time Homebuyers Program. On January 19, 2017, staff was informed that the submittal date was being extended. In light of the extension, staff has expended additional loan funds using the 15-HOME-10631 standard agreement. These additional expenditures allow the City to apply for \$1,000,000 instead of the \$700,000 approved.

Upon authorization by the Council to rescind Resolution No. 8571, staff will submit an application requesting \$1,000,000 in HOME funds to be used to provide first time home buyer mortgage assistance.

Supplemental funding for general administration and activity delivery is necessary to ensure the successful implementation of the proposed activities. Therefore, staff is proposing that Successor Agency (SA) Housing Program funds be used to fund a portion of the administration and activity delivery expenses associated with the proposed HOME grant funds as follows:

- General Administrative expense \$25,000
- Activity Delivery expense \$25,000

The aforementioned costs generally span a three-year period. The following is the HOME Program budget, illustrating the breakdown between HOME funds and Housing Program Funds:

Funding Source	Use of Funds	Amount
HOME Program	General Administration	\$25,000
HOME	FTHB Program Loans	\$911,625
HOME	FTHB Activity Delivery	\$63,375
Housing Program Funds(SA)	Administration (Gen.)	\$25,000
Housing Program Funds SA)	Activity Delivery	\$25,000
TOTAL		\$1,050,000

FISCAL IMPACT

Should this grant be awarded, the fiscal impact will be addressed when the budget is established for this activity.

RECOMMENDATION

Adopt Resolution No. 8571 - A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING, IN THE AMOUNT OF \$1,000,000, UNDER THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING, AND ANY AMENDMENTS THERETO; AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE 2016 HOME INVESTMENT PARTNERSHIPS PROGRAM.

ATTACHMENTS

A - Resolution No. 8571



**CITY OF OROVILLE
RESOLUTION NO. 8571**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING, IN THE AMOUNT OF \$1,000,000, UNDER THE HOME INVESTMENT PARTNERSHIPS PROGRAM; AND IF SELECTED, THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS THERETO, AND OTHER RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE HOME INVESTMENT PARTNERSHIP PROGRAM

WHEREAS,

- A. The California Department of Housing and Community Development (“the Department”) is authorized to allocate HOME Investment Partnership Program (“HOME”) funds made available from the U.S. Department of Housing and Urban Development (“HUD”). HOME funds are to be used for the purposes set forth in Title II of Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulation set forth in Title 24 of the Code of Federal Regulations, Part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.
- B. On December 6, 2016, the Department issues a 2016 Notice of Funding Availability announcing the availability of funds under the HOME program (the “NOFA”).
- C. In response to the 2016 NOFA, the City of Oroville, a municipal corporation, of the State of California, (the “Applicant”), wishes to apply to the Department for, and receive an allocation of, HOME funds.

IT IS NOW THEREFORE RESOLVED THAT:

- 1. In response to the 2016 NOFA, the applicant shall submit an application to the Department to participate in the HOME Program and for an allocation of funds not to exceed One Million Dollars (\$1,000,000.00) for the following activities and/or programs.

To provide gap financing to low-income, first-time homebuyers to assist with the acquisition of single-family homes within the city-limits of Oroville.

- 2. If the application for funding is approve, then the Applicant hereby agrees to the use of HOME funds for eligible activities in the manner presented in it’s application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant may also execute a standard agreement, any amendments thereto, and any and all other documents of

instruments necessary or required by the Department of HUD for participation in the HOME program (collectively, the required documents).

3. The applicant authorizes the Mayor or the Acting City Administrator his designee(s) to execute, in the name of the applicant, the required documentation. The applicant further authorized the Finance Director or the Management Analyst III to execute in the name of the applicant, drawdown requests, quarterly and annual performance reports and amendments thereto.
4. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED by the Oroville City Council at a regular meeting held on February 7, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

ATTEST:

Scott E. Huber, City Attorney

Donald Rust, Acting City Clerk

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: AMY BERGSTRAND, MANAGEMENT ANALYST III
BUSINESS ASSISTANCE & HOUSING DEV. DEPARTMENT
DONALD RUST, DIRECTOR
COMMUNITY DEVELOPMENT DIRECTOR**

RE: 2016 HOUSING RELATED PARKS PROGRAM UPDATE

DATE: FEBRUARY 7, 2017

SUMMARY

The Council will receive an update on the status of the 2016 Housing Related Parks Program (HRPP) Grant Application.

DISCUSSION

On January 17, 2017, Staff presented the criteria for the submittal of the HRPP Grant, presented the Oroville Parks Commission's recommendation for the park project and received direction from the Council to prioritize funding in the following order: 1. Repair the Municipal Auditorium flooring, 2. Make ADA repairs to Municipal Auditorium; as funding allows.

During the discussion, there was some question as to whether the funding could or should be used for non-City owned parks or facilities. At that time, staff was not clear if that was allowed. The following day, staff made contact with the HRPP staff to clarify if funds could be used for non-City owned parks or facilities and it was determined that they could. However, City staff was cautioned by HRPP staff because the funding award would be to the City who would then be ultimately responsible for all aspects of the project. The City would be responsible for all costs for the project; including budget overruns; if applicable, the City would be responsible for State monitoring of a property that is not controlled by the City, and most importantly, the City would be responsible for ensuring the useful life of the park/facility for 15 years. If all grant regulations are not met, the City could be subject to repayment of all grant funds from the City's General Fund.

FISCAL IMPACT

None.

RECOMMENDATION

For informational purposes only.

ATTACHMENTS

None

**CITY OF OROVILLE
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: BILL LAGRONE, DIRECTOR OF PUBLIC SAFETY
PUBLIC SAFETY DEPARTMENT**

**RE: HIRING FREEZE CLARIFICATION AND RECLASSIFICATION WITHIN
THE PUBLIC SAFETY DEPARTMENT**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may provide direction and clarification of the hiring freeze for public safety employees and may also provide direction regarding discretionary activities of the Public Safety Director regarding personnel.

DISCUSSION

At the beginning of fiscal year 2016/2017, the Council gave direction to freeze all hiring. This direction, for the most part, has been followed. Few exceptions exist, those include Non-General Funded positions and one Public Safety position. The staffing at the Public Safety Department (Department) has been reduced over the past few months. The reductions are a result of employees finding employment elsewhere and some adverse employee/employer actions. Most of the vacated positions have not been filled. The Department is running at minimal staffing levels. Most days the Fire Department is browned out to one engine, and the Police Department is working with two Patrol Officers and a Sergeant, per shift. All overtime has been reduced to the minimum necessary to operate the Department.

The issue that has arisen is the replacement of essential employees. Fire and Police have both reached levels that require employee replacement as employees leave. In order to be in compliance with the directive of the Council to freeze hiring, the replacement of essential employees is not possible. Clarification is needed as to the direction of the Council to only hire necessary personnel as vacancies of essential personnel become available. Essential personnel being defined as those necessary to maintain current staffing levels.

