



OROVILLE CITY COUNCIL

Council Chambers
1735 Montgomery Street
Regular Meeting

JUNE 17, 2014
CLOSED SESSION 5:00 P.M.
OPEN SESSION 6:00 P.M.
AGENDA

Oroville - California's best opportunity for a safe and diverse quality of life.

CLOSED SESSION (5:00 P.M.)

ROLL CALL

Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox, Mayor Dahlmeier

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

RECONVENE TO OPEN SESSION

OPEN SESSION (6:00 P.M.)

PLEDGE OF ALLEGIANCE

PROCLAMATION / PRESENTATION

A Proclamation recognizing *June 22 – 28, 2014* as *Amateur Radio Week*.

A Proclamation recognizing *St. Thomas the Apostle Parish School and students* for achieving their goals in the *2013-2014 'Accelerated Reader Program'*.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

This is the time the Mayor will invite anyone in the audience wishing to address the Council on a matter that is on the agenda to state your name and the agenda item on which you wish to speak. 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, Council and/or staff may respond to your comments

or questions. **Presentations are limited to three minutes per person.** Under Government Code Section 54954.3 the time allotted for presentations may be limited.

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE JUNE 3, 2014 REGULAR MEETINGS OF THE OROVILLE CITY COUNCIL** – minutes attached

2. **2014 CALHOME GRANT PROGRAM APPLICATION** – staff report

The Council may consider the submission of a grant application to the State Department of Housing and Community Development for CalHome Program funds. **(Pat Clark, Director of Business Assistance and Housing Development)**

Council Action Requested: **Adopt Resolution No. 8220 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING, ANY AMENDMENTS THERETO, AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM.**

3. **REGULATIONS FOR DISTRIBUTIVE ANTENNA SYSTEMS** – staff report

The Council may consider amendments to Section 26-04.020 of the Oroville Municipal Code and adding Section 26-16.175 for the purpose of specifying the City's regulations for Distributed Antenna Systems as an alternative telecommunications technology within the City of Oroville. **(Donald Rust, Director of Community Development and Luis Topete, Associate Planner)**

Council Action Requested: **Waive the second reading and adopt by title only, Ordinance No. 1805 – AN ORDINANCE OF THE OROVILLE CITY COUNCIL AMENDING CHAPTER 26 OF THE OROVILLE MUNICIPAL CODE FOR THE PURPOSE OF SPECIFYING CITY REGULATIONS REGARDING DISTRIBUTIVE ANTENNA SYSTEMS IN THE CITY RIGHT OF WAY.**

4. **ACCEPTANCE OF DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL GRANT ASSISTANCE PROGRAM FUNDING** – staff report

The Council may consider accepting the Department of Alcoholic Beverage Control Grant Assistance Program funding, in the amount of \$32,045, to fund overtime activities to address alcohol related crimes and ensure compliance with the ABC Act. **(Bill LaGrone, Director of Public Safety)**

Council Action Requested: **Adopt Resolution No. 8221 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT, INCLUDING ANY EXTENSIONS OR AMENDMENTS THEREOF AND ANY SUBSEQUENT CONTRACT WITH THE STATE IN RELATION THERETO.**

5. **NEWSLETTER CONGRATULATING THE OROVILLE CITY COUNCIL FOR ITS CLASSIFICATION OF E-CIGARETTES AS A TOBACCO PRODUCT** – staff report

The Council will receive and update on a newsletter released by the Butte County Public Health Department which congratulates the Oroville City Council in protecting the health of our youth by redefining electronic cigarettes as tobacco products in the recently adopted Tobacco Retail Policy. **(Donald Rust, Director of Community Development and Luis Topete, Associate Planner)**

Council Action Requested: **None.**

6. PROPOSED ARTWORK ONTO A PACIFIC GAS AND ELECTRIC COMPANY CABINET – staff report

The Council will receive a report regarding a proposed art project to paint a Pacific Gas & Electric Company cabinet at the north end of Grand Avenue, just east of Wildflower Terrace. (**Donald Rust, Director of Community Development and Luis Topete, Associate Planner**)

Council Action Requested: **Approve the placement of the proposed artwork onto a Pacific Gas & Electric Company cabinet at the north end of Grand Avenue, just east of Wildflower Terrace.**

7. AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH BOB THOMASTON DBA: LA PETITE GALLERIE – 1461 AND 165 MYERS STREET – staff report

The Council may consider an amendment to the Commercial Lease Agreement with Bob Thomaston dba: La Petite Gallerie, located at 1461 and 1465 Myers Street, Oroville. (**Donald Rust, Director of Community Development**)

Council Action Requested: **Adopt Resolution No. 8222 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH BOB THOMASTON DBA: LA PETITE GALLERIE, FOR OFFICE SPACE LOCATED AT 1461 MYERS STREET, SUITE 2 AND 1465 MYERS STREET, SUITE 3, OROVILLE – (Agreement No. 3017-2).**

8. STANDARD INTERAGENCY AGREEMENT FOR WITH REGIONAL GOVERNMENT SERVICES FOR RECRUITMENT OF FINANCE DIRECTOR – staff report

The Council may consider a Standard Interagency Agreement (Agreement) with Regional Government Services (RGS), in an amount not-to-exceed \$15,000, for services and related expenses associated with the recruitment for a new Finance Director. (**Randy Murphy, City Administrator**)

Council Action Requested: **Adopt Resolution No. 8223 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A STANDARD INTERAGENCY AGREEMENT WITH REGIONAL GOVERNMENT SERVICES, IN AN AMOUNT NOT TO EXCEED \$15,000, FOR RECRUITMENT SERVICES AND RELATED EXPENSES – (Agreement No. 3068).**

9. ACCEPTANCE AND APPROPRIATION OF INDIAN GAMING GRANT FUNDS FOR THE OROVILLE PUBLIC SAFETY DEPARTMENT – staff report

The Council may consider the acceptance and appropriation of Indian Gaming Local Community Benefit Committee funds in the amount of \$97,130 for the Oroville Public Safety Department. (**Bill LaGrone, Director of Public Safety**)

Council Action Requested:

- 1. Accept the Indian Gaming Local Community Benefit Committee grant funds in the amount of \$97,130 for the Oroville Public Safety Department.**
- 2. Direct staff to reflect the Indian Gaming Local Community Benefit Committee grant funds, in the amount of \$97,130, to the fiscal year 2015 budget as proposed for adoption at the July 1, 2014 regular City Council meeting.**

PUBLIC HEARINGS – None

REGULAR BUSINESS

10. REINSTATEMENT OF THE PROGRAM ANALYST I POSITION AND MODIFICATION TO THE JOB DESCRIPTION AND SALARY INCREASE FOR MANAGEMENT ANALYST III POSITION – staff report

The Council may consider the reinstatement of the Program Analyst I position and increasing the salary range and a new job description for the Management Analyst III position. **(Pat Clark, Director of Business Assistance and Housing Development) (Continued from June 3, 2014)**

Council Action Requested:

- 1. Approve the Reinstatement of the Program Analyst I position and approve time this individual spent in Step F count in the current classification as time served towards the next step increase (Longevity Step G) in the new classification.**
- 2. Approve the salary increase and new job description for the Management Analyst III position and approve time this individual spent in Step G classification as time served towards the next step increase (Longevity Step G) in the new classification.**
- 3. Direct staff to reflect these changes in the 2014/15 budget as proposed for adoption July 1, 2014.**

11. APPROVAL OF ATTENDANCE TO THE 2014 U.S. CONFERENCE OF MAYORS – staff report

The Council may consider a request by Mayor Dahlmeier to attend the 2014 U.S. Conference of Mayors in Dallas, Texas. **(Randy Murphy, City Administrator)**

Council Action Requested:

- 1. Approve the request by Mayor Dahlmeier to attend the 2014 U.S. Conference of Mayors in Dallas, Texas.**
- 2. Direct staff to submit any necessary budget adjustments as part of the final budget review of fiscal year 2014.**

12. NEGOTIATION OF A LEASE AGREEMENT FOR THE OPERATION, MAINTENANCE AND MANAGEMENT OF THE OROVILLE STATE THEATRE – staff report

The Council will receive a report and provide direction to staff regarding the negotiations with State Theatre Arts Guild, Inc. (STAGE) to take over the operation, maintenance and management of the Oroville State Theatre. **(Donald Rust, Director of Community Development)**

Council Action Requested: **Direct staff to negotiate the final agreement with STAGE for the operation, maintenance and management of the Oroville State Theatre.**

13. MONTHLY SUMMARY OF INVESTMENTS AND MONTHLY FINANCIAL REPORTS FOR MAY 2014 – reports attached

The Council will receive a copy of the Monthly Summary of Investments and the Monthly Financial Reports for May 2014. **(Randy Murphy, City Administrator)**

Council Action Requested: **Acknowledge receipt of the May 2014 Monthly Summary of Investments and Monthly Financial Reports.**

SUCCESSOR AGENCY – None

MAYOR/ COUNCIL REPORTS

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

CITY ADMINISTRATOR/ ADMINISTRATION REPORTS

- Department of Public Safety – activity report

CORRESPONDENCE

- Comcast, received June 2, 2014

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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

CLOSED SESSION

The Council will hold a Closed Session on the following:

1. Pursuant to Government Code section 54957.6, the Council will meet with Labor Negotiators and City Attorney to discuss labor negotiations for the following represented groups: Oroville City Employee's Association, Oroville Fire Fighter's Association, Oroville City Confidential Association and Oroville Mid-Manager's Association.
2. Pursuant to Government Code Section 54957(b), the Council will meet with the City Administrator and City Attorney to consider the appointment, employment, evaluation of performance, discipline, and/or dismissal of a public employee related to the following position: Assistant Fire Chief.
3. Pursuant to Government Code Section 54957(b), the Council will meet with Labor Negotiators, City Attorney and Director of Public Safety to consider the appointment, employment, evaluation of performance, discipline, and/or dismissal of a public employee related to the following position: Assistant Chief of Police.
4. Pursuant to Government Code Section 54957(b), the Council will meet with the City Administrator and City Attorney to consider the evaluation of performance of a public employee related to the following position: City Administrator.
5. Pursuant to Government Code section 54956.9(b), the Council will meet with the City Administrator and the City Attorney regarding potential litigation – one case.

ADJOURNMENT

The meeting will be adjourned. The next regular meeting of the Oroville City Council will be held on Tuesday, July 1, 2014 at 5:00 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.

**CITY COUNCIL MEETING MINUTES
JUNE 3, 2014 – 5:00 P.M.**

The agenda for the June 3, 2014 regular meeting of the Oroville City Council was posted on the bulletin board at the front of City Hall and on the City of Oroville's website located at www.cityoforoville.org on Thursday, May 30, 2014, at 12:32 p.m.

The June 3, 2014 regular meeting of the Oroville City Council was called to order by Mayor Dahlmeier at 5:01 p.m.

ROLL CALL

Present: Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox,
Mayor Dahlmeier
Absent: None

Staff Present:

Randy Murphy, City Administrator
Bill La Grone, Director of Public Safety
Donald Rust, Director of Planning & Development Services
Luis Topete, Associate Planner

Scott Huber, City Attorney
Karolyn Fairbanks, City Treasurer
Jamie Hayes, Deputy City Clerk
Glenn Lazof, Interim Director of Finance

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Dahlmeier.

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

Ann Willmann – Item No. 14

CONSENT CALENDAR

A motion was made by Council Member Bunker, seconded by Council Member Simpson, to approve the following Consent Calendar:

1. **APPROVAL OF THE MINUTES OF THE MAY 20, 2014 REGULAR MEETING AND MAY 27, 2014 SPECIAL MEETING OF THE OROVILLE CITY COUNCIL** – minutes attached
2. **3RD ANNUAL OROVILLE 5K RIVER-RUN** – staff report

The Council considered directing staff to issue a check in the amount of \$157.70 to the Oroville YMCA from remaining sponsor funds processed by the City of Oroville. (**Bob Marciniak, Program Specialist**)

Council Action Requested: **Authorize the issuance of a check in the amount of \$157.70 to the Oroville YMCA from remaining sponsor funds processed by the City of Oroville.**

3. MODIFICATION TO CALHOME REHABILITATION LOAN PROGRAM – staff report

The Council considered a proposed modification to the City of Oroville CalHome Housing Rehabilitation Program Guidelines and a supplemental appropriation to establish a budget for the CalHome Revolving Loan Fund. **(Pat Clark, Director of Business Assistance and Housing Development)**

Council Action Requested:

- 1. Authorize the modification to the CalHome Housing Rehabilitation Program Guidelines, as indicated in the June 3, 2014 staff report.**
- 2. Approve Supplemental Appropriation No. 2013/14-0603-52 to transfer \$25,000 from Fund Balance to establish a budget for the CalHome Revolving Loan Fund as indicated in the June 3, 2014 staff report.**

4. 2014 ROAD MAINTENANCE PROJECT CURRENT YEAR BUDGET – staff report

The Council considered the appropriation of funds in Transportation Fund 112 for previously approved roadwork. **(Glenn Lazof, Interim Director of Finance)**

Council Action Requested: **Approve Supplemental Appropriation No. 2013/14-0603-53 as indicated in the June 3, 2014 staff report.**

5. ESTABLISHMENT OF THRESHOLD FOR FIXED ASSETS – staff report

The Council considered establishing a threshold of \$1,000 for Fixed Assets and Equipment. **(Randy Murphy, City Administrator and Glenn Lazof, Interim Director of Finance)**

Council Action Requested: **Approve the establishment of a \$1,000 threshold for Fixed Assets and Equipment.**

6. CHANGE IN POSITION TITLE - DEPUTY CITY CLERK TO ASSISTANT CITY CLERK – staff report

The Council considered changing the title of the Deputy City Clerk to Assistant City Clerk. **(Randy Murphy, City Administrator)**

Council Action Requested: **Approve the position title change of the Deputy City Clerk to Assistant City Clerk.**

7. MUNICIPAL AUDITORIUM MURAL PROJECT – staff report

The Council received a report on the potential to utilize the west wall of the Municipal Auditorium as a school mural project. **(Donald Rust, Director of Community Development and Luis Topete, Associate Planner)**

Council Action Requested: **Direct staff to contact local schools for interest and allow the west wall of the Municipal Auditorium to be used for a High School Senior Art Project.**

8. PACIFIC GAS AND ELECTRIC COMPANY TURNKEY LED STREETLIGHT CONVERSION PROJECT – staff report

The Council considered an Agreement with the Pacific Gas & Electric Company for the conversion of approximately 681 existing high pressure sodium streetlights to light emitting diode street lights. **(Donald Rust, Director of Community Development and Rick Walls, Interim City Engineer)**

Council Action Requested:

- 1. Adopt Resolution No. 8217 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH PACIFIC GAS AND ELECTRIC COMPANY FOR THE REPLACEMENT OF APPROXIMATELY 681 HIGH PRESSURE SODIUM STREET LIGHTS WITH LIGHT EMITTING DIODE (LED) REPLACEMENTS - (Agreement No. 3067).**
- 2. Authorize staff, after execution of the Agreement with Pacific Gas and Electric Company (PG&E), to coordinate with PG&E regarding the completion of Exhibit A to the Agreement, which will detail the final project cost and specific street light replacement list and indicate any future budget action to reflect a no-net cost to the City.**

9. NON-FORECLOSURE OF CITY INTEREST ON PROPERTIES LOCATED AT 2795 MONTGOMERY STREET AND 3040 CLEMO AVENUE – staff report

The Council considered the non-foreclosure of City interest on properties located at 2795 Montgomery Street (APN 013-032-005) and 3040 Clemo Avenue (APN 013-061-012), Oroville, which are not financially feasible for the City to cure the underlying first loan mortgage defaults and payoff of the first mortgage loans. **(Pat Clark, Director of Business Assistance and Housing Development)**

Council Action Requested: **Authorize the non-foreclosure of City loan interest on the properties located at 2795 Montgomery Street and 3040 Clemo Avenue, Oroville.**

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

Ayes:	Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox, Mayor Dahlmeier
Noes:	None
Abstain:	None
Absent:	None

PUBLIC HEARING

10. REGULATIONS FOR DISTRIBUTIVE ANTENNA SYSTEMS – staff report

The Council conducted a public hearing and considered amendments to Section 26-04.020 of the Oroville Municipal Code and adding Section 26-16.175 for the purpose of specifying the City's regulations for Distributed Antenna Systems as an alternative telecommunications technology within the City of Oroville. **(Donald Rust, Director of Community Development**

and Luis Topete, Associate Planner)

Mayor Dahlmeier opened the public hearing. Hearing no comments or questions from the audience, the public hearing was closed.

Following discussion, a motion was made by Vice Mayor Wilcox, seconded by Council Member Bunker, to:

Waive the first reading and introduce by title only, Ordinance No. 1805 – AN ORDINANCE OF THE OROVILLE CITY COUNCIL AMENDING CHAPTER 26 OF THE OROVILLE MUNICIPAL CODE FOR THE PURPOSE OF SPECIFYING CITY REGULATIONS REGARDING DISTRIBUTIVE ANTENNA SYSTEMS IN THE CITY RIGHT OF WAY.

The motion was passed by the following vote:

Ayes: Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

11. HOUSING ELEMENT RE-ADOPTION FOR THE 2014-2022 PLANNING PERIOD – staff report

The Council conducted a public hearing and considered adopting an updated version of the City's Housing Element of the General Plan for the "5th Cycle" planning period which runs from June 15, 2014 to June 15, 2022. **(Donald Rust, Director of Community Development and Luis Topete, Associate Planner)**

Mayor Dahlmeier opened the public hearing. Hearing no comments or questions from the audience, the public hearing was closed.

Following discussion, a motion was made by Council Member Bunker, seconded by Vice Mayor Wilcox, to:

Adopt Resolution No. 8218 – A RESOLUTION OF THE OROVILLE CITY COUNCIL ADOPTING AN AMENDMENT TO THE HOUSING ELEMENT OF THE GENERAL PLAN FOR THE 2014-2022 PLANNING PERIOD.

The motion was passed by the following vote:

Ayes: Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

12. FISCAL YEAR 2014/15 APPROPRIATIONS LIMIT – staff report

The Council conducted a public hearing and considered continuing the adoption of the Fiscal Year 2014-2015 Appropriations Limit. **(Glenn Lazof, Interim Director of Finance)**

Mayor Dahlmeier opened the public hearing. Hearing no comments or questions from the audience, the public hearing was closed.

Following discussion, a motion was made by Council Member Simpson, seconded by Council Member Pittman, to:

Adopt Resolution No. 8219 - A RESOLUTION OF THE OROVILLE CITY COUNCIL SETTING THE APPROPRIATIONS LIMIT (PROPOSITION 4) FOR FISCAL YEAR 2014/15.

The motion was passed by the following vote:

Ayes: Council Members Andoe, Berry, Bunker, Pittman, Simpson, Vice Mayor Wilcox, Mayor Dahlmeier
Noes: None
Abstain: None
Absent: None

13. 2014/15 PRELIMINARY ANNUAL BUDGET – staff report

The Council conducted a public hearing relating to the 2014/15 Preliminary Annual Budget which was received by Council on May 20, 2014. **(Randy Murphy, City Administrator and Glenn Lazof, Interim Director of Finance)**

Mayor Dahlmeier opened the public hearing. Hearing no comments or questions from the audience, the public hearing was closed.

Following discussion, the Council directed staff to present the 2014/15 Annual Budget as proposed, at the July 1, 2014 regular City Council meeting.

REGULAR BUSINESS

14. FEATHER RIVER TRAIL AND PARK ENFORCEMENT AND CLEAN-UP – staff report

The Council considered directing staff in regards to enforcement and clean-up issues relating to the Feather River Trails and Parks. **(Randy Murphy, City Administrator)**

Ann Willmann, General Manager, Feather River Recreation and Parks District, spoke to the Council in regards to the enforcement and clean-up issues relating to the Feather River Trails and Parks.

Following discussion, the Council directed staff to investigate the creation of an interagency joint powers agreement relating to the enforcement and clean-up issues relating to the Feather River Trails and Parks.

15. REINSTATEMENT OF PROGRAM ANALYST I POSITION AND MODIFICATION TO THE JOB DESCRIPTION AND SALARY INCREASE FOR MANAGEMENT ANALYST III POSITION – staff report

The Council considered the reinstatement of the Program Analyst I position and increasing the salary range and a new job description for the Management Analyst III position. **(Pat**

Clark, Director of Business Assistance and Housing Development Department)

The Council directed staff to return with item at the June 17, 2014 regular City Council meeting therefore, no action was taken on the following:

1. **Approve the Reinstatement of the Program Analyst I position and approve time this individual spent in Step F count in the current classification as time served towards the next step increase (Longevity Step G) in the new classification.**
2. **Approve the salary increase and new job description for the Management Analyst III position and approve time this individual spent in Step G classification as time served towards the next step increase (Longevity Step G) in the new classification.**

16. SUPPLEMENTAL BUDGET APPROPRIATION – staff report

The Council considered a supplemental budget adjustment. **(Glenn Lazof, Interim Director of Finance)**

A motion was made by Council Member Pittman, seconded by Council Member Bunker, to:

Approve Supplemental Appropriation No. 2013/14-0603-54, as indicated in the June 3, 2014 staff report.

The motion was passed by the following vote:

Ayes:	Council Members Andoe, Berry, Bunker, Pittman, Vice Mayor Wilcox, Mayor Dahlmeier
Noes:	Council Member Simpson
Abstain:	None
Absent:	None

MAYOR/ COUNCIL REPORTS

Council Member Bunker reported her attendance at the Memorial Day services held at Memorial Park Cemetery.

Mayor Dahlmeier reported her attendance at the Memorial Day Wreath Ceremony held on the green walking bridge on Table Mountain Boulevard.

