



SUPPLEMENTAL BENEFITS FUND

STEERING COMMITTEE

REGULAR QUARTERLY MEETING

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

APRIL 24, 2019

2:00 P.M.

AGENDA

*This meeting may be broadcast remotely via audio and/or video conference at the following addresses:
Cole & Huber, LLP, 200 Fred Kane Dr. #200, Monterey, CA 93940, (916) 223-3434*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Committee Members (voting): FRRPD; Kent Fowler, David Pittman, City of Oroville; Chuck Reynolds, City of Oroville; Marcia Carter FRRPD (Vice Chairperson); Scott Thomson (Chairperson), City of Oroville

Advisory Members (non-voting): Committee Members DWR – Eric See; SWC – Tim Haines, Michael Melanson (alternate); American Rivers – Steve Rotherth, Dave Steindorf (alternate); Chamber of Commerce – Kevin Zeitler

SELECTION OF THE 2019 CHAIRPERSON AND VICE CHAIRPERSON

1. **SELECTION OF A CHAIRPERSON AND VICE CHAIRPERSON FOR THE SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE** – staff report

The Committee may elect a Chairperson & Vice Chairperson for the 2019 calendar year.

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

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

If you would like to address the Steering Committee at this meeting, you are requested to complete the blue speaker request form (located on the wall by the agendas) and hand it to the Meeting Clerk, who is seated on the right of the Council Chamber. The form assists the Clerk with minute taking and assists the Chair in conducting an orderly meeting. Providing personal information on the form is voluntary. For scheduled agenda items, please submit the form prior to the conclusion of the staff presentation for that item. Committee has established time limitations of two (2) minutes per speaker on all items and an overall time limit of thirty minutes for non-agenda items. If more than 10 speaker cards are submitted for non-agenda items, the time limitation would be reduced to one and a half (1.5) minutes per speaker. If more than 15 speaker cards are submitted for non-agenda items, the first 15 speakers will be randomly selected to speak at the beginning of the meeting, with the remaining speakers given an opportunity at the end. **(California Government Code §54954.3(b))**. Pursuant to Government Code Section 54954.2, the Committee is prohibited from taking action except for a brief response from the Council or staff to statements or questions relating to a non-agenda item.

CONSENT CALENDAR

- 2. APPROVAL OF THE MINUTES OF THE ADJOURNED JANUARY 16 & 23, 2019, SPECIAL & REGULAR MEETING** – minutes attached

RECOMMENDATION

Approve the minutes from January 16 & 23, 2019

- 3. REIMBURSEMENT TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES** – staff report

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$36,179.05 covering December 16, 2018 through March 31, 2019 for SBF Administrative expenses.

RECOMMENDATION

Approve the Administrative Expenses from December 2018 through March 2019

- 4. ESTABLISH SBF ADMINISTRATIVE BUDGET FOR 2019-2020** – staff report

The Committee may consider the approval of the SBF Administrative Budget for 2019-2020 in the amount of \$98,000.00

RECOMMENDATION

Approve the Administrative Budget for 2019-2020

PRESENTATIONS/UPDATES

- Ray Laager and Debra Lucero from Upstate Community Enhancement Foundation (UCEF) Event Summary Report
 - Wildflower & Nature Festival
 - Feather Fiesta Days
 - 4th of July Fireworks
 - Salmon Festival
 - Parade of Lights

REGULAR BUSINESS

5. 2018 NOFA UPDATES AND ADDITIONAL PROPOSALS:

A. Jim Moll, S.T.A.G.E.

Update on project manager and adjusted project budget.

Committee Action Requested: (1) RECEIVE INFORMATION AND APPROVE REQUEST (2) OR PROVIDE DIRECTION.

B. Tony Catalano, Feather River Center

Discussion of environmental cost breakdowns, program expenses and purchase of equipment cost.

Committee Action Requested: (1) RECEIVE INFORMATION AND APPROVE REQUEST (2) OR PROVIDE DIRECTION.

C. Randy Murphy, Feather River Recreation & Park District

Discussion of the potential SBF funding for the purchase of two land parcels

Committee Action Requested: (1) RECEIVE INFORMATION AND APPROVE REQUEST (2) OR PROVIDE DIRECTION.

6. ALLOCATING OF AVAILABLE SBF FUNDS TO CATEGORIES ESTABLISHED BY THE RFSP – staff report

RECOMMENDATION

Establish funding categories

7. ALLOCATION OF \$60,000 TO THE OROVILLE CHAMBER OF COMMERCE - staff report

RECOMMENDATION

Approve the Administrative Expenses from December 2018 through March 2019

8. ESTABLISHMENT OF AN AD-HOC COMMITTEE FOR FUTURE NOFA SCREENING - staff report

RECOMMENDATION

Establish NOFA AD-HOC Committee

9. **ADDITIONAL INFORMATION REGARDING THE FEATHER RIVER RECREATION & PARK DISTRICT AGREEMENT NO. 3270 – staff report**

RECOMMENDATION

Extend Agreement No.3270

STEERING COMMITTEE ADVISORY MEMBERS AND STAFF COMMENTS

10. **DEPARTMENT OF WATER RESOURCES ADVISOR REPORT (Eric See)**

11. **STATE WATER CONTRACTORS ADVISOR REPORT (Tim Haines)**

12. **SBF PROGRAM SPECIALIST WRITTEN REPORT (Jordan Daley)**

CORRESPONDENCE –

- Oroville Area Chamber of Commerce Quarterly Report
- Upstate Community Enhancement Foundation, The Holiday Parade of Lights Report

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

The hearing is opened for public comment limited to three (3) minutes per speaker. In the event of more than ten (10) speakers, time will be limited to two (2) minutes. Under Government Code 54954.3, the time for each presentation may be limited. The Committee is prohibited from taking action except for a brief response from the Committee or staff to statements or questions relating to a non-agenda item.

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF Staff for the July 24, 2019 Regular Quarterly Meeting.

ADJOURNMENT

The meeting will be adjourned. The next regular quarterly meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, July 24, 2019 at 2:00 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.

Recordings - All meetings are recorded and broadcast live on cityoforoville.org and YouTube.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST
BILL LAGRONE, ACTING SBF ADMINISTRATOR**

**RE: SELECTION OF A CHAIRPERSON AND VICE CHAIRPERSON
FOR THE SUPPLEMENTAL BENEFITS FUND STEERING
COMMITTEE**

DATE: APRIL 24, 2019

SUMMARY

The Committee will elect a Chairperson & Vice Chairperson for the 2019 calendar year.

DISCUSSION

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

The City of Oroville served as chairperson for 2018. Attachment 2 details the Chairperson and Vice Chairperson since the inception of the SBF in 2006.

FISCAL IMPACT

N/A

RECOMMENDATION

Follow procedures as outlined in Resolution No. 06-1

ATTACHMENTS

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

1.3.3. American Rivers.

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

1.5

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

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

1.7 Principal duties of the Steering Committee shall consist of:

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

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

1.7.3 Selecting proposed projects eligible for funding; and

1.7.4 Determining the level of funding appropriate for such projects.

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

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

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

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

1.8.4 Election of the chairperson and vice chairperson.

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

List of SBF Chairperson & Vice Chairperson

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

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

SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



January 16 & 23, 2019 – SPECIAL NOFA & REGULAR MEETING

Note: the following minutes provide a succinct recap of actions taken at the meeting. A complete recorded transcript is available by contacting the SBF Program Specialist at (530) 538-2518. This meeting was recorded live on the City of Oroville website cityoforoville.org and on YouTube. This meeting was not broadcast remotely via audio and/or video conference to Cole & Huber, LLP, 200 Fred Kane Dr. #200, Monterey, CA 93940, (916) 223-3434

The agenda for the January 16, 2019, Special NOFA and Regular Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Thursday, January 3, 2019 at 11:30 P.M. An amended agenda was posted January 9, 2019 at 12:03 P.M.

The January 16, 2019, Supplemental Benefits Fund Steering Committee Regular Meeting was called to order by Chairperson Scott Thomson at 1:04 P.M.

The adjourned meeting on January 23, 2019 was called to order by Chairperson, Thomson at 2:00 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson, Scott Thomson.

ROLL CALL

Present: Voting Committee Members: Committee Members: (Amended) Gary Emberland, FRRPD; Chuck Reynolds, City of Oroville; David Pittman, City of Oroville; Marcia Carter (Current Vice Chair) FRRPD; Scott Thomson (Current Chairperson), City of Oroville

Absent Voting Committee Members: none

Present Advisory Committee Members (non-voting): Committee Members: DWR – Eric See; American Rivers – Dave Steindorf (alternate); Chamber of Commerce – Kevin Zeitler (left at 3:00 P.M. & alternate, Claudia Knauss took his place); SWC – Tim Haines

Absent Advisory Committee Members (non-voting): Steve Rothert, American Rivers;

Others Present:

Tom Lando, Interim SBF Fund Administrator
Jordan Daley, SBF Program Specialist
Jackie Glover, SBF Recording Clerk
Bob Marciniak, Marciniak Consulting Services

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE October 24, 2018, REGULAR MEETING** – minutes attached
2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINSTRATIVE EXPENSES** – staff report

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$12,988.78 covering October 1, 2018 through December 31, 2018 for SBF Administrative expenses. Staff Report (Jordan Daley, SBF Program Specialist)

3. **REQUEST FROM THE OROVILLE AREA OF COMMERCE TO EXTEND AGREEMENT NO. 3243 THAT TERMINATES ON JANUARY 31, 2019 TO APRIL 30, 2019** – staff report (This item was pulled at the request of Sunny Brant, member of the general public)

NOFA RELATED ITEMS

THE SBF STEERING COMMITTEE APPROVED AND RELEASED ON SEPTEMBER 6, 2018 A NOTICE OF FUNDS AVAILABLE (NOFA) IN THE AMOUNT OF \$230,000 FOR THE MARKETING/COMMUNITY BENEFIT FUND, \$2,070,000 FOR THE PROJECT FUND AND \$230,000 IN THE REVOLVING LOAN FUND

4. **THE FOLLOWING FOUR (4) APPLICATIONS WERE RECEIVED ON THE CLOSING DATE OF OCTOBER 25, 2018 AND MET ALL PUBLISHED CRITERIA.** -staff report, Jordan Daley, SBF Program Specialist
 - a. **APPROVAL OF BIRDCAGE THEATRE IN THE AMOUNT OF \$25,000 FROM MARKETING/COMMUNITY BENEFIT FUND**
 - b. **APPROVAL OF UPSTATE COMMUNITY ENHANCEMENT FOUNDATION IN THE AMOUNT OF \$25,000 FROM MARKETING/COMMUNITY BENEFIT FUND**
 - c. **APPROVAL OF OROVILLE DOWNTOWN BUSINESS ASSOCIATION IN THE AMOUNT OF \$41,500 FROM MARKETING/COMMUNITY BENEFIT FUND**
 - d. **APPROVAL OF FEATHER RIVER RECREATION AND PARKS DISTRICT FOR THE COMPLETION OF THE BRAD FREEMAN TRAIL IN THE AMOUNT OF \$260,760 FROM THE PROJECT FUND.**

Committee Action Requested: **(1) RECEIVE CONSENT CALENDAR AND APPROVE (2) OR PROVIDE DIRECTION.**

After discussion of the Consent Calendar, at January 16, 2019 Meeting, a motion to approve all items except for #3 of the Consent Calendar was made by Committee Member Emberland and seconded by Committee Member Reynolds. The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

After discussion and presentation of the requested staff report, at January 16, 2019 Meeting a motion to approve #3 of the Consent Calendar was made by Committee Member Pittman and seconded by Committee Member Emberland. The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

UPDATES *(no questions or comments)*

5. Oroville Area Chamber of Commerce Quarterly Report (informational only)

The SBF Steering Committee on January 17, 2018 approved a request from the Oroville Area Chamber of Commerce for funding in the amount of \$50,000 to assist in marketing for the Oroville Region for a 12-month period. The Chamber of Commerce quarterly report is attached.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS This is the time the SBF Chairperson will invite anyone in the audience wishing to address the SBF on a matter that is on the agenda. When that item comes up on the agenda, you will be asked to step to the podium, repeat your name for the record, and make your presentation, or ask questions, regarding the agenda item. Following your remarks, the SBF Steering Committee and/or staff may respond to your comments or questions. Under Government Code section 59454.3 the time allotted for comments may be limited. Comments for this meeting are limited to ONE minute per person. (Amended)

Sonny Brandt 3 & 6b (January 16, 2019)
Loren Gill 6d (January 16, 2019)
Tasha Levinson 6a, 6i (January 16, 2019)
Richard Forhan 6a (January 16, 2019)
Tony Catalano 6b (January 23, 2019)
Randy Murphy 6d (January 23, 2019)

REGULAR BUSINESS

SUMMARY

THE SBF STEERING COMMITTEE APPROVED AND RELEASED ON SEPTEMBER 6, 2018 A NOTICE OF FUNDS AVAILABLE (NOFA) IN THE AMOUNT OF \$2,070,000 FOR THE PROJECT FUND.

6. THE FOLLOWING NINE APPLICATIONS, TOTALING \$5,550,098, WERE RECEIVED ON THE CLOSING DATE OF OCTOBER 25, 2018. THE APPLICATIONS ARE PRESENTED IN THE ORDER RECEIVED – staff report, Jordan Daley, SBF Program Specialist

- a. FEATHER RIVER RECREATION AND PARKS DISTRICT, \$750,000 FOR CONSTRUCTION ELEMENTS AT THE “THERMALITO FAMILY CENTER AT NELSON POOL”. THE APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THAT THE COMMITTEE MAY HAVE. **-Verbal and PowerPoint presentation was given by Feather River Recreation and Park District General manager, Randy Murphy.**

Committee Action Requested:

- 1. Approve request as submitted (or)**
- 2. Approve request with modifications (or)**
- 3. Deny request**

After discussion, at the January 16, 2019 Meeting, a motion to approve the construction elements at the “Thermalito Family Center at Nelson Pool” in the amount of \$750,000 with conditions on looking into naming rights, low income discounts and potential solar, was made by Committee Member Emberland and seconded by Committee Member Pittman. (applicant was short 3.3% of the 50% match requirement)

The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

Chairperson Thomson called for a short recess at the January 16, 2019 Meeting. After calling the meeting back to order, Thomson made an announcement that all remaining Project Proposals will receive a 10-minute time limit, with time for discussion provided. All presentations will be informational only, action to be made at the next scheduled meeting.

- b. FEATHER RIVER CENTER, \$1,228,000 (FORMALLY THE NORTH FOREBAY AQUATIC CENTER) FOR CONSTRUCTION ELEMENTS AND EXPANSION. THE APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THAT THE COMMITTEE MAY HAVE. -

Verbal and PowerPoint presentation was given by Feather River Center General manager, Tony Catalano.

After discussion, at the January 23, 2019 Meeting, a motion to reconsider funding limited with conditions of coming back to the April 23, 2019 SBF Regular Meeting within additional information and complete cost breakdown on environmental aspects of their project, was made by Committee Member Pittman and seconded by Committee Member Emberland.

The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice
Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

- c. S.T.A.G.E., \$1,500,000 FOR COMPLETE MAJOR CAPITAL PROJECTS DURING THE ONGOING RENOVATION AND RESTORATION PROCESS OF THE HISTORIC OROVILLE STATE THEATRE. THE APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THAT THE COMMITTEE MAY HAVE. **-Verbal presentation was given by Jim Moll, President of STAGE on January 16, 2019.**

After discussion, at the January 23, 2019 Meeting, a motion to use \$138,500 from the Marketing/Community Benefit Fund and \$500,000 from the Project Fund. For the total of \$638,500 with directions to the applicant to provide a revised budget, which will be included in the Agreement/Contract, was made by Chairperson Thomson and seconded by Committee Member Emberland.

The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice
Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

- d. FEATHER RIVER RECREATION AND PARKS DISTRICT, \$970,000 FOR PURCHASE OF PROPERTY ADJACENT TO THE EXISTING FRRDP ACTIVITY CENTER. THE APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THAT THE COMMITTEE MAY HAVE. **-Verbal and PowerPoint presentation was given by Feather River Center General manager, Randy Murphy on January 16, 2019.**

After discussion, at the January 23, 2019 Meeting, a motion to deny the request, was made by Committee Member Reynolds and seconded by Committee Member Pittman.

The motion passed by the following vote:

Ayes: Reynolds, Pittman, and Chairperson Thompson
Noes: Committee Members, Emberland, Alternate Vice Chairperson Carter
Abstain: None
Absent: None

- e. TABLE MOUNTAIN GOLF CLUB INC., \$125,000 FOR DRAINAGE, SOLAR, SPRINKLER REPAIRS AND IMPROVEMENTS. THIS APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THAT THE COMMITTEE MAY HAVE. **-Verbal Presentation by Roberto Esparza on January 16, 2019.**

(After discussion, voting members did not commit funds to this application.)