A secondary problem that has arisen is the replacement of key positions within the structure of the Public Safety Department. It is believed that it is within the authority of the Director of Public Safety to appoint key positions within the existing structure, so long as the key position appointment does not require a new hire to backfill a vacated position.

An example of an acceptable key personnel replacement would be the promotion of an Officer to Sergeant, as long as no new Officer was hired to backfill the position vacated by the promotion of the new Sergeant. An example of an unacceptable key personnel replacement would be the promotion of an Officer to Sergeant and then hiring a new Officer to replace the promoted Officer. As it is understood, this would be in violation of the Council's direction given to staff regarding the City's current hiring freeze.

FISCAL IMPACT

No impact to the General Fund if staff follows what is presently believed to be the Council's direction of only hiring essential personnel being defined as those necessary to maintain current staffing levels and only promote key personnel that do not cause additional new hires.

RECOMMENDATIONS

1. Authorize the Public Safety Department to hire essential personnel as vacancies arise.
2. Authorize the Public Safety Department to make key personnel replacements as vacancies arise, assuring adherence to the City's current hiring freeze.

ATTACHMENTS

None

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: DONALD RUST, ASSISTANT CITY ADMINISTRATOR
ADMINISTRATION DEPARTMENT**

**RE: PROJECT CONTRACT CHANGE ORDER WITH JASON ABEL
CONSTRUCTION**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider a Project Contract Change Order, in the amount of \$99,395, with Jason Abel Construction, regarding the Table Mountain Boulevard/Nelson Avenue Roundabout Project.

BACKGROUND

The Project Contract for the Table Mountain Boulevard/Nelson Avenue Roundabout Project (Project) was awarded to Jason Abel Construction on June 21, 2016, and construction work commenced on August 25, 2016. During several meetings with the contractor's representatives, the City's contract consultant (Ghirardelli Associates), and City staff, discussed the need to remove and replace areas of unsuitable subgrade as directed by the Resident Engineer (RE). The repairs shall consist of removing and replacing unsuitable areas with a geotextile for subgrade enhancement covered by an aggregate base. Additional Hot Mixed Asphalt (HMA) shall be placed in some unsuitable areas should surface deflection be detected after geotextile and aggregate base repairs are completed as directed by the RE.

This Project Contract Change Order (CCO-7) provides for the following changes:

- Immediately constructing the roadway structural section and incidental features required to open Table Mountain Boulevard to pedestrian and public traffic;
- Revising the HMA layer thickness for the structural section on the Table Mountain Boulevard roadway to include the entire perimeter of the traffic circle by an additional 0.15-foot;
- Revising the Aggregate Base layer thickness for the structural section on the Table Mountain Boulevard roadway to include the entire perimeter of the traffic circle by removing (decreasing) 0.15-foot;
- Repair areas of unsuitable subgrade as directed by the RE; and

- For a commensurate adjustment of contract time for delay to controlling operation(s) or completion of the project resulting from the work specified in this change. Any such time extension shall be determined after completion of the work and specified in a supplemental change order.

The total amount of CCO-7 is \$79,107.

FISCAL IMPACT

Funding for this change order is available with the \$96,875 contingency of the project authorized at the time of contract award and \$2,520 from the Capital Projects Fund 303-7321-8040.

This project is 100% grant reimbursable, except for the soils and construction materials testing. Expenditures and revenue reimbursements will be accounted for in the Capital Projects Fund (303-7321-8040).

Contract Change Order No.7 (303-7321-8040)	\$ 76,587
Total contract contingency approved on 11-15-2016	\$ 20,288
Capital Project Fund (303-7321-8040)	\$ 2,520
TOTAL	\$ 99,395

RECOMMENDATIONS

Authorize the Project Contract Change Order (CCO-7), in the amount of \$99,395, with Jason Abel Construction, regarding the Table Mountain Boulevard/Nelson Avenue Roundabout Project.

ATTACHMENT

A - Contract Change Order No. 7



Change Requested by: Engineer Contractor

CCO No.	Suppl. No.	Contract No.	Contract Name	Federal Number(s)
7		03-BUT-0-0VL	Table Mountain Blvd. Roundabout at Nelson Ave.	CML 5142 (032)

To **JASON ABEL CONSTRUCTION, INC.**

Contractor

You are directed to make the following changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract.

NOTE: This change order must be approved by the City Council. Yes No

Description of work to be done, estimate of quantities and prices to be paid. (Segregate between additional work at contract price, agreed price and force account.) Unless otherwise stated, rates for rental of equipment cover only such time as equipment is used and no allowance will be made for idle time. The last percentage shown is the net accumulated increase or decrease from the original quantity in the Bid Item List.

This change order provides for: **1)** Immediately constructing the roadway structural section and incidental features required to open Table Mountain Blvd. to pedestrian and public traffic. **2)** Revising the Hot Mix Asphalt (HMA) layer thickness for the structural section on the Table Mountain Blvd. roadway to include the entire perimeter of the traffic circle by an additional 0.15-foot. **3)** Revising the Aggregate Base layer thickness for the structural section on the Table Mountain Blvd. roadway to include the entire perimeter of the traffic circle by removing (decreasing) 0.15-foot. **4)** Repair areas of unsuitable subgrade as directed by the Engineer. **5)** For a commensurate adjustment of contract time for delay to controlling operation(s) or completion of the project resulting from the work specified in this change. Any such time extension shall be determined after completion of the work and specified in a supplemental change order.

1) Increase in Contract Item at Contract Unit Price:

Place an additional 0.15' of Hot Mix Asphalt Concrete for the structural section on the Table Mountain Blvd. Roadway to include the entire perimeter of the traffic circle.

Item No. 11, Asphalt Concrete (4")
422 Tons (38.9%) @ \$128.50/Ton = \$54,227.00 (+38.9%)

Estimated Increase = \$54,227.00

2) Decrease in Contract Item at Contract Unit Price:

Reduce the planned aggregate base thickness for the structural section on the Table Mountain Blvd. Roadway to include the entire perimeter of the traffic circle by 0.15'.

Item No. 8, Aggregate Base (12") – Asphalt Section
184 CY (10.4%) @ \$55.00/CY = \$10,120.00 (-10.4%)

Estimated Decrease = (-) \$10,120.00

CITY OF OROVILLE
DEPARTMENT OF PUBLIC WORKS

Contract Change Order

Change Requested by: Engineer Contractor

CCO No.	Suppl. No.	Contract No.	Contract Name	Federal Number(s)
7		03-BUT-0-0VL	Table Mountain Blvd. Roundabout at Nelson Ave.	CML 5142 (032)

3) Extra Work at Force Account:

- a) Remove and replace areas unsuitable subgrade as directed by the Engineer. Repairs shall consist of removing and replacing unsuitable area with subgrade enhancement geotextile and aggregate base. Additional HMA may be placed in some unsuitable areas should surface deflection be detected after geotextile and aggregate base repairs are completed.
- b) Repair damage to the roadway surface and other features of Table Mountain Blvd. caused by public traffic during the early opening to traffic and before the final layer of HMA is placed on the roadway.
- c) Furnish and install construction area signs and traffic control devices required for the early opening of Table Mountain Blvd. to pedestrian and public traffic. This provision only applies to signs and devices not included in the scope of Contract Item No. 2, Traffic Control.
- d) Compensate the Contractor for the cost associated with an additional mobilization of HMA surfacing equipment resulting from the early opening of Table Mountain Blvd. This provision is applicable to the HMA equipment demobilization from the site after the opening of Table Mountain Blvd. then remobilized to complete the HMA surfacing on other streets within the project limits.
- e) Provide compensation for additional HMA Plant opening costs associated with the production of HMA for the Table Mountain Blvd. structural section.