Council Member Pittman reported his attendance at the High School Scholarship Awards.

Mayor Dahlmeier reported that she and Council Member Pittman had attended the St. Thomas the Apostle Parish Schools Accelerated Reader Awards.

CITY ADMINISTRATOR/ ADMINISTRATION REPORTS

Donald Rust, Director of Community Development, gave a PowerPoint presentation relating to the Orange Tree Apartments Project.

Mr. Rust announced that the City had been awarded:

- \$750,000 from the United States Environmental Protection Agency relating to three assessment grants
- \$200,000 Transportation Planning Grant from Caltrans relating to a Transportation Corridor Study for Highway 162

CORRESPONDENCE

- Oroville Area Chamber of Commerce, received May 12, 2014
- California Water Service Company, received May 28, 2014
- California Public Employees' Retirement System, received February 3, 2014

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON NON-AGENDA ITEMS - None

CLOSED SESSION

The Council held a Closed Session on the following:

1. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the Oroville City Employee's Association.
2. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the Oroville Fire Fighter's Association.
3. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the Oroville City Confidential Association.
4. Pursuant to Government Code section 54957.6, the Council met with Labor Negotiators and City Attorney to discuss labor negotiations for the Oroville Mid Manager's Association.
5. Pursuant to Government Code Section 54957(b), the Council met with the City Administrator and City Attorney to consider the appointment, employment, evaluation of performance, discipline, and/or dismissal of a public employee related to the following position: Assistant Fire Chief.
6. Pursuant to Government Code Section 54957(b), the Council met with Labor Negotiators, City Attorney and Director of Public Safety to consider the appointment, employment, evaluation of performance, discipline, and/or dismissal of a public employee related to the following position: Assistant Chief of Police.
7. Pursuant to Government Code section 54956.9(b), the Council met with the City Administrator and the City Attorney regarding potential litigation – four cases.

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

ADJOURNMENT

The meeting was adjourned at 7:40 p.m. A regular meeting of the Oroville City Council will be held on Tuesday, June 17, 2014 at 5:00 p.m.

Randy Murphy, City Clerk

Linda L. Dahlmeier, Mayor

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND CITY COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: PAT CLARK, DIRECTOR OF BUSINESS ASSISTANCE AND HOUSING
DEVELOPMENT**

RE: 2014 CALHOME GRANT PROGRAM APPLICATION

DATE: JUNE 17, 2014

SUMMARY

The Council may consider the submission of a grant application to the State Department of Housing and Community Development for CalHome Program funds.

DISCUSSION

The State Department of Housing and Community Development has released a Notice of Funding Availability (NOFA) dated April 29, 2014 requesting grant applications for funding from the CalHome Program which is provided by the passage of Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006. The CalHome Program is subject to Health and Safety Code Section 50650 et seq. ("Program Statutes") and governed by Title 25 California Code of Regulations Division 1, Chapter 7, Subchapter 9 commencing with Section 7715. ("CalHome Program Regulations"). The final date for grant application submittal is no later than 5:00 p.m. on Wednesday, July 10, 2014.

The CalHome Program funds may be used to fund the following eligible activities:

1. Mortgage Assistance for Low or Very Low Income First-Time Homebuyers
2. Owner-Occupied Rehabilitation for Low and Very Low Income Homeowners

Upon authorization by the Council, staff will submit a grant application requesting \$1,000,000 in CalHome funds to be used as follows:

- \$1,000,000 for First-Time Homebuyer Mortgage Assistance and Owner-Occupied Rehabilitation; including activity and program delivery.

Supplemental funding for general administration is necessary to ensure the successful implementation of the proposed activities. Therefore, staff is proposing that Housing Program Funds be used to fund the administration expenses associated with the proposed

CalHome grant funds as follows:

- General Administrative expense \$75,000.

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

Funding Source	Use of Funds	Amount
CalHome	First-Time Homebuyer Mortgage Assistance and Owner-Occupied Rehabilitation Program Activity and Program Delivery	\$ 1,000,000
	Administration (450-xxxx-8450)	\$ 75,000
TOTAL		\$ 1,075,000

The First-Time Homebuyer Mortgage Assistance activity associated with this CalHome Program grant application comprises the use of program funds for low interest loans to assist eligible targeted income group (TIG) households in purchasing a home within the City limits of Oroville, as well as the activity delivery and related loan processing costs. The Owner-Occupied Rehabilitation activity also associated with this CalHome Program grant application uses program funds for low-interest loans to (TIG) households with rehabilitating their homes within the City limits of Oroville, as well as the activity delivery and related loan processing costs.

Income Limits

Household income will be restricted to 80 percent or less of the Butte County area median income as established by the Department of Housing and Urban Development.

The CalHome Grant Application will be available for review in the Business Assistance and Housing Development Department.

FISCAL IMPACT

If the grant is awarded, the proposed \$75,000 for administrative funds will be budgeted from the Housing Fund (450). Should this grant be awarded, the budget will be established for this activity.

RECOMMENDATION

Adopt Resolution No. 8220 - A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING, ANY AMENDMENTS THERETO, AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM.

ATTACHMENTS

Resolution No. 8220

**CITY OF OROVILLE
RESOLUTION NO. 8220**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE CALHOME PROGRAM; THE EXECUTION OF A STANDARD AGREEMENT IF SELECTED FOR SUCH FUNDING ANY AMENDMENTS THERETO, AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE CALHOME PROGRAM

WHEREAS, the City of Oroville, a California Municipal Corporation of the State of California (the "Applicant"), wishes to apply to the California Department of Housing and Community Development (the "HCD") for and receive an allocation of funds through the CalHome Program; and

WHEREAS, the California Department of Housing and Community Development (hereinafter referred to as "HCD") has issued a Notice of Funding Availability (NOFA) for the CalHome program established by Chapter 84, Statutes of 2000 (SB 1656 Alarcon), and codified in Chapter 6 (commencing with Section 50650) of Part 2 of Division 31 of the Health and Safety Code (the "statute"). Pursuant to the statute, HCD is authorized to approve funding allocations utilizing monies made available by the State Legislature to the CalHome program, subject to the terms and conditions of the statute and the CalHome Program Regulations adopted by HCD in April 2004; and

WHEREAS, the City of Oroville wishes to submit an application to obtain from HCD an allocation of CalHome funds in the amount of \$1,000,000.

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

1. The City of Oroville shall submit to HCD an application to participate in the CalHome Program in response to the NOFA issued on April 29, 2014 which will request a funding allocation for the following activities:

First-Time Homebuyer Mortgage Assistance Program and Owner-Occupied Rehabilitation in the amount of \$1,000,000 including activity and program delivery located in Oroville city-limits.

2. If the application for funding is approved, the City of Oroville hereby agrees to use the CalHome funds for eligible activities in the manner presented in the application as approved by HCD in accordance with statutes and program regulations cited above. The City of Oroville may also execute a standard agreement, any amendments thereto, and any and all other documents or instruments necessary or required by HCD for participation in the CalHome Program (collectively, the required documents).
3. The City of Oroville authorizes the Mayor to execute, in the name of the City of Oroville, the application and the standard agreement; the City of Oroville further authorizes the Management Analyst III or the Finance Director to execute all other documents required by HCD for participation

in the CallHome Program, and any amendments thereto.

4. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED at a regular meeting of the Oroville City Council on June 17, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

Scott E. Huber, City Attorney

The undersigned City Clerk of the City of Oroville does hereby attest and certify that the foregoing is true and full copy of a resolution of the governing board adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended, or repealed.

Randy Murphy, City Clerk

Date

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: DONALD RUST, DIRECTOR (530) 538-2433
LUIS A. TOPETE, ASSOCIATE PLANNER (530) 538-2408
COMMUNITY DEVELOPMENT DEPARTMENT**

RE: REGULATIONS FOR DISTRIBUTIVE ANTENNA SYSTEMS (2nd Reading)

DATE: JUNE 17, 2014

SUMMARY

The Council may consider the proposed amendments to Section 26-04.020 of the Oroville Municipal Code (OMC) which includes adding Section 26-16.175 for the purpose of specifying the City's regulations for Distributed Antenna Systems (DAS) as an alternative telecommunications technology within the City of Oroville.

BACKGROUND

DAS is a hybrid collection of smaller wireless antennas, commonly referred to as nodes (usually located on existing or replacement utility poles, light poles or similar structures) spread over a specific geographic area and connected by fiber optic lines to a centrally located distribution source (hub) to provide mobile and land based telecommunication services for a variety of individual carriers. Specifically, the node contains a series of pole mounted low-powered universal antennas that may be used by all telecommunications carriers. These antennas receive and transfer a signal by fiber optic lines to a ground-mounted hub site where the individual carriers' telecommunication equipment is housed and the signal is processed before being distributed to the individual carriers' network. The hub site may be a standalone facility or a component of an existing telecommunication facility generally associated with a larger monopole supporting multiple carriers. DAS provide an effective means of filling signal gaps for better delivery which may help avoid the installation of larger antennas.

Until recently, DAS was originally used to provide service in high use areas such as public arenas, office buildings, convention centers, shopping malls, airports and college campuses. Telecommunications companies are now expanding the use of DAS to public right of ways. While the City's current code has been effective in regulating the location of cell towers, DAS are not specifically regulated by the City. Staff believes that specifying the City's regulations regarding DAS would strengthen its existing Wireless Communication Facilities Ordinance.

CC-3

DISCUSSION

The advantages DAS can provide include better distribution and consistency of cellular coverage and signal strength throughout the community, with smaller scale and less powerful, but more frequently occurring, equipment. A DAS network provides an ability to deliver greater wireless service within residential areas in a manner that is more aesthetically compatible than macro sites. As a result, the City could avoid fewer large scale telecommunication facilities, such as monopoles, in exchange for smaller, less visible and easier to conceal equipment. Additionally, DAS provides alternatives for installation of wireless services in geographically challenging areas where topography and obstructions interfere with signal propagation and/or in areas where a less visually obstructive telecommunications network is desirable.

The proposed Ordinance has been drafted with a strong emphasis on aesthetics, understanding that specific designs and heights vary by location and number of carriers. All accessory equipment would be located on the poles, within the poles, or adjacent to the facility in an above-ground cabinet or underground vault. The proposed Ordinance would permit the establishment of a DAS as a by-right use in all zoning districts subject to all applicable regulations.

ENVIRONMENTAL REVIEW

This action has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Section 15305, "Minor Alterations in Land Use Limitations" and Section 15303, "New Construction or Conversion of Small Structures." Class 5 consists of minor alterations in land use limitations in areas with an average slope of less than 20%, which do not result in any changes in land use or density. Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure.

FISCAL IMPACT

Potential revenue source for the City through lease agreements with telecommunication providers for rental space on City owned streetlights, facilities, and structures.

Pursuant to Public Resources Code Section 21089, and as defined by the Fish and Wildlife Code Section 711.4, fees (\$50) are payable by the project applicant (City of Oroville) to file the Notice of Exemption with Butte County within five working days of approval of this project.

RECOMMENDATION

Waive the second reading and adopt by title only, Ordinance No. 1805 – AN ORDINANCE OF THE OROVILLE CITY COUNCIL AMENDING CHAPTER 26 OF THE OROVILLE MUNICIPAL CODE FOR THE PURPOSE OF SPECIFYING CITY REGULATIONS REGARDING DISTRIBUTIVE ANTENNA SYSTEMS IN THE CITY RIGHT OF WAY.

ATTACHMENTS

- A – Notice of Exemption
- B – Ordinance No. 1805
- C – Newspaper Notice

**CITY OF OROVILLE
ORDINANCE NO. 1805**

AN ORDINANCE OF THE OROVILLE CITY COUNCIL AMENDING CHAPTER 26 OF THE OROVILLE MUNICIPAL CODE FOR THE PURPOSE OF SPECIFYING CITY REGULATIONS REGARDING DISTRIBUTIVE ANTENNA SYSTEMS IN THE CITY RIGHT OF WAY

WHEREAS, the Federal Telecommunications Act authorizes the City to regulate the placement of wireless telecommunication towers and facilities through proper zoning procedures, so long as wireless service coverage is not prohibited; and

WHEREAS, Federal Telecommunications Act allows local governments to provide for reasonable regulations over the location, expansion, height, and maintenance of telecommunications structures; and

WHEREAS, advances in wireless telecommunication facilities include a network of small wireless Distributive Antenna Systems ("DAS"); and

WHEREAS, the City finds that in order to ensure proper installation and operation of DAS facilities and preserve the structural soundness thereof, as well as preserve the safety and welfare of the citizens, compliance with regulations regarding the installation and use of DAS facilities in the right of way is desired; and

WHEREAS, pursuant to Section 26-56.090 of the Oroville Municipal Code, an amendment to the Zoning Code may be initiated by resolution of the Planning Commission; and

WHEREAS, at a noticed public hearing, the Planning Commission considered the comments and concerns of public agencies, property owners, and members of the public who are potentially affected by the approval of the code amendments described herein, and also considered the City's staff report regarding the project.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF OROVILLE DO ORDAIN AS FOLLOWS:

SECTION I. Environmental Assessment:

This action has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Section 15305, "Minor Alterations in Land Use Limitations" and Section 15303, "New Construction or Conversion of Small Structures." Class 5 consists of minor alterations in land use limitations in areas with an average slope of less than 20%, which do not result in any changes in land use or density. Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure.

SECTION II. Section 26-04.020 of the Oroville Municipal Code is hereby amended as follows,

with all additions shown in an underlined format:

A. Definitions, “A”.

Antenna Hub Site. An equipment structure that serves telecommunication antennas when there are no antennas located on the same lot as the equipment structure.

D. Definitions, “D”.

Distributive Antenna Systems (“DAS”). A single, or network of spatially separated antenna nodes connected to a common source via transport medium that provides wireless service within a geographic area or structure.

SECTION III. Section 26-16.175 of the Oroville Municipal Code is hereby added as follows, with all additions shown in an underlined format:

26-16.175 Distributive Antenna Systems

A. General Requirements

Distribute Antenna Systems (“DAS”) shall be a permitted use in all zoning districts, subject to all applicable regulations, including, but not limited to the requirements in this section:

1. Applicant must demonstrate that a “significant gap” in service exists to necessitate the proposed system.
2. A lease/right of way agreement shall be required for all utilization of street lights within the Oroville City limits for the placement of DAS networks.
3. No lighting or other forms of illumination shall not be permitted on any DAS network in residential districts.
4. All DAS networks shall fully comply with the City’s Noise Ordinance, as found in Chapter 13A of the Oroville Municipal Code.
5. No commercial advertising shall be allowed on any antenna or associated equipment.
6. Installation of all systems shall require a City issued building permit.
7. Any DAS system on private property shall be subject to the requirements specified in Section 26-16.170 of the Oroville Municipal Code.

B. Design Requirements

1. DAS networks shall not exceed a maximum height of 50 feet without discretionary approval from the Planning Commission.
2. DAS network components/equipment shall be minimized or “stealthed” as much as feasibly possible.
3. Preference of the City is to place ground equipment in underground vaults whenever feasible. While undergrounding the equipment would be the baseline requirement, there may be cases where undergrounding is not feasible due to soil, water table, or space constraints. Ground mounted equipment may be housed in cabinets that can

have a variety of architectural treatments to blend in as best as possible with the surroundings.

4. Applicant must demonstrate that no viable design alternatives of the proposed system exist that would provide for a more compatible design with the surroundings.
5. Applicant shall make a good faith effort to properly design all components/equipment, which best conceals the components for least visual disturbance possible.
6. Designs shall require approval of the Development Review Committee.

C. Antenna Hub Sites

Antenna hub sites may be developed subject to the performance standards below.

1. Antenna hub sites shall be classified as a "utility building or substation" for land use related purposes.
2. Antenna hub sites shall comply with the development standards of the applicable district in which they are located.
3. Antenna hub sites shall be compatible with development in the vicinity with regards to the setting, color, lighting, design and materials. To the maximum extent feasible, related unmanned equipment at antenna hub sites shall be enclosed within a structure.
4. Related unmanned equipment not housed within a structure shall be screened by a solid fence, wall or berm. If equipment is added to an existing screened enclosure that contains telecommunication uses and/or structures, the screening requirements may be satisfied with the existing screening.
5. Designs shall require approval of the Development Review Committee.

PASSED AND ADOPTED by the City Council of the City of Oroville at a regular meeting held this 17th day of June, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

ATTEST:

Scott E. Huber, City Attorney

Randy Murphy, City Clerk



CITY OF OROVILLE
OFFICE OF THE CITY CLERK
1735 MONTGOMERY STREET • OROVILLE, CA 95965-4897

530-538-2535
Fax 530-538-2468

PUBLIC NOTICE
CITY OF OROVILLE
ORDINANCE NO. 1805
AMENDMENT TO ORDINANCE

On June 17, 2014, the City of Oroville City Council will consider amending Chapter 26 of the City of Oroville Municipal Code for the purpose of specifying City regulations regarding Distributive Antenna Systems in the City of Oroville.

Additional information regarding the Amendment described in this notice can be obtained from the Oroville City Clerk at 1735 Montgomery Street, Oroville, CA.

Posted/Published: June 7, 2014

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

FROM: BILL LAGRONE, PUBLIC SAFETY DIRECTOR

**RE: ACCEPTANCE OF DEPARTMENT OF ALCOHOLIC BEVERAGE
CONTROL- GRANT ASSISTANCE PROGRAM FUNDING**

DATE: JUNE 17, 2014

SUMMARY

The Council may consider accepting the Department of Alcoholic Beverage Control-Grant Assistance Program funding, in the amount of \$32,045, to fund overtime activities to address alcohol related crimes and ensure compliance with the ABC Act.

DISCUSSION

The Oroville Police Department (OPD) sought grant funding from the Department of Alcoholic Beverage Control, Grant Assistance Program (GAP). The GAP Program provides funding directly to Police Departments for overtime activities that address the abuse of alcoholic beverages that lead to crimes, to include public drunkenness, over serving, store front advertising compliance. These activities are also designed to ensure the licensees are in compliance with the ABC Act.

On May 16, 2014, the Oroville Police Department was notified that our grant application was selected and funded in the amount of \$32,045.

This grant will allow Officers to conduct minor decoy operations, shoulder tap buy programs and special enforcement activities that will be focused at habitual inebriates. This grant contains the buy money, equipment money and overtime necessary to conduct these operations. Additionally the Department of Alcoholic Beverage Control will supply a technical expert to assist and participate in these operations. This grant funding is for the 2014/2015 fiscal year. (See attached grant application and award letter for additional details of Grant.)

FISCAL IMPACT

This grant will offset the impact of overtime activities focusing on alcoholic beverage abuse.

RECOMMENDATIONS

Adopt Resolution No. 8221 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT, INCLUDING ANY EXTENSIONS OR AMENDMENTS THEREOF AND ANY SUBSEQUENT CONTRACT WITH THE STATE IN RELATION THERETO.

ATTACHMENTS

Resolution No. 8221
Alcoholic Beverage Control, Grant Assistance Program application
Notice of Grant approval and funding

**CITY OF OROVILLE
RESOLUTION NO. 8221**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT, INCLUDING ANY EXTENSIONS OR AMENDMENTS THEREOF AND ANY SUBSEQUENT CONTRACT WITH THE STATE IN RELATION THERETO

NOW THEREFORE, be it hereby resolved by the Oroville City Council as follows:

WHEREAS, the Oroville Police Department desires to undertake a certain project designated as enforcement and education of the ABC Act to be funded in part from funds made available through the Grant Assistance Program (GAP) administered by the Department of Alcoholic Beverage Control (hereafter referred to as ABC);

NOW, THEREFORE, BE IT RESOLVED that the Mayor of Oroville is authorized to execute on behalf of Oroville City Council the attached contract, including any extensions or amendments thereof and any subsequent contract with the State in relation thereto.

IT IS AGREED that any liability arising out of the performance of this contract, including civil court actions for damages, shall be the responsibility of the grant recipient and the authorizing agency. The State of California and ABC disclaim responsibility for any such liability.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

IT IS ALSO AGREED that this award is not subject to local hiring freezes.

1. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED by the Oroville City Council at a regular meeting on June 17, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED TO AS FORM:

ATTEST:

Scott E. Huber, City Attorney

Randy Murphy, City Clerk

**GRANT ASSISTANCE PROGRAM (GAP)
2014 – 2015**

GRANT FORMS



EDMUND G. BROWN JR., *Governor*
State of California

ANNA M. CABALLERO, *Secretary*
Business, Consumer Services and Housing Agency

TIMOTHY GORSUCH, *Director*
Department of Alcoholic Beverage Control

GRANT FORMS

Includes:

- Proposal Cover Sheet
- Scope of Work
- Budget Detail
- Other Funding Sources
- Resolution of Governing Body (Sample)

Resolution not needed with RFP package. This will be requested from agencies awarded a grant.