- f. CITY OF OROVILLE, \$175,000 FOR CONSTRUCTION OF A PAVILION AT BEDROCK PARK. THIS APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THE COMMITTEE MAY HAVE. **-Verbal Presentation by Tom Lando, City of Oroville, Interim Administrator on January 16, 2019.**

(After discussion, voting members did not commit funds to this application.)

- g. HAVEN OF HOPE, \$560,000 FOR OPERATIONS AND EXPENSES FOR A TWO-YEAR PERIOD RELATED TO THE MOBILE UNIT DEDICATED TO THE OROVILLE REGION. THIS APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THE COMMITTEE MAY HAVE. **-A presentation was not made**

(After discussion, voting members did not commit funds to this application.)

- h. VETERANS' MEMORIAL PARK COMMITTEE, \$92,098 FOR PHASED IMPROVEMENTS AT THE OROVILLE VETERANS' MEMORIAL PARK FOR ALL OF BUTTE COUNTY. THIS APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THE COMMITTEE MAY HAVE. **-Verbal and PowerPoint presentation made by PJ Shepard on January 16, 2019.**

After discussion, at the January 23, 2019 Meeting, a motion to approve the request of the full amount of \$92,098, was made by Committee Member Reynolds and seconded by Committee Member Pittman.

The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

- I. CITY OF OROVILLE, \$150,000 FOR IMPROVEMENTS OF THE SAFETY FENCING ALONG TABLE MOUNTAIN BLVD ABOVE THE FEATHER RIVER FISH HATCHERY. THIS APPLICANT WILL BE PROVIDED UP TO TEN MINUTES TO PRESENT THEIR REQUEST AND ANSWER QUESTIONS THE COMMITTEE MAY HAVE. **-Verbal Presentation by Tom Lando, City of Oroville, Interim Administrator on January 16, 2019.**

(After discussion, voting members did not commit funds to this application. It was recommended that funding might be more appropriate from the City of Oroville RDA, remaining funds.)

7. **THE STEERING COMMITTEE MAY CONSIDER CHANGING THE TIME FOR ALLREGULAR QUARTERLY MEETING TO EARLIER IN THE DAY. (Jordan Daley, SBF Program Specialist)**

Committee Action Requested:

1. Approve request as submitted (or)
2. Approve request with modifications (or)
3. Deny request

After discussion at the January 16, 2019 Meeting, a motion was made by Reynolds and seconded by Carter to change the Regular SBF Meeting time to 2:00 P.M.

The motion passed by the following vote:

Ayes: Committee Members, Emberland, Reynolds, Pittman, Alternate Vice Chairperson Carter and Chairperson Thompson
Noes: None
Abstain: None
Absent: None

STEERING COMMITTEE ADVISORY MEMBERS AND STAFF COMMENTS

10. **DEPARTMENT OF WATER RESOURCES ADVISOR REPORT (Eric See)**
Verbal report. Mr. See provided an update on Lake Levels and answered questions regarding DWR's commitment under the Settlement Agreement to provide a feasibility study for a fresh water swim feature at Loafer Creek or an alternate location on January 16, 2019. Mr. See provided clarification of future SBF funding on January 23, 2019. Liza Whitmore, PIO of DWR gave an update of the HWY99 Oroville billboards.
11. **STATE WATER CONTRACTORS ADVISOR REPORT (Michael Melanson, alternate)**
Absent on January 16, 2019. Tim Haines had no comments on January 23, 2019.
12. **SUPPLEMENTAL BENEFITS FUND PROGRAM SPECIALIST REPORT (Jordan Daley, SBF Program Specialist)** Written report, Mrs. Daley also provided an updated spreadsheet detailing SBF funds and expenditures through October – December 2018 on January 16, 2019.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON NON-AGENDA ITEMS

January 16, 2019:

Tasha Levingston: clarification on DWR trail improvement comments

Claudia Knauss: Lake Oroville directional signs on Hwy 70 and Ophir Road

January 23, 2019:

None

CORRESPONDENCE (no questions or comments)

Notice from Federal Energy Regulatory Commission regarding an Amendment of Recreation Plan to realign a recreation trail, comments due by November 29, 2018

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF staff for the April 24, 2019, Regular Quarterly Meeting of the SBF.

ADJOURNMENT

The January 16, 2019 Meeting was adjourned at 4:26 P.M. to a Adjourned Special Meeting of the Supplemental Benefits Fund Steering Committee to be held on Wednesday, January 23, 2019 AT 2:00 P.M. in the Council Chambers of the City of Oroville.

The January 23, 2019 Meeting was adjourned at 4:01 P.M.

The next regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, April 24, 2019 starting at 2:00 P.M. in the Council Chambers of the City of Oroville.

Scott Thomson, SBF Chairperson

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST
BILL LAGRONE, ASSISTANT SBF FUND ADMINISTRATOR**

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

DATE: APRIL 24, 2019

SUMMARY

The City of Oroville, as SBF Fund Administrator, processed SBF administration expenses in the amount of \$36,179.05 for half of December 2018 and January, February and March 2019. These expenses are within the approved SBF 2018-2019 budget.

DISCUSSION

The expenses are within the guidelines of Contract # 460007302, Exhibit A, Attachment 1, Page 10 "...administrative duties include, but are not limited to, activities associated with management of the Fund." The amount of \$36,179.05 represents actual expenses verified against City of Oroville Sungard electronic financial system charges from January, February and March 2019.

FISCAL IMPACT SBF 9920

Reduces previously approved 2018-2019 Administrative Budget of \$110,000 by \$36,179.05 with \$19,298.34 (check balance) remaining until June 30, 2019.

RECOMMENDATION

This report is informational only.

ATTACHMENTS

Budget Reconciliation
Performa Budget/Actual Expenses

Supplemental Benefits Fund (SBF)

Performa Budget/Actual Expenses/Variance

Administrative Expenses* 1 Year Budget: \$110,000.00

Fiscal Year: 07/01/2018 to 06/30/2019

<u>Month</u>	<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>	<u>DWR Billed</u>
July	2018	\$9,166.66	(\$7,513.56)	\$1,653.10	no*
August	2018	\$9,166.66	(\$1,672.27)	\$7,494.39	no*
September	2018	\$9,166.66	(\$4,847.94)	\$4,318.72	no*
October	2018	\$9,166.66	(\$6,509.50)	\$2,657.16	no*
November	2018	\$9,166.66	(\$4,519.35)	\$4,647.31	no*
December	2018	\$4,583.33	(\$1,959.93)	\$2,623.40	no*
December	2018	\$4,583.33	(\$2,742.97)	\$1,840.36	no*
January	2019	\$9,166.66	(\$5,266.64)	\$3,900.02	no*
February	2019	\$9,166.66	(\$6,245.11)	\$2,921.55	no*
March	2019	\$9,166.66	(\$21,924.33)	(\$12,757.67)	no*
April	2019	\$9,166.66			no*
May	2019	\$9,166.66			no*
June	2019	\$9,166.74			no*

*funds are on deposit with City of Oroville

12/1/18-12/15/18

12/16/18-12/31/18

*** Administrative Expenses include the following:**

SBF Prog Specialist/ Salary & Benefits	100%
01/2018 to end of year SBF Prg/Sp actual time	
Office expenses related to SBF	100%
Legal Expenses related to SBF	100%
Miscellaneous expenses related to SBF	100%

Actual details of line expenses are provided on the analysis of SBF Administrative expenses submitted with the City of Oroville reimbursement request. (SBF Program Specialist works 40hrs per week)

\$19,298.34

(\$63,201.60)

\$110,000.00

Totals:

Analysis of SBF Administrative Expenses to be submitted for reimbursement

12/16/18-12/31/2018

<u>Category</u>	<u>Dec-18</u>	<u>Jan-19</u>	<u>Feb-19</u>	<u>Mar-19</u>
Program Specialist Salary	-1315.77	2,631.54	3,319.09	11,800.14
Meeting Clerk				
Overtime				
Other Earnings/Educational Stipend				1,500.00
Medicare	-17.49	34.83	43.46	179.83
Pers	-96.88	193.76	243.34	979.31
Pers Bond	-340.77	340.77	340.77	1,037.01
Pers Unfunded Liability	-553.1	553.10	553.10	1,683.14
Health Insurance	-336.39	685.26	845.03	2,622.65
Group Insurance				
Pers Survivor Benefit				
Workmans Comp	-11.31	22.62	28.49	101.48
Unemployment Ins	-8.75	16.47	21.12	67.65
Postage Due/FedEX				
Office Supplies/ Air Purifier			8.58	
Postage/Xerox	-62.51	147.34	4.17	6.71
Approved Purchases (2-way radios)		585.98		
Meeting Expenses				
Transcription Services				
Travel				
Printing				
Legal			795.80	1,937.60
Medical/Physical				
Advertising/Legal Notices (2018 NOFA related)				
Training Expense			42.16	
Use of City vehicle				8.81
Telecommunication expense		54.97		
Credit: Fees collected for records search				
Total	\$ (2,742.97)	\$5,266.64	\$6,245.11	\$ 21,924.33 *
Total/GL	\$ 4,702.90	\$5,266.64	\$6,245.11	\$ 21,924.33
Difference	\$0.00	\$0.00	\$0.00	\$0.00

* High month due to the change in charging 100% Program Specialist salary to the SBF

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

FROM: BILL LAGRONE, ASSISTANT SBF ADMINISTRATOR

**RE: ESTABLISH SBF ADMINISTRATIVE BUDGET FOR
2019-2020**

DATE: APRIL 24, 2019

SUMMARY

The Committee will consider approving the Administrative Budget in the amount of \$98,000.00 for fiscal year July 1, 2019 through June 30, 2020.

BACKGROUND

The Settlement Agreement for Licensing of the Oroville Facilities, FERC Project No. 2100, and approved March 2006 provided Appendix B, "Measures Agreed to Among the Parties but not to be included in New Project License." Appendix B established the basis for the Supplemental Benefits Fund and the appointment of the City of Oroville to assume the duties of the Fund Administrator. Appendix B, Exhibit A, Attachment 1 states, in part, that "The Fund Administrator shall use its internal protocols to formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund."

In 2007 the City of Oroville and the Supplemental Benefits Fund Steering Committee approved a position to fulfill those needs. The position was filled June 23, 2008 as part of a full-time position that the City of Oroville established. The position initially was titled SBF/RDA Coordinator with an appropriate job description and non-exempt salary classification. In 2012, the position was reclassified to a 20hr per week Program Specialist, an exempt from overtime position. In 2018 the position became full-time.

DISCUSSION

The recommended 2019 – 2020 SBF Administrative Budget of \$98,000.00 includes SBF Program Specialist 40 hours per week/salary and benefits; office supplies, printing, mailing and copies, meeting expense, legal, consultant expense, legal advertising and other expenses.

FISCAL IMPACT

Establishes a budget for the current fiscal year (07.01.2019 – 06.30.2020); funding is available from the 2019 unencumbered SBF balance \$1,529,258.70.

(Note: The City of Oroville will be reimbursed monthly for expenses related to the SBF and a quarterly summary will be provided to the SBF Steering Committee, funds not expended in the budget will be returned to the available funds budget line).

RECOMMENDATION

1. Approve budget (or)
2. Provide direction

ATTACHMENTS

2018-2019 approved budget
2019-2020 Actual vs budget analysis
Proposed 2019-2020 budget

**SBF Administrative Budget
July 1, 2018 to June 30, 2019**

Month:	Jul-18	Aug-18 (3 pay periods)	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19 (3 pay periods)	Mar-19 (3 pay periods)	Apr-19	May-19	Jun-19	Total Year
Program Specialist Salary*	5,950.00	8,915.00	5,950.00	5,950.00	5,950.00	5,950.00	5,950.00	5,950.00	8,915.00	5,950.00	5,950.00	5,950.00	77,330.00
Meeting Clerk	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	800.00
Medicare	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	672.00
PERS	469.00	469.00	469.00	469.00	469.00	469.00	469.00	469.00	469.00	469.00	469.00	469.00	5,628.00
PersBond	197.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00	197.00	2,364.00
Health Insurance**	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
Dental Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Life Insurance	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	288.00
Vision Insurance	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	228.00
Workers Compensation	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	192.00
PERS/Survivor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24.00
Unemployment Insurance	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	228.00
Sub total personnel:	7,152.00	9,917.00	6,952.00	7,152.00	6,952.00	6,952.00	7,152.00	6,952.00	9,917.00	7,152.00	6,952.00	6,952.00	90,154.00
Office Supplies	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
Special Supplies	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	360.00
Printing, Mailing & Copies	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
Meeting Expense	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Legal	600.00	600.00	600.00	600.00	500.00	500.00	400.00	400.00	400.00	400.00	400.00	400.00	5,800.00
Legal Advertising	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
SBF Consultant (MCS)	500.00	500.00	500.00	500.00	500.00	500.00	500.00	0.00	0.00	0.00	0.00	0.00	3,500.00
Other/plaques/advertising/Misc	474.00	474.00	474.00	474.00	474.00	474.00	474.00	474.00	474.00	474.00	474.00	472.00	5,686.00
Sub total overhead:	1,979.00	1,979.00	1,979.00	1,979.00	1,879.00	1,879.00	1,779.00	1,279.00	1,279.00	1,279.00	1,279.00	1,277.00	19,846.00
Grand total personnel/overhead:	9,131.00	11,896.00	8,931.00	9,131.00	8,831.00	8,831.00	8,931.00	8,231.00	11,196.00	8,431.00	8,231.00	8,229.00	110,000.00

Note: Program Specialist salary & benefits are based on 40 hours per week, currently the SBF Program Specialist is compensated for 36 hours per week with 4 hours per week considered as furlough time with those funds being transferred to the City of Oroville PERS Trust as required by the employment provisions for this position.

*Base salary includes a step increase due 07/01/2018 and \$250.00 BA incentive pay.

** Employee has opted out of Health Insurance and receives a \$200.00 per month stipend which for accounting purposes is charged to the Health Insurance expense line

Supplemental Benefits Fund (SBF)

Performa Budget/Actual Expenses/Variance

Administrative Expenses* 1 Year Budget: \$110,000.00

Fiscal Year: 07/01/2018 to 06/30/2019

<u>Month</u>	<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>	<u>DWR Billed</u>
July	2018	\$9,166.66	(\$7,513.56)	\$1,653.10	no*
August	2018	\$9,166.66	(\$1,672.27)	\$7,494.39	no*
September	2018	\$9,166.66	(\$4,847.94)	\$4,318.72	no*
October	2018	\$9,166.66	(\$6,509.50)	\$2,657.16	no*
November	2018	\$9,166.66	(\$4,519.35)	\$4,647.31	no*
December	2018	\$4,583.33	(\$1,959.93)	\$2,623.40	no*
December	2018	\$4,583.33	(\$2,742.97)	\$1,840.36	no*
January	2019	\$9,166.66	(\$5,266.64)	\$3,900.02	no*
February	2019	\$9,166.66	(\$6,245.11)	\$2,921.55	no*
March	2019	\$9,166.66	(\$21,924.33)	(\$12,757.67)	no*
April	2019	\$9,166.66			no*
May	2019	\$9,166.66			no*
June	2019	\$9,166.74			no*

*funds are on deposit with City of Oroville

12/1/18-12/15/18

12/16/18-12/31/18

*** Administrative Expenses include the following:**

SBF Prog Specialist/ Salary & Benefits	100%
01/2018 to end of year SBF Prg/Sp actual time	
Office expenses related to SBF	100%
Legal Expenses related to SBF	100%
Miscellaneous expenses related to SBF	100%

Actual details of line expenses are provided on the analysis of SBF Administrative expenses submitted with the City of Oroville reimbursement request. (SBF Program Specialist works 40hrs per week)

\$19,298.34

(\$63,201.60)

\$110,000.00

Totals:

**SBF Administrative Budget
July 1, 2019 to June 30, 2020**

Month:	Jul-19	Aug-19 (3 pay periods)	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20 (3 pay periods)	Jun-20	Total Year
Program Specialist Salary*	4,486.00	6,729.00	4,486.00	4,486.00	4,486.00	4,486.00	4,486.00	4,486.00	4,710.00	4,710.00	7,065.00	4,710.00	59,326.00
Meeting Clerk	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	800.00
Medicare	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	480.00
PERS	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
PersBond	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	5,700.00
Health Insurance**	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	8,400.00
Workers Compensation	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
PERS/Survivor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unemployment Insurance	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
Sub total personnel:	6,146.00	8,189.00	5,946.00	6,146.00	5,946.00	5,946.00	6,146.00	5,946.00	6,170.00	6,370.00	8,525.00	6,170.00	77,646.00
Office Supplies	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
Special Supplies	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	360.00
Printing, Mailing & Copies	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
Meeting Expense	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Legal	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Legal Advertising	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
SBF Consultant (MCS)***	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	240.00	2,880.00
Other/plaques/advertising/Misc	551.00	551.00	551.00	551.00	551.00	551.00	551.00	551.00	551.00	551.00	551.00	553.00	6,614.00
Sub total overhead:	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,696.00	1,698.00	20,354.00
Grand total personnel/overhead:	7,842.00	9,885.00	7,642.00	7,842.00	7,642.00	7,642.00	7,842.00	7,642.00	7,866.00	8,066.00	10,221.00	7,868.00	98,000.00

Note: Program Specialist salary & benefits are based on 40 hours per week, currently the SBF Program Specialist is compensated for 36 hours per week with 4 hours per week considered as furlough time with those funds being transferred to the City of Oroville PERS Trust as required by the employment provisions for this position.