All work shall be performed in accordance with applicable provisions of the contract documents, Caltrans Standard Specifications (2010), Caltrans Standard Plans (2010), and as directed by the Engineer.

Compensation will be on a time and material basis in accordance with Section 9-1.04, "Force Account," of the Standard Specifications.

Estimate of Extra Work = \$35,000.00

4) Time Adjustment:

Consideration of a time adjustment shall be deferred until completion of the work specified in this Change Order. Determination of time adjustment will be made in accordance with Section 8-1.07, "Delays," of the Standard Specifications.

CITY OF OROVILLE
 DEPARTMENT OF PUBLIC WORKS
Contract Change Order

Change Requested by: Engineer Contractor

CCO No.	Suppl. No.	Contract No.	Contract Name	Federal Number(s)
7		03-BUT-0-0VL	Table Mountain Blvd. Roundabout at Nelson Ave.	CML 5142 (032)

No Additional Text in This Section.

Estimated Cost: Decrease Increase \$ 79,107.00

For this order the time of completion will be adjusted as follows: DEFERRED.

SUBMITTED BY:		
Signature	(Print name & title)	Date
	Charles Dory, P.E., Resident Engineer	1/26/2017
APPROVED:		
Signature	(Print name & title)	Date
	Don Rust, City of Oroville	
APPROVED:		
Signature	(Print name & title)	Date
APPROVED:		
Signature	(Print name & title)	Date
	City Council	

We the undersigned contractor, have given careful consideration to the change proposed and agree, to provide equipment, furnish materials, and perform the work specified above, and will accept as full payment the prices shown above. **NOTE: If you, the Contractor, do not sign this order, you are directed to proceed with the ordered work. You may file a Request for Information within the time specified.**

CONTRACTOR ACCEPTANCE BY:		
Signature	(Print name & title)	Date

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: DONALD RUST, ACTING CITY ADMINISTRATOR
ADMINISTRATION DEPARTMENT**

**RE: REQUEST FOR PROPOSAL TO CONTRACT WITH A CONSULTANT
TO PROVIDE PROFESSIONAL CITY ENGINEERING AND
INSPECTION SERVICES**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider releasing a Request for Proposals to contract with a consultant to provide professional city engineering and inspection services.

DISCUSSION

On September 17, 2016, the Interim City Engineer (Project Manager/Senior Civil Engineer) retired and created a vacancy for the City Engineer position. The City Charter requires the City to have a City Engineer. Currently, the City is utilizing Ghirardelli Associates consulting firm to provide those services under contract approved on September 20, 2016.

At their November 1, 2016 meeting, the City Council approved the job description for the position of City Engineer / Director of Public Works on September 20, 2016. This new job description was replacing the vacant position of the Interim City Engineer that was filled by the Project Manager/Senior Civil Engineer employee whom retired in September 2016. In addition, staff recommended changing the job description to City Engineer/Director of Public Works who would have Department Head status.

On January 12, 2017, after a four-week recruitment process and receiving only two applicants, a special council meeting was held to interview the candidates. Just prior to the interview, one candidate sent an email withdrawing from the interview process and the second candidate was interviewed. After the scheduled interviews, staff was directed to provide the following information:

- The cost to retain an Engineering Consulting firm;
- The cost to retain an Engineering Consulting firm and hire an Engineering Technician; and
- Raise the salary, use second tier benefit package and recruit for an additional 4-weeks.

The cost to retain an Engineering Consulting firm

In 2016, the Cities of Biggs and Gridley both issued requests for proposals (RFPs) to hire an engineering consultant firm to provide a professional engineering and inspection services, including a licensed civil engineer to act as the City Engineer. The City of Biggs advertised the RFP and specifically sent it to the following firms:

- Rolls Anderson Rolls, Chico (Then, the Gridley City Engineer)
- Northstar Engineering, Chico
- Gilbert Engineering, Chico
- Bennett Engineering, Roseville (Existing Biggs City Engineer)
- Laughlin & Spence, Yuba City

On September 23, 2016, the City of Biggs entered into a contracted agreement with Bennett Engineering out of Roseville, changing from CEC Engineering out of Yuba City. The City Administrator has indicated that he believes that Bennett Engineering was a good choice for their current needs.

On October 17, 2016, the City of Gridley also entered into a contracted agreement with Bennett Engineering changing from Rolls Anderson and Rolls out of Chico that had been the City's professional engineering service for many years. The general cost of the services is attached to this staff report from the RFPs issued by the Cities of Biggs and Gridley – Bennett Engineering Schedule of Fees, as an example of the potential fees associated with utilizing and engineering consulting firm.

The cost to retain an Engineering Consulting firm and hire a full time Engineering Technician

Currently, the City has several other RFPs out for other city services to try to provide savings in order to provide the appropriate levels of city services: fire services, police services, and within the next few weeks an airport engineering services, currently under contract but requires a RFP every five (5) years. The use of consulting services, like other local cities, will help the City get through its current financial difficulties in the short term and allow us to potentially revisit the need for permanent employees as a long term solution in a few years.

As for the hiring a full time Engineering Technician, the cost will be approximately \$90,000 to \$110,000 for a salary and benefits package that would limit the amount of funding that can be use to contract with an engineering consulting firm. The consultant would be contracted to provide these duties as part of the contract.

Raise the salary, use second tier benefit package and recruit for an additional 4-weeks

As the City continues to struggle financially and requests other employees to take cuts to salary and benefits to close budgetary gaps, it does not make sense to request an increase in the salary and benefit package for the City Engineer / Director of Public

Works at this time. Staff recommends that we stop the recruitment process for the position and utilize the current 2016/2017 budget allocated for the Interim City Engineer and Associate Civil Engineer in the amount of \$264,277 to contract with a professional engineering consulting firm to provide city engineering and inspection services for at least the next five (5) years similar to the Cities of Biggs and Gridley.

FISCAL IMPACT

Salaries and benefits budgeted for the Interim City Engineer and the Associate Civil Engineer were a total of \$264,277.05 included in the current 2016/2017 budget. Of this amount approximately \$117,465.90 was used leaving a balance of \$ 146,811.15 available budget remaining.

RECOMMENDATIONS

1. Authorize staff to piggyback on the Request for Proposals process recently undertaken by the cities of Biggs and Gridley; and direct staff to return to Council for review and approval of a contract with an engineering consulting firm to provide public works engineering and inspection services for at least the next five (5) years.