State of California
Department of Alcoholic Beverage Control
Grant Assistance Program

PROPOSAL COVER SHEET
 (TO BE COMPLETED BY APPLICANT AGENCY)

1. Name of Applicant Agency: Oroville Police Department	
2. Description of Applicant Agency: Provide your city or county and a brief summary of department size, staffing, and structure. The Oroville Police Department serves the City of Oroville. The department is separated into the Support and Operations Division to provide specific services to community. The department consists of the Chief of Police, 1 Lieutenant, 4 Patrol Sergeants, 1 Investigations Sergeant, 11 Patrol Officers, 2 Reserve Officers, 2 Detectives, 1 School Resource Officer, 1 Narcotics Agent, 1 Traffic Officer, 2 Community Service Officers, 9 Police/Fire Dispatchers, 1 Administrative Records Technician and 5 Police Volunteers.	
3. Number of Licenses in Project Area: 94	4. Population of Service Area: 16,270
5. Project Description: Provide a list of your projects goals and objectives and briefly summarize. The Oroville Police Department will coordinate with ABC personnel to provide education and enforcement of ABC laws. Additional goals are to deter underage drinking, adults supplying alcohol to minors, public drunkenness, drunk driving, loitering, panhandling, trespassing committed by transient drunkards, disturbances/fights at local bars and other alcohol related crimes in order to advance a safer and more enjoyable community. This would be accomplished through press releases, briefing trainings. IMPACT inspections, minor decoy/shoulder tap programs, undercover and high visibility enforcement operations.	
6. Funds Requested: \$43,125	7. Project Period: July 1, 2014 – June 30, 2015
8. Acceptance of Conditions: By submitting this proposal, the applicant signifies acceptance of the responsibility to comply with all requirements stated in the Request for Proposals. The applicant understands that ABC is not obligated to fund the project until the applicant submits correctly completed documents required for the contract.	
A. Project Director (person having day-to-day responsibility for the project)	B. Chief of Police or Sheriff (authorizing official)
Name: John Bruschi Address: 2055 Lincoln Street Oroville, CA 95966 Phone: (530) 538-2478 Fax: (530) 538-2409 E. Mail Address: jbruschi@oropd.org Signature:	Name: Bill Lagrone Address: 2055 Lincoln Stret Oroville, CA 95966 Phone: (530) 538-2451 Fax: (530) 538-2409 E. Mail Address: blagrone@oropd.org Signature:
Title: Police Sergeant	Title: Public Safety Director
C. Fiscal or Accounting Official	D. ABC USE ONLY
Name: Randy Murphy Address: 1735 Montgomery Street Oroville, CA 95965 Phone: (530) 538-2535 Fax: (530) 538-2468 E. Mail Address: admin@cityoforoville.org Signature:	
Title: City Manager	

SCOPE OF WORK

Maximum of 4 pages for scope of work

Font size no smaller than 12 pitch, standard format

1. Summary

- a. Agency Description – Describe your agency, including size, structure, staffing, demographics of jurisdiction, and number of ABC licensed locations.
- b. Funding Requested – Dollar amount requested.
- c. Goals and Objectives – List the goals and objectives of your project.
- d. Number of ABC Licensed Locations – List the number of on-sale and off-sale licenses in your jurisdiction.

2. Problem Statement - Describe the issues or problems to be addressed with grant funds.

- a. Clearly identify the area to be served, any specific problem locations, any specific community concerns, and the factors contributing to the problem.

3. Project Description - What are the goals and objectives of the proposed project?

- a. Describe in detail the goals and objectives you wish to accomplish.
- b. Objectives should be measurable, concise, deal with a specific item, and be realistic with a reasonable probability of achievement.
- c. You are encouraged to be creative and to state your objectives by describing them in terms of tasks that you want to accomplish.
- d. You are also encouraged to utilize ABC enforcement strategies that target the illegal purchasing of alcoholic beverages as well as the illegal sale of alcoholic beverages.

4. Project Personnel – Describe the staffing required to carry out the grant objectives as supported by the proposed budget.

- a. Include the number of staff, type of staff, and staff qualifications.
- b. Include unit/division that will be responsible for the grant.
- c. Include the names, rank, and current assignment of personnel involved.

5. Budget

- a. Budget Detail – A sample budget display appears in the Grantee Handbook. The budget is the basis for management, fiscal review, and audit. Project costs must be directly related to the objectives and activities of the project. The budget must be detailed and cover the entire grant period. Include only those items specifically authorized; i.e., salaries, overtime, employee benefits, travel, operating expenses, and certain items of equipment. (Refer to Grantee Handbook, Section I, for details on preparing your budget.)
- b. Other Funding Sources – Describe other funds that your Department will contribute towards the success of this project.

SCOPE OF WORK

1. Summary

a. Agency Description

The Oroville Police Department serves the City of Oroville. The department is separated into the Support and Operations Division to provide specific services to the community. The department consists of the Chief of Police, 1 Lieutenant, 4 Patrol Sergeants, 1 Investigations Sergeant, 11 Patrol Officers, 2 Reserve Officers, 2 Detectives, 1 School Resource Officer, 1 Narcotics Agent, 1 Traffic Officer, 2 Community Service Officers, 9 Police/Fire Dispatchers, 1 Administrative Records Technician and 5 Police Volunteers. The city has a population of 16,260 and approximately 55,000 in the greater Oroville area. The population can grow up to approximately 75,000 during summer months mainly due to out of town vacationers coming from all over the state to the Lake Oroville Recreation Area. The City of Oroville is the County seat in Butte County.

b. Funding Requested

The Oroville Police Department is requesting \$43,125 in grant funding to facilitate enforcement and education efforts and to equip officers in developing ongoing procedures for alcohol related offenses in the City of Oroville.

c. Goals and Objectives

1. Issue a press release announcing the grant program.
2. Conduct at least two Departmental Trainings for patrol on ABC laws, enforcement strategies and provide officers with related ABC law enforcement manuals.
3. Conduct 4 enforcement operations using the Minor Decoy or Shoulder Tap program.
4. Have one supervisor and one officer attend the ABC GAP conference.
5. Conduct at least 4 high-visibility general enforcement operations.
6. Conduct at least 3 IMPACT operations at on-sale and off-sale licensee locations.
7. Conduct 2 plain clothes 25602(a)BP-Service to Obviously Intoxicated Persons enforcement details.
8. Conduct 1 L.E.A.D. training with ABC license holders in the City of Oroville.
9. Conduct at least 4 plain clothes general ABC enforcement operations.

d. Currently there are 44 on-sale and 50 off-sale licensees in the greater Oroville area.

SCOPE OF WORK

2. PROBLEM STATEMENT

With the City of Oroville being the County Seat, this creates many factors and challenges to the Oroville Police Department. A large amount of the population receives some type of state or federal aid and the city is home to all of the county resources to include the jail, welfare department, social services department, probation department, mental health department etc. Additionally, the Gold Country Casino and Feather Falls Casino are both open 24 hours a day and are minutes from the city limits, along with the Lake Oroville Recreation Area. The county services, casinos and Lake Oroville significantly increases the population. The police departments resources are stretched thin and officers routinely respond to calls for service involving underage drinking, intoxicated persons, alcohol thefts, physical fights at bars involving intoxicated subjects and drunk drivers.

The the city has a large number of blatant transient drunkards who tax police resources as they continually loiter, pan handle, trespass, camp on-site in the parking lots and disrupt the community. Several of the businesses allow this type of activity to continue as they proceed from the alcohol sales from the transients. Many transients migrate to the City of Oroville and never leave. This is based on the local Oroville Rescue Mission, Hope Center, seasonal climate and areas easily accessible for outdoor camping which are all nearby local liquor stores, gas stations, the Feather River and city parks. The police department also contends with transient alcohol related offenders who get booked into the jail from other cities in the county and then released. These offenders often remain in the city for weeks, sometimes months and their alcohol addictions are then dealt with by the Oroville Police Department when they commit fresh crimes or act in a manner which requires a police response.

The department has a very youthful group of officers assigned to patrol with minor training in ABC laws. Patrol manpower can become quickly depleted, and often we do not have the time or necessary training to address ABC related offenses. The department will receive on-going in-house training from the two officers who attend the ABC GAP grant conference and from ABC personnel. This will be accomplished during departmental training days and while working the assigned events outlined in the grant. This will afford officers of the department to have sufficient resources, training and material to actively investigate ABC law violations, rules and administrative cases.

The Feather Falls Casino and Gold Country Casino are located minutes from the city limits of Oroville and are both open 24 hours a day. Both casinos draw huge crowds from all over northern California and this is also a major 7 day a week night life activity for City of Oroville and Butte County Residents. Both casinos serve alcohol on the floor, have bars, clubs, concerts and restaurants that also serve alcohol. Many people consume alcohol in the casinos and make their way back into our jurisdiction. This leads to drunk driving, alcohol related collisions, intoxicated pedestrian and bicycle traffic, domestic violence, noise disturbances etc. Many Oroville residents often get intoxicated at the casinos and then respond to local bars or after parties in the city limits. This leads to increased bar crowds, increased alcohol consumption, fights and loud party calls.

SCOPE OF WORK

The downtown area of Oroville is within walking distance to the Feather River, several city parks, skateboard park, outdoor music center, frisbee disk park and public athletic fields. Most of the parks are within walking distance to several businesses that sale alcohol. These locations draw large crowds during the summer months for people who are active in outdoor activities. However these locations give rise to alcohol related offenses year round which include public consumption, drunk in public, broken glass, fights, sexual assaults, transient loitering/camping, juvenile alcohol offenses and entering/remaining after park hours while engaged in alcohol related offenses. Many Oroville residents are afraid to go alone or bring their families to these locations due to the alcohol related issues present. This leads to numerous police calls for service, arrests and pro-active police patrol checks in these areas.

The City of Oroville hosts many planned yearly downtown community events, parades and festivals which draw large crowds from city residents and others from nearby communities. This includes the Hmong New year (10,000 in attendance over 2 days), Salmon Festival, Feather Fiesta Days (Chilli Cook Off & 2 day Car Show), Lake Oroville Dam 4th of July Fireworks Show and Christmas Light Parade. Some of these events have alcohol permits issued by the city and alcohol is always a factor whether a permit is issued or not. These events require the Oroville Police Department to develop Operational Plans, dedicated officers assigned, outside agency assistance and scheduled overtime to deal with the large crowds and alcohol related issues.

The Oroville Police Department has seen an increase in police related calls involving teenagers consuming alcohol, stealing alcohol, public drunkenness and juvenile alcohol parties. The department believes and has received reports that many of the businesses are selling alcohol to minors and juveniles are approaching adults to purchase alcohol for them. The department will utilize the School Resource Officer to obtain additional information and schedule grant enforcement operations at or on the same night as major school functions such as dances and athletic events.

In 2013 the Oroville Police Department had approx 800 criminal alcohol related arrests and issued approx 150 alcohol related citations. The department has experienced an increase in loitering, disturbances and alcohol related incidents at several businesses in the city to include: Town & Country Liquors, Am/Pm, Piggs Liquor, 7-11 and the Valero-Food Express. These on-going issues are known to the business owners and employees. This type of activity leads to the businesses selling alcohol to overly intoxicated subjects, which results in on-going arrests and citations at the locations. Part of the problem appears there is insufficient training by employers so that employees clearly recognize an "obviously" intoxicated person. There also appears to be a lack of understanding by the licensees of the administrative liability.

SCOPE OF WORK

3. PROJECT DESCRIPTION

1. Issue a press release announcing the issuance the grant.
2. Conduct at least two departmental trainings for patrol, dispatch and community service officers on ABC laws, enforcement strategies, with the goal of educating personnel and providing them with the knowledge to effectively recognize and address alcohol related crimes.
3. Have one supervisor and one officer attend the ABC conference in order to learn effective ways to enforce ABC laws, effectively conduct ABC operations and reduce the number of alcohol related offenses in the City of Oroville.
4. Conduct at least 3 IMPACT operations in an effort to work with businesses, using a community policing approach, to prevent violations and general nuisances at on sale license locations.
5. Schedule and advertise at least one LEAD training with ABC license holders in the City of Oroville. This will provide prevention and education for employees and applicants on alcohol responsibility and the law.
6. Conduct at least 4 enforcement operations using the Minor Decoy or Shoulder Tap program to prevent and deter underage drinking and adults from furnishing alcohol to minors.
7. Conduct 2 plain clothes 25602(a)BP-Service to Obviously Intoxicated Persons enforcement operations. The goal of these operations would be to prevent and deter on-sale and off-sale licensees serving or selling alcohol to obviously intoxicated persons.
8. Conduct at least 4 high visibility general enforcement operations. The unit would conduct pro-active patrol at identified ABC problem premises. The goal of these operations would be to prevent and deter underage drinking, over consumption and other alcohol related offenses.
9. Conduct at least 4 plain clothes and/or high visibility general ABC enforcement operations targeting problem areas, including problem on-sale and off-sale premises. Some of the operations would likely be carried out during busy holidays, special events. The goal of these operations would be to prevent and deter underage drinking, over consumption and other alcohol related offenses and public nuisances, as well as to provide for the general safety of the City of Oroville.

PROJECT PERSONNEL

Members of the Patrol Division will be responsible for carrying out the grant operations. All operations will be carried out on overtime. Sergeant John Bruschi has previously worked with ABC on non grant related operations and has also worked with OTS-Office Traffic Satiety on grant related operations. Sergeant Bruschi will be the project director and assist on operations. Following the funding of the grant, a patrol officer will be selected as the primary officer assigned to work all ABC operations. Additional officers will assist in operations with the goal of spreading knowledge of ABC operations and how to effectively deal with ABC related licensed premises.

BUDGET DETAIL

Exhibit B

BUDGET CATEGORY AND LINE-ITEM DETAIL	COST (Round budget amounts to nearest dollar)
A. Personnel Services (Straight Time Salaries, Overtime, and Benefits)	
A.1 Straight Time N/A Officer \$52.98 @ 400 hours	\$21,192.00
A.2 Overtime Sergeants \$63.97 @ 200 hours	\$12,794.00
A.3 Benefits Employee benefits estimated at 7.03%	\$4,339.00
TOTAL PERSONNEL SERVICES	\$38,325.00
B. Operating Expenses (maximum \$2,500)	
Buy money for minor decoy, shoulder tap operations	\$300.00
TOTAL OPERATING EXPENSES	\$300.00
C. Equipment (maximum \$2,500) (Attach receipts for all equipment purchases to monthly billing invoice) Wireless body mic/video recorder, surveillance binoculars, tac vests	\$2,500.00
TOTAL EQUIPMENT	\$2,500.00
D. Travel Expense/Registration Fees (maximum \$2,000) (Registration fee for July 2014 GAP Conference attendee is \$225 each)	\$450.00
Lodging costs, Per Diem, Transportation costs for two attendees.	\$1,550.00
TOTAL TRAVEL EXPENSE	\$2,000.00
TOTAL BUDGET DETAIL COST, ALL CATEGORIES	\$43,125.00

OTHER FUNDING SOURCES

Complete the following to report the total funds available to support the activities related to accomplishing the goals and objectives of the contract. In the "Grant Funds" column, report the ABC funds requested by category. In the "Other Funds" column, report all other funds available to support the project by category (if none, leave blank). Then calculate the totals by category in the "Program Total" column. Total each column down to arrive at the total program funds available. **(Round all budget amounts to the nearest dollar.)**

BUDGET CATEGORY	GRANT FUNDS	OTHER FUNDS	PROGRAM TOTAL
Personnel Services	\$38,325.00		\$38,325.00
Operating Expenses	\$300.00		\$300.00
Travel/Registration Fees	\$2,000.00		\$2,000.00
Equipment	\$2,500.00		\$2,500.00
TOTALS	\$43,125.00	\$0.00	\$43,125.00

(This form does not become part of the contract.)

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

3927 Lennane Drive, Suite 100
Sacramento, CA 95834
(916) 419-2500



May 16, 2014

Chief Bill Lagrone
Oroville Police Department
2055 Lincoln Street
Oroville, CA 95966

Dear Chief Lagrone:

Congratulations! Your agency has been selected by the Department of Alcoholic Beverage Control to receive funding for your 2014/2015 GAP grant proposal in the amount of \$32,045. We look forward to working with your department to meet the goals and objectives in your proposal.

A grant contract will be forthcoming within the next couple of weeks which requires a resolution from your agency's governing body. A sample resolution was included in the Request for Proposal packet. **Due to the fact that these resolutions have to be put on your governing body's calendar, we ask that you do this as soon as possible.**

We are planning a two and a half-day training conference July 7-9, 2014, at the Embassy Suites San Diego Bay – Downtown. The conference can accommodate two attendees from each agency and it is recommended that your Project Director and the officer assigned to the grant program attend.

This conference will offer valuable training in alcohol enforcement and will also be an excellent opportunity for the officers and deputies from your agency to meet and share information with others. Attendees are encouraged to utilize a pre-registration session on Sunday, July 6, from 4:00 – 5:00 p.m. in order to expedite the registration on the next day.

A block of rooms at a special conference rate of \$149.00 plus tax has been reserved for grant agency participants.¹ **PLEASE NOTE THAT ATTENDEES MUST MAKE RESERVATIONS BY THE HOTEL'S DEADLINE OF JUNE 13, 2014**, to guarantee the special room rate or availability. There will be a \$225.00 registration fee per person for the

¹ Based on the State regulations we are unable to reimburse those agencies that are within a 50 mile radius from the Embassy Suites San Diego Bay - Downtown. The distance is based on the agency's physical headquarters address. Agencies that fall in this category are: **Chula Vista Police Department, La Mesa Police Department, Oceanside Police Department and San Diego County Sheriff's Department.** Travel reimbursable costs for the aforementioned agencies will be limited to the registration fee only.

training that is reimbursable through the grant. Space at the hotel is limited and late registrants may be referred to nearby hotels.

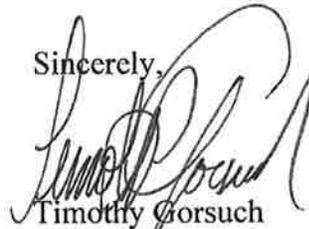
Participants must contact the Embassy Suites Hotel **directly** to make reservations. Below are two options:

1. Go to http://embassysuites.hilton.com/en/es/groups/personalized/S/SANDNES-ABC-20140703/index.jhtml?WT.mc_id=POG. *This link is specific to the Alcoholic Beverage Control GAP Conference, or*
2. Call 619-239-2400 main desk at Embassy Suites San Diego Bay – Downtown, or 1-800- EMBASSY (800-362-2779) and ask for the **ABC Grant Assistance Program** discount rate.

Due to the short time frame for registering at the hotel, your prompt attention is appreciated. The special room rate will only be available until June 13, 2014, or until the group block is sold out, whichever comes first. We have also enclosed a conference registration form to be filled out and returned using the same time frame.

If you have any questions, please call Grant Coordinator Suzanne Pascual at (916) 419-2572.

Sincerely,



Timothy Gorsuch
Director

Enclosure

Cc: Sergeant John Bruschi, Project Director

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: DONALD RUST, DIRECTOR (530) 538-2433
LUIS A. TOPETE, ASSOCIATE PLANNER (530) 538-2408
COMMUNITY DEVELOPMENT DEPARTMENT**

**RE: NEWSLETTER CONGRATULATING THE OROVILLE CITY COUNCIL FOR ITS
CLASSIFICATION OF E-CIGARETTES AS A TOBACCO PRODUCT**

DATE: JUNE 17, 2014

SUMMARY

The Council will receive an update on a newsletter released by the Butte County Public Health Department which congratulates the Oroville City Council in protecting the health of our youth by redefining electronic cigarettes as tobacco products in the recently adopted Tobacco Retail Policy.

DISCUSSION

The Butte County Department of Public Health has recently released a newsletter informing the community on proposed regulations by the Food and Drug Administration regarding electronic cigarettes. Information presented included a finding from a study conducted by the Centers for Disease Control and Prevention which indicated that the number of calls to poison centers involving e-cigarette liquids containing nicotine rose from one per month in 2010 to 215 per month in 2014. Additionally, the newsletter stated that experimentation with e-cigarettes more than doubled among U.S. middle school and high school students from 2011-2012.

In light of the growing public health impacts that e-cigarettes are having in the U.S., the newsletter commended the Oroville City Council for adopting a local retail tobacco policy in 2013 which includes an annual licensing requirement and, among other things, redefining tobacco products to include electronic cigarettes. The newsletter congratulates the Oroville City Council for protecting the health of our youth.

FISCAL IMPACT

None

RECOMMENDATION

For informational purposes only.

ATTACHMENTS

A – Butte County Public Health Newsletter

CC-5



FDA Proposes E-Cig Regs

By Ellen Michels

Summer 2014



Proposed FDA E-Cig Regulations

Recently the U.S. Food and Drug Administration's Center for Tobacco Products issued its long-awaited proposal to regulate e-cigarettes, cigars,

little cigars, hookah, pipe tobacco and other tobacco products. When Congress passed The 2009 Family Smoking Prevention and Tobacco Control Act, it created FDA's Center for Tobacco Products and gave it immediate authority over cigarettes, smokeless and roll-your-own tobacco products. In addition Congress gave authority to the agency to assert jurisdiction over other tobacco products, which FDA is finally doing today. The proposed regulation would also establish 18 as the nationwide minimum age for the legal purchase of tobacco products. This regulation proposes to extend basic authorities found in the Tobacco

FACT:

Experimentation with e-cigs more than doubled among U.S. middle school and high school students from 2011 to 2012

Control Act to all other tobacco products (including e-cigarettes, cigars, little cigars, hookah, and pipe tobacco), such as:

- Registration by all manufacturers with FDA, including a list of all tobacco products they sell
- Disclosure of ingredients by manufacturers to FDA
- Prohibit the sales of to-

bacco products to anyone under the age of 18

- Eliminate free sampling of all tobacco products
- Good manufacturing practice requirements
- Premarket review for any "new" tobacco product
- Premarket review of any product wishing to make a "modified risk or harm" claim

One very troubling provision in the proposed regulation could create an exemption for certain types of cigars. The FDA is seeking public comment on this carve-out provision. The public comment period began on April 25th and lasts for 75 days.

FACT:

The number of calls to poison centers involving e-cigarette liquids containing nicotine rose from one per month in 2010 to 215 per month in 2014, according to a CDC study

Congratulations to the Oroville City Council for protecting the health of our youth!