*Base salary includes a step increase due 05/2020 and \$250.00 BA incentive pay.

**Health Insurance includes Health, Dental Life and Vision Insurance

***Assumes one four hour day per week

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BILL LAGRONE, ASSISTANT SBF FUND ADMINISTRATOR
JORDAN DALEY, SBF PROGRAM SPECIALIST**

RE: THREE 2018 NOFA UPDATES WITH ADDITIONAL PROPOSALS

DATE: APRIL 24, 2019

SUMMARY

The SBF Steering Committee approved and released on September 6, 2018 a Notice of Funds Available (NOFA) in the amount \$2,070,000 for the Project Fund. Two meetings were held in January on the 16th and 23rd regarding the 2018 NOFA. Three Marketing/Community Benefit Fund applications were funded totaling \$91,500. Four Project Fund applications were funded totaling \$1,741,358.

The Steering Committee requested the following three applicants to return with additional information. S.T.A.G.E., Feather River Center and Feather River Recreation and Park District. Presentations will be limited to 10 minutes each.

- A. S.T.A.G.E.**, Original Request: \$1,500,000 for completing major capital projects during the ongoing renovation and restoration process of the Historic Oroville State Theatre. The Steering Committee approved \$638,000 with the request to return with an updated budget proposal. S.T.A.G.E. has submitted a reassessed request of \$1,149,547.00 which is an increase of \$511,547.00. Complete details are included in the attached document. (1) The applicant will present their revised proposal.

RECOMMENDATION:

1. Approve request as submitted (or)
2. Approve request with modifications (or)
3. Deny request

- B. FEATHER RIVER CENTER**, (formally the North Forebay Aquatic Center) Original Request: \$1,228,000 for construction elements and expansion. The Steering Committee did not approve the request, however, asked the applicant to return with a revised request. Complete details are included in the attached document. (2) the applicant will present their revised proposal.

RECOMMENDATION:

1. Approve request as submitted (or)
2. Approve request with modifications (or)
3. Deny request

- a. FEATHER RIVER RECREATION AND PARKS DISTRICT**, Original Request: \$970,000 for purchase of property adjacent to the existing FRRDP Activity Center was denied. After discussion the applicant was directed to come back with additional information. Complete details are included in the attached document. (3) the applicant will present the requested information.

RECOMMENDATION:

1. Approve request as submitted (or)
2. Approve request with modifications (or)
3. Deny request

FISCAL IMPACT SBF 9920

To be determined. Remaining 2018 uncommitted NOFA funds: \$697,142.00 and current unencumbered funds of \$489,254.91.

ATTACHMENTS

1. S.T.A.G.E.
2. Feather River Center
3. Feather River Recreation and Park District



REASSESSMENT RESPONSE II



SUPPLEMENTAL BENEFITS FUND (SBF) STEERING COMMITTEE

2018 NOFA AWARD RESPONSE II April 24, 2019

RESPONSE II COVER PAGE

Name of Applicant: State Theater Arts Guild, Inc.

Legal status of organization: **501 (c) (3) Tax-Exempt Organization**

Contact Information: **Jim Moll, STAGE President and Chair of the Board of Directors**

Mailing address: **1489 Myers St, Oroville, CA 95965**

Telephone number: **530-534-8021**

Email: **mollj@stifel.com**

AWARD RESPONSE II

Amount originally requested: \$ 1,500,000; Actual Award: \$638,000; Reassessed Request \$1,149,547

REASSESSMENT SUMMARY

The State Theater Arts Guild (STAGE) has reassessed the original proposed projects in light of the following factors:

1. Award amount less than original requested funds;
2. The post "Camp" fire construction environment has significantly altered in terms of the cost of construction materials, the availability of construction work force sufficient to answer demand and the commitment of construction schedules over the next several years in Butte County.
3. The original estimates expired by the time of the award and one of the STAGE contractors passed away shortly after the "Camp" fire.
4. The priority project (roof/solar system) cannot be completed for funds available which will place pressure on the operating expenses and require increase reservation of funds to ensure stability of Theatre Operations ongoing.

Key factors in the original application that have been altered during this reassessment are highlighted below.

1. REASSESSED PROJECT DESCRIPTION

The State Theater Arts Guild (STAGE) reassessment dictates that the roof/solar project must be set aside due to cost versus awarded fund. STAGE published a solicitation for quotes on the project since the original project estimates expired. Although four contractors attended the job walk, no responses were submitted to the solicitation. Inquiry indicates that with the current work load on the construction industry in our county, a prevailing wage job is not appealing for crowded schedules and non-prevailing

11. Install a TPO (membrane) covering that is a seamless barrier
12. This includes covering from parapet to parapet up and over the walls with a six inch margin; also cover the south facing "fly" tower wall to prevent further decay of the wall after initial repair of the wall.
13. Remove debris from the attic
14. Repair and/or install attic fans
15. Install insulation in attic

\$450K

15. Lay down protection for work to begin on the new solar system installation
16. Install system including electronics, braces, frames and panels
17. Testing and burn in on solar system

\$200K

TOTAL: \$885K

2. Replace Original Marquee and Blade Sign (\$300,000)

Problem: The original and later updated neon marquee sign was replaced with the current marquee when United Artists owned the building in the late 1970s. The original marquee is no longer in existence, so the restored marquee will need to be redesigned and custom built from scratch. HOST lacks the exterior focal point that is critical for drawing attention to a theater venue and would provide a nostalgic cultural icon that would define downtown Oroville for years to come.

Solution: Install a new neon sign will be designed and built by an artisan who specializes in this work and customized to our requirements. Once created, there are installation costs that must include the electrical and digital wiring to make it all functional and awe-inspiring. NOTE: This is an updated cost estimate which reduces the original estimate. This is due to newer cost effective component materials and construction processes available today.

This component of the project will likely have the greatest single impact on Oroville community due to the visual and stunning effect of the illumination of this sign at night. STAGE believes this is the reason the Mercury Register gave the Theatre its moniker "Jewel of the Downtown District" when the theater originally opened in 1928.

3. Renovate Lobby (Phase I) (\$116,400)

Problem: The lobby is the first impression that any visitor has of the interior to HOST. While a major aesthetic restoration of the building is planned in a future date, the STAGE board has determined that leaving the lobby untouched before this major aesthetic restoration, while prioritizing the other projects in this proposal, would not be consistent with its plans to successfully market the theater. The lobby

wage jobs. Considering the increase in construction materials (20-25% since last summer) we can escalate the original estimates and project that a response would have been in excess of available funds. STAGE also pursued alternative options for the roof: another membrane layer and urethane foam. These options leave STAGE with the likelihood of either short term issues and/or ongoing maintenance measures and/or cost.

However, the roof remains a priority and a concern. In order to assume ownership of the Theatre and relieve the City of its ongoing financial obligation regarding the Theatre, STAGE must replace the existing roof which is a constant threat and consumes volunteer resources and money year by year.

1. REASSESSED ROOF PROJECT

Problem: The Theatre's roof complex is critical building component suffering from deferred maintenance; it experiences frequent leaks during the rainy season. It is insufficiently insulated to protect the building against summer heat and winter cold, adding significantly to operational electrical costs.

We obtained no quotes on the work, however, we have relentlessly conferred with local experts to determine what the project would look like in this new environment post "Camp" fire in Butte County.

1. Structural Engineering on parapet cuts, weight with tech shield, etc.
2. Reconstruct the scupper system on the roof to avoid "pooling" of water entirely and evacuate water directly into the downspout drainage pipes. This was part of the roof replacement and failure to do this adds leak risk to the existing roof system.
3. Repair the south facing "fly" tower wall erosion. This has to be done before the roof can be replaced and it will eliminate this one structural risk to the Theatre itself.

\$75K

4. Remove the existing roof right down to the 1X6 infrastructure under the current roof and dispose of the demolition debris
5. Allowance for haz mat abatement if necessary
6. Examine this structure from both sides to determine damage which has likely been caused by water invading under the current roof over the decades.
7. Remove any damage and replace. The examination above may identify parts of the structure even below the roof that may need to be replaced. This is a significant factor and must have allowance in the plan as it is critical to preserve the facility.

\$160K

8. Structural engineering assessment regarding weight
9. Install insulated ½ tech shield which will provide protection and diffuse heat and cold transference through the roof.
10. Re-grade the roof to eliminate pooling entirely.

Solution: Plan a set-aside in the project budget to fund operations during the construction periods. The anticipated amount of \$36,000 will be paid by STAGE as part of the match from the RDA funds intended to supplement utility costs. It is possible that additional downtime will be required as well once detailed work schedules are established. There will be ongoing expenses as the project(s) extend into January of 202. At this time, we expect to be able to cover these expenses as stipulated. These costs should be construed to be part of the STAGE matching funds.

2. ORGANIZATION DESCRIPTION

STAGE is a 501(c)(3) Tax-Exempt Nonprofit organization founded to protect, promote and restore The Theatre. In 2014 STAGE adopted the mission extension to operate and manage HOST. The organization is led and run almost entirely by volunteers, including an almost exclusively all-volunteer staff, and none of the proposed project budget will be paid to any current board member or staff for any activity in which they were engaged before receiving this grant. STAGE will utilize in house staff, and consultations with local contractors for cost savings. Major construction projects, such as the complete re-roof, will necessitate hiring a general contractor and/or professional construction manager to provide the necessary professional representation and consulting, the cost for which is embedded in each project line-item, above.

6. PROJECT READINESS:

Status of Project Planning:	Anticipated Date:	Prepared by:
Reassessed Planning Studies	Completed or in Process	STAGE Board
Preliminary Design	The lobby now has a restoration plan design	STAGE Director of Theatre Projects
Cost Analysis	Completed	STAGE Director of Theatre Projects
Final Design	Completed September 2019	STAGE Director of Theatre Projects
Construction Bids Submitted	January 2019-January 2020	STAGE Director of Theatre Projects
Construction Period (by task)		STAGE Director of Theatre Projects
1. Roof Replacement/Solar	July 5-Sept. 30 2020	
2. Replace Original Marquee and Blade Sign	Designed and built remotely, installed May 1-Sept. 30 2019	

needs major renovation and restoration to match the grandeur planned for HOST, and left in its current condition, the lobby would prove to be a major downside inhibiting optimum utilization of the theater. Some improvements in the near term would mitigate this downside.

Solution: The Phase I lobby restoration project will be accomplished for favorable community impact. After experiencing the restored marquee and entrance, visitors will see the first phase of the restored lobby.

This project includes new classically-patterned commercial carpeting, replacing the patchwork of worn out carpeting and linoleum tile found there currently. It includes restoring the small murals on the building's columns, in addition to the original striping and stenciling, also primarily on the building's columns, that once framed and connected all of the original murals in the lobby. This stenciling will highlight future restorations of the large murals on the larger flat wall surfaces that will be funded individually one-by-one on a continuing basis using small grants and future fundraising campaigns designated for this purpose.

The stenciling and small column mural restoration is an intricate, time-consuming project that will require professional hands. It requires stripping the top coats of paint to reveal the location, design, and colors of the original artwork. Color and medium matching will be done to ensure the final product will match the ornate details in the original Pflueger design. On the higher walls in the two stairwells, the stenciling will extend as high as possible without scaffolding – restoration of the higher reaches of the walls and the mezzanine will be a subsequent project.

5. Hazardous Materials Mitigation Set-Aside (\$25,000)

Problem: Although a hazardous materials study was conducted in 2014, it is not a guarantee that additional material may be discovered at some point in the restoration. Not all areas of the theater were marked as included in the assessment report, so it is unknown if hazardous materials might be found.

Solution: Include a set-aside fund to mitigate any hazardous materials, if found during the course of construction and renovation. If these funds are not used, they will be budgeted toward restoration of one of the lobby murals framed during task 4, the phase I lobby renovation, above.

6. Six Months of Construction Period Operating Costs (\$36,000) Not in this Budget but Noted here for clarity.

Problem: While construction is in progress, the theater will not be in operation and therefore not earning revenue. However, during this period, the demands on utilities such as electrical and water will be high. This down time will be less than our previous proposal to the committee. Nonetheless it will be at least three months. Bills will still need to be paid, especially utilities, janitorial, and operational maintenance. Based on STAGE's 2018-19 budget, the cost of six months of operations, before cost-saving renovations is anticipated to be \$36,000.

3. Renovate Lobby (Phase I) July 5-Sept. 30 2019, and January 2020.

First year of Stabilized Operations October 2020

The project timeline for each task 1-5 (6 & 7 are concurrent with the entire project) are designated separately, per STAGE's capital project plan. STAGE has already begun lobby work in January 2019 and has planned to use the summer of 2019 for the initial preparation/base coats, plus the next two Januarys (Jan 1-Jan. 31) and summers (July 5-Sept. 30) to finish the details. The roof/solar cannot begin this summer and will have to be scheduled for summer 2020.

7. CEQA CLEARANCE

CEQA Clearance(s) Required & Date Obtained or Anticipated:

Notice of Exemption

✓Negative Declaration (Mitigated)

Environmental Impact Report

Unknown

For the proposed projects, STAGE anticipates a mitigated negative declaration. Most work will be interior, and although dust is possible during the roof replacement, this can be mitigated and its mitigation is included in the project cost. After completion there may be impacts due to increased traffic, utilization of the east parking lot, or brief and temporary disruption of traffic on Myers that will be analyzed, although we anticipate this impact will not be significantly different than pre-project.