OR

2. Provide direction, as necessary.

ATTACHMENTS

A – Bennett Engineering Schedule of Fees, as an example of consulting fees

SCHEDULE OF FEES

City of Biggs City Engineer

We offer the following reduced rates to the City of Biggs:

Standard City Engineer Duties:	\$120/hour
Special City Assignments for City Engineer:	\$140/hour
Project Studies and Design:	Standard Rates Apply, see below

Rate Schedule | Fiscal Year 2016/2017

Professional Staff

<i>Professional Staff</i>	<i>Hourly Rate</i>	<i>Professional Staff</i>	<i>Hourly Rate</i>
Principal Engineer	\$235	Designer IV	\$155
Project Manager IV	\$205	Designer III.....	\$140
Project Manager III.....	\$195	Designer II.....	\$126
Project Manager II.....	\$180	Designer I.....	\$116
Project Manager I.....	\$165	CAD Tech IV	\$132
Engineer VI	\$205	CAD Tech III	\$120
Engineer V	\$195	CAD Tech II	\$108
Engineer IV	\$180	CAD Tech I	\$98
Engineer III	\$165	Inspector III.....	\$160
Engineer II	\$155	Inspector II.....	\$140
Engineer I	\$140	Inspector I.....	\$120
Engineering Tech IV	\$140	Administrative	\$70
Engineering Tech III.....	\$126	Engineering Intern	\$64
Engineering Tech II.....	\$116	Special Technical Consultant.....	\$165
Engineering Tech I.....	\$106	Expert Witness.....	\$425

Additional Rate Information

- ▶ Direct expenses (including, but not limited to, mileage, reproduction, postage, online assessor mapping fees, etc.) & subconsultant costs will be billed at cost plus fifteen percent (15%) for administration, coordination, and handling.
- ▶ Standard hourly rates do not apply to a demand to perform work during an overtime period. Work required to be performed during an overtime period (as mandated by California law) will be charged at a 50% premium.
- ▶ Hourly rates include all compensation for wages, salary-related benefits, overhead, general office administration, and profit.
- ▶ Classifications may be added or removed as-needed without notice.
- ▶ Substantial changes in the required Scope of Work or Schedule will result in the revision of the proposed fees and total contract amount.
- ▶ Rates are subject to change annually effective July 1st.

**CITY OF OROVILLE
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: JAMIE HAYES, ASSISTANT CITY CLERK
DONALD RUST, ACTING CITY ADMINISTRATOR
ADMINISTRATION DEPARTMENT**

**RE: APPOINTMENTS TO THE HOUSING LOAN ADVISORY
COMMITTEE**

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider the appointment of an individual that resides in the City limits and/or owns a business and/or works within the City limits to the City's Housing Loan Advisory Committee (HLAC), for a term ending in December, 2019.

The Council may also consider the appointment of two alternate members to serve on the City's HLAC.

DISCUSSION

The City of Oroville's HLAC was formed in order to review and act on loan applications for approval for the City of Oroville's First Time Home Buyers Program, Single Family, Owner Occupied Housing Rehabilitation Loan Programs, and the Lease to Purchase Program.

The Committee conducts one morning meeting per month.

The City is required to appoint five representatives to the HLAC: three City Council members, and two individuals residing in the City limits and/or owning a business and/or working within the City limits.

Staff has received three applications to serve on the City's HLAC.

RECOMMENDATIONS

1. Appoint a qualified individual to serve on the City's Housing Loan Advisory Committee, for a term ending in December, 2019.
2. Appoint two qualified individuals to serve as alternates on the City's Housing Loan Advisory Committee, for terms ending in December, 2019.

ATTACHMENTS

A - Application for Appointment Form – Carnella Marks

B - Application for Appointment Form – Al Simpson

C - Application for Appointment Form – William Parish



CITY OF OROVILLE
APPLICATION FOR APPOINTMENT TO CITY COMMITTEE OR COMMISSION

(Please Read Instructions)

RETURN TO: CITY CLERK'S OFFICE, 1735 MONTGOMERY STREET, OROVILLE, CA 95965

Completed applications are considered public records per Government Code §6252.

RECEIVED

Name of committee/commission you are applying for:
BUSINESS ASSISTANCE / HOUSING DEVELOPMENT

JAN 26 2017

Note: If you are applying for more than one committee/commission, number in order of preference.

- Planning Commission
- Housing Loan Advisory Committee
- Park Commission
- Oroville Mosquito Abatement District Committee
- Arts Commission
- Economic Development Loan Advisory Committee
- Southside Community Center Advisory Committee

APPLICANT INFORMATION

Name (print): CARNELLA MARKS

Residence Address: _____

Mailing Address (if different): _____

Telephone: _____ E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

** A United States citizen, 18 years of age or older, living within the City limits of the City of Oroville, and a registered voter.

EMPLOYMENT INFORMATION

Occupation: I H.S.S CARE PROVIDER

Current Employer: ROBERT FENTIS

Current Employer Address: _____

Telephone: _____

EXPERIENCE/BACKGROUND

(Additional information/resume may be attached to this application)

Education: OFFICE SYSTEMS TECHNOLOGY; PROPOSAL WRITING

Memberships of Organizations: _____

Have you served on any committee/commission in the past? Yes No

If yes, list committee/commission and dates served: _____

OPTIONAL

How did you hear about this recruitment? _____

VERIFICATION

By signing this application, I certify that I am a registered voter in the City of Oroville.

Date: 1/26/17

Signature: _____



BASIC SUPPLEMENTAL INFORMATION QUESTIONNAIRE

This supplemental questionnaire is a required part of your application package and must be returned along with your "Application for Appointment" to the City Clerk's Office. If you have any questions, please call the City Clerk's Office at 538-2535.

1. Why would you want to serve on the Committee/Commission?

I have a passion to serve my community. Being a committee member, I'll be able to address community issues to enhance quality of life, learn city government policy and procedures.

2. What unique qualifications and/or skills would you bring to the Committee/Commission?

My loyalty to my community, flexibility to interact with the residents in our community to find areas services are needed, implementing programs to better assist our economy, working to ensure all citizens

3. Do you have any conflicts or potential conflicts that would make you ineligible to vote on any items? How often do you think these conflicts might arise? *No*

Date: 1/26/17

Signature: _____



CITY OF OROVILLE
APPLICATION FOR APPOINTMENT TO CITY COMMITTEE OR COMMISSION

(Please Read Instructions)

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RECEIVED
JAN 27 2017

Name of committee/commission you are applying for:

Note: If you are applying for more than one committee/commission, number in order of preference.

- Planning Commission
- Housing Loan Advisory Committee
- Park Commission
- Oroville Mosquito Abatement District Committee
- Arts Commission
- Economic Development Loan Advisory Committee
- Southside Community Center Advisory Committee

APPLICANT INFORMATION

Name (print): AL SIMPSON

Residence Address: _____

Mailing Address (if different): _____

Telephone: 530-838-7111 E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

** A United States citizen, 18 years of age or older, living within the City limits of the City of Oroville, and a registered voter.