Oroville City Council Recognized

The City of Oroville was recently recognized by the Butte County Tobacco Prevention Coalition for the city's adoption of a local tobacco retailer licensing (TRL) policy in 2013. A strong TRL policy includes annual licensing requirements, a fee set high enough to fund enforcement of compliance

checks (in order to reduce illegal sales of tobacco to minors), and a deterrent for non-compliance (fines, suspension or revocation of license). In addition to requiring clerks to ask for proof of age, the Oroville TRL redefines tobacco products to include electronic cigarettes.



**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: DONALD RUST, DIRECTOR (530) 538-2433
LUIS A. TOPETE, ASSOCIATE PLANNER (530) 538-2408
COMMUNITY DEVELOPMENT DEPARTMENT**

**RE: PROPOSED ARTWORK ONTO A PACIFIC GAS AND ELECTRIC
(PG&E) CABINET**

DATE: JUNE 17, 2014

SUMMARY

The Council will receive a report regarding a proposed art project to paint a Pacific Gas and Electric Company (PG&E) cabinet located at the north side of Grand Avenue, just east of Wildflower Terrace.

BACKGROUND

On September 17, 2013, the Oroville City Council adopted Resolution No. 8131 adopting a policy and procedure for applying artwork onto above ground PG&E electrical transformer cabinets. On April 21, 2014, the City received its first application for the painting of such artwork (**Attachment A**). The proposed cabinet to be painted is located in the planter area on the north side of Grand Avenue, just east of Wildflower Terrace which is the entry to Gray Hawk Estates. The transformer cabinet is numbered #J282 and/or referenced by #36-004 (inscribed on the handle). The artwork is to be a collaborative neighborhood project with several adults and some children working with the artist to produce the artwork.

On June 2, 2014, City staff met with representatives from PG&E to discuss the process of having proposed artwork approved by their organization. PG&E representatives stated that there is no individual within their organization with explicit authority to approve or deny any proposed artwork. City has a contact person at PG&E that will forward any proposed artwork applications for comments to their appropriate personnel. PG&E staff present at the meeting indicated that, in general, they had no issue with proposed works of art so long as the identification number of the transformers and warning labels remain visible. However, they did remind City staff that any artwork that is placed has the potential to be damaged or painted over if the need arises for PG&E to do so and PG&E assumes no responsibility for the security or maintenance of any artwork placed on their cabinets.

CC-6

On June 9, 2014, the Oroville Arts Commission reviewed this project and has forwarded a recommendation to the Oroville City Council to approve the placement of the proposed artwork.

FISCAL IMPACT

None.

RECOMMENDATIONS

Approve the placement of the proposed artwork onto a PG&E cabinet at the north end of Grand Avenue, just east of Wildflower Terrace.

ATTACHMENT

A – Application

HRT IN PUBLIC PLACES



City of Oroville

RECEIVED

Donald Rust
DIRECTOR

Planning and Development Services Department

City of Oroville

1735 Montgomery Street
Oroville, CA 95965-4897
(530) 538-2420 FAX (530) 538-2426
www.cityoforoville.org

APR 21 2014

TRAKIT#: _____

Community Development and Public Works
PLANNING DIVISION GENERAL APPLICATION

(Please print clearly and fill in all that apply)

APPLICANT'S INFORMATION		Project's: <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Contractor <input type="checkbox"/> Consultant	
Name: <u>MACHELLE CONN</u>		Name: _____	
Address: <u>WILDFLOWER TERRACE</u>		Company/Organization: _____	
Phone #: <u>530 533-4140</u>		Address: _____	
Email: <u>macheconn@gmail.com</u>		(Phone #: _____)	
Is the applicant the Owner? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Email: _____	
***If applicant is Not the owner, please provide owner/agent authorization on the reverse side.			

DEVELOPMENT PROJECTS & OTHER APPLICATIONS
(Please check all that apply)

<input type="checkbox"/> Annexation	<input type="checkbox"/> Landmark /Modification/Demolition	<input type="checkbox"/> Tentative Parcel Map
<input type="checkbox"/> Appeal	<input type="checkbox"/> Mining and Reclamation Plan	<input type="checkbox"/> Tentative Subdivision Map
<input type="checkbox"/> Development Review	<input type="checkbox"/> Pre-Application	<input type="checkbox"/> Use Permit
<input type="checkbox"/> Final Map	<input type="checkbox"/> Residential Density Bonus	<input type="checkbox"/> Variance
<input type="checkbox"/> General Plan Amendment/Rezone	<input type="checkbox"/> Temporary Use	<input type="checkbox"/> Wire Less Communication Facilities
<input type="checkbox"/> Landmark Designation	<input type="checkbox"/> Tentative Map Extension	<input type="checkbox"/> Zoning Clearance

Other (Please Specify): PGE ELECTRICAL BOX ART

ADMINISTRATIVE PERMITS
(Please check all that apply)

<input type="checkbox"/> Adult Oriented Business	<input type="checkbox"/> Mobile Food Vendor	<input type="checkbox"/> Second Dwelling Unit	<input type="checkbox"/> Street Closure
<input type="checkbox"/> Home Occupation	<input type="checkbox"/> Outdoor Storage	<input type="checkbox"/> Sign/Temporary Sign Permit	<input type="checkbox"/> Tree Removal
<input type="checkbox"/> Large Family Day Care	<input type="checkbox"/> Outdoor Display & Sales	<input type="checkbox"/> Special Event	
<input type="checkbox"/> Other (Please Specify): _____			

* Please provide a letter addressed to the Planning Division with a detailed description for the proposed project. Please include any site plans, maps, aerials, photos, and other relevant information that will help us in processing your application.
** Any time a set of plans is required, three (3) sets of drawings shall be submitted, unless otherwise directed

PROJECT INFORMATION

Project Name: _____	Proposed Structure(s) (Sq Ft.): _____
Address: _____	Existing Structure(s) (Sq Ft.): _____
Nearest Cross Street: _____	Water Provider: _____
Assessor's Parcel Number: _____	School District: _____
Lot Size (Acres): _____	Number of Dwelling Units: _____

APPLICANT'S SIGNATURE

I hereby certify that the information provided in this application is, to my knowledge, true and correct.

Applicant's Signature: Machelle Conn Date: 4/19/14

OFFICE USE ONLY

General Plan: _____ Zoning: _____ Zone Conformity: (Y/N) Parcel No: _____
File #: _____ Overlay Zoning: _____ Minimum Setbacks: FY- _____ RY- _____ SY- _____

PLEASE ATTACH PROPOSED DESIGN AND PREFERRED CHOICE (LOCATION) OF BOX

AGENT AUTHORIZATION

To the City of Oroville, Department of Planning and Development Services

PRINT NAME OF AGENT: _____ PHONE NUMBER: _____

COMPANY NAME: _____ EMAIL: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ AGENT SIGNATURE: _____

Is hereby authorized to process this application on my/our property, identified as Butte County Assessors Parcel Number (s):

APN: _____

This authorization allows representation for all applications, hearings, appeals, etc. and to sign all documents necessary for said processing, but not including document (s) relating to record title interest.

Owner(s) of Record (sign and print name)

1)	Print Name of Owner	Signature of Owner	Date
2)	Print Name of Owner	Signature of Owner	Date
3)	Print Name of Owner	Signature of Owner	Date
4)	Print Name of Owner	Signature of Owner	Date
	Owner's Mailing Address	Owner's Email	Owner's Phone #

*See attached
- 3 pages -*

April 19, 2014

Art in Public Places Submission

Attached to this application is the proposed art for the electrical transformer cabinet located in the planter area on the north side of Grand Avenue, east of Wildflower Terrace which is the entry into Gray Hawk Estates. The transformer cabinet is numbered # J285 and/or reference by # 36-004 (inscribed on the handle of the cabinet).

The artwork is to be a neighbor project. Several of the adults as well as some of the neighborhood children will be working with the artist to produce the art work. The placement of the design is approximate and may vary some from the drawing.

The work will be done in stages

- 1) cabinet will be cleaned and lightly sanded
- 2) a primer coat will be applied
- 3) a base coat of light yellow paint will be applied
- 4) art work will be outlined
- 5) art work will be filled in with color
- 6) details will be added
- 7) a protective top coat will be applied
- 8) Group will take pictures of the finished project and forward them to the City
- 9) Please note: Colored pens were used to render the drawing, so colors will vary some from the proposal.

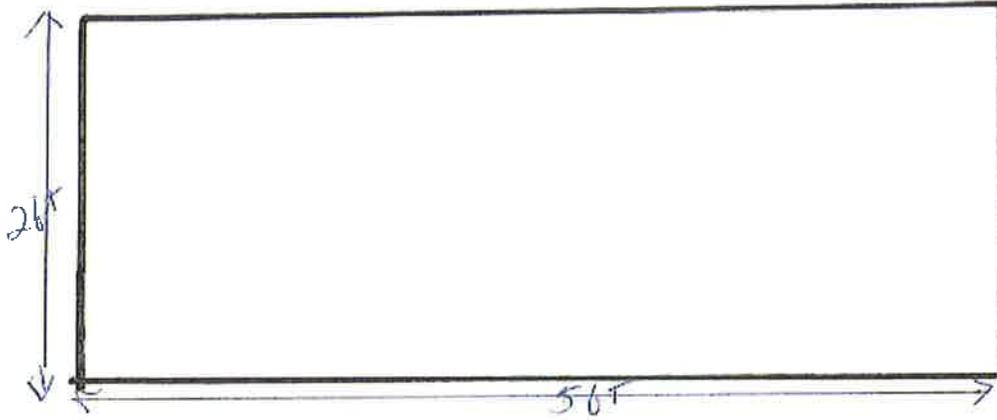
Submitted by:

Machelle Conn, 6 Wildflower Terrace, Oroville Ca 95965
530 533-4140 machconn@gmail.com

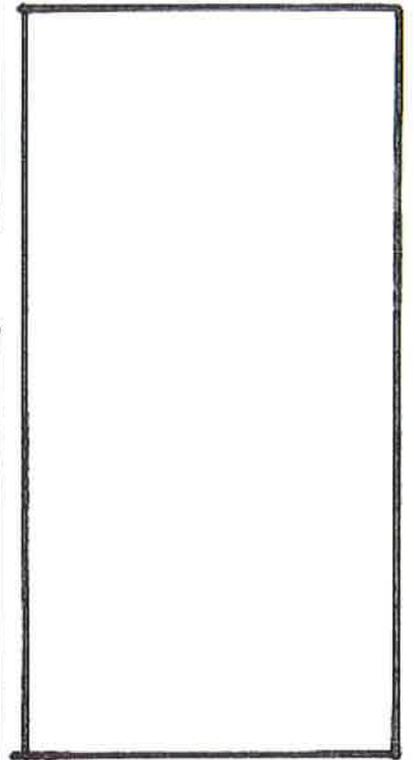
Machelle Conn 4/19/14

Page 1

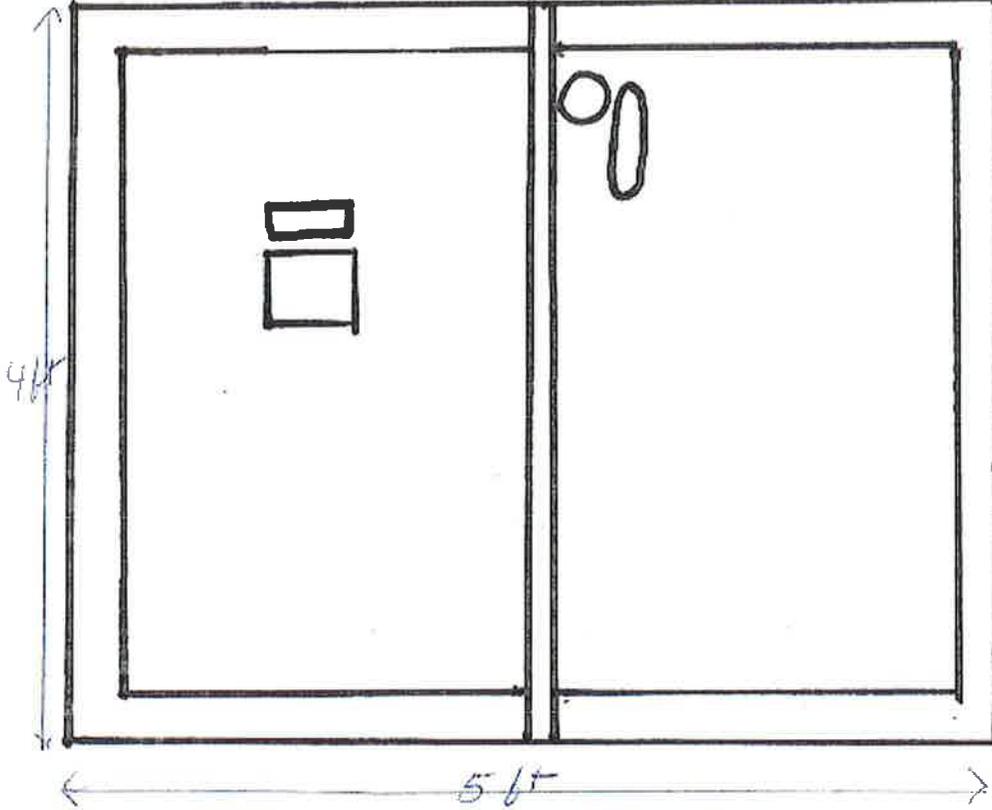
TOP



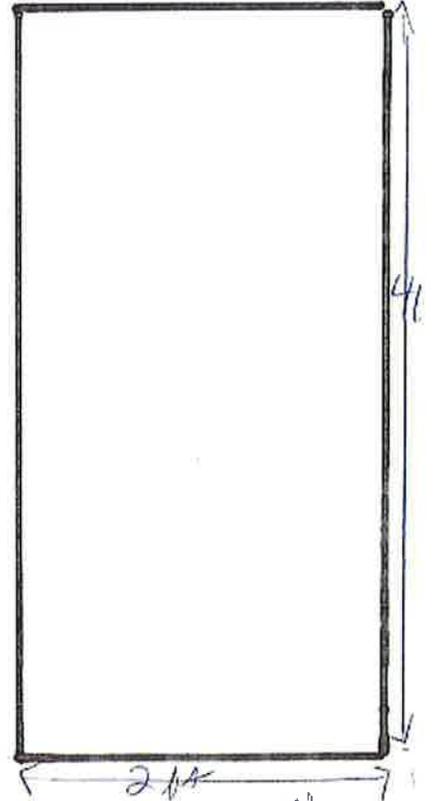
LEFT



FRONT



RIGHT

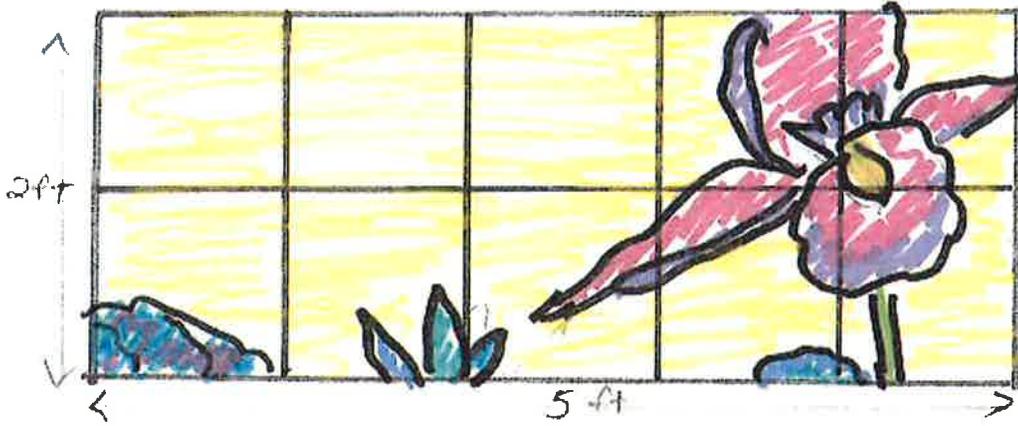


Traskville Conn
 4/19/14

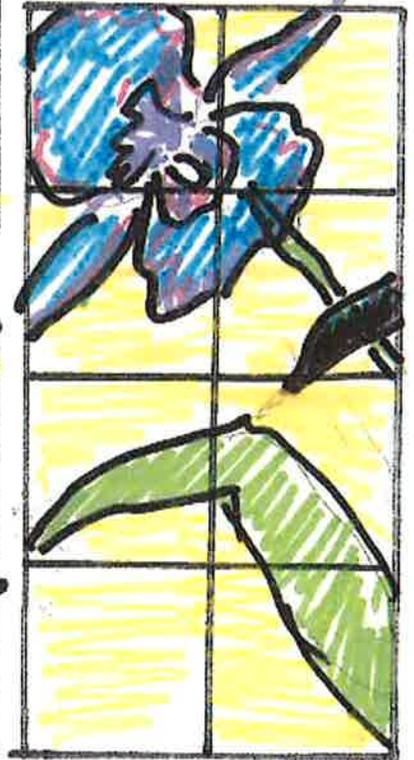
page 2

Scale 1" per 1'

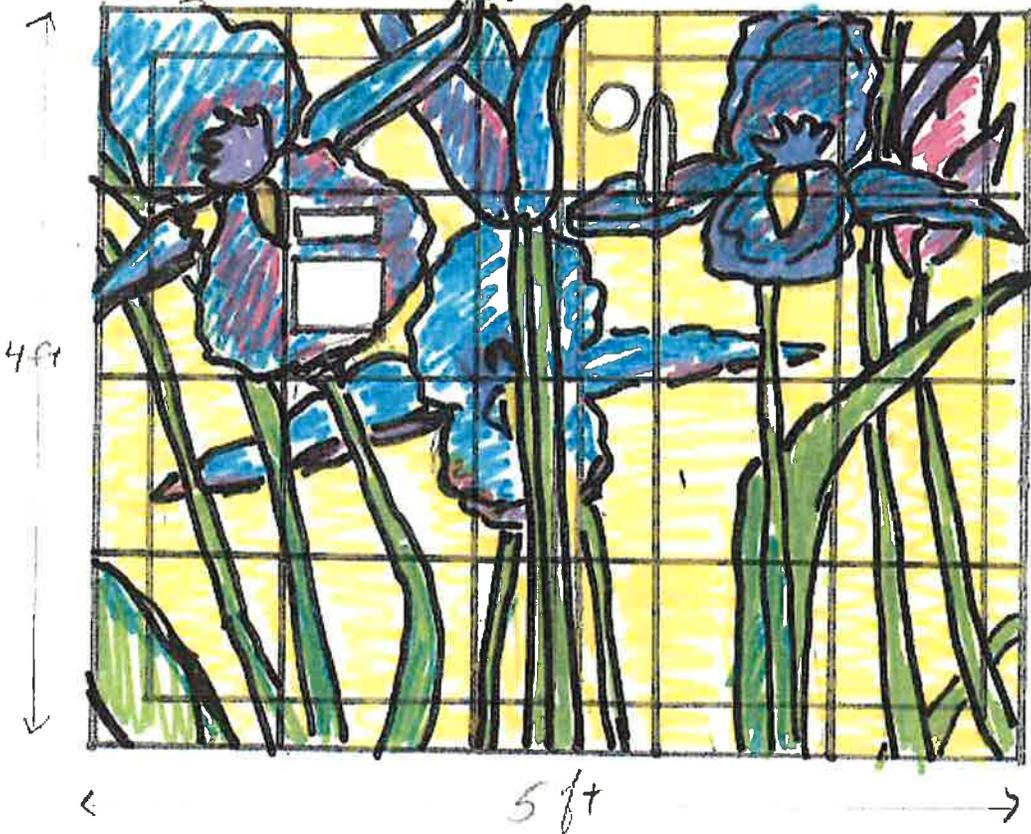
TOP



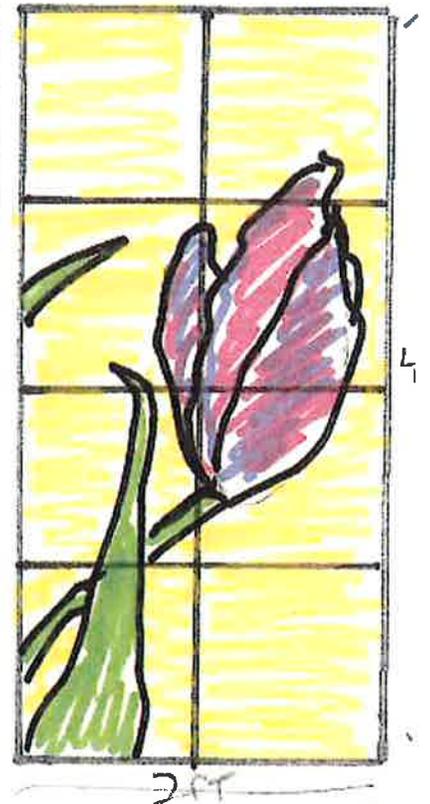
LEFT



FRONT



RIGHT



Box # J-285 (86-0042)

Box location is on the north side of Grand, just east of Wildflower Terrace which is the entry into Gray Hawk Estates

Marshall Conn 4/19/14

Page 3

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: DONALD L. RUST, DIRECTOR (530) 538-2433
PLANNING & DEVELOPMENT SERVICES DEPARTMENT**

**RE: AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH BOB
THOMASTON DBA: LA PETITE GALLERIE - 1461 AND 1465 MYERS
STREET**

DATE: JUNE 17, 2014

SUMMARY

The Council may consider an amendment to the Commercial Lease Agreement, with Bob Thomaston dba: La Petite Gallerie, at 1461 and 1465 Myers Street, Oroville.

DISCUSSION

At the June 4, 2013 meeting, the Council approved a commercial lease agreement with Mr. Thomaston DBA La Petite Galerie for the office space at 1461 and 1465 Myers Street, Oroville. The base rent for La Petite Gallerie is \$0.50 per square foot. La Petite Gallerie occupies approximately 1,112 sq. ft., for a base rent of \$556 per month. The tenant pays for all utilities and insurance.