APPLICANT ACKNOWLEDGEMENT AND SIGNATURE

Cindy Daniluke

Date

STAGE Corporate Treasurer

STATE THEATRE ARTS GUILD
CAPITAL PROJECT PLANNING DOCUMENT

The purpose of this document is to articulate the known details of a proposed projects reassessed to utilize the actual SBF Award as directed by STAGE BOD
Submitted By: THEATRE PROJECTS Date: April 2019

Project Title: Reassessed INTERIM HOST Projects including Interim Roof Repair					
Project Description: The cumulative remaining options for projects with the actual SBF Award. TARGET START DATE 5/10/2019					
STAGE Project Director: Stan Hall					
Project Element	Commentary	Duration	Special Materials	Special Equipment	Cost Estimate
Roof Replacement		60 to 100 days			\$885,000
Restore Blade Sign Marquee	See original proposal for project details	3 to 4 Mo. Design & Fabrication; 30 days installation	Hanging infrastructure & data cabling	Lifts and cranes	\$300,000
Restore Lobby Phase I	See original proposal for project details	60 to 90 days		Scaffolding	\$116,400
Haz Mat Mitigation	See original proposal for project details	Unknown			\$25,000
Direct Project Cost:					\$1,326,400
Contingency @ 15%:					\$ 198,960
STAGE Board-Approved Administration Cost @ 15%:					\$ 198,960
Total Project Cost:					\$ 1,724,320

Feather River Center
SBF Revised Ask 4/9/2019

A. Rowing/Sailing Venues Development

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. Melton Design Group and Environmental Services Associates to begin CEQA, Project Management, Programming/Outreach/Economic Strategies, Site Analysis, Conceptual Designs/Costs, Permitting/Environmental Compliance, Scoping/Cost Estimation for Next Phase, Reimbursable Expenses | \$250,000 |
| 2. Regatta buoys - 20 @ \$150 each | \$3,000 |
| 3. 1 Safety Wakeless Launch/Motor | \$30,000 |
| 4. Connect a Dock System | \$20,000 |

SubTotal **\$303,000**

B. Sailing Center

- | | |
|-------------------------------------------------------------------------------|----------|
| 1. 1 late-model, used safety launch w/trailer - 18', wakeless @ \$15,000 each | \$15,000 |
| 2. 1 60 HP motor for launch | \$ 8,000 |
| 3. 6-7 Single Model Training Boats | \$15,000 |
| 4. Regatta buoys - 3-5 'Pro' quality @ \$400 each | \$2,000 |
| 5. Boatyard expansion | \$12,600 |

SubTotal **\$52,000**

C. ORE Programs

Staffing

General Program and Project Development and Implementation (PT) - 2019 \$38,400

Rentals and K12 Field Trip Programs Development and Implementation - 2019 \$32,500

Equipment

- | | |
|---------------------------------------------------------------|----------|
| 1. 9 Stand Up Paddle Board/Paddles | \$6,300 |
| 2. 15 Single/Double Kayaks w/Paddles | \$7,000 |
| 3. 25 new PFD's, esp. for larger folks | \$1,000 |
| 4. Quad Runner for moving Rescue/Launches | \$6,500 |
| 5. 1 Pedal Boat / Seats 4 Heavyweights | \$3,300 |
| 6. 1 RIB Safety Launch | \$25,000 |
| 7. Rescue Equipment/Ropes/Professional First Aid Kits/AED's | \$4,500 |
| 8. Inflatable Islands/Tubes/Toys for K12 Field Trips | \$1,200 |
| 9. Sign-in computer stations/POS System Hardware- USED | \$2,000 |
| 10. Marketing/Social Media | \$15,000 |

SubTotal **\$142,700**

Contingencies - 20% **\$95,540**

Grand Total \$593,240



Explore Butte County
P.O. Box 2154
Chico, CA 95927

ExploreButteCounty.com

Board of Directors

Brooke Isenberg
Chico - Vice President

Bruce Spangler
Oroville - President

Dori Franklin
Chico - Secretary

Haroon Saddique
Paradise

John Pearson
At Large

Kiran Paragji
Oroville

Mohammad Billah
Chico

Nicole Johansson
At Large

Advisors to the Board

Betsy Yarbrough
County-wide

Debbie Collins
Chico

Evie Cameron
Paradise

Heather MacDonald
Unincorporated County

Heather Johnson
Oroville

Jovanni Tricerri
Unincorporated County

Kelsey Torres
Chico

February 14, 2019

Feather River Center
2485 Notre Dame Blvd. Ste 370 Boc 109
Chico CA 95928

RE: Explore Butte County – Letter of Support

Dear SBF Board::

On behalf of Explore Butte County, the Butte County regional Tourism Business Improvement District, please accept this letter as an expression of support for the planning efforts currently being conducted by Feather River Center related to the development of updated facilities at the Forebay. The goal of Explore Butte County is to increase tourism in our area, resulting in increased over-night stays and a positive economic impact to our region. We believe this goal is in alignment with the current planning goals of the Feather River Center.

Our organization's marketing strategy is in alignment with your efforts. In our study, we identify five personas of travelers that we will be developing specific marketing approaches/itineraries. Two of the five personas include "The Getaway Artist" and the "Casual Adventurer". These include individuals and families who are travelling to our area for a variety of outdoor events and activities and could be enticed to explore the destination more deeply with the right inspiration and knowledge of our area as a destination. The development of a more robust sporting destination within Butte County would allow Explore Butte to offer a specific water adventurer more reasons to visit Butte County, driving additional overnight stays to the region.

We appreciate the opportunity to support your endeavors and look forward to continuing to partner throughout the planning process.

If you have any questions, or need any additional information, please contact our Executive Director, Carolyn Denero, at carolyn@explorebuttecounty.com

Sincerely,



Explore Butte County
P.O. Box 2154
Chico, CA 95927

ExploreButteCounty.com

Melissa Schuster
Paradise

Bruce Spangler, CHA
President, Explore Butte County
General Manager, Holiday Inn Express & Suites, Oroville, CA



April 8, 2019

Eric See
Department of Water Resources
Oroville Field Division
460 Glen Dr.
Oroville, CA 95966

Dear Mr. See,

I am writing to express support of the proposal by Feather River Center (FRC) for the development of a competition rowing course at the North Forebay. This is one of many projects that FRC has been actively pursuing in the establishment of a new state-of-the-art Forebay Aquatic Center. The long-term vision for the Forebay Aquatic Center includes a premier training and competitive rowing destination. FRC has identified the rowing course as requiring minimal infrastructure development and operational needs, while receiving strong community interest.

DPR's interest for this project is primarily in the potential increase in recreational opportunities, outdoor educational programs, and park visitation through the existing concession agreement process. FRC's recent efforts, as the existing concessionaire, are toward increased opportunities and attendance, specifically those intended for youth programs.

It is realized that the proposed project is not part of DWR's Recreation Plan required by the Federal Energy Regulatory Commission. Therefore, DPR acknowledges all responsibility and coordination for the construction, operation, maintenance, implementation, and long-term management of recreational programs and facilities at the North Forebay. The operation and maintenance of those facilities would be managed thru DPR's concession agreement process, or DPR's own operations and budget process.

The proposed project is dependent upon modifications to DWR lands and navigable waters of the U.S. Therefore, FRC would be required to secure all necessary regulatory permits. DPR would also see that proper DWR review and approvals are implemented to assure that the new facility would not impact any DWR water operations at the Forebay.

Sincerely

A handwritten signature in black ink, appearing to read "Matt Teague".

Matt Teague
Acting District Superintendent



April 9, 2019

SBF Steering Committee
1735 Montgomery St
Oroville, CA 95965

Re: Declined 2018 NOFA Application – Land Purchase and Related Costs

Dear Committee Members:

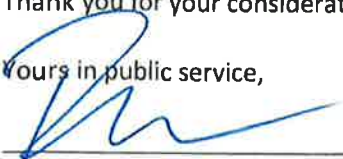
Pursuant to your request and at the direction of the FRRPD Board, I am writing to ask you to consider a few options to our original request in order to provide safer access to our Activity Center:

1. Approve funding to reconfigure the existing parcel to provide separate ingress and egress from Feather River Blvd. The project would consist largely of curb/gutter/sidewalk work along the Feather River Blvd frontage, reconfigure the traffic pattern and provide a slurry seal over the entire existing parking area in order to facilitate the new traffic and parking layout. Cost estimate for labor and materials = \$150,000¹.
2. Approve funding to purchase two parcels (035-240-036 & 037) adjacent to the Activity Center, provide minimal grading, install required infrastructure for storm drainage, improve Mitchell Ave frontage to City specs and install 2" to 3" of asphalt over most of each parcel to allow for parking. Cost estimate for properties = \$50,000² (for both). Cost estimate for noted improvements = \$350,000. Total estimate for two parcels plus improvements = \$400,000.
3. Approve funding all items in #2 above plus purchase one parcel (035-240-100) at the rear of the Activity Center, provide minimal grading, pave parking area on the northernmost side of the parcel and installation of an asphalt road for egress on to Mitchell Av at the rear of the Activity Center. Cost estimate for property = \$100,000³ (\$95,000 if purchased with #2 properties). Cost estimate for all three parcel improvements = \$750,000. Total estimate for purchase of all three properties plus improvements = \$900,000.

Please be advised that the FRRPD Board suggested that the District would be happy with enough funding to purchase the three properties. However, since the request from your Committee, as I understood it, was to include costs to improve the parcel(s) for its intended use, I have incorporated those estimates.

Thank you for your consideration.

Yours in public service,


Randy Murphy, General Manager

¹ ROUGH cost estimate for all three options attached.

² An appraisal done in October 2016 valued APN -037 at \$39,500 (summary attached). The attached letter from the current owner offers both parcels to the District at a significantly lesser amount than the one was appraised 30 months ago.

³ An appraisal done in October 2017 valued APN -100 at \$91,500 (summary attached). The attached letter from the current owner offers it to the District at a slightly higher rate than it was appraised 18 months ago.

Randy Murphy

From: davejohnson@calappr.com
Sent: Friday, September 21, 2018 11:10 AM
To: Randy Murphy
Subject: appraisals

Randy,

Here is a brief summary of the appraised values for the parcels you requested.

Parcel 035-240-037
Mitchell Ave
13,068 square feet
\$39,500
Date: 10/19/2016

Parcel 034-240-100
Mitchell Ave
67,518 square feet
\$91,500
Date: 10/18/2017

Parcel valued as two lots, front and rear with different values. Water line easement across parcel affected valuation as did limited access to rear parcel.

As for current trends in the land market I would suggest you contact a knowledgeable broker in Oroville.

Any questions please contact us.

Thanks,

Dave Johnson
California Appraisals
Chico, CA

March 19, 2019

To the Feather River Recreation and Park District Board of Directors,

We, the undersigned, are owners of three parcels on Mitchell Avenue adjacent to the FRRPD Activity Center. We share a desire to provide the District with the opportunity to purchase these parcels below market value, ahead of other potential buyers. By doing so, our hope is to enable the District to address existing parking and access issues, and at the same time, perhaps leave the door open for further recreational development that will benefit the community for generations to come.

While we are hopeful that the District might find a way to acquire all three of our parcels, attached you will find separate proposals from each of us, in the event the Board might opt to pursue negotiations with just one of us.

Both of us are presenting what we consider our final and best proposals, based on appraisals that were done most recently, before the likely upward trend in property values resulting from the Camp Fire last November.

Please feel free to get in touch with questions or ideas. We would welcome an opportunity to meet person if indicated.

Sincerely,



Don Noble



David Scruby

Scrubby Proposal

In May of last year (2018) Cal Water had an appraisal done on my two parcels, numbered 36 and 37 on the attached map. Though I was not provided a copy, their purchase offer for \$51,000 (or \$25,500 each), was based on that appraisal.

I declined their offer.

I would like to offer FRRPD a choice of two possible ways to achieve a sale:

1. \$50,000 cash

OR

2. Assume existing loan payments of \$297/month, with zero down.

(Current balance approx: \$44,000)

Sincerely,



David Scrubby

Noble Proposal

Our parcel, marked as #100 on the attached map, is 1.55 Acres. By comparison, the two Scruby parcels are .30 Acres each.

Basing the value of our land on the May 2018 appraisal of his properties, a value of approximately \$131,750 could be estimated on ours. If the District decides there is a need to conduct a new appraisal, we would welcome the results, as property values in Oroville have experienced a significant increase since the Camp Fire.

My wife and I, in a desire to make a legacy gift to the community in the form of a price reduction, would be willing to accept either of the following scenarios:

1. \$100,000 cash

Or

2. \$95,000 cash, if a purchase of the Scruby parcels is made as well.

We are offering this modest incentive for the District to purchase all three properties, in hopes of achieving the most potential benefit for the community's future.

Sincerely,



Don Noble

Randy Murphy

From: Myles MacColl <myles@franklinconstruction.com>
Sent: Tuesday, March 19, 2019 6:03 PM
To: Randy Murphy
Subject: FRRPD Parking Lot Expansion Budgets

Randy,

I put together some ROUGH numbers for you. Keep in mind that things could change a lot based on what the city will require but below are some assumptions I made in pricing things out:

1. Excavation and grading on the new parcels will be a balanced dirt operation (no off haul or import)
2. Slurry seal for the parking lot will be a type 2 slurry seal. This is a higher end slurry seal with aggregate and creates a rough surface but adds strength to the existing parking lot. We could reduce this by just doing an oil seal but these only last for 2-5 years before having to do again. Figured I would give you guys the higher number to start with and we could work back from there
3. Minor storm drain installation and tying into the offsite storm drain ok by City
4. No landscaping really figured, just cleanup grading and backfilling of planters with any excess materials
5. 2 driveways for each option (3 driveways for Option 3)
6. Option 3 would be for paving all three parcels
7. Prevailing wages (current 2019 wages)

My personal opinion, based on what I see out there, would be to modify the entry/exit points along Feather River Blvd. and install a slurry seal and restripe and not have to do any modifications or additions to storm drain.

Option 1 – Feather River Blvd Mods & Slurry/stripe - \$100K - \$150K depending on slurry seal

Option 2 – Parcel 37/36 New Parking Lot - \$300K - \$350K

Option 3 – Parcel 37/36/100 & Access Road from Parcel 100 - \$650K - \$750K

Give me a call if you have any questions. Remember, these are budgetary and if the board was serious about one of these options, I could spend the time on getting a more “hard” number on one of these options. It would a couple weeks to price up as I would have to meet with subs and put together a more detailed plan.

Talk soon. Thanks.

Myles MacColl
Project Manager/Estimator
Franklin Construction, Inc.
217 Flume Street Ste 200 Chico CA 95928
(530) 680-0276 (mobile)
www.franklinconstruction.com
myles@franklinconstruction.com

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST
BILL LAGRONE, SBF FUND ADMINISTRATOR**

RE: BUDGETING OF AVAILABLE SUPPLEMENTAL BENEFIT FUNDS

DATE: APRIL 24, 2019

SUMMARY

The Committee will receive information regarding available (SBF) funds.

DISCUSSION

The Regional Fund Strategic Plan provides that at the start of each budget cycle (Fiscal year, July 1st to June 30th) the SBF Steering Committee will distribute anticipated, or actual, funding into the following categories which the SBF Mission Statement defines as: "Investing in recreational and related projects with a nexus to the Feather River to improve the quality of life and stimulate economic development in the Oroville Region".

- Chamber of Commerce/Marketing the Oroville Region (fixed at \$60,000 per year after FERC license approval)
- Administration (variable)
- Marketing/Community Benefit Fund (variable)
- Projects (variable)
- Revolving Loan Fund (variable)
- Reserve Fund (variable)

The intent of each of the distribution categories is:

- 1. Chamber of Commerce/Marketing the Oroville Region (after FERC license)**

Provides funding to the Oroville Area Chamber of Commerce (Chamber) for tourism and community event activities within the boundary scope of the SBF. Annually, the Chamber will submit a budget for anticipated usage of the grant funding. The Chamber submits a budget for review and approval. The Chamber is encouraged to obtain matching funds for activities from its members, the public and other available grant sources.

Note: The SBF has previously provided the following funds to the Chamber pending the approval of the FERC License to assist the Chamber with Marketing the Oroville Region:

2009 (NOFA/Approval)	\$76,427.85
2011 (Administrative Allocation)	\$58,868.85
2012 (Administrative Allocation)	\$35,000.00
2018 (Administrative Allocation)	\$50,000.00

Total: \$220,296.70

2. SBF Administration

Provides funding for a 1.0 FTE to the City of Oroville to provide, using its internal protocols to formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund (SA/Exhibit A, 2.0). A budget is presented and approved annually (Fiscal year July 1st to June 30th) by the SBF Steering Committee.

3. Marketing/Community Benefit Fund (NOFA not required)

Provides the SBF Steering Committee the ability to fund projects on an as-requested basis. Projects are approved or rejected based on their individual merit as deemed by the SBF Steering Committee. Funding can also be provided to help market the area, enhance media and publications, improve signage, interpretive panels on trails, etc. Funding efforts, events or other activities that target community benefit or enhancement. This funding category is intended to target local community organizations, agencies, or other groups that actively promote events, activities, or other efforts that benefit local-residents and draw people into the Oroville Region. In general, projects funded through this category should support local businesses, attract new visitors for overnight trips or multiple days if possible and provide an opportunity for attendees/participants to spend their retail dollars in the Oroville Region. A letter to the SBF Steering Committee with details about the request is required.

4. Projects (NOFA required)

This funding category is intended to directly fund projects that are consistent with the Settlement Agreement and the SBF Mission and Vision Statements. Funding of projects (once the FERC license is signed) should be considered for a five-year funding cycle. Project size and matching funds requirements are determined by the SBF Steering Committee and communicated to the public by the issuance of a NOFA (Notice of Funds Available). A formal application process including specific reach areas as defined by the Feather River Conceptual Plan and matching funds requirements is announced at the release of the NOFA.

5. Revolving Loan Fund (NOFA required)

The concept of this fund is to provide a mechanism for applicants to borrow funds from the SBF then repaying the funds to make them available for other applicants either as a grant or a loan.

6. Reserve fund

The intent of establishing a reserve fund is to provide a buffer against funding stream interruptions from DWR or other unanticipated needs that may arise during the funding cycle.

FISCAL IMPACT

Funds currently are on deposit with the City of Oroville in a restricted account/SBF-5081. (\$1,170,000.00 not committed)

RECOMMENDATION

Receive the information and (1) allocate funds; (2) reallocate funds; or, (3) provide direction.