EMPLOYMENT INFORMATION

Occupation: RETIRED

Current Employer: _____

Current Employer Address: _____

Telephone: _____

EXPERIENCE/BACKGROUND

(Additional information/resume may be attached to this application)

Education: GRADUATE HS SCHOOL - YUBA J.C.

Memberships of Organizations: _____

Have you served on any committee/commission in the past? Yes No

If yes, list committee/commission and dates served: HOME LOAN COM.

OPTIONAL

How did you hear about this recruitment? _____

VERIFICATION

By signing this application, I certify that I am a registered voter in the City of Oroville.

Date: 1-27-17

Signature: _____



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1. Why would you want to serve on the Committee/Commission?

To Help!

2. What unique qualifications and/or skills would you bring to the Committee/Commission?

Served on Com for years

3. Do you have any conflicts or potential conflicts that would make you ineligible to vote on any items? How often do you think these conflicts might arise?

No.

Date: 1-27-17

Signature: *[Handwritten Signature]*



CITY OF OROVILLE
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City of Oroville
JAN 30 2017
Administration

Name of committee/commission you are applying for:
HOUSING LOAN ADVISORY COMMITTEE

Note: If you are applying for more than one committee/commission, number in order of preference.

- Planning Commission
- Housing Loan Advisory Committee
- Park Commission
- Oroville Mosquito Abatement District Committee
- Arts Commission
- Economic Development Loan Advisory Committee
- Southside Community Center Advisory Committee

APPLICANT INFORMATION

Name (print): William CARLTON PARISH

Residence Address: _____ et

Mailing Address (if different): SAME

Telephone: _____ E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

** A United States citizen, 18 years of age or older, living within the City limits of the City of Oroville, and a registered voter.

EMPLOYMENT INFORMATION

Occupation: Retired (minister, R.E. Broker, (current) Reverse Mortgage Notary, LIVING TRUST CONSULTANT)

Current Employer: OWNER of A-OK Real Estate company

Current Employer Address: 1332 MONTGOMERY ST - OROVILLE, CA 95965

Telephone: _____ cell _____

EXPERIENCE/BACKGROUND

(Additional information/resume may be attached to this application)

Education: PH.D. IN metaphysics - BA psychology

Memberships of Organizations: AAFCC IN OROVILLE - ORDAINED MINISTER IN CENTER FOR SPIRITUAL LIVING - worldwide

Have you served on any committee/commission in the past? Yes No

If yes, list committee/commission and dates served: Cultural commission - committee member 2010

OPTIONAL

How did you hear about this recruitment? COUNCILWOMAN GOODSON

VERIFICATION

By signing this application, I certify that I am a registered voter in the City of Oroville.

Date: JAN 19, 2017

Signature: _____



BASIC SUPPLEMENTAL INFORMATION QUESTIONNAIRE

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To Learn, to teach + to work!
With my knowledge, availability, I can help potential buyers to achieve their goals.
2. What unique qualifications and/or skills would you bring to the Committee/Commission? DRDAINED MINISTER in metaphysics
I have been a real estate Broker since 1963.
I did sales, mortgages, FIRE INSURANCE, LIFE INSURANCE, Notary, motivational speaker, SINGER, actor, management and sales.
3. Do you have any conflicts or potential conflicts that would make you ineligible to vote on any items? How often do you think these conflicts might arise?

NONE at all

Date: JAN 19, 2017

Signature: _____

**CITY OF OROVILLE
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

**FROM: JAMIE HAYES, ASSISTANT CITY CLERK
DONALD RUST, SCTING CITY ADMINISTRATOR
ADMINISTRATION DEPARTMENT**

**RE: APPOINTMENTS TO THE HOUSING LOAN ADVISORY
COMMITTEE**

DATE: FEBRUARY 7, 2017

SUMMARY

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DISCUSSION

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RECOMMENDATIONS

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JAN 26 2017

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- Park Commission
- Oroville Mosquito Abatement District Committee
- Arts Commission
- Economic Development Loan Advisory Committee
- Southside Community Center Advisory Committee

APPLICANT INFORMATION

Name (print): CARNELLA MARKS

Residence Address: _____

Mailing Address (if different): _____

Telephone: _____ E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

** A United States citizen, 18 years of age or older, living within the City limits of the City of Oroville, and a registered voter.

EMPLOYMENT INFORMATION

Occupation: I H.S.S CARE PROVIDER

Current Employer: ROBERT FENTIS

Current Employer Address: _____

Telephone: _____

EXPERIENCE/BACKGROUND

(Additional information/resume may be attached to this application)

Education: OFFICE SYSTEMS TECHNOLOGY; PROPOSAL WRITING

Memberships of Organizations: _____

Have you served on any committee/commission in the past? Yes No

If yes, list committee/commission and dates served: _____

OPTIONAL

How did you hear about this recruitment? _____

VERIFICATION

By signing this application, I certify that I am a registered voter in the City of Oroville.

Date: 1/26/17

Signature: [Signature]



BASIC SUPPLEMENTAL INFORMATION QUESTIONNAIRE

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3. Do you have any conflicts or potential conflicts that would make you ineligible to vote on any items? How often do you think these conflicts might arise? *No*

Date: 1/26/17

Signature: _____



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JAN 27 2017

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Note: If you are applying for more than one committee/commission, number in order of preference.

BY:

Planning Commission

Arts Commission

Housing Loan Advisory Committee

Economic Development Loan Advisory Committee

Park Commission

Southside Community Center Advisory Committee

Oroville Mosquito Abatement District Committee

APPLICANT INFORMATION

Name (print): AL SIMPSON

Residence Address: 11111 1st St

Mailing Address (if different): _____

Telephone: 530-838-7111 E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

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EXPERIENCE/BACKGROUND

(Additional information/resume may be attached to this application)

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Memberships of Organizations: _____

Have you served on any committee/commission in the past? Yes No

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OPTIONAL

How did you hear about this recruitment? _____

VERIFICATION

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City of Oroville
JAN 30 2017
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HOUSING LOAN ADVISORY COMMITTEE

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- Planning Commission
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- Park Commission
- Oroville Mosquito Abatement District Committee
- Arts Commission
- Economic Development Loan Advisory Committee
- Southside Community Center Advisory Committee

APPLICANT INFORMATION

Name (print): William CARLTON PARISH

Residence Address: _____ et

Mailing Address (if different): SAME

Telephone: _____ E-Mail Address: _____

Are you a qualified elector** of the City? Yes No

** A United States citizen, 18 years of age or older, living within the City limits of the City of Oroville, and a registered voter.

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Occupation: Retired (minister, R.E. Broker, (current) Reverse Mortgage Notary, LIVING TRUST CONSULTANT)

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OPTIONAL

How did you hear about this recruitment? COUNCILWOMAN Goodson

VERIFICATION

By signing this application, I certify that I am a registered voter in the City of Oroville.