Mr. Thomaston used a local contractor and funded the accessibility upgrades and tenant improvements to the Suites in exchange for the total upfront expenditure of approximately \$9,100 being applied to his monthly rent until the initial capital outlay has been recouped, which is almost 17 months, or approximately November, 2014.

On June 2, 2014, Mr. Thomaston requested that the lease agreement be amended to allow for a month to month clause be added to the agreement.

FISCAL IMPACT

The tenant will provide monthly rental payments in the amount of \$556 to the City, which will be revenue to the General Fund on a monthly basis.

RECOMMENDATIONS

Adopt Resolution No. 8222 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO

THE COMMERCIAL LEASE AGREEMENT WITH BOB THOMASTON DBA: LA PETITE GALERIE FOR OFFICE SPACE LOCATED AT 1461 MYERS STREET, SUITE 2, AND 1465 MYERS STREET, SUITE 3, OROVILLE – (Agreement No. 3017-2).

ATTACHMENTS

Resolution No. 8222
Agreement No. 3017-2

**CITY OF OROVILLE
RESOLUTION NO. 8222**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AMENDMENT TO THE COMMERCIAL LEASE AGREEMENT WITH BOB THOMASTON DBA: LA PETITE GALLERIE FOR OFFICE SPACE LOCATED AT 1461 MYERS STREET, SUITE 2, AND 1465 MYERS STREET, SUITE 3 OROVILLE

(Agreement No. 3017-2)

NOW THEREFORE, be it hereby resolved by the Oroville City Council as follows:

1. The Mayor is hereby authorized and directed to execute an amendment to the Commercial Lease Agreement with Bob Thomaston dba: La Petite Gallerie, for retail space located at 1461 Myers Street, Suite 2 and 1465 Myers Street, Suite 3, Oroville. A copy of the Agreement is attached to this Resolution.
2. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED by the Oroville City Council at a regular meeting on June 17, 2013, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

ATTEST:

Scott E. Huber, City Attorney

Randy Murphy City Clerk

**CITY OF OROVILLE PUBLIC FACILITY
LEASE AGREEMENT**

THIS AMENDMENT TO THE LEASE AGREEMENT ("Amendment") is made this 17th day of June, 2014, between City of Oroville ("Landlord"), and Bob Thomaston DBA: La Petite Gallerie ("Tenant").

In consideration of terms and conditions herein, the Parties agree that Agreement No. 3017 shall be amended as follows:

1. Effective upon execution of this Amendment by all Parties, the lease shall convert to a month-to-month tenancy. Either party may terminate the tenancy or modify the terms of the Agreement by giving the other party 60 days written notice. If Tenant elects to terminate the Agreement, Tenant shall pay all rent due through the end of the tenancy concurrently with the notice of termination.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Lease as of the day and year first above written.

**CITY OF OROVILLE
LANDLORD**

**BOB THOMASTON DBA LA PETITE
GALLERIE TENANT**

By: _____

Linda L. Dahlmeier, Mayor

By: _____

Bob Thomaston
DBA La Petite Gallerie

ATTEST

By: _____

Print:

By: _____

Randy Murphy, City Clerk

APPROVED AS TO FORM

BUSINESS LICENSE NO.

By: _____

Scott E. Huber, City Attorney

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR DAHLMEIER AND COUNCIL MEMBERS

FROM: RANDY MURPHY, CITY ADMINISTRATOR

**RE: STANDARD INTERAGENCY AGREEMENT FOR WITH REGIONAL
GOVERNMENT SERVICES FOR RECRUITMENT OF FINANCE
DIRECTOR**

DATE: JUNE 17, 2014

SUMMARY

The Council may consider a Standard Interagency Agreement (Agreement) with Regional Government Services (RGS), in an amount not-to-exceed \$15,000, for services and related expenses associated with the recruitment for a new Finance Director.

DISCUSSION

The amount of this Agreement is sufficient to provide RGS time to find the new Finance Director, and also provide up to \$5,000 for advertising, travel and other expenses.

FISCAL IMPACT

Cost should not exceed \$15,000, including advertising and travel. There is adequate funding available in the Human Resources budget.

RECOMMENDATIONS

Adopt Resolution No. 8223 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A STANDARD INTERAGENCY AGREEMENT WITH REGIONAL GOVERNMENT SERVICES, IN AN AMOUNT NOT TO EXCEED \$15,000, FOR RECRUITMENT SERVICES AND RELATED EXPENSES – (Agreement No. 3068).

ATTACHMENTS

Resolution No. 8223
Agreement No. 3068

**CITY OF OROVILLE
RESOLUTION NO. 8223**

A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A STANDARD INTERAGENCY AGREEMENT WITH REGIONAL GOVERNMENT SERVICES, IN AN AMOUNT NOT TO EXCEED \$15,000, FOR RECRUITMENT SERVICES AND RELATED EXPENSES

(Agreement No. 3068)

NOW THEREFORE, be it hereby resolved by the Oroville City Council as follows:

1. The City Administrator is hereby authorized and directed to execute an Interagency Standard Agreement with Regional Government Services. A copy of the Agreement is attached hereto as Exhibit "A."
2. The City Clerk shall attest to the adoption of this Resolution.

PASSED AND ADOPTED by the Oroville City Council at a regular meeting on June 17, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Linda L. Dahlmeier, Mayor

APPROVED AS TO FORM:

ATTEST:

Scott E. Huber, City Attorney

Randy Murphy, City Clerk



Preamble: The agreement for services described below is also an agreement to engage in a relationship between organizations – agency partners. In order to establish a mutually respectful relationship as well as a productive one, RGS has adopted the following values and business methods.

Our Values

- **Expert Services:** RGS serves exclusively public sector agencies with its team of public sector experts.
- **Innovation:** RGS encourages and develops innovative and sustainable services to help each agency meet its challenges through new modes of service provision.
- **Customer Driven:** RGS customizes solutions to achieve the right level and right kind of service at the right time for each agency's unique organizational needs.
- **Perseverance:** Sometimes the best solutions are not immediately apparent. RGS listens, works with you, and sticks with it until a good fit with your needs is found.
- **Open Source Sharing:** RGS tracks emerging best practices and shares them, learning openly from each other's hard won experience.
- **Commitment:** government agencies are the public's only choice for many services. Public trust is earned and must be used wisely. And RGS will do its part. Each agency should and will know how RGS sets its rates. RGS' pledge to you is that we will act with honesty, openness, and full transparency.

How RGS Does Business

When you work with RGS you can expect:

- Pre-contract meetings either in person or by phone to ensure our working relationship starts on firm footing. RGS will strive to be explicit up front and put our understandings in writing. Before making assumptions, we hope to talk directly to prevent any misunderstandings.
- Ongoing interaction throughout our relationship to ensure that your needs are being met, and that projects progress appropriately and agreed-upon timelines are met.
- RGS operates candidly, and will be open with what we can and cannot do. RGS is committed to honest interaction.
- When our employees are on your site, we expect them to treat people respectfully and be treated respectfully. If problems arise, we want to communicate early, accurately, and thoroughly to ensure that we find mutually acceptable solutions.
- As a public agency, partnering is valued. We look out for each other's interests consistent with maintaining the public trust.
- To keep expectations realistic, it is important to understand that RGS is a governmental joint powers agency evolving to meet upcoming local government needs. RGS has carefully constructed policies and procedures to allow us maximum flexibility to meet your needs. In doing this, we must recover our costs, which are kept to a minimum so client agency revenues are used wisely. We receive no tax revenues or client subsidies.

Agreement for Management and Administrative Services

This Agreement for Management Services (“Agreement”) is made and entered into as of the 30th day of May 2014, by and between the **City of Oroville**, a municipal agency (“Agency”), and **Regional Government Services Authority (RGS)**, a joint powers authority, (each individually a “Party” and, collectively, the “Parties”).

RECITALS

THIS AGREEMENT is entered into with reference to the following facts and circumstances:

- A. That Agency desires to engage RGS to render certain services to it;
- B. That RGS is a management and administrative services provider and is qualified to provide such services to the Agency; and
- C. That the Agency has elected to engage the services of RGS upon the terms and conditions as hereinafter set forth.

TERMS AND CONDITIONS

Section 1. Services. The services to be performed by RGS under this Agreement shall include those services set forth in the **Exhibits**, which are by this reference incorporated herein and made a part hereof as though it were fully set forth herein.

Where in conflict, the terms of this Agreement supersede and prevail over any terms set forth in the **Exhibits**.

1.1 Standard of Performance. RGS shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which RGS is engaged in the geographical area in which RGS practices its profession. RGS shall prepare all work products required by this Agreement in a substantial, first-class manner and shall conform to the standards of quality normally observed by a person practicing in RGS’s profession.

1.2 Assignment of Personnel. RGS shall assign only competent personnel to perform services pursuant to this Agreement. In the event that Agency, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, RGS shall consider reassigning such person or persons. RGS’s Executive Director will notify Agency’s Chief Executive Officer in writing prior to assigning a different RGS employee to provide services other than the initial RGS Staff identified on the Exhibits.

1.3 Time. RGS shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in above and to satisfy RGS’s obligations hereunder in the Exhibits.

Section 2. Term of Agreement and Termination. Services shall commence on or about the date specified in the Exhibits and shall continue until the date anticipated in the Exhibits to terminate, at which time services may continue on a month-to-month basis until one party terminates the agreement. This agreement may be terminated by either Party, with or without cause, upon 30 days written notice. Agency has the sole discretion to determine if the services performed by RGS are satisfactory to the Agency, which determination shall be made in good faith. If the Agency determines that the services performed by RGS are not satisfactory, the Agency may terminate this agreement by giving written notice to RGS. Upon receipt of notice of termination by either Party, RGS shall cease performing duties on behalf of Agency on the termination date specified and the compensation payable to RGS shall include only the period for which services have been performed by RGS.

Section 3. Compensation. Payment under this Agreement shall be as provided in the Exhibits.

Section 4. Effective Date. This Agreement shall become effective on the date first herein above written.

Section 5. Relationship of Parties.

5.1 It is understood that the relationship of RGS to the Agency is that of an independent contractor and all persons working for or under the direction of RGS are its agents or employees and not agents or employees of Agency. The Agency and RGS shall, at all times, treat all persons working for or under the direction of RGS as agents and employees of RGS, and not as agents or employees of the Agency. Agency shall have the right to control RGS only insofar as the results of RGS's services rendered pursuant to this agreement and assignment of personnel pursuant to Section 1.

5.2 RGS shall provide services under this Agreement through one or more employees of RGS qualified to perform services contracted for by Agency. Key RGS staff who will provide services to the Agency are indicated in the Exhibits. The Executive Director will not reassign any of the staff indicated in the Exhibits without first consulting with the Agency. The Executive Director will consult with Agency on an as-needed basis to assure that the services to be performed are being provided in a professional manner and meet the objectives of Agency.

5.3 Agency shall not have the ability to direct how services are to be performed, specify the location where services are to be performed, or establish set hours or days for performance of services, except as set forth in the Exhibits.

5.4 Agency shall not have any right to discharge any employee of RGS from employment.

- 5.5** RGS shall, at its sole expense, supply for its employees providing services to Agency pursuant to this Agreement any and all benefits, such as worker's compensation, disability insurance, vacation pay, sick pay, or retirement benefits; obtain and maintain all licenses and permits usual or necessary for performing the services; pay any and all taxes incurred as a result of the employee(s) compensation, including estimated taxes, FICA and other employment taxes; and provide Agency with proof of payment of taxes on demand.

Section 6. Insurance Requirements. Before beginning any work under this Agreement, RGS, at its own cost and expense, shall procure "occurrence coverage" insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by RGS and its agents, representatives, employees, and subcontractors. RGS shall provide proof satisfactory to Agency of such coverage that meets the requirements of this section and under forms of insurance satisfactory in all respects to the Agency. RGS shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be paid by RGS. RGS shall not allow any subcontractor to commence work on any subcontract until RGS has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to Agency. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution.

- 6.1 Workers' Compensation.** RGS shall, at its sole cost and expense, maintain statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by RGS. The statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per accident. In the alternative, RGS may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. The insurer, if insurance is provided, or RGS, if a program of self-insurance is provided, shall waive all rights of subrogation against the Agency and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement where the subject loss is not proximately caused by the actions of or failure to act by a Agency officer, agent or employee or any person or entity other than the parties to the agreement.

An endorsement shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, except after 15 days' prior written notice has been given to the Agency.

6.2 Commercial General and Automobile Liability Insurance.

6.2.1 General requirements. RGS, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00) per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. RGS shall additionally maintain commercial general liability in an amount not less than TWO MILLION DOLLARS (\$2,000,000) aggregated for bodily injury, personal injury, and property damage. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

6.2.2 Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 or GL 0002 (most recent editions) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 8 and 9. No endorsement shall be attached limiting the coverage.

6.2.3 Additional requirements. Each of the following shall be included in the insurance coverage or added as an endorsement to the policy:

- a. Agency and its officers, employees, agents, and volunteers shall be covered as insureds with respect to each of the following: liability arising out of activities performed by or on behalf of RGS including the insured's general supervision of RGS; products and completed operations; premises owned, occupied, or used by RGS; and automobiles owned, leased, or used by RGS. The coverage shall contain no special limitations on the scope of protection afforded to Agency or its officers, employees, agents, or volunteers.
- b. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

- c. An endorsement must state that coverage is primary insurance with respect to the Agency and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by the Agency shall be called upon to contribute to a loss under the coverage.
- d. An endorsement shall state that coverage shall not be suspended, voided, cancelled by either party, or reduced in coverage or in limits, except following reasonable notice to the Agency.

6.3 Professional Liability Insurance. Upon written request of Agency, RGS, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) covering the licensed professionals' errors and omissions.

6.3.1 Any deductible or self-insured retention shall not exceed \$1,000 per claim.

6.3.2 An endorsement shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, except after 15 days' prior written notice has been given to the Agency.

6.3.3 The following provisions shall apply if the professional liability coverages are written on a claims-made form:

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the Agreement or the work, so long as commercially available at reasonable rates.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, RGS must provide extended reporting coverage for a minimum of 5 years after completion of the Agreement or the work. The Agency shall have the right to exercise, at RGS's sole cost and expense, any extended reporting provisions of the policy, if RGS cancels or does not renew the coverage.
- d. A copy of the claim reporting requirements must be submitted to the Agency prior to the commencement of any work under this Agreement.

6.4 All Policies Requirements.

6.4.1 Acceptability of insurers. All insurance required by this section is to be placed with insurers with a Best's rating of no less than A:VII.

6.4.2 Verification of coverage. Prior to beginning any work under this Agreement, RGS shall furnish Agency with notifications of coverage and with original endorsements effecting coverage required herein. The notifications and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

6.4.3 Subcontractors. RGS shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

6.4.4 Variation. The Agency may approve a variation in the foregoing insurance requirements, upon a determination that the coverages, scope, limits, and forms of such insurance are either not commercially available, or that the Agency's interests are otherwise fully protected.

6.4.5 Deductibles and Self-Insured Retentions. RGS shall disclose to and obtain the approval of Agency for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement.

During the period covered by this Agreement, only upon the prior express written authorization of Agency's Chief Executive Officer, RGS may increase such deductibles or self-insured retentions with respect to Agency, its officers, employees, agents, and volunteers. The Agency's Chief Executive Officer may condition approval of an increase in deductible or self-insured retention levels with a requirement that RGS procure a bond, guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

6.4.6 Notice of Reduction in Coverage. In the event that any coverage required by this section is reduced, limited, or materially affected in any other manner, RGS shall provide written notice to Agency at RGS's earliest possible opportunity and in no case later than five days after RGS is notified of the change in coverage.

- 6.5 Remedies.** In addition to any other remedies Agency may have if RGS fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, Agency may, at its sole option exercise any of the following remedies, which are alternatives to other remedies Agency may have and are not the exclusive remedy for RGS's breach:
- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
 - Order RGS to stop work under this Agreement or withhold any payment that becomes due t hereunder, or both stop work and withhold any payment, until RGS demonstrates compliance with the requirements hereof; and/or
 - Terminate this Agreement.

Section 7. Legal Requirements.

- 7.1 Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 Compliance with Applicable Laws.** RGS and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, RGS and any subcontractors shall comply with all applicable rules and regulations to which Agency is bound by the terms of such fiscal assistance program.
- 7.4 Licenses and Permits.** RGS represents and warrants to Agency that RGS and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions and that RGS is authorized by law to provide the services contemplated by this agreement. RGS represents and warrants to Agency that RGS and its employees, agents, and subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions.
- 7.5 Nondiscrimination and Equal Opportunity.** RGS shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided under this Agreement. RGS shall

comply with all applicable federal, state, and Local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement.

Section 8. Keeping and Status of Records.

- 8.1 Records Created as Part of RGS's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that RGS prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the Agency. RGS hereby agrees to deliver those documents to the Agency upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the Agency and are not necessarily suitable for any future or other use.
- 8.2 Confidential Information.** RGS shall hold any confidential information received from Agency in the course of performing this Agreement in trust and confidence and will not reveal such confidential information to any person or entity, either during the term of the Agreement or at any time thereafter. Upon expiration of this Agreement, or termination as provided herein, RGS shall return materials which contain any confidential information to Agency. For purposes of this paragraph, confidential information is defined as all information disclosed to RGS which relates to Agency past, present, and future activities, as well as activities under this Agreement, which information is not otherwise of public record under California law. Agency shall notify RGS what information and documents are confidential and thus subject to this section 8.2.
- 8.3 RGS's Books and Records.** RGS shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the Agency under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment under this Agreement.
- 8.4 Inspection and Audit of Records.** Any records or documents that Section 8.3 of this Agreement requires RGS to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the Agency. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds \$10,000.00, the Agreement shall be subject to the examination and audit of the State

Auditor, at the request of Agency or as part of any audit of the Agency, for a period of 3 years after final payment under the Agreement.

Section 9. Non-assignment. This Agreement is not assignable either in whole or in part without the written consent of the other party.

Section 10. Amendments. This Agreement may be amended or modified only by written agreement signed by both Parties.

Section 11. Validity The invalidity, in whole or in part, of any provisions of this Agreement shall not void or affect the validity of any other provisions of this Agreement.

Section 12. Governing Law/Attorneys Fees. This Agreement shall be governed by the laws of the State of California and any suit or action initiated by either party shall be brought in Alameda County, California. In the event of litigation between the Parties hereto to enforce any provision of the Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs of litigation.

Section 13. Mediation. Should any dispute arise out of this Agreement, the Parties shall meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. Neither Party shall be permitted to file legal action without first meeting in mediation and making a good faith attempt to reach a mediated resolution. The costs of the mediator, if any, shall be paid equally by the Parties. If a mediated settlement is reached, neither Party shall be deemed the prevailing party for purposes of the settlement and each Party shall bear its own legal costs.

Section 14 Employment Offers to Our Staff. Should the AGENCY desire to offer permanent or temporary employment to an RGS employee who is either currently assigned to the AGENCY or has been assigned to the AGENCY within the previous six months, said AGENCY will be charged a fee equal to the full-time cost of the RGS employee for one month, using the most recent RGS bill rate for the RGS employee's services to the Agency. This fee is to recover RGS' expenses in recruiting the former and replacement RGS staff.

Section 15 Entire Agreement. This Agreement, including the Exhibits, comprises the entire Agreement.

Section 16 Indemnity.

16.1 RGS's indemnity obligations. Neither party will assume undue risk for the other party. RGS will defend and indemnify Agency, and hold it harmless, from any claim, demand or liability that is related to, or results from the manner in which RGS has performed this Agreement. Thus, RGS's indemnity obligations will arise when any claim or demand is made against Agency which premises Agency's liability, in whole or in part, upon any of the following:

- a. the quality or character of the work of RGS's employees or subcontractors;
- b. the negligent acts or omissions of RGS or its officers, directors, employees, or agents; or
- c. the willful misconduct of RGS or its officers, directors, employees, or agents.

Further, RGS will defend and indemnify Agency, and hold it harmless, from any claim, demand or liability that is related to, or results from an assertion that as a result of providing services to Agency, an RGS employee or a person performing work pursuant to this agreement is entitled to benefits from, or is covered by, the Social Security retirement system or the California Public Employee Retirement Systems. Notwithstanding the foregoing, however, RGS's obligation for any payments to such a claimant shall be limited to those payments which Agency may be required to pay.

- 16.2 Agency's indemnity obligations.** Agency shall indemnify, defend and hold harmless RGS and its officers, directors, employees and agents from any and all claims and lawsuits where such persons are named in the lawsuit solely by virtue of the position they hold with Agency, or solely because of a duty any of them performs while in that position.

It is the intent of the parties here to define indemnity obligations that are related to or arise out of Agency's actions as a governmental entity. Thus, Agency shall be required to indemnify and defend only under circumstances where a cause of action is stated against RGS, its employees or agents:

- a. which is unrelated to the skill they have used in the performance of the duties delegated to them under this Agreement;
- b. when the allegations in such cause of action do not suggest the active fraud or other misconduct of RGS, its employees, or agents; or
- c. where a Agency employee, if he had been acting in a like capacity, otherwise would be acting within the scope of that employment.

Whenever Agency owes a duty hereunder to indemnify RGS, its employees or agents, Agency further agrees to pay RGS a reasonable fee for all time spent by any RGS employee, or spent by any person who has performed work pursuant to this agreement, for the purpose of preparing for or testifying in any suit, action, or legal proceeding in connection with the services the assigned employee has provided under this Agreement.

Section 17 Notices. All notices required by this Agreement shall be given to Agency and RGS in writing, by first class mail, postage prepaid, addressed as follows:

Agency: City of Oroville
1735 Montgomery Street
Oroville, CA 95965

RGS: Regional Government Services Authority
P. O. Box 1350
Carmel Valley, CA 93924

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the date first written by their respective officers duly authorized on their behalf.