ATTACHMENTS

Potential distribution spreadsheet
RFSP Pg. 3-4

Supplemental Benefits Fund
 SBF Steering Committee Discussion of 2019 Available Funds

Potential Budgeting of 2019 available funds as of 04.24.2019 following guidelines and using categories defined in the Regional Fund Strategic Plan

	Potential 1	Potential 2	Potential 3
Funds Available:	1,170,515.85	1,170,515.85	1,170,515.85
	100%	100%	100%
Chamber of Commerce: Marketing the Oroville Region	(40,000.00)	(50,000.00)	(60,000.00)
	3.42%	4.27%	5.12%
Administration:	(98,000.00)	(98,000.00)	(98,000.00)
	8.32%	8.32%	8.32%
Marketing/ Community Benefit:	(150,000.00)	(170,000.00)	(110,000.00)
	12.81%	14.52%	9.40%
Projects:	(300,000.00)	(400,000.00)	(433,129.85)
	25.63%	34.17%	37.01%
Revolving Loan Fund:	(119,756.00)	(103,129.85)	(170,000.00)
	10.23%	8.82%	14.52%
Reserve Fund: (Established with 2018 NOFA)	(463,373.85)	(350,000.00)	(300,000.00)
	39.59%	29.90%	25.63%
Total:	(1,171,129.85)	(1,171,129.85)	(1,171,129.85)
	100.00%	100.00%	100.00%

DISTRIBUTION OF SBF FUNDING

Distribution of SBF funding will take place within the context of other ongoing processes and events, and the Strategic Plan needs to be consistent with these master plans (e.g. Department of Water Resources 2006 Recreation Management Plan). In addition, consideration as to how the proposed project will **interface** with the following Oroville Region supporting agencies should be a part of the application:

- City of Oroville (Infrastructure, safety, neighborhood leisure parks, trails, open space and museums).
- SBF Feather River Conceptual Plan “A Vision for the Future of the Low Flow Channel”.⁴
- Department of Fish and Wildlife. Fish hatchery and environmental mitigation).
- Department of Water Resources (Lake, river and recreation management plan).
- Feather River Recreation and Parks District (Parks, trails and recreation programs).
- Oroville Area Chamber of Commerce (Tourism and economic development).

SBF-funded projects will be selected by the SBF Steering Committee, comprised of voting representatives from the Feather River Recreation and Parks District and the City of Oroville. Advisory representatives from American Rivers, the State Water Contractors, Department of Water Resources, and the Oroville Area Chamber of Commerce may provide comments, but are not included in the voting decision. The City of Oroville also serves as the Fund Administrator, whose duties include ensuring performance of the SBF and overseeing administrative duties (through additional SBF staff) to operate the SBF on an ongoing basis. The State Water Contractors, in partnership with the Fund Administrator and Steering Committee, also have the additional responsibility of actively pursuing grant opportunities beyond SBF funding.

SBF monies will be made available through a combination of lump-sum and annual payments. The Strategic Plan’s operational plan is based on a multiple-year budgeting process designed to assure allocation of revenue and selection of projects in a manner consistent with the Settlement Agreement. During each year, the Steering Committee will appropriate SBF funds on an annual basis, as certain adjustments may be required owing the variability in annual payments for any given year.

At the start of each budget cycle,⁵ the Steering Committee will distribute anticipated funding into the following categories:

- **Chamber of Commerce/Marketing the Oroville Region**
- **Administration**
- **Marketing/Community Benefit Fund**
- **Projects**
- **Revolving Loan Fund**
- **Reserve Fund**

⁴ The Feather River Conceptual Plan, “A Vision for the Future of the Low Flow Channel” was accepted by the SBF Steering Committee on October 4, 2017.

⁵ SBF fiscal year budget cycle is July 1st to June 30th each year.

The SBF Steering Committee will discuss priorities and elicit proposals followed by pre-application project requests for potential projects, and build an SBF Project Program based on a project selection process that includes an initial application, technical scoring exercise designed to rank candidate projects, and final selection by the Steering Committee.

The Steering Committee will meet at least four times during each fiscal year to oversee the administration and implementation of the SBF, while SBF staff carries out the day-to-day implementation and execution of the Strategic Plan. Each year, the SBF Staff will be responsible for releasing notices of fund availability, eliciting project applications, reviewing and screening applications, and conducting project auditing for SBF-funded projects. In turn, the Steering Committee will be responsible for developing a multiyear project budget and program, overseeing the annual budget and making any needed adjustments, and reviewing annual reporting information on SBF-funded projects.

As SBF monies will be made available over a considerably long period of time, the Strategic Plan itself will be periodically reviewed and updated as needed over time to properly reflect changes in funding opportunities and the external environment in which the SBF continues to operate.

VISION OF THE SBF⁶

Reconnecting the beauty and diversity of the Feather River with the community will be the primary component of projects approved by the Supplemental Benefits Fund Steering Committee. The approved projects will provide additional recreational opportunities and economic benefits that enhance the lifestyle of the Oroville Region

- I. **Major consideration:** The applicant **shall** provide a compelling presentation as to how the proposed project will assist in mitigating what was lost by the construction of the Oroville Dam Facilities (FERC Project No. 2100). The application **shall** take into consideration the various existing City of Oroville, Feather River Recreation & Park District, the Settlement Agreement for licensing of the Oroville Facilities FERC Project No. 2100, the Feather River Conceptual Plan, and other regional plans.
- II. **Moderate consideration:** The applicant **should** provide a meaningful connection to existing, or planned, facilities and projects. The application **should** also be in, or near, the low-flow channel of the Feather River (as defined in the above figure) and assist in making the Oroville Region a Northern California destination.
- III. **Low consideration:** The applicant's proposed project **may** be away from the low-flow channel of the Feather River, not connected to existing, or planned, facilities and projects, be unique or a non-profit venture within the Oroville Region including areas under FERC jurisdiction; however, the project must, at a minimum, meet the stated vision of the SBF.

⁶ The SBF Steering Committee on July 13, 2011 adopted the Vision of the SBF to assist the committee, applicants and the general public to further understand request priorities.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

FROM: JORDAN DALEY, PROGRAM SPECIALIST

**RE: REQUEST FROM THE OROVILLE AREA CHAMBER OF
COMMERCE FOR FUNDING FROM THE
MARKETING/COMMUNITY BENEFIT FUND**

DATE: APRIL 24, 2019

SUMMARY

The Oroville Area Chamber of Commerce (Chamber) has requested consideration for funding in the amount of \$60,000 from the SBF Marketing/Community Benefit Fund. The request is attached it details how the funds would be utilized to continue and expand the program of work at the community's tourism and communication center. Funds would be used to promote the Historic Downtown District using multiple resources of Digital Marketing. The Chamber received a previous allocation for this purpose in 2018 and provided a quarterly report detailing the reaches and benefits of such a program.

FISCAL IMPACT

The Marketing/Community Benefits Fund currently has unallocated funds.

RECOMMENDATION

1. Receive the request; (or), 2. Deny the request; (or) 3. Provide direction.

ATTACHMENTS

Request Letter
Activities Budget
Proposed Marketing Plan



Scott Thompson, Chairperson
Supplemental Benefits Fund
1735 Montgomery Street
Oroville, CA 95965

April 10, 2019

Dear Scott,

The Oroville Area Chamber of Commerce has been the leading agency for communication within and promotion of the community of Oroville for over 100 years. In years past, part of this effort was funded by the City of Oroville, however the city is no longer able to provide funding for this endeavor. Fortunately, the Supplemental Benefits Fund provided by the Department of Water Resources has stepped in for the last several years and provided funding for the Chamber to continue as the primary organization for all tourism related matters, including printed media, billboard advertising, digital marketing and providing a physical location where tourism and community related information is disseminated.

The SBF Settlement Agreement will not become a reality until the new licensing of the Oroville Dam, Project 2100, is accomplished, and at that time the Chamber will be provided with a fixed stipend of \$60,000 per year for tourism related activities. In the meanwhile the Department of Water Resources has provided good faith funding through the SBF under the categories of "Projects" and "Marketing and Community Benefit". The Chamber's request falls under the latter category.

The Chamber's current SBF contract ends on April 30, 2019 but it's scope of work as the community's go-to organization does not end there. With that in mind, Chamber staff has prepared a plan and a budget and is requesting a new contract for the time period of May 1, 2019 to April 30, 2019. The request is for \$60,000 to continue and expand the program of work as the community's tourism and communication center. A new marketing plan and budget are provided with this request and we respectfully ask for your support in the continuing mission to tell the world about the gold mine of a town in which we live: Oroville, California.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Grover".

Mark Grover
Board Member, OACC

**OROVILLE AREA CHAMBER OF COMMERCE
SBF ACTIVITIES BUDGET 2019-2020**

ACTIVITIES

BUDGET

\$15,000.

WEBSITE: The Visit Oroville page will be upgraded to the status of a stand alone website, not just a page on the Chamber's website. Emphasis will be on a newly developed restaurant guide, a lodging guide, annual community event landing pages and the Chamber's Community Calendar. The Visit Oroville site will encompass all community businesses and attractions.

\$10,000.

DIGITAL MARKETING

Social Media: Create and maintain associated tourism related social media presence based on best practices in social media including video and blogs.

Drip Email Marketing: Send out emails to segmented markets based on user selected interests.

Blogs: Create blogs on the website featuring recreation and community events.

\$10,000.

DIGITAL ADVERTISING

Billboards: Two monthly outdoor digital displays of pertinent community information including, but not limited to, activities, events and special effects. Includes development and production of board materials.

\$25,000.

VISITOR SERVICE:

The Chamber will continue to disseminate tourism information (i.e. phone calls, emails, mailings, walk-ins and visitor packets) on the recreational and tourism opportunities of Oroville and re-print existing, non-specified tourism brochures.

TOTAL:

\$60,000.

Oroville Chamber - SBF 2019 Proposed Marketing Plan



Year of Campaigns

Each month will be used to promote the community of Oroville and its tourism related events and activities.

January

Restaurant Week

February

Entertainment in Oroville

March

Wildflower Festival & Table Mountain

April

Recreation - Parks

May

Wineries & Farms in Oroville

June

Recreation - Hiking & Biking

July

Dining in Oroville

August

Entertainment in Oroville

September

Museums in Oroville

October

Lodging in Oroville

November

Museums in Oroville

December

Dining in Oroville

Deliverables

There are several ways the Oroville Chamber will promote tourism in the City of Oroville.

Billboards

We plan to create 2 billboards each month highlighting that month's campaign.

Blogs

Two blogs are planned for each month for each campaign.

Video

Videos will be created throughout the year highlighting community events and tourism opportunities in Oroville.

Drip Email Marketing

Throughout the year we will send emails through our email list to highlight specific community events and recreational opportunities.

Visitor Center

Our Visitor Center will be open Monday through Friday with the purpose of providing information to visitors through visitor bags, brochures, and references.

Social Media

We will use our Facebook and Instagram accounts to promote and boost the monthly campaigns locally and outside the area.

*This marketing plan is subject to change due to potential circumstances out of our control or due to scheduling conflicts throughout the year.

12 Month Marketing Schedule

This schedule shows what each month's campaign is and what deliverables will be created each month.

May: Wineries & Farms in Oroville

BILLBOARD: 1 Wineries in Oroville, 1 Farms in Oroville

BLOGS: 1 on Wineries & Farms in Oroville, 1 on Upcoming Mother's Day Events

EMAIL BLAST: 1 Email Blast on Upcoming Mother's Day Events

June: Recreation - Hiking & Biking

BILLBOARD: 1 Hiking in Oroville, 1 Biking in Oroville

BLOGS: 1 on the Brad Freeman Trail, 1 on Fishing in Oroville

VIDEO: 1 Video on Fishing in Oroville

SOCIAL MEDIA: 1 Boosted Post on Fishing in Oroville

EMAIL BLAST: 1 Email Blast on Olive Festival

July: Dining in Oroville

BILLBOARD: 2 on Dining in Oroville

BLOGS: 2 on Dining in the Greater Oroville Area

VIDEO: 1 Video on Historical Points of Interest in Oroville

SOCIAL MEDIA: 1 Boosted Post on Historical Points of Interest in Oroville

12 Month Marketing Schedule

August: Entertainment in Oroville

BILLBOARD: 2 Entertainment in Oroville

BLOGS: 1 on Small Music Venues in Oroville, 1 Itinerary on Night Life in Oroville

VIDEO: 1 Video on Entertainment in Oroville

SOCIAL MEDIA: 1 Boosted Post on Small Music Venues in Oroville

September: Museums in Oroville

BILLBOARD: 1 Bolt's Antique Tool Museum, 1 Chinese Temple

BLOGS: 1 on Bolt's Antique Tool Museum and the Chinese Temple, 1 on Upcoming Events

SOCIAL MEDIA: 1 Boosted Post on Salmon Fest

EMAIL BLAST: 1 Email Blast on Salmon Festival

October: Lodging in Oroville

BILLBOARD: 2 Lodging in Oroville

BLOGS: 1 Lodging in Oroville, 1 Upcoming Halloween Events

VIDEO: 1 Video on Lodging in Oroville

SOCIAL MEDIA: 1 Boosted Post on Lodging in Oroville

12 Month Marketing Schedule

November: Museums in Oroville

BILLBOARD: 1 Lott Home, 1 Pioneer Museum

BLOGS: 1 on the Lott Home, 1 on the Pioneer Museum

SOCIAL MEDIA: 1 Boosted Post on Oroville Museums

EMAIL BLAST: 1 Email Blast on Annual Tree Lighting

December: Dining in Oroville

BILLBOARD: 2 Dining in Oroville

BLOGS: 1 on Dining in Downtown Oroville, 1 on Upcoming Holiday Events

VIDEO: 1 Video on Dining in Oroville

SOCIAL MEDIA: 1 Boosted Post on Dining in Oroville

EMAIL BLAST: 1 Email Blast on Parade of Lights

January: Restaurant Week

BILLBOARD: 1 Restaurant Week, 1 Snow Goose Festival Event

BLOGS: 1 on Restaurant Week, 1 Snow Goose Festival

SOCIAL MEDIA: 1 Boosted Post on Restaurant Week

EMAIL BLAST: 1 Email Blast Restaurant Week, 1 Email Blast on Snow Goose Festival

12 Month Marketing Schedule

February: Entertainment - Movie Theater & State Theatre

BILLBOARD: 2 Entertainment in Oroville

BLOGS: 1 on the State Theatre, 1 on Upcoming Valentine's Day Events

EMAIL BLAST: 1 on Upcoming Valentine's Day Events

March: Wildflower Festival & Table Mountain

BILLBOARD: 1 Wildflower Festival, 1 Table Mountain

BLOGS: 1 on the Wildflower Festival, 1 Itinerary for a Day Visiting Table Mountain

VIDEO: 1 Video on the Wildflower Festival

SOCIAL MEDIA: 1 Boosted Post on the Wildflower Festival

EMAIL BLAST: 1 Email Blast on Wildflower Festival

April: Recreation - Parks

BILLBOARD: 2 Billboards on Parks in Oroville

BLOGS: 1 on Parks in Oroville, 1 Itinerary on a Family Day Out

VIDEO: 1 Video on Parks in Oroville

SOCIAL MEDIA: 1 Boosted Post on Parks in Oroville

12 Month Marketing Schedule

Visitor Center

The Oroville Chamber will continue to disseminate tourism information (i.e. phone calls, emails, mailings, walk-ins, relocation, and visitor packets) on the recreational and tourism opportunities of Oroville.

Visit Oroville Website

The Visit Oroville page will be upgraded to the status of a stand alone website, not just a page on the Chamber's website. Emphasis will be on a newly developed restaurant guide, lodging guide, annual community event landing pages, and the Oroville Chamber's Community Calendar. The Visit Oroville website will encompass all community businesses and attractions.

*This marketing plan is subject to change due to potential circumstances out of our control or due to scheduling conflicts throughout the year.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST
BILL LAGRONE, SBF FUND ADMINISTRATOR**

**RE: ESTABLISH AN AD-HOC COMMITTEE FOR FUTURE NOFA
SCREENING**

DATE: APRIL 24, 2019

SUMMARY

The SBF Chairperson will consider appointing two committee members to an Ad Hoc Committee, NOFA Application Review Committee.

DISCUSSION

While discussing the 2018 NOFA applications, at the January 2019 Special Meeting, an interest was expressed by the SBF Steering Committee to be involved in the review and vetting process for future NOFA applications. Currently the process involves the Fund Administrator and the Program Specialist using the guidelines from the Regional Fund Strategic Plan (RFSP). This Ad Hoc Committee will meet determining which applications would be considered by the SBF Steering Committee.