Date: JAN 19, 2017

Signature: _____



BASIC SUPPLEMENTAL INFORMATION QUESTIONNAIRE

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With my knowledge, availability, I can help potential buyers to achieve their goals.
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I have been a real estate Broker since 1963.
I did sales, mortgages, FIRE INSURANCE, LIFE INSURANCE, Notary, motivational speaker, SINGER, actor, management and sales.
3. Do you have any conflicts or potential conflicts that would make you ineligible to vote on any items? How often do you think these conflicts might arise?

NONE at all

Date: JAN 19, 2017

Signature: _____

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: RUTH WRIGHT, FINANCE DIRECTOR

RE: PAYMENT ARRANGMENT REQUEST FROM ORANGE TREE SENIOR APARTMENTS

DATE: FEBRUARY 7, 2017

SUMMARY

The Council may consider a payment arrangement with Orange Tree Senior Apartments (Orange Tree) for annual Sewer services.

DISCUSSION

Due to cash flow shortages, Orange Tree is requesting a payment arrangement with the City relating to their annual sewer service invoice in the amount of \$22,202.76. The request from Orange Tree is to pay \$13,300 now, and \$1,800 monthly thereafter, until the invoice is paid in full. The first payment will start mid-February to be paid in full by June.

FISCAL IMPACT

Short term delay in realizing revenues.

RECOMMENDATION

Provide direction, as necessary.

ATTACHMENTS

A – Request from Orange Tree Senior Apartments
B - Annual Sewer Service billing to Orange Tree Apartments



Corporate Office
951 Petaluma Boulevard South • Petaluma, CA 94952
Phone: (707) 762-2336 • Fax: (707) 762-4657
Email: pep@pephousing.org • www.pephousing.org

...providing affordable housing to seniors in Northern California January 31, 2017

Board of Directors:

- Arthur Cooper
President
- Mary Celestre
Vice President
- Sean Pryden
Treasurer
- Mary Savage
Secretary
- Mary Stompe
Assistant Secretary
- Don Bennett
- Leota Fisher
- Herb Lee
- Sid Lipton
- Richard Rodkin
- Anna Rose
- George (Kip) Spragens
- Joseph Tinney

Oroville City Council
1735 Montgomery Street
Oroville, Ca 95965

RE: Payment arrangements for the 2016/2017 Orange Tree Senior Apartments sewer charges.

We are requesting a pay plan for the balance of the bill 8,902.76 (22,202.76-13300.00PD)of 1,800 per month (minimum) after the initial payment of 13,300 was paid just recently.

The first payment will start mid-February to be paid in full by June.

Advisory Council:

- Jim Alexander
 - Lyndi Brown
 - Bill Fishman
 - Cindy Hawley
 - Tim Kellgren
 - Mike Kerns
 - Don Patterson
 - Rich Ronsheimer
 - Marilyn Segal
 - Len Svinth
 - Julie Wilder
- Petaluma Ecumenical Properties dba PEP Housing*

Thank you for your consideration.

Sibyl Lister
Finance Director
PEP Housing/Orange Tree Senior Apartments

Tax ID # 94-2565270

PEP Housing is a non-profit corporation dedicated to providing limited-income seniors access to quality affordable housing with supportive services and advocacy.



CITY OF OROVILLE
 1735 MONTGOMERY ST
 OROVILLE, CA 95965

PHONE: 530-538-2410x
 FAX: 530-538-2525x

Customer Number: ORA00

ORANGE TREE SENIOR APARTMENTS
 951 PETALUMA BLVD
 PETALUMA, CA 94952

INVOICE: SWR0000002
 Date: Jan 20, 2017
 Service: SEWER SERVICES
 Customer PO:
 Customer Ph:
 Terms: DUE UPON RECEIPT

Page 1
 of 1

Due Date: Jan 20, 2017

Service Address:

ORANGE TREE SENIOR APARTMENTS
 951 PETALUMA BLVD
 PETALUMA, CA 94952

Description	Qty	Unit Price	Total Price	Tax
SEWER-ANNUAL SERVICE AP 012-141-004-000, 1511 ROBINSON	1.00	22,202.76	22,202.76	N

Please Pay Promptly

Total Charges:	22,202.76
Total Tax:	0.00

Total Invoice:	22,202.76
Payments:	0.00
Adjustments:	0.00
Total Due:	22,202.76

ANNUAL SEWER SERVICE 2016/2017

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND CITY COUNCIL MEMBERS

FROM: RUTH WRIGHT, FINANCE DIRECTOR

RE: MID YEAR BUDGET REVIEW

DATE: FEBRUARY 7, 2017

SUMMARY

The Council will receive a mid-year budget review, including a financial analysis for the period of July 1, 2016 through December 31, 2016.

DISCUSSION

This Mid-Year budget review provides a financial analysis for the period July 1, 2016 through December 31, 2016. Results are focused on the General Fund.

Expenditure Review

Expenditures for this period are 50.23% of the budgeted expenditures and 50% of the year remaining. With many vacant positions since the approval of the 2016-17 budget we should be under 50% but with accrued leave payouts, overtime and retirements we are actually over 50% for the first two quarters.

The four major expense categories are as follows:

- **Salaries and Benefits**, budget is 54% used, overage is due to accrued leave payouts, overtime and retirements. The second half of the fiscal year is expected to show true budget savings.
- **Services and Supplies**, budget is 64% used. This overage is due in part to a large write off of uncollectible debt however, is mostly due to the budget cuts made in the first quarter. Expenses are running more consistent with the original budget amounts.
- **Capital Outlay**, -0- % used year to date. \$20,000 was budgeted for roof replacement at the State Theater but much less was expended by repairing the roof instead.
- **Transfers-Out**, are much less than budgeted, the only transfer out was to the Annexation Fund in the amount of \$6,390.00 for unanticipated expenditures in the Annexation Fund (Riverview Terrace Annexation). There are no anticipated budget

transfers-out through the end of the year.

Revenue Review

Sales Tax revenue continues to be the largest revenue source for the City's General Fund. The forecast for Sales Tax revenue is a slight steady increase of 2% for Northern California and Oroville is up 3.6% from the prior year. We will continue to monitor Sales Tax revenues and make necessary adjustments to our estimates. At the top of that list is monitoring new prospective businesses coming to our City. However, we need to stay prudent in our estimations as economic forecasters warn that the next recession is coming and it may be more severe in California than in the rest of the Country.

Property Tax revenues are the second largest revenue source for the City's General Fund. Property Tax revenue is also experiencing a slight steady increase. Tax roll corrections, refunds, or other changes, which occur during the year, may increase or decrease the amounts reflected in our estimates. Actual Property Tax revenue expected throughout this fiscal year is approximately \$300,000 more than budgeted. This amount is attributed to the amount passed through from the County in the form of RDA Residual.

The third largest revenue source is Utility Users Tax (UUT). This tax is also increasing, probably at a faster rate than Sales Tax and Property Tax revenues. A new revenue source is currently being debated in the State. As cable revenues decline due to more customers switching from cable to streaming we will see a dip in that category. Just as the City recently included prepaid wireless to the telecom category we may need to revise our tax ordinance to include streaming to the list. As it sits now, there is too much debating going on to know how this will play out. We will monitor this as well and bring it to Council if and when the time is right.