DATED: _____, 2014 **City of Oroville**

By: _____
Randy Murphy, City Administrator

APPROVED AS TO FORM:

DATED: _____, 2014 By: _____
Scott Huber, City Attorney

DATED: _____, 2014 **Regional Government Services Authority**

By: _____
Richard H. Averett, Executive Director

APPROVED AS TO FORM:

DATED: _____, 2014 By: _____
Sky Woodruff, Authority Counsel

Exhibit A

Compensation.

1. **Fees.** The Agency agrees to pay to RGS the full cost of compensation and support, as shown in Exhibit A, for the assigned RGS employee(s). Compensation is shown on an hourly basis.

RGS and Agency acknowledge and agree that compensation paid by Agency to RGS under this Agreement is based upon RGS's costs of providing the services required hereunder, including salaries and benefits of employees. Consequently, the parties agree that adjustments to the hourly rate shown below for "RGS Staff" will be made for changes to the salary and/or benefits costs provided by RGS to such employee. The parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities for which RGS may be obligated for its employees or may otherwise be contractually obligated.

2. **Reimbursement of RGS's Administrative Cost.** The Agency shall reimburse RGS for overhead as part of the hourly rate specified below, and direct external costs. Support overhead costs are those expenses necessary to administering this Agreement, and are included in the hourly rate. Direct external costs, including such expenses as travel or other costs incurred for the exclusive benefit of the Agency, will be invoiced to the Agency when received and without mark-up. These external costs will be due upon receipt.
3. **Terms of Payment.** RGS shall submit invoices monthly for the prior month's services. Invoices shall be sent approximately 10 days after the end of the month for which services were performed and are due and shall be delinquent if not paid within 20 days of receipt. Delinquent payments will be subject to a late payment carrying charge computed at a periodic rate of 1% per month, which is an annual percentage rate of 12%, which will be applied to any unpaid balance owed commencing 7 days after the payment due date. Additionally, in the event the Agency fails to pay any undisputed amounts due to RGS within 15 days after payment due date, then the Agency agrees that RGS shall have the right to consider said default a total breach of this Agreement and the duties of RGS under this Agreement may be terminated by RGS upon 10 working days advance written notice.

Payment Address. All payments due RGS shall be paid to:

Regional Government Services Authority
PO Box 1350
Carmel Valley, CA 93924

AGENCY CONTACTS

Agency Billing Contact. Invoices are sent electronically only. Please provide the contact person to whom invoices should be sent:

NAME	EMAIL
Randy Murphy	MurphyR@cityoforoville.org

Agency Insurance Contact. Please provide the contact person to whom the certificate of coverage should be sent:

NAME	ADDRESS
Elizabeth Ehrenstrom	1735 Montgomery Street Oroville, CA 95965

RGS STAFF

NAME	POSITION	HOURLY RATE*
Reannette Fillner	HR Consultant	\$115.00

*The Hourly Rate does not include mark-up for direct external costs which will be invoiced to the Agency at cost.

The start date for the services to be performed is on or about May 30, 2014, and this agreement is anticipated to remain in force through December 31, 2014. Upon expiration of the agreement, services may continue on a month-to-month basis until one party terminates as provided for in Section 2 of the agreement.

This recruitment is expected to take approximately 90 hours of consultant time. City will only be invoiced for the actual hours worked. Services for this agreement will not exceed a total amount of \$10,000 for hours worked. Consultant travel expenses and direct expenses for advertising and background investigation report are not included in the NTE costs. City will be informed of advertising costs prior to advertisements being placed. Should the activities take more time than anticipated, consultant will not proceed on additional work without direct authorization from designated City authority.

In addition, City will be invoiced for printing/copying fees, advertising costs, or any other such direct costs incurred as part of this work.

Such employee(s) may perform services at the Agency offices available in the City of Oroville or at other locations.

Exhibit B

Scope of Services. RGS shall assign an RGS employee or employees to perform the functions as described below:

- Perform the functions as assigned.
- Be reasonably available to perform the services during the normal work week, as agreed upon.
- Meet regularly and as often as necessary for the purpose of consulting about the scope of work performed.
- Other Duties - As part of the Agency job description(s) for this/these position(s) and/or as outlined below.
- Perform related work as required.

Regional Government Services Proposal for the City of Oroville for Finance Director Recruitment

Subject to the terms and conditions of an Agreement with RGS, RGS shall assign an RGS employee or employees to provide executive recruitment services which include performing any or all of the functions described below, as requested by the City:

- Update the existing job description for the position for accuracy and currency to job duties and requirements.
- Conduct a compensation review for the position in preparation for recruiting for the position.
- Have an initial planning meeting with the city leadership to:
 - Identify key needs.
 - Develop a selection plan (Selection plan requires the active participation/interaction of City staff throughout the process.)
- Prepare a job recruitment bulletin, and any associated organizational information materials.
- Develop a recruitment schedule.
- Write and place advertising (this is an additional fee – costs passed on with no markup).
- Conduct targeted outreach to potential candidates.
- Review applications and synopsizing each qualified candidate's education and experience.
- Meet with appropriate City staff (likely City Manager) to review candidates and identify candidates for interview.
- Schedule and administer interview(s) with City Manager and candidates, including development of questions and other assessment materials.
- Conduct reference checks/background investigation on finalist candidate(s) (this is an additional fee for background investigation {not reference checks} – costs passed on with no markup).
- Prepare and present a job offer, and/or negotiate compensation and benefits on behalf of the City.
- Provide timely and professional communications to the City and all applicants throughout the selection process.

Some of these tasks/steps may be modified depending on needs of the City.

**CITY OF OROVILLE
STAFF REPORT**

**TO: MAYOR AND CITY COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

FROM: BILL LA GRONE, CHIEF OF POLICE

**RE: ACCEPTANCE AND APPROPRIATION OF INDIAN GAMING
GRANT FUNDS FOR THE OROVILLE PUBLIC SAFETY
DEPARTMENT**

DATE: JUNE 17, 2014

SUMMARY

The Council may consider the acceptance and appropriation of Indian Gaming Local Community Benefit Committee (IGLCBC) funds in the amount of \$97,130 for the Oroville Public Safety Department (Department).

DISCUSSION

On March 27, 2014, the Public Safety Department applied to the Indian Gaming Local Community Benefit Committee for grant funding in the amount of \$214,649. This grant funding was requested for the funding of a Police Officer position, half of the salary of a Dispatcher position, half of a Fire Engineer position and funding for the Fire Intern Program.

On June 4, 2014, staff received notification from the County of Butte that the Department had been sponsored by the Berry Creek Rancheria. The Tribal Council of the Berry Creek Rancheria sponsored the Public Safety Department for half of a Police Officer position, in the amount of \$63,016, and half of a Fire Engineer position, in the amount of \$34,114 for a total sponsorship of \$97,130.

On June 11, 2014, the IGLCBC met and discussed the sponsorship from the Berry Creek Rancheria. The Indian Gaming Local Community Benefit Fund has recently been audited by the State. The State Auditor has provided an opinion that has made this process very difficult for all involved. At the conclusion of the discussion, the IGLCBC respected the sponsorship from the Berry Creek Rancheria and awarded the Oroville Public Safety Department \$97,130.

The Council should beware this money may come with some risk. If the State Auditor attempts some sort of enforcement action by denying the validity of the award, repayment to the State may become necessary.

If accepted, this funding will be utilized to offset the impacts of Indian Gaming in the Oroville area by funding half of a Police Officer position and half of a Fire Engineer position.

FISCAL IMPACT

The City will benefit from \$97,130 in additional revenue to support the Public Safety Department.

RECOMMENDATIONS

1. Accept the Indian Gaming Local Community Benefit Committee grant funds in the amount of \$97,130 for the Oroville Public Safety Department.
2. Direct staff to reflect the Indian Gaming Local Community Benefit Committee grant funds, in the amount of \$97,130, to the fiscal year 2015 budget as proposed for adoption at the July 1, 2014 regular City Council meeting.

ATTACHMENTS

Letter of Sponsorship

**BERRY CREEK RANCHERIA
OF MAIDU INDIANS OF CALIFORNIA
TRIBAL COUNCIL**

5 Tyme Way
Oroville, CA 95966
(530) 534-3859 – FAX (530) 534-1151
May 16, 2014



VIA EMAIL AND REGULAR MAIL

Butte County Indian Gaming Local Community Benefit Committee
Att'n: Mr. Andy Pickett
Butte County Administration
25 County Center Drive, Suite 200
Oroville, CA 95965-7120

Re: *Tribal Sponsorship of 2014 Grant Applications*

Dear Committee Members:

The Berry Creek Rancheria of Maidu Indians of California ("Berry Creek" or the "Tribe"), through its committee representative Vice Chair Debra Armus, submits the Tribe's sponsorship of the 2014 Grant Applications as set forth below. We also enclose the executed Certification of Tribal Sponsorship. This letter and the Certification, taken together, constitute the Tribe's official sponsorship, in whole or in part, of the listed Grant Applications, as more fully explained below.

Butte County Sheriff's Office 2014 Grant Application. The Grant Application of the Butte County Sheriff's Office requested monies from the Special Distribution Fund to fund the following personnel: one full-time Tribal-dedicated deputy sheriff, one half-time Tribal-dedicated investigator; one two-thirds-time dispatcher, and a specific amount for overtime related to casino special events. The Tribe's sponsorship took into consideration the limited amount of money available this year in the Special Distribution Fund monies earmarked for Butte County, as well as the important services identified by a number of the Grant Applicants. As such, the Tribe's sponsorship extends to the funding for the one full-time Tribal-dedicated deputy sheriff. It does not extend to the other personnel and overtime set forth in the Grant Application. We have been advised by the Committee's staff that the funding required for the Tribal-dedicated deputy sheriff is \$116,935.

Oroville Fire Department 2014 Grant Application. The Grant Application of the Oroville Fire Department requested monies from the Special Distribution Fund to support increased staffing for OFD's Ladder Truck: half of the base salary of one Fire Engineer and funding for an Intern Fire Fighter Program. As noted above, the Tribe's sponsorship took into consideration the limited amount of money available this year in the Special Distribution Fund, as well as the

important services identified in a number of Grant Applications. As such, the Tribe's sponsorship extends to the funding for half of the base salary of one Fire Engineer. It does not extend to the intern program set out in the Grant Application. We have been advised by the Chief of the Fire Department that funding required for the Fire Engineer is \$33,255.00.

Oroville Police Department 2014 Grant Application. The Grant Application of the Oroville Police Department requested monies from the Special Distribution Fund to fund the following personnel: one full-time Police Officer and one half-time dispatcher. As noted above, the Tribe's sponsorship took into consideration the limited amount of money available this year in the Special Distribution Fund, as well as the important services identified in a number of Grant Applications. As such, the Tribe's sponsorship extends to the funding for the one full-time Police Officer. It does not extend to the dispatcher. We have been advised by the Chief of Police that funding required for the one full-time Police Officer is \$63,727.90.

Butte County Fire Department 2014 Grant Application. The Grant Application of the Butte County Fire Department requested monies from the Special Distribution Fund to cover the 8.4% of Kelly Ridge Station 64's operational costs and expenses related to services provided to the Tribe's casino operations. As noted above, the Tribe's sponsorship took into consideration the limited amount of money available this year in the Special Distribution Fund, as well as the important services identified in a number of Grant Applications. We were also guided by the statement in the Grant Application that, to the extent Special Distribution Funds were not available, that County General Funds would be used to subsidize the shortfall. As such, the Tribe's sponsorship extends to the percentage of the operational costs and expenses of Kelly Ridge that, in dollars, amounts to \$110,474.00.

We look forward to our next Committee meeting and will be available to answer any questions re the above.

Respectfully,



Vice Chair Debra Armus

Certification of Tribal Sponsorship Berry Creek Rancheria

Mark (Y for Yes) for Applicants you will be sponsoring.
Mark (N for No) for those you will not be sponsoring.

*Note: N/NN: N=NEXUS, NN=NON-NEXUS

Yes/No	N/NN	Berry Creek Rancheria	App. #	Casino(s)
	N/NN	Lake Oroville Area Public Utility District	#01	Gold Country
	N/NN	Lake Oroville Area Public Utility District	#02	Feather Falls
	N/NN	Butte County Probation	#03	Both
	NN	El Medio Fire Protection District	#04	Gold Country
	N	El Medio Fire Protection District	#05	Feather Falls
*	N/NN	Oroville Fire Department	#06	Both
*	N/NN	Oroville Police Department	#07	Both
	N/NN	Butte County Fire Department	#08	Feather Falls
*	N/NN	Butte County Fire Department	#09	Gold Country
	N/NN	Butte County Sherriff's Office	#10	Feather Falls
*	N/NN	Butte County Sherriff's Office	#11	Gold Country

5/16/2014
Date

Tribal Representative
Debra Lemos
Berry Creek Rancheria

* See accompanying letter
from Vice Chair Lemos

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINSTRATOR**

**FROM: PAT CLARK, DIRECTOR OF BUSINESS ASSISTANCE AND
HOUSING DEVELOPMENT**

**RE: REINSTATEMENT OF THE PROGRAM ANALYST I POSITION
AND MODIFICATION TO THE JOB DESCRIPTION AND
SALARY INCREASE FOR MANAGEMENT ANALYST III
POSITION**

DATE: JUNE 17, 2014 (Continued from June 3, 2014)

SUMMARY

The Council may consider the reinstatement of the Program Analyst I position and increasing the salary range and a new job description for the Management Analyst III position.

DISCUSSION

During the Fiscal Year 2013/14 budget process, key positions in the Business Assistance and Housing Development Department were frozen, such as the Program Analyst I and the Administrative/Program Analyst II. Staff is requesting that the Program Analyst I position be reinstated. This individual has been working out of class since March 18, 2013, as an Program Analyst; staff is requesting that this individual's time in Step F count in the current classification as time served towards the next step increase (Longevity Step G) in the new classification due to the length of time this individual has been working out of class.

The current salary for this individual as an Administrative Assistant with a 5% out of class pay is \$45,084.12. The proposed salary for this individual as a Program Analyst I is \$48,546.50. At G Step the Salary would be \$50,973.82.

Additionally, in preparation of the departure and elimination of the Business Assistance and Housing Director position; staff is requesting a salary increase for the Management Analyst III position. The individual filling the Management Analyst III position will be taking on additional duties normally performed by the Director.

A modified job description is attached for review and consideration. The current salary range for this individual is \$74,884.07 at G Step. Staff is proposing that this individual salary be adjusted to F step of the same salary classification as the Enterprise Zone Business Assistance Coordinator at F Step equaling \$78,628.28 and that this individual's time spent in the G step classification be counted as

time served towards the next step increase (Longevity Step G) in the new classification. At Step G the Salary would be \$82,559.70.

All positions in the Business Assistance and Housing Development Department are funded from federal and/or State CalHOME grants, federal CDBG Program Income, and City of Oroville Successor Agency (former Redevelopment Agency Housing Set-Aside) funds. There will be no impact to the General Fund. Additionally, the salary and benefit savings from the elimination of the Business Assistance and Housing Directors position should off-set cost associated with the salary increases proposed.

Program Analyst I

- Salary and Benefits : \$78,358

Management Analyst III

- Salary and Benefits : \$103,227

FISCAL IMPACT

There is no General Fund Impact as all positions are grant funded. There is no other Fiscal Impact, since the salary and benefit savings from the elimination of the Business Assistance and Housing Directors position offsets the cost of this action.

RECOMMENDATION

1. Approve the Reinstatement of the Program Analyst I position and approve time this individual spent in Step F count in the current classification as time served towards the next step increase (Longevity Step G) in the new classification.
2. Approve the salary increase and new job description for the Management Analyst III position and approve time this individual spent in Step G classification as time served towards the next step increase (Longevity Step G) in the new classification.
3. Direct staff to reflect these changes in the 2014/15 budget as proposed for adoption July 1, 2014.

ATTACHMENTS

Revised job description for Management Analyst III Position.

MANAGEMENT ANALYST III

DEFINITION

To plan, coordinate, direct and evaluate the services, programs and activities Business Assistance and Housing Development Department; to administer, monitor and implement programs, projects and activities funded with federal, state and local dollars; to design new programs and seek necessary funding for programs beneficial to the citizens of Oroville; to coordinate department programs with those of other departments and agencies; and to perform related duties and responsibilities as required.

Deleted: BUSINESS ASSISTANCE & HOUSING DEVELOPMENT DIRECTOR

Deleted: of the Community Development

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the City Administrator and/or assigned Director. Exercises direct supervision over professional, technical and clerical personnel.

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EXAMPLES OF ESSENTIAL FUNCTIONS - *Essential functions may include, but are not limited to, the following:*

Plans, organizes, directs and supervises the services, programs and activities of the Business Assistance and Housing Development.

Deleted: Community Development and Housing Division

Within City policy, recommends appropriate service and staffing levels. Evaluates the efficiency and effectiveness of service delivery methods and procedures; identifies and makes recommendations for improvement; then assists with implementation of changes.

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Develops, implements and evaluates goals and objectives, policies and procedures, program guidelines, and short- and long-range plans for the department.

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Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; identifies opportunities for improvement; directs the implementation of changes.

Assists with the preparation, and administers the department's annual budget and individual program budgets; establishes and maintains accurate and complete financial records.

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Assigns and monitors tasks, supervises and evaluates the performance of profession, technical and supervisory personnel; provides or coordinates staff training; ensure staff compliance with all applicable policies, procedures, laws, regulations and standards; implement discipline procedures

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Coordinates department activities with other departments, divisions and agencies as appropriate.

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Provides advice and assistance to the City Administrator and/or assigned Director in matters pertaining to community development and housing.

Assists with the assessment community needs and problems; designs, develops and seeks funding for various programs and activities beneficial to the citizens of Oroville.

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Conducts public hearings and meetings as required by federal, state and local regulations.

Prepares and/or directs staff in the preparation of legal documents necessary for implementation and completion of projects and programs.

Develops criteria for and directs the preparation of requests for proposals for professional services as necessary to implement work plans and activities; reviews proposals and makes recommendations for approval; administers and/or directs staff in administering professional services contracts to ensure that all contract requirements, schedules, services, payments and reports are processed and completed in compliance with contract terms and conditions.

Administers or directs staff in the enforcement of labor standards, practices and procedures for projects and programs.

Prepares or directs staff in the preparation of various reports and supporting documents; researches pertinent issues and gathers relevant data; presents certain reports to City Council and RDA Successor Agency Commission meetings as required.

Executes environmental certifications and all other documents required by the Department or HUD for participation in the HOME Investment Partnerships Program, Community Development Block Grant Program, CalHome Program and any other grant program administered by the department.

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Prepare and/or execute in the name of the Applicant, drawdown requests, quarterly performance reports, annual performance reports, and amendments thereto for the HOME Investment Partnerships Program, Community Development Block Grant Program, CalHome Program and any other grant program administered by the department.

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Provides assistance with issues and conflict encountered between, staff, contractors, property owners and other involved parties as necessary.

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Assists with and responds to inquiries, requests for assistance, concerns and complaints from the public regarding division programs, policies and issues; interprets and explains pertinent Federal, State and local rules, regulations and standards to staff and the public.

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Keeps abreast of new trends, legislation and developments in community and economic development and housing.

Represents the department in various City, regional, civic and community meetings as required.

Deleted: division

Performs general administrative work as required, including but not limited to attending and conducting meetings, reviewing and preparing correspondence, entering computer

data and preparing reports, copying and filing documents, sending and receiving faxes, etc.

MINIMUM QUALIFICATIONS

Knowledge of:

Pertinent federal, state and local laws, codes, ordinances and regulations.

Social, economic and financial principles and practices associated with community, economic, and housing projects, programs and activities.

Deleted: public housing programs.

Community Development Block Grant, CalHome Grant and Home Investment Partnerships Grant, programs and related activities such as Housing Rehabilitation, Home Ownership, Small Business Loans, Community Facility, and Public Service programs and projects.

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§

Deleted: and Redevelopment Agency Housing Set-Aside

Contract administration.

Deleted: Community Development Block Grant, Home Investment Partnership Grant, and

Construction management practices and procedures.

Deleted: c

Statistical and research methods as applied to the collection and tabulation of data and information affecting community development and housing operations.

Deleted: development /

Organizational and management practices as applied to the analysis and evaluation of programs, policies and operational needs.

Principles of supervision, training and performance evaluation.

Budget preparation and administration practices.

Modern office practices and technology, including the use of computers for word and data processing.

Methods of letter writing and report preparation.

English usage, spelling, grammar and punctuation.

Safe work practices.

Public and community relations techniques.

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Ability to:

Interpret, analyze, apply and enforce pertinent federal, state and local laws, rules and regulations.

Effectively administer various grant programs, projects and activities.

Deleted: Redevelopment Agency Housing Set-Aside and

Develop, implement and interpret goals and procedures for providing effective and efficient community development and housing services.

Analyze problems, identify alternative solutions, determine consequences of proposed actions and implement recommendations in support of goals.

Research, analyze and evaluate new service delivery methods and procedures.

Read, interpret, evaluate and prepare administrative, financial, statistical and technical reports pertaining to grant programs and projects activities.

Deleted: Redevelopment Agency Set-Aside and

Perform accurate field inspections and ensure that completed [programs, projects and activities](#) comply with established plans, specifications, contracts and regulations.

Select, supervise, train and evaluate staff.

Prepare and administer budgets.

Perform mathematical computations with accuracy.

Gain cooperation through discussion and persuasion.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience:

Five years of increasingly responsible housing, community or economic development, grant management, or closely related experience, at least two of which must have been in an administrative or supervisory capacity.