FISCAL IMPACT

None

RECOMMENDATION

- (1) Appoint two committee members, one from the City of Oroville voting members and one from the Feather River Park and Recreation voting members to an Ad Hoc Committee for future review and vetting of NOFA Applications. If this Ad hoc Committee is established, it will be facilitated by the SBF Program Specialist. Or (2) provide direction

ATTACHMENTS

Excerpt from the RFSP regarding review and vetting of NOFA applications.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST
BILL LAGRONE, ASSISTANT SBF FUND ADMINISTRATOR**

**RE: ADDITIONAL INFORMATION REGARDING FEATHER RIVER
RECREATION & PARK DISTRICT AGREEMENT No. 3270**

DATE: APRIL 24, 2019

SUMMARY

The SBF Steering Committee may consider changing the terms of Agreement No. 3270 with Feather River Recreation and Parks District.

DISCUSSION

On January 16, 2019 the SBF Steering Committee approved a NOFA request from Feather River Recreation and Park District (FRRPD) in the amount of \$260,760 from the Project Fund for the completion of the Brad Freeman Trail in Oroville, CA. Feather River Recreation and Park District has ran into complications that may delay the process and add cost to their original request. FRRPD has requested that the agreement be revisited by the SBF Steering Committee.

RECOMMENDATION

Provide direction.

ATTACHMENTS

Agreement No. 3270
Record of survey

**AGREEMENT BETWEEN
CITY OF OROVILLE AND THE
FEATHER RIVER RECREATION & PARK DISTRICT**

(Supplemental Benefits Fund Agreement No. 3270)

THIS AGREEMENT is entered into as of the 16th day of January 2019, between the City of Oroville (City), Acting as the Fund Administrator of the Supplemental Benefits Fund, and Feather River Recreation & park District (Grantee). City and Grantee hereby agree as follows:

RECITALS

- A. Pursuant to the provisions of Standard Agreement No. 4600007302 between the California Department of Water Resources (DWR) and City, the Supplemental Benefits Fund Steering Committee has awarded the Grantee with a grant of \$260,760.00 from the Project Fund for Completion of the Brad Freeman Trail in Oroville, California (Project) as described in Exhibit A attached to this Agreement; and
 - B. In order to implement the grant award, City, as the Supplemental Benefits Fund Administrator, and Grantee are entering into this Agreement.
1. **Purpose.** The purpose of this Agreement is to provide a Supplemental Benefits Fund (SBF) grant the completion of the Brad Freeman Trail in Oroville, California Grantee agrees to use the grant funds received from City in accordance with the terms of this Agreement. Except as expressly provided in this Agreement, City shall have no obligation to reimburse or otherwise pay for any assistance or cooperation relating to the implementation of the Project.
 2. **Grant Amount.** City shall provide a grant in the amount of \$260,760.00 to Grantee to assist in establishing the completion of the Brad Freeman Trail in Oroville California.

3. **Term of Agreement.** The term of this Agreement will begin on February 15, 2019 and terminate on February 17, 2020, or upon completion of the Project, whichever occurs first. The term may be amended only in writing by City and Grantee with the approval of the Supplemental Benefits Fund Steering Committee.

 4. **Incorporation of Provisions.** This Agreement incorporates:
 - Exhibit A. Project
 - Exhibit B. Standard Provisions
 - Exhibit C. Work Plan and Budget
 - Exhibit D. Payment Request Transmittal

 5. **Grantees Responsibilities:** Grantee shall implement work on the Project as specified in a Work Plan and Budget set forth in Exhibit C.

 6. **Project Manager:**
The Project Manager for Grantee is:
Randy Murphy, Feather River Recreation & Park District
-

Grantee hereby delegates authority to the Project Manager to manage performance under the Agreement and to delegate authority to others to provide management and support services required for performance of the work and administration of the Agreement. The delegation of authority to submit invoices requires written consent by Grantee which will be provided to the City.

Grantee may change the foregoing delegation by a thirty (30) day prior written notice to City.

City of Oroville
SBF Fund Administrator
1735 Montgomery Street
Oroville, California 95965

Notices by Grantee's Project Manager shall be sent to:

City of Oroville
SBF Fund Administrator
1735 Montgomery Street
Oroville, California 95965

Notices by City shall be sent to:

Randy Murphy, Feather River Recreation & Park District
1875 Feather River Blvd.
Oroville, CA 95966

7. **CEQA Compliance.** Prior to implementation of the Project, *if appropriate*, Grantee shall comply with all applicable requirements of the California Environmental Quality Act (CEQA) (California Public Resources Code Sections 21000-21177) and other applicable federal, State and local laws, rules and regulations.

8. **Reports.** Grantee shall submit detailed progress reports relating to the Project for review and approval by City. The reports shall be provided to the Supplemental Benefits Fund Steering Committee for information purposes and comments, as appropriate. The progress reports shall summarize expenditures, and itemize completed activities, on-going activities, and problems to be resolved. Expense reports shall include a detailed description of work performed on the Project and an accounting of expenses incurred for each activity. The Project expense reports shall also include, but not be limited to, contractors and vendor invoices, receipts for equipment and supplies.


9. **Method of Payment.** All payments from City to Grantee shall be as reimbursement for actual expenditures by Grantee relating to carrying out the Project in accordance with this Agreement. City shall make payments to Grantee with funds on deposit with the City from DWR in accordance with Standard Agreement No. 4600007302. In order to process Grantee's request for reimbursement, Grantee shall deliver proof of completion, or progress of the work, proof of payment and an original invoice for the work. Within five (5) days after receipt of a reimbursement request from Grantee, City shall determine whether the request satisfies all the requirements for reimbursement under the Agreement. If City determines that the request meets all such requirements, City shall provide the amount requested by Grantee within five (5) days thereafter. In no event shall City be obligated to make reimbursement payments to Grantee from any City funds as a result of this Agreement.

Grantee may submit invoices to City no more than once every fifteen (15) days.

10. **Final Written Report.** Upon completion of the Project, Grantee shall provide a final written report in a format as directed by City that includes (but is not limited to) the following: (1) a description of conditions before the Project was executed, (2) a summary of the planning work and techniques used, (3) a description of the completed Project, and (4) an analysis of the techniques used.

The report shall include a summary of all the costs of the Project, Time sheets, photographs of restoration activities and techniques and shall include photographs of community participation in planning activities of the Project.

11. **Work Plan and Budget.** Items included in the attached Work Plan and Budget, Exhibit A, and designated for funding by City may be undertaken by Grantee only after City's written approval.

12. **Maintenance.** If applicable, Grantee agrees to maintain the Project in good condition.
13. **Insurance.** If appropriate, insurance coverage. Before and during the time of the Project, Grantee or Grantee's contractor shall obtain and maintain appropriate insurance.
14. **Funding Acknowledgement.** The Grantee agrees to post in a prominent place the SBF plaque containing the SBF logo and acknowledging that funding for the project was provided by the State Water Contractors (SWC) and the Department of Water Resources (DWR).
15. **Printed Marketing Material Acknowledgement.** All printed marketing material must contain the SBF logo  and the following verbiage "This brochure was made possible by: The Oroville Supplemental Benefits Fund through funding from the California Department of Water Resources and the California State Water Contractors."

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

CITY OF OROVILLE

Feather River Recreation & Park District

By: _____
Chuck Reynolds, Mayor*

By: _____
Randy Murphy, FRRPD

SUPPLEMENTAL BENEFITS FUND

By: _____
Scott Thomson, SBF Chairperson

By: _____

By: _____

*Per City of Oroville Resolution NO.8481

APPROVED AS TO FORM:

By: _____
Scott Huber, City Attorney

ATTEST:

By: _____
Bill LaGrone, Assistant SBF Administrator

- Attachments: Exhibit A – Project
 Exhibit B – Standard Provisions
 Exhibit C – Work Plan and Budget
 Exhibit D – Payment Request Transmittal

**EXHIBIT A
PROJECT DESCRIPTION**

(The following excerpts are from the grant application)

1. PROJECT DESCRIPTION

(The Project Description may vary widely in length depending on the size and scope of the project that would be funded, and the size of the grant being requested. A useful structure to assist the readers and decision makers is to break the project down into component goals, each with its own heading and complete description. If applicable, comments about project staff experience and how the overall project will be measured and sustained)

Complete Brad Freeman Trail Through Oroville

The Brad Freeman Trail is over 40 miles in length (with many shorter loop options) and provides a complete circuit around most of the Oroville region (see Appendix A). The trail is mostly level except where it climbs up to and descends from Oroville Dam, where it gains about 700 feet in under 2 miles. The bulk of the Trail is gravel service roads that surround the Diversion Pool (Foothills), Forebay and Afterbay (Valley), except for an approximate half-mile segment between the Veterans Memorial and the Nature Center.

The proposed project is intended to modify this unimproved portion of the Brad Freeman Trail along the Feather River and would finish the path under the Green Bridge adjacent to Table Mountain Blvd and connect to the trail that leads to the Nature Center, Fish Ladder and Diversion Pool.

The project has been designed by Melton Design and Engineering with environmental work completed by Northstar Engineering (See Appendix B). Most of the preliminary work has already been finished, with only a few minor permits to obtain, otherwise the project is shovel ready. Please note that the expenses for the previous work have been funded by prior SBF contributions.

The component parts of the Project are as follows:

1. Update or otherwise refresh environmental permits: \$4,510

This amount includes \$4,460 for a Streambed Alteration Permit from the State along with \$50 to file the Notice of Exemption with the County.

2. Construction Management: \$15,000

This amount is for Melton Design Group's assistance with managing the project.

3. Construction (Lake Oroville State Parks Maintenance crew (force account)): \$181,250

Estimate of costs for utilization of State Parks Maintenance crew from Lake Oroville force account labor and equipment.

4. Items Not in State Parks Proposal: \$60,000

This amount provides interpretive signage at the overlooks, ADA parking, benches and other miscellaneous items not included in State Parks proposal.

EXHIBIT B STANDARD PROVISIONS

AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties. No oral understanding or agreement not incorporated in the agreement is binding on either party.

ASSIGNMENT: This Agreement is not assignable by Grantee either in whole or in part. Any attempted assignment shall be void.

AUDIT: City shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Grantee agrees to allow City's auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of City to audit records and interview staff in any subcontract related to performance of this Agreement.

INDEMNIFICATION: Grantee agrees to indemnify, defend and save harmless City, its officers, agents and employees from any and all liability, lawsuits, claims and losses or costs, including attorney's fees, resulting from the actions, negligence or omissions of Grantee, its officers, employees, agents, contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with this Agreement.

DISPUTES: Grantee shall continue with the responsibilities under this Agreement during any dispute with the City.

TERMINATION FOR CAUSE: The City may terminate this Agreement and be relieved of any payments to Grantee if the Grantee fails to perform the requirements of this Agreement at the time and in the manner herein provided.

INDEPENDENT CONTRACTOR: In carrying out this Agreement, Grantee and its agents, employees, and contractors shall act as independent contractors and not as officers, employees or agents of the City.

TIMELINESS: Time is of the essence in this Agreement.

GOVERNING LAW: This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.

UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, the parties agree that all other provisions of this Agreement shall continue in full force and effect.

COMPLIANCE WITH LAWS: Grantee shall be responsible for all environmental compliance for the Project.

Grantee shall observe and comply with all federal, state, city, and county laws, rules or regulations applicable to the Project, including, without limitation, storm water pollution prevention plan laws, public bidding laws, California Government Code Section 4450 et seq. relating to disability access laws, Americans with Disabilities Act (ADA), and California Labor Code sections 1720 et seq. requiring the payment of prevailing wage rates. Any work done that does not comply with any laws, rules or regulations shall be remedied solely at the Grantee's expense.

NOTICE OF DEFAULT: Subject to any extension of time permitted by this Agreement, a failure or delay by Grantee or City to perform any material term or provision of this Agreement constitutes a material default of this Agreement. In the event of a material

default of this Agreement by Grantee or City, either party shall give written notice to the other party of such default specifying the details of the default.

CURE AND REMEDIES: In the event Grantee or City fails to perform any material obligation as set forth in this Agreement, that party shall be in default of this Agreement. In the event that Grantee or City receives written notice of default from the other party, thereafter, that party shall have thirty (30) days within which to cure such default to the reasonable satisfaction of the other party. If the default is not cured within thirty (30) days, Grantee and City shall submit the default to nonbinding mediation. Within thirty (30) days, Grantee and City shall mutually select a disinterested third person with some professional experience related to the subject matter of the default as mediator, and commence mediation. If mediation fails to resolve the default within fifteen (15) days, the non-defaulting party may elect to terminate this Agreement.

UNAVOIDABLE DELAYS: Neither Grantee nor City shall be considered in breach or default in its obligations, nor shall there be deemed a failure to satisfy conditions, with respect to the beginning or completion of obligations under this Agreement, or progress with respect thereto, in the event of “unavoidable delay” in the performance of such obligations, or satisfaction of such conditions, due to unforeseeable causes beyond its control and without its fault or negligence, including, but not limited to, acts of God or of the public enemy, acts of government agencies, acts of other parties, fires, floods, drought, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather or delays of subcontractors due to such causes; it being the purpose and intent of this provision that in the event of the occurrence of any such unavoidable delay, the time or times for the satisfaction of conditions to this Agreement shall be extended for the period of the unavoidable delay.

**EXHIBIT C
WORKPLAN AND BUDGET**

Workplan and budget to be developed by California State Parks and provided prior to start of project. The provided workplan and budget will be included in this agreement.

**EXHIBIT D
PAYMENT REQUEST TRANSMITTAL
SBF GRANT APPROVED 01/16/2019
NOT TO EXCEED \$260,760.00**

Submit at: Completion or as a progress payment request

Date:

To: City of Oroville
SBF Fund Administrator
1735 Montgomery Street
Oroville, CA 95965

From: Feather River Recreation & Park District
Randy Murphy
1875 Feather River Blvd.
Oroville, CA 95966