At Mid-Year, our revenues are at 36% received with 64% remaining. This is on target as the City normally receives Property Tax revenues in January and May.

Debt

Debt owed by the City at December 31, 2016 is as follows:

Pension Bond	\$4,515,000
Wells Fargo	\$548,800
Sweeper loan	\$150,880

Overall debt was reduced in the current year by \$476,800.

Pension Bond; this bond was dated April 17,2007 and matures June 1, 2024. The City has eight more payments due until maturity. Average interest is 5.29%. This bond was sold to fund the City's Pension liabilities.

Wells Fargo; This loan was taken out to fund the City Hall expansion project in 2008. It is a 25 year loan at 4.247% interest rate. This loan matures in 2033.

Sweeper loan; this loan was borrowed from the City's Sewer fund to the City's General Fund in 2015. It is a five-year loan, with an interest rate of 2.78%. This loan will mature in 2020. This is more of a due to/due from, interfund transfer between City funds but it's being treated as a loan for transparency.

Pension and Other Post Employment Liabilities (OPEB)

As we continue to closely monitor the CalPERS pension contribution amounts, the forecast is less than optimistic. On December 21, 2016, the CalPERS board of Administration approved lowering the CalPERS discount rate assumption from 7.50 percent to 7.00 percent over the next three years. This rate adjustment will increase public agency employer contribution costs beginning in Fiscal Year 2018-19.

Lowering this rate means plans will see increases in **both** the normal costs and the accrued liabilities. These increases will result in higher required employer contributions. We will continue to watch these rates and incorporate the estimates into our budgeting process.

Staff is requesting that the Council provide direction for possible uses for a budget adjustment increase to revenues and expenditures.

FISCAL IMPACT

None at this time.

RECOMMENDATION

Provide direction, as necessary.

ATTACHMENTS

None

**OROVILLE CITY COUNCIL
MONTHLY REPORT
DECEMBER**

**TO: MAYOR AND CITY COUNCIL MEMBERS AND
DON RUST, ACTING CITY ADMINISTRATOR**

FROM: BILL LAGRONE, POLICE AND FIRE CHIEF

**RE: POLICE DEPARTMENT MONTHLY REPORT FOR DECEMBER, 2016
FIRE DEPARTMENT MONTHLY REPORT FOR DECEMBER, 2016**

DATE: FEBRUARY 07, 2017

SUMMARY

The Council will receive a monthly report regarding the activities, revenues, and general information for the Police and Fire Departments.

Staffing:

Positions	Total staffed	Total Authorized	Total Vacant/Frozen
Police Officer	21.5	25.5	3/1
Dispatcher	8	9	1/0
Community Service Officers / Evidence	10	9	0/1
Administrative Personnel	2	4	0/2

Positions	Total staffed	Total Authorized	Total Vacant/Frozen
Firefighters	4	4	0/0
Fire Engineer	9	9	0/0
Fire Captain	3	3	0/0
Administrative Personnel	1	3	2

Police Overtime YTD:

Overtime Budgeted	Overtime Expended YTD	Percentage Expended
\$140,000.00	\$ 138,484.00	99 %

Fire Overtime YTD:

Overtime Budgeted	Overtime Expended YTD	Percentage Expended
\$200,000.00	\$95,414.78	47.7%

Department Activity:

Events Year to Date 2016	Average Response Time for Crimes against persons <small>*Priority 1 crimes</small>	Average Response Time for all types of calls for Service	National Average Response Time
38,085	4:91	6:00 minutes	8 - 11 minutes

Downtown Foot and Park Patrols:

	Park Patrols	Downtown Patrols
DECEMBER 2016	73	5
Year to Date	1910	304

Parking Enforcement Citations Issued:

DECEMBER 2016*	Year to Date 2016*	DECEMBER 2015	Year to date 2015
6	215	22	144

*2016 = Leap Year (29 days)

Police Activity:

Arrest	DECEMBER 2015	DECEMBER 2016*	Year to date 2015	Year to date 2016*
Misdemeanor	247	216	2822	3329
Felony	70	59	644	796

Citations	DECEMBER 2015	DECEMBER 2016*	Year to date 2015	Year to date 2016*
	190	132	1721	2202

*2016 = Leap Year (29 days)

Uniform Crime Reporting:

Crimes of Violence	DECEMBER 2016	Year to Date DECEMBER – DECEMBER
Homicide	0	0
Rape	1	1
Robbery	0	40
Aggravated Assault	9	9

Population per 2010 Census 18,985
 Violent Crimes YTD 252
 Violent Crime Rate 0.0133

Fire Department Activity:

Incidents	DECEMBER 2016
Fallen no injury / Medical Alarm	14
Dumpster Fire/Unoccupied Vehicle	2
Occupied Vehicle Fire	1
Vegetation Fire	4
1, 2, or 3 Family Homes	9
Downtown/Apartments/Commercial/Hospitals, etc.	2
Hydrant Sheered off/Water Line Break Outside	3
Gas Odor/Power Lines Down	4
Alarm Sounding/Smoke	18
Medical Aid/Non CPR	217
Traffic Collision	32
Assist Other Agency	2
Total Incidents	308

Events Year to Date 2016	Average Response Time (Dispatch to Arrival)
3807	6:17 minutes

Fire Marshall Inspections:

	DECEMBER 2016	2016 Year to Date	DECEMBER 2015	2015 Year to Date
Plan Checks	9	207	16	159
Occupancy	16	150	17	171
Fire Inspections	34	317	19	249

SPCA Statics:

Service Calls by Priority:

Priority Level	Number of Calls	Total Minutes per call type	Average response times
Urgent	8	52	6.46
Priority	66	335	5.07
At Officer Convenience	38	247	6.50
After Hours	13	136	10.46

Animal Intake and Outcome Stats:

Total Animals taken in from City	Total Animals outgoing	Cats	Dogs	Other	Bird	Livestock
115	115	43	68	0	4	0

*The remaining difference from intakes to outcome total represents animals that have not yet had an outcome and are still in the facility.

Animal Outcomes:

Outcome Type	Outcome Total
Adoption	4
Died	0
Disposal	7
Euthanasia	65
Foster	0
Relocate	0
RTO	39
Transfer	

*Others are wild animals such as bats, skunks, snakes, possums, etc....

SPCA After-hours call outs:

DECEMBER 2016	Fiscal Year to Date
13	125

Shoes for Kids:

Shoes Provided	Socks Provided
20	20 (pkgs)

This program provides shoes and socks for children of our Community. This program is funded by Department member donations and community donations.

Volunteers:

Total Number of V.I.P.S. Volunteer Hours for 2016:

Volunteer Hours converted to dollar amount:

Value of Volunteer hour in California \$26.87

$$2,091.2 \times 26.87 = \mathbf{\$56,190.55}$$

Total Number of Staff Volunteer Hours for 2016:

Volunteer Hours converted to dollar amount:

Value of Volunteer hour in California \$26.87

$$1,454 \times \$26.87 = \mathbf{\$39,068.98}$$

FISCAL IMPACT

No impact to the General Fund.