Deleted: and redevelopment agency housing set-aside management,

Education:

[A Bachelor's degree in business or public administration or a closely related field may be substituted for up to two years of the non-administrative or supervisory experience.](#)

OR

[Any combination of education and experience, is qualifying, if it would provide the required knowledge and abilities for the position.](#)

Deleted: Completion of two years of college, equivalent to an Associate's degree in business or public administration, or a closely related field.¶

Substitution:

A Bachelor's degree in business or public administration or a closely related field may be substituted for up to two years of the non-administrative or supervisory experience.

Additional Requirements:

Possession of a valid California driver's license.

TYPICAL WORKING CONDITIONS

Work is typically performed in a normal office environment.

TYPICAL PHYSICAL REQUIREMENTS

Requires the ability to sit at desk for long periods of time and intermittently walk, stand, stoop, kneel, crouch and reach while performing office duties; lift and/or move objects weighing up to 25 pounds; use hands to finger, handle or feel objects, tools, or controls. Must be able to maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating office equipment. Must be able to use a telephone to communicate verbally and a keyboard to communicate through written means, to review information and enter/retrieve data, to see and read characters on a computer screen.

This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbents may be expected to perform job-related duties other than those contained in this document.

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND COUNCIL MEMBERS

FROM: RANDY MURPHY, CITY ADMINISTRATOR

RE: APPROVAL OF ATTENDANCE TO THE 2014 U.S. CONFERENCE OF MAYORS

DATE: JUNE 17, 2014

SUMMARY

The Council may consider a request by Mayor Dahlmeier to attend the 2014 U.S. Conference of Mayors in Dallas, Texas.

DISCUSSION

The 2014 U.S. Conference of Mayors ("USCM") will be held June 20-23, 2014, in Dallas, Texas. The USCM is the official non-partisan organization for cities with populations of 30,000 or more. Mayor Dahlmeier has been invited to attend the conference as the Mayor of Oroville as a special guest. The cities are each represented by their mayor or other chief elected official.

The USCM is analogous to the League of California Cities annual conference, which the Council Members may attend each year. This year, the USCM will address and discuss issues ranging from assisting women living in poverty, housing needs in a depressed economy, as well as expanding employment opportunities for residents.

Mayor Dahlmeier has obtained a waiver of the annual fee for her attendance at the conference. As such, the only expenses for Mayor Dahlmeier's attendance would be airfare, hotel, and some incidentals, such as airport transfers to/from the hotel. These expenses are estimated to cost approximately \$1,600. If this matter is approved, Mayor Dahlmeier will not attend the League of California Cities annual conference, which will be held in Southern California later this year. The cost to the City for the Mayor's attendance at the USCM would be comparable to the cost for her to attend the League's annual conference. In addition, Mayor Dahlmeier will provide a report to the Council following her attendance at the USCM.

Oroville City Council Budget Policy 4(b) requires that the full Council must approve all travel/conference/meeting or training expenditures for council members in excess of \$500.

CC-11

FISCAL IMPACT

There will be minimal impact as the cost of this conference is comparable to that of the California League of Cities Conference, which the Mayor will not be attending in the fall.

RECOMMENDATION

1. Approve the request by Mayor Dahlmeier to attend and be reimbursed for her attendance at the 2014 U.S. Conference of Mayors, in Dallas, Texas.
2. Direct staff to submit any necessary budget adjustment as part of the final budget review of fiscal year 2014.

ATTACHMENTS

City Council & Mayor Budget Summaries
2014 U.S. Conference of Mayors Information

DEPT Description	Percent of Year Remaining: \$			
	Actual Current Month Jun 2014	Year to Period Actual Jul13-Jun14	Encumbrance Actual+Encum.	Annual Budget Total Year
1005 Mayor	-1834.71	-24773.62	-159.21	-24932.83
				-24838.00
				94.83
Total of all DEPTS	-1834.71	-24773.62	-159.21	-24932.83
				-24838.00
				94.83

DEPT #: 1005 Name: Mayor Percent of Year Remaining: %

Expense Description	Year to Period		<*> Annual		Total Year	Remaining Budget	Rem#
	Actual Current Month Jun 2014	Actual Jun13-Jun14	Encumbrance	Actual+Encum.			
001 5930 General Fund ER Paid HINS	1834.71	20691.54	0.00	20691.54	19365.00	-1326.54	-7
001 6050 General Fund Spec Dept Suppl	0.00	0.00	0.00	0.00	150.00	150.00	100
001 7000 General Fund Outside Service	0.00	736.59	159.21	895.80	903.00	7.20	1
001 7050 General Fund Travel&Meetings	0.00	137.37	0.00	137.37	1300.00	1162.63	89
001 7100 General Fund Training	0.00	353.12	0.00	353.12	0.00	-353.12	-999
001 7650 General Fund Expense Reimb.	0.00	2750.00	0.00	2750.00	3000.00	250.00	8
001 7700 General Fund Legislative Sv	0.00	105.00	0.00	105.00	120.00	15.00	13
Total Expense	1834.71	24773.62	159.21	24932.83	24838.00	-94.83	
DEPT TOTAL	-1834.71	-24773.62	-159.21	-24932.83	-24838.00	94.83	

DEPT Description	Percent of Year Remaining: \$				Rem% Budget	Rem% Total Year
	Actual Month Jun 2014	Year to Period Actual Jul13-Jun14	Encumbrance	Annual Actual+Encum,		
1000 City Council	-5448.02	-79279.81	-188.31	-79468.12	-81337.00	-1868.88 2
Total of all DEPTS	-5448.02	-79279.81	-188.31	-79468.12	-81337.00	-1868.88 2

DEPT #: 1000 Name: City Council Percent of Year Remaining: %

Expense Description	Current Month		Year to Period		<*> Annual		Remaining		Rem%	
	Jun 2014	Jul13-Jun14	Actual	Actual	Encumbrance	Actual+Encum.	Budget	Total Year		
001 5930 General Fund ER Paid HINS	5448.02	62590.32	0.00	62590.32	0.00	62590.32	59817.00	59817.00	-2773.32	-5
001 6000 General Fund Office Supplies	0.00	176.44	0.00	176.44	0.00	176.44	150.00	150.00	-26.44	-18
001 6050 General Fund Spec Dept Suppl	0.00	398.46	29.10	427.56	29.10	427.56	2100.00	2100.00	1672.44	80
001 6070 General Fund STORES EXPENSE	0.00	81.34	0.00	81.34	0.00	81.34	600.00	600.00	518.66	86
001 7000 General Fund Outside Service	0.00	1250.25	159.21	1409.46	159.21	1409.46	2000.00	2000.00	590.54	30
001 7050 General Fund Travel&Meetings	0.00	1129.25	0.00	1129.25	0.00	1129.25	2000.00	2000.00	870.75	44
001 7100 General Fund Training	0.00	2118.75	0.00	2118.75	0.00	2118.75	2075.00	2075.00	-43.75	-2
001 7610 General Fund Other Expenses	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	200.00	100
001 7650 General Fund Expense Reimb.	0.00	11000.00	0.00	11000.00	0.00	11000.00	11600.00	11600.00	600.00	5
001 7700 General Fund Legislative Sv	0.00	535.00	0.00	535.00	0.00	535.00	795.00	795.00	260.00	33
Total Expense ----->	5448.02	79279.81	188.31	79468.12	188.31	79468.12	81337.00	81337.00	1868.88	2
DEPT TOTAL	-5448.02	-79279.81	-188.31	-79468.12	-188.31	-79468.12	-81337.00	-81337.00	-1868.88	2



THE UNITED STATES CONFERENCE OF MAYORS

The United States Conference of Mayors is the official nonpartisan organization of cities with populations of 30,000 or more. There are over 1,300 such cities in the country today. Each city is represented in the conference by its chief elected official, the Mayor.

The primary roles of The United States Conference of Mayors are to –

- Promote the development of effective national urban/suburban policy;
- Strengthen federal-city relationships;
- Ensure that federal policy meets urban needs;
- Provide mayors with leadership and management tools; and
- Create a forum in which mayors can share ideas and information.

The Conference holds its Winter Meeting each January in Washington, D.C. (January 22-24, 2014) and an Annual Meeting each June in a different U.S. city (June 20-23, 2014 in Dallas). Additional meetings and events are held as directed by the Conference leadership.

Leadership The Conference President, currently Sacramento Mayor Kevin Johnson, serves as the national spokesperson for the mayors. The Vice President is currently Baltimore Mayor Stephanie Rawlings-Blake.

Mayors' Role in USCM Conference members speak with a united voice on organizational policies and goals. Mayors contribute to the development of national urban policy by serving on one or more of the Conference's standing committees. Conference policies and programs are developed and guided by an Executive Committee and Advisory Board, as well as the standing committees and task forces which are formed to meet changing needs.

During the Conference's Annual Meeting in June, standing committees recommend policy positions they believe should be adopted by the organization. At this time, every full member attending the annual meeting is

given the opportunity to discuss and then vote on each policy resolution. Each full member city, represented by its mayor, casts one vote.

The policy positions adopted at the annual meeting collectively represent the views of the nation's mayors and are distributed to the President of the United States and Congress.

In addition to the ongoing work of the Conference's standing committees, mayors are organized into task forces to examine and act on issues that demand special attention such as homeland security, energy, hunger and homelessness, and brownfields.

History In 1932, 14 million people were unemployed, lines stretched for blocks in front of soup kitchens, homeowners were unable to pay taxes, veterans were selling apples on street corners, and the nation's cities were close to bankruptcy. Responding to the appeals of mayors, Congress created a \$300 million federal assistance program for cities, marking the first time in the nation's history that federal relief was provided directly to cities. In a dramatic White House meeting, a committee of three prominent mayors convinced President Herbert Hoover to sign this desperately needed municipal assistance bill.

A few months later, on the eve of the inauguration of President Franklin D. Roosevelt, in the Mayflower Hotel just a few blocks from the White House, the charter of the Conference of Mayors was written.

Staff Tom Cochran, CEO and Executive Director, serves as chief administrative officer and oversees the day-to-day activities of the Conference, and directs the Conference staff. The Conference's research and program staff provides information, analysis, training and technical assistance to Mayors and their staffs on a wide range of issues facing U.S. cities.



THE UNITED STATES CONFERENCE OF MAYORS

2014 Award and Grant Programs

City Livability Award

Established in 1979, the City Livability Awards honors mayors and their governments for developing programs that enhance the quality of life in urban areas.

- **Sponsor:** Waste Management
- **Award Categories:** First Place, 5 Outstanding Achievements & 4 Honorable Mentions each in Large City & Small City Category
- **Application Deadline:** March 14, 2014
- **Presentation:** Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas, TX
- **Website:** <http://www.usmayors.org/citylivabilityawards>

USCM Contact: Jocelyn Bogen
(202) 861-6727
jbogen@usmayors.org

2014 Mayors' Climate Protection Awards

Recognizes and honors mayors for their outstanding and innovative practices that increase energy efficiency, expand renewable energy and/or reduce carbon emissions.

- **Sponsor:** Wal-Mart
- **Award Categories:** One Large City (\$25,000) and One Small City (\$15,000)
- **Application Deadline:** April 23, 2014
- **Presentation:** Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas, TX
- **Website:** <http://usmayors.org/climateprotection/2014mayorsclimateawards>

USCM Contact: Kevin McCarty
(202) 861-6728
kmccarty@usmayors.org

Lead Safe for Kids Sake Grant Program

Promotes the development of new programs to further the goal of making cities lead safe. For the last 13 years DuPont has been a Platinum Partner with The United States Conference of Mayors. With over \$5.5 million granted to cities, this award program has been called, by national experts, a model on how public-private partnerships should work together to meet public health challenges.

- **Sponsor:** DuPont
- **Award Categories:** 3 awards totaling \$275,000
- **Application Deadline:** May 4, 2014
- **Presentation:** Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas, TX
- **Website:** <http://usmayors.org/cusp/LeadSafe2014/>

USCM Contact: scienceintheschoolday@verizon.net

Get Your Business Online City Challenge

Ninety-seven percent of Americans who use the Internet to look for local goods and services. Yet, more than half of all U.S. small businesses do not have a website. Many of those businesses are completely invisible in the one place people are looking for them — on the web. That's over 15 million businesses that can't be found online.

Google and The United States Conference of Mayors have come together to launch the Get Your Business Online City Challenge. The Challenge gives you the tools and resources to champion the cause of getting small businesses in your community online and growing.

- **Sponsor:** Google
- **Award Categories:** Technology prize valued at \$50,000 featuring Google products in three categories (Small, Medium, and Large City).
- **Application Period:** Program sign-ups close April 30. Final check in submissions due June 1.
- **Presentation:** Winners announced at the 82nd Annual Meeting, June 2014 in Dallas.

USCM Contact: David W. Burns
(202) 861-6765
dburns@usmayors.org



Summer Youth Jobs Challenge

The second annual National Summer Youth Jobs Challenge urges mayors to create innovative partnerships with their local business and non-profit communities to ensure that the nation's youth have a meaningful summer job experience.

- **Sponsor:** The U.S. Conference of Mayors, The U.S. Conference of Mayors Workforce Development Council (WDC), and the National DollarWise Campaign—Mayors for Financial Literacy
- **Award Categories:** Three cities (one small, medium, and large)
- **Registration Deadline:** May 15, 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.usmayors.org/jobsChallenge/

USCM Contact: James Kirby
(202) 861-6759
jkirby@usmayors.org

Excellence in Public/Private Partnership Awards

Recognizes outstanding public/private partnerships that inspire other cities and companies to work together in improving the quality of life in American cities.

- **Sponsor:** The U.S. Conference of Mayors' Business Council
- **Award Categories:** Award of Excellence and Outstanding Achievement
- **Registration Deadline:** October 1, 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.usmayors.org/buscouncil/

USCM Contact: Judy Reid
(202) 861-6736
jreid@usmayors.org

Childhood Obesity Prevention Grants

More than \$400,000 in grants will be awarded to cities that will support and expand childhood obesity prevention programs.

- **Sponsor:** American Beverage Association
- **Award Categories:** Two Large City (\$150,000 First Place, \$25,000 Second Place), Two Medium City (\$120,000 First Place, \$25,000 Second Place), and Two Small City (\$100,000 First Place, \$25,000 Second Place)
- **Application Period:** Summer 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.usmayors.org/childhoodobesity

USCM Contact: Crystal Swann
(202) 861-6707
cswann@usmayors.org

GRO1000 Gardens and Green Spaces Grant Award

Promotes and recognizes mayoral leadership in the development of "greenscapes" across the nation.

- **Sponsor:** ScottsMiracle-Gro
- **Award Categories:** Award Categories: Five (three year grant awards) totaling \$40,000, First Year; \$25,000 each (\$15,000 cash & \$10,000 in-kind product); Second and Third Years (\$7500 In cash and products).
- **Application Period:** Fall 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.usmayors.org/GRO1000/

USCM Contact: Crystal Swann
(202) 861-6707
cswann@usmayors.org

Leadership in the Arts Award

This award program honors elected officials and artists that have demonstrated outstanding leadership in the advancement of the arts.

- **Sponsor:** Americans for the Arts & The U.S. Conference of Mayors
- **Award Categories:** One Large City Mayor (over 100,000 population) and One Small City Mayor (under 100,000 population)
- **Application Period:** Fall 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.artsusa.org/news/annual_awards/public_leadership_nominate.asp

USCM Contact: Jocelyn Bogen
(202) 861-6727
jbogen@usmayors.org

DollarWi\$e Innovation Grants

Through these grants, DollarWi\$E seeks to recognize and fund local financial education efforts that are both innovative and adaptable by other communities.

- **Founding Sponsor:** Bank of America
- **Award Categories:** Three \$15,000 Awards (no population categories)
- **Application Period:** Fall 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** www.bedollarwise.org

USCM Contact: James Kirby
(202) 861-6759
jkirby@usmayors.org



Each year through the Summer Youth Campaign, DollarW!\$E encourages mayors to incorporate a financial education component into their cities' summer youth employment programs. Cities may use these grants to provide incentives for youth to develop good financial habits, to establish evaluation techniques for the financial education component of their SYEPs, or other innovative ideas.

- **Founding Sponsor:** Bank of America
- **Award Categories:** Five \$4,000 Awards
- **Application Period:** Fall 2014
- **Presentation:** Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.
- **Website:** <http://www.bedollarwise.org/>

USCM Contact: James Kirby
(202) 861-6759
jkirby@usmayors.org

**For a complete list of
2014 Award and Grant programs, please visit:**

www.usmayors.org/about/benefits.asp#grantandaward



THE UNITED STATES CONFERENCE OF MAYORS

Membership Application

Please complete form:

Mayor: _____

Gender: _____ Ethnicity: _____ Occupation: _____ Party: _____

City Hall Address (Mailing): _____

(Street): _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email: _____ Additional Email: _____

Next Mayoral Election Date: _____ Term Expiration Date: _____

Population: _____

Budget Cycle: Calendar Fiscal

Please check appropriate box
for annual membership fee:
(Population and Prices)

- | | |
|--|-----------|
| <input type="checkbox"/> Under 30,000 | \$1,992 |
| <input type="checkbox"/> 30,000-49,999 | \$3,489 |
| <input type="checkbox"/> 50,000-99,999 | \$5,269 |
| <input type="checkbox"/> 100,000-299,999 | \$12,242 |
| <input type="checkbox"/> 300,000-499,999 | \$17,511 |
| <input type="checkbox"/> 500,000-999,999 | \$26,216 |
| <input type="checkbox"/> 1,000,000-1,499,999 | \$40,235 |
| <input type="checkbox"/> 1,500,000-2,999,999 | \$45,569 |
| <input type="checkbox"/> 3,000,000-3,999,999 | \$69,798 |
| <input type="checkbox"/> over 4,000,000 | \$102,721 |



The United States Conference of Mayors
ATTN: Membership Services Department
1620 Eye Street, NW
Washington, DC 20006
Phone: 202-293-7330
Fax: 202-293-2352
usmayors.org

Please return to kpiroлт@usmayors.org



THE UNITED STATES CONFERENCE OF MAYORS

Standing Committee Form

Every full member of the United States Conference of Mayors has the opportunity to serve on at least two Standing Committees: one from Category I and one from Category II. The Membership Committee is open to all full members in addition to their Standing Committee memberships. The Standing Committees give each mayor the chance to help develop and recommend policy positions they believe should be adopted by the U.S. Conference of Mayors.

Category One – Choose One

Children, Health and Human Services

- Healthy Cities • Obesity • Health Care • Nutrition
- HIV/AIDS Prevention • Child and Family Welfare
- Early Childhood Education • Cancer Prevention
- Substance & Prescription Drug Abuse

Community Development and Housing

- Housing • Community Development • Enterprise Zones
- Small Business • Community Reinvestment • Fair Housing
- Economic Development

Criminal & Social Justice

- Gangs • Homeland Security • Policing • Criminal Justice System
- Crime Prevention • Gun Safety • Civil Rights
- Drug Control • Immigration/Refugee Policy • Public Safety

Energy

- Energy Efficiency and Conservation • Climate Change
- Renewable/Alternative Energy • Smart Grid • Security and Infrastructure
- Gas/Electric Utility Restructuring
- Climate Adaptation • Energy Independence

Environment

- Water and Wastewater • Clean Air • Brownfields • Climate Change
- Recycling • Solid Waste Sustainability • Superfund

Jobs, Education and the Workforce

- Education • Workforce Development • Public Service Employment
- Summer Jobs • Youth Employment and Development
- On the Job Training • National Service
- Dislocated Workers

Metro Economies

- Budget Tax Policy • Science and Technology • Municipal Bonds
- Fiscal Assistance • Urban Growth Management • Entitlements

Transportation and Communications

- Broadband and Technology • Telecommunications
- Metropolitan Mobility • Transit and TOD
- Bicycling/Pedestrian Access • Ports & Maritime
- Highways/Streets/Bridges • Passenger & Freight Rail
- Aviation

Category Two – Choose One

International Affairs

- International Human Rights • Sister Cities • Regional and Global Cooperation
- Trade and Investment
- Nuclear Weapons Policy • International Organizations

In addition, you may choose to be part of the Membership Committee:

Membership Committee

- Recruitment and Retention • Membership Services
- Member Policy

Tourism, Arts, Parks, Entertainment and Sports

- Arts • Sports and Recreation • Parks
- Arenas and Stadiums • Tourism

Mayor: _____

City: _____

Please return to kpirold@usmayors.org



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ABOUT THE U.S. CONFERENCE OF MAYORS

[About The U.S. Conference of Mayors](#)

Organization Overview

Mission

The United States Conference of Mayors (USCM) is the official non-partisan organization of cities with populations of 30,000 or more. There are 1,393 such cities in the country today. Each city is represented in the Conference by its chief elected official, the mayor.

The primary roles of The U.S. Conference of Mayors are to:

- Promote the development of effective national urban/suburban policy;
- Strengthen federal-city relationships;
- Ensure that federal policy meets urban needs;
- Provide mayors with leadership and management tools; and
- Create a forum in which mayors can share ideas and information.

The Conference holds its Winter Meeting each January in Washington, D.C. and an Annual Meeting each June in a different U.S. city. Additional meetings and events are held as directed by the Conference leadership.

Mayors' Role in USCM

Conference members speak with a united voice on organizational policies and goals. Mayors contribute to the development of national urban policy by serving on one or more of the conference's standing committees.

Conference policies and programs are developed and guided by an Executive Committee and Advisory Board, as well as the standing committees and task forces which are formed to meet changing needs.

During the Conference's Annual Meeting in June, standing committees recommend policy positions they believe should be adopted by the organization. At this time, every member attending the annual meeting is given the opportunity to discuss and then vote on each policy resolution. Each city, represented by its mayor, casts one vote.