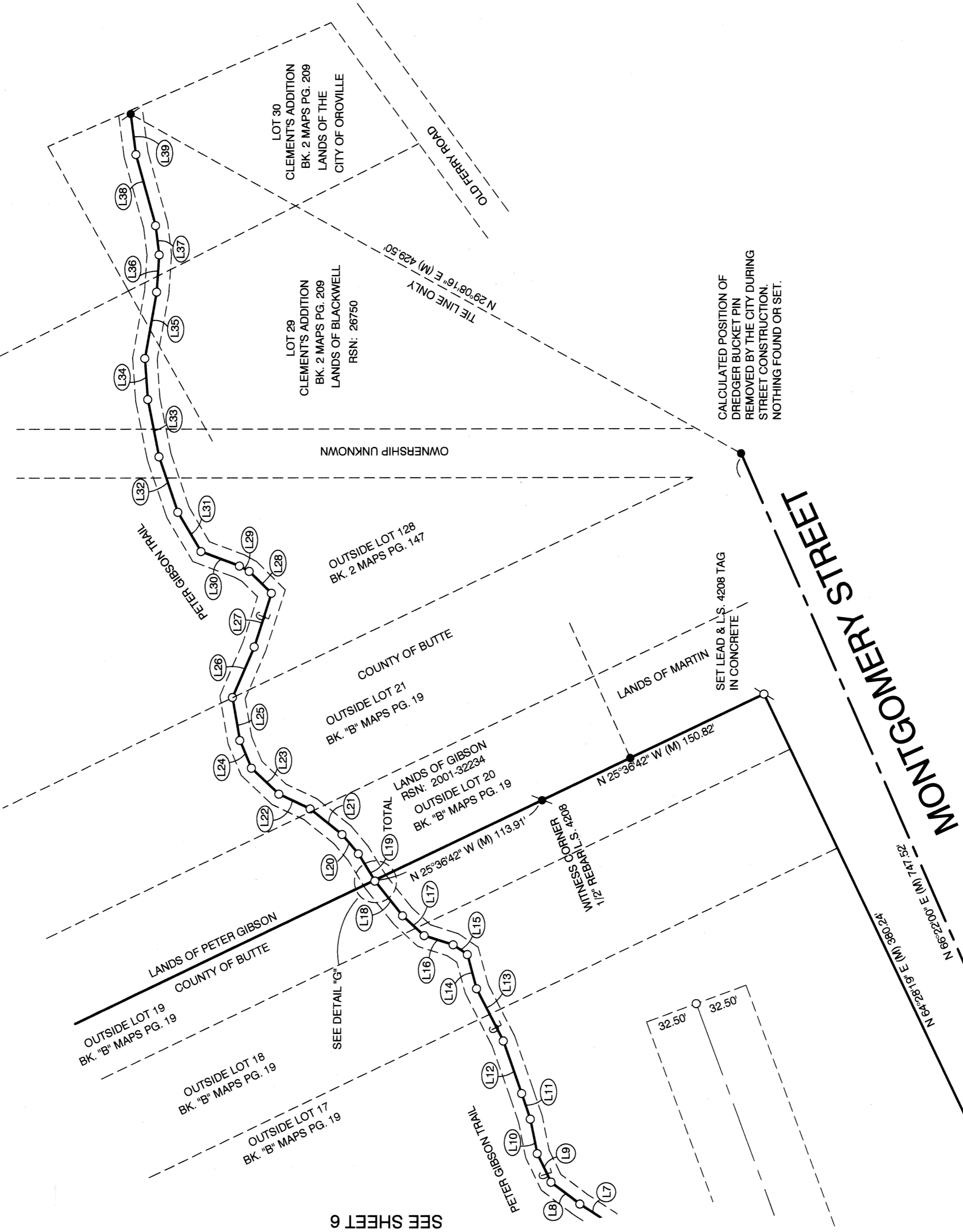
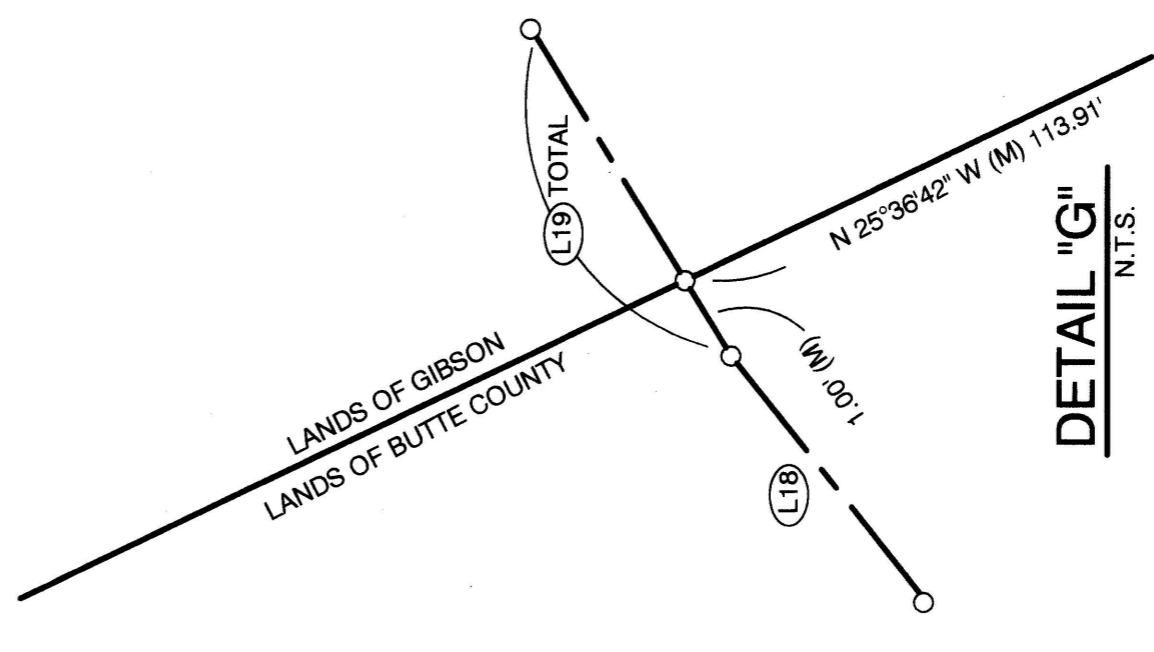
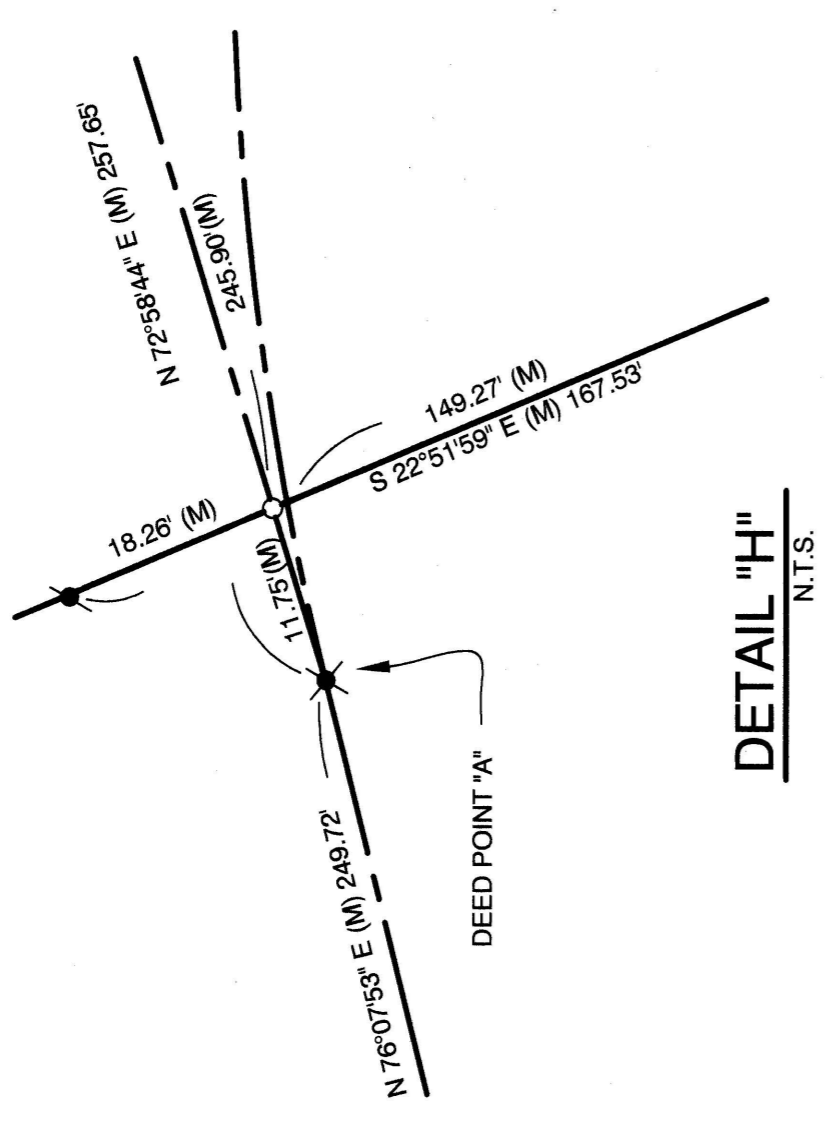
Subject: Request for Reimbursement

Project: Environmental Permits, Construction Management, Construction, etc.

Amount Requested: \$

Summary of Reimbursement Request:

(The summary should include progress, to date and any or all applicable invoices, canceled checks to substantiate the reimbursement request)



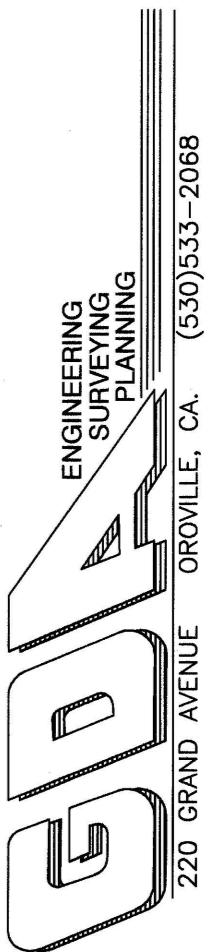
SEE SHEET 6

RECORD OF SURVEY

PORTIONS OF OUTSIDE LOTS 17 THROUGH 19, "OROVILLE, FROM ACCURATE SURVEY BY WM. EDMUNDS", BOOK "B" MAPS PAGE 19, LYING IN SECTION 8, T19N, R4E, M.D.M., CITY OF OROVILLE, BUTTE COUNTY, CALIFORNIA.

FOR
COUNTY OF BUTTE

SHEET 7 OF 7



F:\Land Desktop 2009\08074\dwg\08074RDS.dwg 9/8/2009 11:48:05 AM PDT

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

FROM: JORDAN DALEY, SBF PROGRAM SPECIALIST

RE: SBF UPDATE (JANUARY, FEBRUARY, MARCH 2019)

DATE: APRIL 24, 2019

1. SBF FINANCIAL SUMMARY

The SBF currently has \$3,124,632.59 on deposit with the City of Oroville and \$235,000.00 with DWR. Commitments of \$1,938,235.68 leaving \$473,373.85 as a reserve. A spreadsheet detailing NOFA's, Administrative Grants, Matching Funds, and Administrative Expenses is attached.

2. SBF PROGRAM SPECIALIST SUMMARY OF ACTIVITIES:

- **January 2019:** Marciniak Consulting Services continues to provide part time training to the SBF Program Specialist position. Two meetings were held in January on the 16th and 23rd regarding the 2018 NOFA. Three Marketing/Community Benefit Fund applications were funded totaling \$91,500. Four Project Fund applications were funded totaling \$1,741,358. There is a remaining balance of \$697,142 from the \$2,530,000 2018 NOFA.
- **February 2019:** Marciniak Consulting Services continues to provide part time training to the SBF Program Specialist position. The seven applicants who received funding from the 2018 NOFA received their SBF Contract Agreements. Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence & email.
- **March 2019:** Marciniak Consulting Services has changed to one day a week training to the SBF Program Specialist position. Still waiting on signed Agreements from two of the 2018 NOFA applicants. Finalized the edits on the Feather River Conceptual Plan, plan to print copies for each SBF Committee and Advisory Member. Steering Committee Quarterly Meeting Preparation.
- Feather River Conceptual Plan- Completed and printed. SBF Steering Committee and Advisors should use this along with the RFSP to guide and manage the Supplemental Benefits Fund.

3. AD HOC COMMITTEE UPDATES:

- **Update:** ad Hoc Feather River Conceptual Plan: No recent committee meeting.
- **Update:** ad Hoc Aquatic Committee: No recent committee meeting.
- **Update:** ad Hoc Safety Patrol Committee: No recent committee meeting.

23rd Annual 2018 Oroville Parade of Lights Final Report

By Ray Laager, Upstate Community Enhancement Foundation

Jan. 14, 2019

The Oroville Holiday Parade of Lights is an Oroville Downtown Business Association event. UCEF acts as Event Coordinator to assist the ODBA.

The 23rd Annual Oroville Parade of Lights was held on Saturday, Dec. 8, 2018. The Camp Fire, which began on November 8, greatly impacted the event in regards to overall attendance and number of Parade entries. The event was in limbo for a few weeks, as firefighting activity and fire evacuees took priority over the event. On November 27 the committee decided to go ahead and hold the Parade, as the fire situation became more manageable. Due to this devastating disaster comparisons to past events will not be include in the report, as they are not relevant considering the circumstances.

This year's theme was "Fairytale Christmas", however it was changed to "Holidays Together", to show respect for the Camp Fire victims. A total of five meetings were held: 10/11, 11/20, 11/27, 12/4 and 12/12. All meetings are held at 8:15 a.m. in the Fireside Room at the Oroville City Hall. The Oroville Downtown Business Association created an updated 2018 logo for the event that is being used on all material and branding.

This year there were 45 individual Parade entries. All but three registered entries were made on-line, streamlining the process for the ODBA. The attendance was estimated at over 6,000 attendees and participants. The weather for the Parade was perfect; clear and 58 degrees at sunset and into the lows 50's by the Parade conclusion at approximately 6:45pm.

The Oro Dam Cruisers did an outstanding job organizing and coordinating the line-up at the Staging Area and kept the Parade moving well. Once again, we did however have a number of incidents involving rude and abusive behavior by some of the participants and public. For this reason the Oro Dam Cruisers will not be participating in this event in 2019.

The ODBA hired an Event Coordinator and two assistances which greatly helped in the Check-In process and overall flow of the event. They also provided the event Entry Line-Up, and scripts for the MC and Judges, which were done in an easy-to-read, organized manner. The City of Oroville provided 10 "Walkie Talkie", which greatly increased communication, creating a safer and more cooperative event and safety vests for the Oro Dam Cruisers. Safety Sheet Handouts were also provided to all Parade entries encouraging them to follow the rules and make safety the main concern.

The Parade moved along well, which lasted about 45 minutes and there were no other reported incidents or major problem. O.A.R.S. did an outstanding job keeping all parties informed and is essential in public safety and crowd control. There were only a few "Pirate" vendors but caused no major problems. There was very little candy throwing from the entries this year, with no problems reported. The Northwest Lineman College provided 40 volunteers

which assisted in the Street Closure, acted as Block Monitors and cleaned-up the area. The Oroville Inn was used as the Staging Area for the Lineman, which worked out well. The Exchange Club and Jordan's Crossing also provided assistance with the Street Closure and are greatly appreciated. S.T.A.R.S. provided 8 volunteers in 4 cars, which are very important in maintaining a safe environment. O.A.R.S. was present and provided radio communication for the event and once again did a wonderful job, with no incidents reported. Trash and recycling services were provided by Recology and the Dept. Of Water Resources provided toilets for this year's event. The participation of these organizations is paramount to the success of the event.

Minutes of the meetings are taken by the Event Coordinator and sent out by email to the members of the committee and to those who attend the meetings or request the minutes. The minutes in their entirety are in the Parade of Lights electronic folder for review. The Parade route was the same as in 2014 - designed by Chief La Grone. The Grand Marshalls for this year's Parade was Russ Fowler from Cal Fire.

2018 Media Report

Copies of all ads, commercial and promotional material are available in the electronic P of L File.

As the Event Coordinator, we photographed the event for future promotion and advertising. We also arranged media interviews including a spot on the 'News at Noon', created an advertising budget, contacts and contracts, provided photographic editing services, created a 15-second TV commercial, a radio ad, updated applications for organizations requesting assistance, maintained the Facebook page and created a flier for the event. The 'Parade of Lights' Facebook page has accumulated 2,666 'likes' to date. 16 posts were created for Facebook, leading up to the event. All videos, footage and photos are available for use by the City, Chamber, ODBA or organizations requesting the material. The ODBA hired a videographer and created a video of the event for posting on their website and Facebook Page.

In-kind Sponsorship

City Of Oroville, Infrastructure (Fire, Street Cleaning, Mgmt. Services, etc.)	\$5,212.00
Recology, Trash Service	\$540.00
Oroville Chamber of Commerce	\$500.00
KHSL Channel 12	\$250.00
DWR, Toilets	\$750.00
Enterprise Record	\$250.00
NSPR Radio	\$100.00
KZFR Community Radio	\$100.00
CN&R	\$75.00

Total In-Kind Sponsorship	\$7,777.00
<u>Cash Sponsorship</u>	
Oroville Inn	\$1,000.00
Oroville Hospital	\$500.00
Taco Bell	\$500.00
Holiday Inn	\$500.00
Total Cash Sponsorship	\$2,500.00
2018 TOTAL SPONSORSHIP, Cash & In-Kind	\$10,277.00
<i>2017 Total Sponsorship</i>	<i>\$9,442.50</i>
<u>Expenses</u>	
CN&R, print ad - Pd., 12/12/18 Ck. # 3352	\$275.00
Brett Johnson, PA system - Pd., 12/12/18 Ck. # 3351	\$150.00
ER / OMN, print ads – Pd. 12/4/18 Ck. # 3343	\$265.00
KHSL, TV ads - Pd. 12/3/18 Ck. # 3341	\$250.00
NSPR, Radio ads – Pd. 12/17/18 Ck. # 3353	\$100.00
KZFR, Radio ads - Pd. 11/27/18 Ck. # 3304	\$50.00
Northwest Lineman College, donation – Pd. 12/20/18 Ck. # 3355	\$200.00
Fed Ex., printing - Pd. (Ray CC, reim.) 12/3/18 Ck. # 3342	\$281.79
Supplies/Pizza	
Pd. by Ray w/ credit card; tape, caution tape, lights - \$97.94	
Pd. By Ray w/ cash Pizza for Lineman - \$80.00	
Total \$177.94 – Pd. 12/18 Ck. # 3354	\$177.94
ODBA Salmon Festival Booths – Pd. 1/14/19 Ck.# 3359	\$500.00
P of L Payout to ODBA – Pd. 1/14/19 Ck.# 3360	\$250.27
Total	\$2,500.00
Remaining Balance	0

Event Coordinators Report

The overall event went well, and the event provided a nice distraction from the devastation of the Camp Fire. The weather was perfect and the estimated attendance was over 6,000.

Cooperation and coordination between the Oroville Dam Cruisers, STARS, the Northwest Lineman Collage volunteers, OARS, The Exchange Club, community volunteers and the ODBA worked well to secure the area, closing the streets and conduct the Parade. The new addition of “Walkie Talkies” was a big help, as was the ODBA hired assistance. The Parade Review Stand, hosted by the Oroville Chamber of Commerce went well, as did the Judging Stand. No incidents were reported. The pace of the Parade flowed smoothly and the attendees seemed to all enjoy themselves. There were a large number of children and families at the Parade.