RECOMMENDATIONS

Receive and file the DECEMBER, 2016, monthly report regarding the activities, revenues, and other general information of the Public Safety Department.



City of Oroville

OFFICE OF THE FINANCE DEPARTMENT

Ruth Wright
Director

OROVILLE CITY COUNCIL FINANCE REPORT

TO: MAYOR AND COUNCIL MEMBERS

FROM: RUTH WRIGHT, FINANCE DIRECTOR

RE: FINANCE DEPARTMENT REPORT

DATE: FEBRUARY 7, 2017

ANNUAL AUDIT

Our annual audit is winding up and a presentation from Chavan & Associates, LLP, is scheduled for the February 21, 2017 regular City Council meeting. We will also receive a copy of our Comprehensive Annual Financial Report (CAFR) at that time.

BUDGET TIMELINE

The budget might be the single most important process in the Finance Department at this time, so getting an early start is essential. We need to schedule a series of meetings and workshops to facilitate the process. Attached is a draft Budget Timeline to aid in monitoring the process.

February 14th time TBD, Budget Kick off meeting

February 28th time TBD, Possible Workshop to determine goals and objectives

Meet any alternate Tuesday of Council Meeting days.

Other important dates mandated by Charter:

May 16th, Present preliminary Budget to Council

June 6th, Public hearings and Council preliminary approval

July 4th, Final Budget adoption by Council

July 28th, Final Budget production and printing (**not mandated**)

CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS CONFERENCE FEBRUARY 8-10, 2017

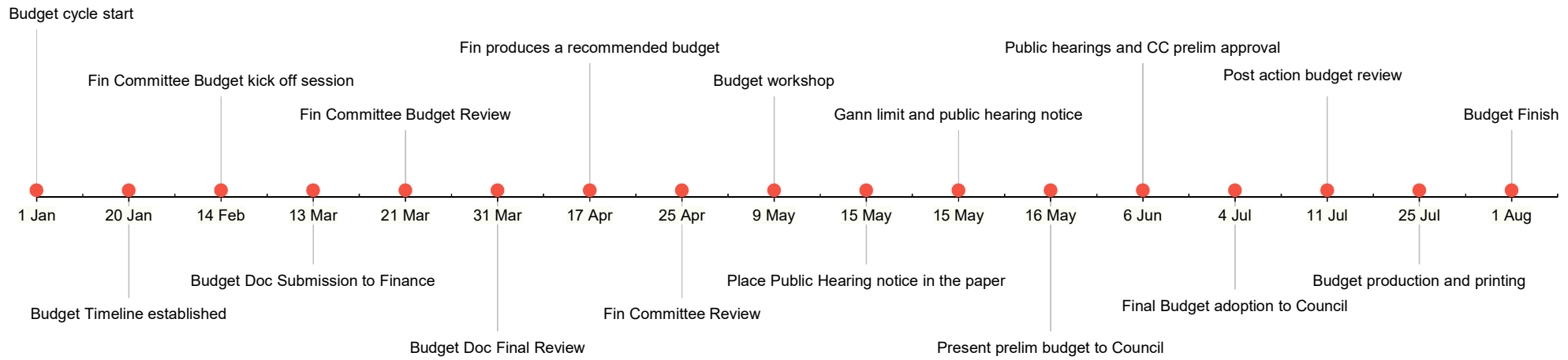
This year's conference is taking place in Sacramento, California. A couple highlights are keynote speaker Michael Coleman, Fiscal Policy Advisor of the League of California

Cities. Mr. Coleman's economic updates are spot on and helpful in forecasting the future landscape of California Cities.

The other highlight is the first session scheduled for February 8th. The Chief Executive Officer and the Chief Actuary of CalPERS have recently retired and new leadership has taken over. The conference is fortunate to have the new CEO, Marcie Frost and CFO, Cheryl Eason, leading this session and addressing the issues which are of major importance to our upcoming budget.

Several other sessions promise to be full of information on key issues to the City. Key Note speakers are scheduled during lunch breaks so all time is valuable at this conference.

DRAFT- BUDGET TIMELINE

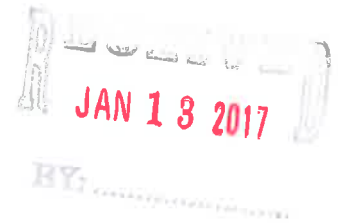




Butte County Mosquito and Vector Control District

5117 Larkin Road • Oroville, CA 95965-9250
Phone: 530-533-6038 • Fax: 530-534-9916
www.BCMVCD.com

Matthew C. Ball
Manager



January 11, 2017

City of Oroville
1735 Montgomery Street
Oroville, CA 95965

The Board Policy of this District is to provide you with a meeting attendance record for your appointee for the 2016 year. Gordon Andoe attended 11 of the 12 meetings. The average figure for Board members attendance was 11 meetings attended.

Respectfully,

A handwritten signature in blue ink, appearing to read "Matthew C. Ball".

Matthew C. Ball
Manager

MCB: ds

cc: Gordon Andoe

Oroville meetings



RESOLUTION NO. 1341-17

A RESOLUTION OF THE FEATHER RIVER RECREATION AND PARK DISTRICT BOARD OF DIRECTORS IN SUPPORT OF THE OROVILLE CITY COUNCIL REQUEST FOR COMPLETION OF A REGIONAL WATER SERVICE REVIEW OF THE GREATER OROVILLE AREA

WHEREAS, Oroville is a charter city with more than 18,000 residents. The City's residents receive water from three water purveyors: (1) Thermalito Water and Sewer District ("TWSD"); (2) South Feather Water and Power Agency ("South Feather"); and (3) California Water Service Company ("Cal Water"); and

WHEREAS, the Oroville City Council passed and adopted RESOLUTION NO. 8572 supporting the completion of a regional water service review of the greater Oroville area on January 17, 2016; and

WHEREAS, the Oroville City Council requested the Butte Local Area Formation commission to provide a regional water service review of the greater Oroville area contingent upon the receipt of funding from an independent funder, subject to the following;

- a. Resolution does not obligate the City to any financial contribution of the study; and
- b. Under no circumstances will any finding or recommendation of the study obligate the City to any future action.

WHEREAS, as a California Water Service customer, the Feather River Recreation & Park District Board of Directors herby supports the Oroville City Council request for completion of a regional water service review of the greater Oroville area; and

NOW THEREFORE BE IT RESOLVED, the Feather River Recreation & Park District Board of Directors herby supports the Oroville City Council RESOLUTION NO. 8490.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Feather River Recreation and Park District on the 24th day of January, 2017 by the following vote:

Ayes: 5 (Directors: Smith, Emberland, Fowler, Carter, Noble)

Noes:

Abstain:

Absent:

Attest: 
Victoria Smith, Chairperson


April Ramage, General Manager