Printing of event fliers with the Parade Map and, the newly created safety flier, helped with confusion and Public Safety. Additional barricades and ‘caution tape’ helped control crowds and keep people out of the street. The feedback from the general public the event was very positive.

This is a heartwarming, wonderful event and creates a sense of pride for not just Oroville, but for all those that attend. This year’s entries did an excellent job decorating their floats and everyone seemed to enjoy themselves. There were a large number of families and children, which always make it an even more special event. We will continue to resolve any issues and strive to improve the event in 2019.

What went right for 2018

~ New online registration worked well.

~ New deadline worked well.

~ New logo and branding looks great.

~ Coordination with the Oro Dam Cruisers, Linemen’s College, STARS, OARS, The Exchange Club, Jordan’s Crossing and community volunteers.

~ Improved communication with “Walkie Talkies” and the ODBA Event Coordinator and Assistants.

~ Sponsorship came in strong creating a surplus of funds.

What went wrong for 2018

~ To many vehicles entering the levee during the Staging of the event. .

~ Delay in Street Closure due to another event the City was involved in.

Recommendations for 2019

~ Move Marching Band drop-off closer to the Parade Start.

- ~ Drop barricades off at 2:00 and distributes them to all street Closure locations by 3. Have all Street Closure crews in place at 4:45 and ready to close the Streets at 5 sharp.
- ~ Close the levee in all directions at 3pm.
- ~ Add “Category Entry” classification to the script and Parade Line-up Spreadsheet for the MC’s and Judges.
- ~ Replace the “Trailer Stage” with an actual Stage (it’s easier on the city and takes up less space. This may also be a public safety issue as well).
- ~ If possible add a second “Gator” of Golf Cart for use on the levee during the Staging process.
- ~ Have a designated person to photograph each float as they enter the Parade for Facebook and award notification.
- ~ Possibly change the Parade Route to turn left at Montgomery and back into the downtown.
- ~ Locate a bathroom at the Radio Tower on the levee.
- ~ Have Marching Band follow closer to eliminate gaps in the Parade.
- ~ Coordinate a “countdown” at the Parade start with the Chamber review stand MC’s to add excitement to the start of the event.
- ~ Street Closure signs need to be up by 3pm on the Thursday before the event.
- ~ Add whose job is what, to the phone list.
- ~ Separate “drop-off” area for the children on the floats so they do not enter the levee, perhaps Parking Lot A, if available.
- ~ Better communication with the Parade Entries on where to park, drop off the children participating in the Parade and how to behave. Patience is needed to ensure public safety for all.
- ~ Have a representative from the ODBA at check-in, who is familiar with the entries and to possibly collect money of any late entries.
- ~ Randy M. - have someone located at the State Theater to maintain the 100 ft. buffer between entries and to add phonetic pronunciation to the participant entry



1789 Montgomery Street | Oroville, CA 95965 | 530-538-2542 | orovillechamber.com

SBF Quarterly Report

2018 Supplemental Benefits Fund Grant

Agreement #3243

This report serves as an update and invitation for feedback around the work performed for the 2018 SBF Grant awarded to the Oroville Area Chamber of Commerce for the purpose of promotion of the Oroville Area to visitors.

Report Period: October 1, 2018 to December 31, 2018

The proposed scope of work includes the following: Billboards, Digital Advertising, Website, Interactive Storymaps, Vlog, Animated Infographics or Graphics, Social Media, Drip Email Marketing, and Visitor Service. This report provides an overview with selected specifics of completed work, current progress, and future implementations for each area of work.

Report Highlights:

Website

Over 9,000 Pageviews for tourism related content. The Visit Oroville webpage has launched on the Oroville Chamber website.

Visitor Services

Over 350 phone calls and walk-ins with over 100 visitor bags and visitor brochures distributed.

Social Media

Over 11,000 individual views on tourism related social media posts.

Website:

Visit Oroville Webpage

The Visit Oroville webpage features outdoor activities, farms and wines, places to visit in town, and signature events. Two of the signature events featured from this past quarter were the Tree Lighting and the Annual Parade of Lights.

The Oroville Chamber website has brought in over 9,000 pageviews for tourism related content through the blog posts featured below.

(The images below show the image and title of each blog post. You can read the full posts at OrovilleChamber.com.)

CELEBRATE HARVEST & HALLOWEEN IN OROVILLE



PAPACITO'S MEXICAN GRILL & CANTINA



TONG FONG LOW



SAFIRE



FEATHER FALLS BREWERY



FEATHER FALLS CASINO AND LODGE



PURPLE LINE URBAN WINERY



GREY FOX VINEYARDS



TRI-L MANDARIN RANCH



CHINESE TEMPLE & GARDEN



BOLT'S TOOL MUSEUM



CELEBRATE HARVEST AND HALLOWEEN IN OROVILLE PART 2



THE CHAMBER ELVES ARE BACK!



THE 23RD ANNUAL OROVILLE PARADE OF LIGHTS • DEC. 8 AT 6PM



RIVERSIDE COTTAGE



BUDGET INN



TACO BELL



TABLETOP RESTAURANT & CATERING



SHAKEY'S PIZZA



PAPA MURPHY'S PIZZA



MOUNTAIN MIKES PIZZA



FOSTERS FREEZE



DUTCH BROS



CASA VIEJA



YOVILLE YOGURT



City	Users
1) Oroville	1,179
2) Sacramento	849
3) Chico	503
4) San Francisco	364
5) San Jose	175
6) Ashburn	169
7) Paradise	143
8) Yuba City	132
9) Los Angeles	122
10) Denver	122

(The above table shows the top 10 cities that visit our website, and how many individuals visited from each city over the past three months.)

Upcoming Visit Oroville Webpage

There are plans for more blog posts to be created in the upcoming months that will feature our museums, local entertainment opportunities, and recreation. The most substantial upcoming campaign will be on the Wildflower Festival in April and Table Mountain.

Social Media:

The Oroville Chamber's social media platforms drive traffic to our website. 300 individual website users came to our website through social media. Our Facebook and Instagram pages offer a platform that gains us a farther tourism-related reach. We have gained 102 new Facebook followers in the last three months bringing the total to 1,611. We have also gained 53 followers on Instagram bringing the total to 289.

Post	Impressions	Engagements
Fall in Love With Oroville Getaway Event	1,400	104
Chamber Elf Contest	1,330	93
Oroville State Theatre Free Movie Event	595	28
Live Video of Tree Lighting	511	19
Bolt's Antique Tool Museum Promo	327	2
Parade of Lights Coming Soon	312	4

(The table above gives some examples of Facebook posts from the last three months aimed at bringing in visitors to the Oroville Area.)

(The images below show the Facebook posts from the last three months. To view them all check out our Facebook page at @OrovilleChamberCa.)

Sierra Oro Farm Trail Passport Weekend
 SUN, OCT 7, 2018
 Sierra Oro Farm Trail Oroville, CA
 Party 308 people

185 People Reached 6 Engagements

Fall in Love with Oroville
 An Unforgettable Weekend Getaway Experience
 VISIT fallintovewithoroville.com

FALLINLOVEWITHOROVILLE.COM
Fall in Love with Oroville • An Unforgettable Weekend Getaway Experience - Nov 3-4, 2018

1,400 People Reached 104 Engagements [Boost Post](#)

Oroville Area Chamber of Commerce shared an event
October 19, 2018

If you're looking for something fun to do on a Friday night head to Omega Nu's Masquerade Bunco! Click the event below to learn more.

Omega Nu presents



FRI OCT 19, 2018

Omega Nu's Masquerade Bunco

1335 Myers St, Oroville, CA 95963-4927, United States

★ Interested

Shared to Oroville Current Events

132

People Reached

4

Engagements

Oroville Area Chamber of Commerce
October 20, 2018

We want to share all the amazing events happening over the next week. First event is today, so click the link to learn more!
<https://www.oroillechamber.com/> /celebrate-harvest-hallow



OROVILLECHAMBER.COM

Celebrate Harvest & Halloween in Oroville • Oroville Area Chamber of Commerce

281

People Reached

7

Engagements

Boost Post

Oroville Area Chamber of Commerce shared a post
October 25, 2018

Registration is now open for the Parade of Lights!



Visit Downtown Oroville

October 24, 2018

Registration is OPEN! Make this Holiday Season extra special and be a part of the Downtown Oroville Parade of Lights! <https://www.oroilledba.com/> /2018-downtown-oroville-parade

65

People Reached

4

Engagements

Oroville Area Chamber of Commerce
October 27, 2018

There are plenty of events happening today in Oroville! Click the link below to learn more
<https://www.oroillechamber.com/> /celebrate-harvest-and-ha



OROVILLECHAMBER.COM

Celebrate Harvest and Halloween in Oroville Part 2 • Oroville Area Chamber of Commerce

174

People Reached

5

Engagements

Boost Post

Oroville Area Chamber of Commerce
November 1, 2018

Communications Coordinator, Amber Marron, and her daughter went to the Feather River Recreation & Park District's Halloween Trick-or-Treat yesterday! They had their amazing gym decorated and candy for trick-or-treaters throughout the facility. General Manager, Randy Murphy was the best magician leading the event.



238
People Reached

28
Engagements

Boost Post

Oroville Area Chamber of Commerce
November 21, 2018

Historic Oroville State Theatre will be hosting a FREE movie event on December 1!



Oroville Area Chamber of Commerce
November 26, 2018

Head to Downtown Oroville this Saturday for a variety of holiday events. We will be there to raffle off some amazing prizes!
<https://www.oroilcedba.com/holiday-events/>



www.oroilcedba.com
Downtown Oroville Holiday Events - ODBA

Our hearts go out to those affected by the Camp Fire. Thank you to the heroic firefighters, first responders, and volunteers who have been

174
People Reached

15
Engagements

Boost Post

Oroville Area Chamber of Commerce
November 28, 2018

Enter our Chamber Elf Contest below!
<https://www.oroilcedba.com/> /the-chamber-elves-are-back



1,330
People Reached

93
Engagements

Boost Post

Oroville Area Chamber of Commerce shared an event
November 30, 2018

There will be plenty to do in Historic Downtown Oroville! The Downtown Oroville Riverfront District. Visit Downtown Oroville and we will be having a Christmas Preview, Tree Lighting, and raffle. Click below to learn more!

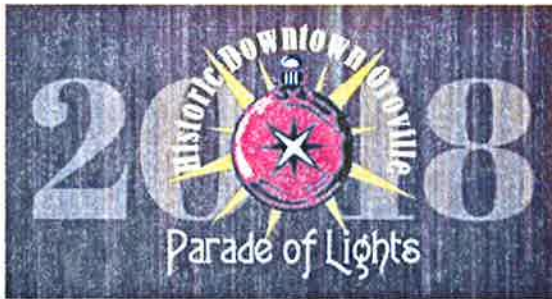


SAT DEC 1, 2018
Christmas Preview & Holiday Tree Lighting
Visit Downtown Oroville, Oroville, CA
205 Catherine, Rachel and 14 friends

171 People Reached 2 Engagements

Oroville Area Chamber of Commerce shared an event
December 1, 2018

The Parade of Lights is only one week away! Join us and celebrate the holidays together
<https://www.facebook.com/events/1848237928564282/>



SAT DEC 8, 2018
Downtown Oroville Parade of Lights
Visit Downtown Oroville, Oroville, CA
Theodore, Catherine and 34 friends

312 People Reached 10 Engagements

Oroville Area Chamber of Commerce shared an event
December 5, 2018

We still have tickets available for this wonderful event put on by the The Oroville Optimist Club!



MON DEC 31, 2018
New York New Years
Feather Falls Casino & Lodge - Oroville, CA
266 Catherine and 43 friends like this place

125 People Reached 4 Engagements

Oroville Area Chamber of Commerce shared a post
December 3, 2018



Butte Aerial Imaging Visit Downtown Oroville
December 4, 2018

Here is a short video from the Tree Lighting in Downtown Oroville. It was a great event and Downtown always looks beautiful this time of year! Go check it out! and remember to shop Downtown this Holiday Season!

271 People Reached 22 Engagements

Bolt's Antique Tool Museum received over 1 million visits on their website in 2018! Make sure to check out their monthly Saturday talks in 2019.

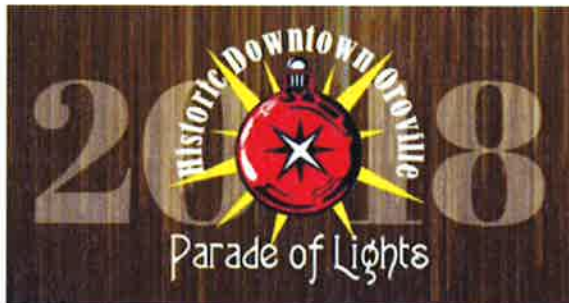
327
People Reached

4
Engagements

Boost Post

 **Oroville Area Chamber of Commerce** shared an event
December 7, 2018

We will be announcing the Parade of Lights tomorrow at 6 pm from the Oroville Chamber office!



SAT DEC 8, 2018

Downtown Oroville Parade of Lights

Visit Downtown Oroville - Oroville, CA

 Theodore, Catherine and 34 friends

✓ Going ▾

343
People Reached

2
Engagements

 **Oroville Area Chamber of Commerce** shared a post
December 13, 2018

Congratulations to the Parade of Lights winner! Everyone created such beautiful floats, it must have been a hard choice for the judges



Visit Downtown Oroville

December 12, 2018

CONGRATULATIONS and Thank You to everyone who entered and participated in this year's parade, you are all WINNERS!

Below is a list of the participants that also
[See More](#)

164
People Reached

15
Engagements

Oroville Area Chamber of Commerce shared an event
December 18, 2018
Oroville Gentle Dentistry will be having free photos with Santa tomorrow!



WED, DEC 19, 2018
Photos with Santa
Oroville Gentle Dentistry - Oroville, CA
★ Interested
Fern and 3 friends like this place

141 People Reached
13 Engagements

Oroville Area Chamber of Commerce shared an event
December 19, 2018
This event is coming up fast! We will have tickets available at the Chamber lobby until Friday



MON, DEC 24, 2018
New York New Years
Feather Falls Casino & Lodge - Oroville, CA
★ Interested
Catherine and 43 friends like this place

171 People Reached
5 Engagements



Billboards:

We have displayed several billboards over the last three months for tourism specific information and events. The billboards are shown below.



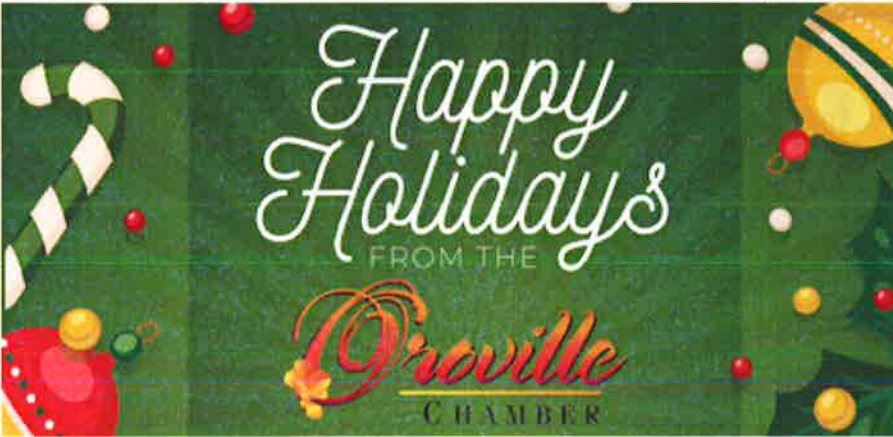
TO ALL FIRST RESPONDERS
THANK YOU
WE OWE YOU OUR GRATITUDE AND DEEPEST RESPECT
#CAMPFIRE 

**DOWNTOWN OROVILLE
TREE LIGHTING**
December 1st • 5 pm
Union Square
 


HISTORIC DOWNTOWN OROVILLE

Parade of Lights
DEC 08 6 PM




MORNING NATURE WALKS
- now at the -
**LAKE OROVILLE
VISITOR CENTER**



*Happy
Holidays*
FROM THE
Oroville
CHAMBER



SHOP
Down town
Keep it local this Xmas!

**I'LL SEE
YOU
THERE**

HURRY UP!

Oroville **JUST A FEW DAYS LEFT!**



Visitor Services:

The Oroville Chamber office continues to stay open as the Visitor Center Monday thru Friday from 9:00 am to 3:00 pm. Over the last three months we have had over 350 phone calls and walk-ins. We have distributed over 100 visitor bags and brochures. Events (Fireworks at the Forebay, Salmon Festival) and local information (restaurants, places of interest, lodging) have been a been the most requested information visitor information.