The policy positions adopted at the annual meeting collectively represent the views of the nation's mayors and are distributed to the President of the United States and Congress.

In addition to the ongoing work of the Conference's standing committees, mayors are organized into task forces to examine and act on issues that demand special attention such as civic innovation, exports, hunger and homelessness, and brownfields.

History

In 1932, 14 million people were unemployed, lines stretched for blocks in front of soup kitchens, homeowners were unable to pay taxes, veterans were selling apples on street corners, and the nation's cities were close to bankruptcy. Responding to the appeals of mayors, Congress created a \$300 million federal assistance program for cities, marking the first time in the nation's history that federal relief was provided directly to cities. In a dramatic

White House meeting, a committee of three prominent mayors convinced President Herbert Hoover to sign this desperately needed municipal assistance bill.

A few months later, on the eve of the inauguration of President Franklin D. Roosevelt, in the Mayflower Hotel just a few blocks from the White House, the charter of the Conference of Mayors was written.

Staff



Tom Cochran, the CEO and Executive Director, serves as chief administrative officer and oversees the day-to-day activities of the Conference, and directs the Conference staff. The Conference's research and program staff provides information, analysis, training and technical assistance to Mayors and their staffs on a wide range of issues facing U.S. cities.

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Kevin Johnson
Mayor of Sacramento
President



Stephanie Rawlings-Blake
Mayor of Baltimore
Vice President



Tom Cochran
CEO and
Executive Director



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ABOUT THE U.S. CONFERENCE OF MAYORS

About The U.S. Conference of Mayors | Membership Information

Membership Benefits

Overview

- **Legislative Advocacy:** Representation of municipal interest before Congress and the White House.
- **Best Practices Clearinghouse:** Online database of nearly 2,000 best practices from local governments across the nation.
- **Conferences:** Reduced registration fee for Annual and Winter meetings.
- **Live Webcasts:** USCM Member mayors have the opportunity to engage with and have their questions answered by Tom Cochran, conference staff, and officials from Federal department, focusing on various topics such as the COPS program and the Energy Efficiency and Conservation Block Grant (EECBG). These webcasts are archived and available anytime after the webcast is over.
- **Photo Archive:** The U.S. Conference of Mayors uses the popular online photo sharing web site Flickr to share its professional photos to allow ease of access for mayors. Photos of mayors and other officials, including Congressional and White House Cabinet members at USCM events and programs are available for viewing and download for public relation use to member mayors. Check it out at flickr.com/usmayors.
- **Opportunities to Serve on USCM Committees and Task Forces to Shape National Policy:** The work of the Conference is guided by several Standing Committees. Every full member mayor has the opportunity to participate directly in the debate and selection of the Conference of Mayors' policy.
- **Metro Economies Economic Tracking:** The U.S. Conference of Mayors Metro Economics Center publishes annually a series of economic reports on the nation's 362 metro areas. These reports calculate and forecast each metro area's gross metropolitan product (GMP), labor income, and job generation that can be used in economic development strategies. The Center also produces special metro economy reports on such topical issues as transportation reform and green jobs. The reports are prepared by IHS Global Insight and results are a benefit of USCM membership.
- **Legislative Action Alerts:** Members receive correspondence through rapid response email system, notifying and requesting Mayors to engage directly with Congressional delegation on important legislative issues.
- **Networking Opportunities with Other Mayors and Business Leaders**
- **Local, National, and International Media Publicity:** Broad exposure via USCM press outreach through releases, statements and coordinated interviews with print, television, internet, and radio outlets.
- **U.S. MAYOR Newspaper:** The official bi-monthly publication of the Conference of Mayors. It provides a vehicle for reporting on the issues that affect our cities, and a forum for mayors to speak out on current issues and get information as help in their role as the chief elected official of the city. *U.S. Mayor* covers

national trends, federal legislation and regulations, and any city priorities of interest to mayors in their role as urban leaders. One-year subscription included in membership.

[back to the top](#)

Grants and Award Programs

The U.S. Conference of Mayors has a number of grants and award programs that are open to all member cities. The Conference of Mayors will award over \$1,085,000 in grants to its members in 2014.

- [City Livability Awards](#)
- [Mayors' Climate Protection Awards](#)
- [Lead Safe for Kids Sake Grant Program](#)
- [Get Your Business Online City Challenge](#)
- [Excellence in Public-Private Partnership Awards](#)
- [Prescription Drug Prevention Recognition](#)
- [Childhood Obesity Prevention Grants](#)
- [GRO1000 Gardens and Green Spaces Grant Awards](#)
- [Leadership in the Arts Award](#)
- [DollarWise Innovation Grants](#)
- [DollarWise Summer Youth Grants](#)

City Livability Award

Established in 1979, the City Livability Awards honors mayors and their governments for developing programs that enhance the quality of life in urban areas.

- Sponsor: Waste Management
- Award Categories: First place, 5 Outstanding Achievements & 4 Honorable Mentions, each in Large City & Small City Category
- Application Deadline: March 14, 2014
- Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas.

USCM Contact: [Jbcelyn Bogen](mailto:jbcelyn@usmayors.org) (202) 861-6727 jbcelyn@usmayors.org

Mayors' Climate Protection Awards

This award program recognizes and honors mayors for their outstanding and innovative practices that increase energy efficiency in their cities and help prevent global warming.

- Sponsor: Wal-Mart
- Award Categories: One Large City (\$25,000) and One Small City (\$15,000)
- Application Deadline: April 23, 2014
- Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas.

USCM Contact: [Kevin McCarty](mailto:kmccarty@usmayors.org) (202) 861-6728 or kmccarty@usmayors.org

Lead Safe for Kids Sake

Promotes the development of new programs to further the goal of making cities lead safe. For the last 13 years DuPont has been a Platinum Partner with The United States Conference of Mayors. With over \$5.5 million granted

to cities, this award program has been called, by national experts, a model on how public-private partnerships should work together to meet public health challenges.

- Sponsor: DuPont
- Award Categories: 3 awards totaling \$275,000
- Application Deadline: May 4, 2014
- Winners will be presented at the 82nd Annual Meeting June 2014 in Dallas.

USCM Contact: scienceintheschoolday@verizon.net

Get Your Business Online City Challenge

Ninety-seven percent of Americans who use the Internet—pretty much all of us—look online for local goods and services. Yet, more than half of all U.S. small businesses do not have a website. Many of those businesses are completely invisible in the one place people are looking for them—on the web. That's over 15 million businesses that can't be found online. Google and The United States Conference of Mayors have come together to launch the Get Your Business Online City Challenge. The Challenge gives you the tools and resources to champion the cause of getting small businesses in your community online and growing.

- Sponsor: Google
- Award Categories: Technology prize valued at \$50,000 featuring Google products in three categories (Small, Medium, and Large City).
- Application Period: Program sign-ups close April 30. Final check in submissions due June 1.
- Winners announced at the 82nd Annual Meeting, June 2014 in Dallas.

USCM Contact: David W. Burns (202) 861-6765 and dburns@usmayors.org.

Excellence in Public/ Private Partnership Award

The purpose of these awards is to recognize outstanding public/ private partnerships to inspire other cities and companies to work together in improving the quality of life in American cities.

- Sponsor: The United States Conference of Mayors
- Award Categories: Excellence & Outstanding Achievement
- Application Period: Summer 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: Judy Reid (202) 861-6736, jreid@usmayors.org

Prescription Drug Prevention Recognition Program

The purpose of this program is to recognize and support outstanding local programs to prevent the abuse of prescription drugs.

- Sponsor: Purdue Pharma
- Award Categories: 1st and 2nd place in the Large City & Small City Categories (1st place \$10,000 & 2nd place \$5,000)
- Application Period: Summer 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: Crystal Swann (202) 861-6707 or cswann@usmayors.org

Childhood Obesity Prevention Grants

More than \$400,000 in grants will be awarded to cities that will support and expand childhood obesity prevention programs.

- Sponsor: American Beverage Association
- Award Categories: Two Large City, Two Medium City, and Two Small City
- Application Period: Summer 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: Crystal Swann (202) 861-6707 or cswann@usmayors.org

GRO1000 Gardens and Green Spaces Grant Awards

Promotes and recognizes mayoral leadership in the development of "greenscapes" across the nation.

- Sponsor: ScottsMiracle-Gro
- Award Categories: Five awards total, \$25,000 to each (\$15,000 cash & \$10,000 in-kind product)
- Application Period: Fall 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: Crystal Swann (202) 861-6707 or cswann@usmayors.org

Leadership in the Arts Awards

This award program honors elected officials and artists that have demonstrated outstanding leadership in the advancement of the arts.

- Sponsor: Americans for the Arts & The United States Conference of Mayors
- Award Categories: One Large City Mayor & One Small City Mayor
- Application Period: Fall 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: Jbcelyn Bogen (202) 861-6727 jbogen@usmayors.org

DollarWise Innovation Grants

Through these grants, DollarWise seeks to recognize and fund local financial education efforts that are both innovative and adaptable by other communities.

- Sponsor: Bank of America
- Award Categories: Three \$15,000 Awards (no population categories)
- Application Period: Fall 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC.

USCM Contact: James Kirby (202) 861-6759 or jkirby@usmayors.org

DollarWise Summer Youth Campaign Grants

Each year through the Summer Youth Campaign, DollarWise encourages mayors to incorporate a financial education component into their cities' summer youth employment programs. Cities may use these grants to provide incentives for youth to develop good financial habits, to establish evaluation techniques for the financial

education component of their SYEPs, or other innovative ideas.

- Sponsor: Bank of America
- Award Categories: Five \$4,000 Awards (no population categories)
- Application Period: Fall 2014
- Winners will be presented at the 83rd Winter Meeting January 2015 in Washington, DC

USCM Contact: James Kirby (202) 861-6759 or jkirby@usmayors.org

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Kevin Johnson
Mayor of Sacramento
President



Stephanie Rawlings-Blake
Mayor of Baltimore
Vice President



Tom Cochran
CEO and
Executive Director

**OROVILLE CITY COUNCIL
STAFF REPORT**

**TO: MAYOR AND COUNCIL MEMBERS
RANDY MURPHY, CITY ADMINISTRATOR**

**FROM: DONALD L. RUST, DIRECTOR (530) 538-2433
COMMUNITY DEVELOPMENT DEPARTMENT**

**RE: NEGOTIATION OF A LEASE AGREEMENT FOR THE OPERATION,
MAINTENANCE, AND MANAGEMENT OF THE OROVILLE STATE
THEATRE**

DATE: JUNE 17, 2014

SUMMARY

The Council will receive a report and provide direction to City staff regarding the negotiations with the State Theatre Arts Guild, Inc. (STAGE) to take over the operation, maintenance and management of the Oroville State Theatre

DISCUSSION

At the May 6, 2014 meeting, the Council directed staff to negotiate with STAGE to develop a lease agreement to allow them to take over the operation, maintenance and management of the Oroville State Theatre.

On June 6, 2014, the City ad-hoc committee met with representatives from STAGE to negotiate to take over the operation and general maintenance of the Oroville State Theatre. The City and STAGE have agreed to enter into a 90 day negotiating period to develop a lease agreement of the Theatre. The City has found several existing lease agreements from other venues/theatres within California that will be the starting point for the negotiations.

In addition, the City is proposing to provide up to \$30,000 the first year to cover the utility cost to allow STAGE to be able to start operating, maintaining, and managing the Theatre on a daily basis.

FISCAL IMPACT

1. Currently, the City estimates an average State Theatre event costs \$1,000 from the General Fund. Net fiscal impacts cannot be determined until the final agreement is reviewed. Current services provided by STAGE will represent a savings to the General Fund and increased contributions from the City over current costs will offset those savings.

2. Minimal cost to the General Fund for the City Staff time to work with STAGE representatives to complete the negotiation of the lease agreement over the next 90 days.

RECOMMENDATIONS

Direct staff to negotiate the final agreement with STAGE for the operation, maintenance and management of the Oroville State Theatre.

ATTACHMENTS

- A – Letter of Intent from STAGE
- B – Email from Nancy Weston dated June 7, 2014

INTERIM LETTER OF INTENT

Tuesday, June 17, 2014

Board of Directors
State Theatre Arts Guild, Incorporated (STAGE)
Post Office Box 2388
Oroville, CA, 95965

Mayor and Council
City of Oroville (CITY)
Oroville City Hall
1735 Montgomery Street
Oroville, CA 95965

Mayor Linda Dahlmeier and Council:

OPERATION AND MANAGEMENT OF THE HISTORIC OROVILLE STATE THEATRE (Theatre)

In response to the City's Request for an entity to operate and manage the facility at 1489 Myers Street in the City of Oroville ("CITY"), a Theater and Community Performing Arts Center, the State Theatre Arts Guild ("STAGE") submits this Letter of Intent to take over the operation of the Theatre for the period from June 18th, 2014 to September 30th, 2014 during which time a contract can be negotiated and finalized.

The substance of STAGE's intent can be summarized in the points to follow:

1. During the interim period of Intent, CITY will continue to pay the electric bill and cover all current utility bills and STAGE will not be responsible for these costs. CITY will continue all utilities as currently implemented.
2. STAGE shall provide to CITY insurance certificates which provide the following coverages:
 - Commercial General Liability in the amount \$1,000,000 combined single limit per occurrence coverage for bodily injury, personal injury and property damage, plus an annual aggregate of at least \$2,000,000.
 - STAGE will have no vehicles during this period, however, all volunteers who use their vehicle for other than driving to and from their volunteer work, will be required to register their insurance policy coverage with STAGE prior to use of the vehicle.
 - STAGE will have no employees during this period.
 - Professional Liability Insurance (errors and omissions) insurance for the Board of STAGE in the amount of \$1,000,000 per occurrence or \$1,000,000 or on a claims made basis.
3. CITY understands and acknowledges that STAGE is an all-volunteer organization who serve this purpose from a sense of community service, affection for and loyalty to the Theatre.

4. STAGE shall receive the keys to the property and shall be granted complete access to the property effective June 18th, 2014, with the exception of the six (6) retail spaces along Myers Street.

5. CITY relinquishes any and all rights to the fees, revenues and/or funds collected for any purpose in association with the Theatre during the period of this Intent.

6. STAGE shall care for and maintain the Theatre including cleaning and minor maintenance.

7. CITY will continue to repair and maintain the Theatre for all items not included in Item 6 of this Interim Letter of Intent during this period of Intent.

8. STAGE will set up an operating office in the Theatre and will conduct STAGE and Theatre business from the premises at 1489 Myers Street including but not limited to establishing work space, Board meeting location, a central computer system to act as host for all STAGE licensed software, generate and publish the interactive website and other normal business functions on a daily basis, as well as house other routine business equipment and materials which will be documented and inventoried for CITY.

9. CITY will actively participate and assist STAGE in the consolidation of websites that represent the Theatre and direct such sites to the STAGE interactive site as soon as it is available when and if it is available during the period of this Interim Letter Contract.

10. STAGE will assume responsibility for the marquee and its updates effective June 18, 2014.

11. STAGE may use the building for appropriate promotional campaigns including but not limited to exhibiting event posters in the front entrance windows or any other tasteful and appropriate activities as time and funds permit during the period of this period of Intent. STAGE must comply with the Oroville Municipal Code related to all signage and posters.

12. CITY will provide special one-time access to the Theatre for STAGE and the Oroville Community Concert Band and Chorus for a single, special event on June 28th, from 8:00 a.m. through 2:00 p.m.

13. STAGE undertakes the rights and obligations stipulated herein based on the mutually shared intent as follows:

- to finalize a contract for the long term operation and use of the facility, its restoration and renovation no later than September 30, 2014.
- to work together toward the best interest of the Theatre and the community of Greater Oroville by continuing to provide a Performing Arts Center for both commercial and local use.
- to stabilize and secure the financial state of the Theatre and to ensure that it endures for generations to come.

The exclusive liaison for STAGE during the period of Intent will be Jim Moll, or his designee. The exclusive liaison for the CITY during the period of Intent will be City Administrator or his or her designee.

Respectfully Approved and Submitted

James H. Moll
President
Stage Theatre Arts Guild, Inc.

DRAFT

Don Rust

From: nancy <nancy@nlwestonmgmt.com>
Sent: Saturday, June 07, 2014 9:35 AM
To: Don Rust
Cc: Linda Dahlmeier; Thil Y. Chan-Wilcox; Allen JR. Simpson; Randy Murphy; mollj@stifel.com
Subject: CITY/STAGE Negotiations

Don,

Pursuant to our meeting on Friday I am just making sure I got our mutual and separate obligations right so we can stay on track through this timeline. Please feel free to correct me in the event that I am incorrect or misunderstood something.

1. I will prepare a draft of a 90 day Letter of Intent which will take the form of a temporary occupancy agreement but with the goal of a permanent contract for an extended period. This letter will become effective as of July 1, 2014. This Letter will lay out the terms and conditions under which STAGE may begin to act on behalf of the Theatre and represent themselves as the duly authorized operating and management entity of the Theatre even in advance of July 1. I will do this in collaboration with Don Rust and Jim Moll such that we are all in lock step for expedience sake .
 - o Objectives:
 - STAGE Board can approve the Letter at the Board meeting on Thursday, June 12th, 2014
 - City can present it to City Council at meet on June 17th
 - If all approve, City will turn over keys on June 18th and STAGE will initiate take over of Theatre operations
2. While approvals are being formalized, City will send the Letter of Intent along with a sample of the actual longer term contract to State Insurance JPA to clarify insurance requirements for the Letter as well as the Contract. Based on this STAGE will present City with certificates and appropriate endorsements (at least to cover the period of the Letter).
3. STAGE will assemble a comprehensive inventory of equipment and materials that will be housed at the Theatre and present this to City for the purposes of clarification of ownership and liability.
4. Meanwhile, Don Rust will convert the Campbell contract into a word document and we will begin to work on language for a contract to sustain this agreement. Don Rust and I will be the "word smiths" to streamline the process but keep our respective teams in the loop for expedience sake.
 - o Earliest estimated target approval STAGE Board meeting July 17th Council Meeting August 5th Agenda
 - o Deadline approval STAGE Board meeting September 11th Council Meeting September 16th Agenda or an extension must be submitted to both governing bodies accordingly
5. Don Rust has provided me with contact info for PG&E and STAGE will initiate actions to take over this bill and any other routine utility/infrastructure obligation of the Theatre's operation beginning July 1, 2014

STAGE wishes to express our gratitude for the collaboration and cordial reception of yesterday's meeting. We are confident that together, we can bring the Theatre to a better day to be enjoyed by our community for generations to come. Sincere regards,

Nancy Weston
NL Weston Management LLC

Excellence comes from experience, commitment and leadership!

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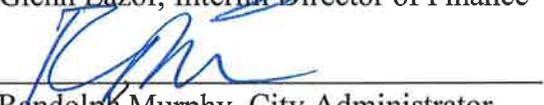
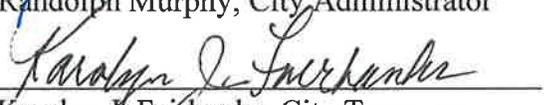
**REPORT OF
INVESTMENTS**

MAY 2014

**CITY OF OROVILLE/OROVILLE SUCCESSOR AGENCY
OROVILLE PUBLIC FINANCING AUTHORITY
MONTHLY SUMMARY OF INVESTMENTS
May 2014**

CERTIFICATION:

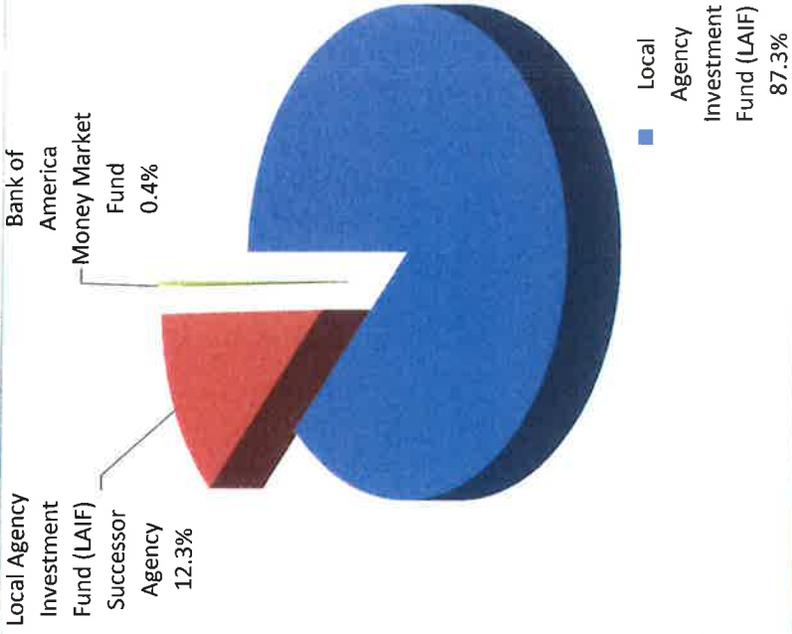
I certify that the information provided above is correct to the best of my knowledge and that (1) all investments are made in accordance with the investment policy and the laws of the State of California and (2) that sufficient funds are available to meet the anticipated expenditures for the next six months.

 _____ Glenn Lazof, Interim Director of Finance	<u>6/12/14</u> _____ Date
 _____ Randolph Murphy, City Administrator	<u>6/12/14</u> _____ Date
 _____ Karolyn J. Fairbanks, City Treasurer	<u>6/12/14</u> _____ Date

City of Oroville
Investment Portfolio Report
 5/31/2014

Summary of Investments			
	Yield	Apr-14	May-14
Local Agency Investment Fund (LAIF)	0.233%	16,858,243	18,558,243
Local Agency Investment Fund (LAIF) Successor Agency	0.233%	2,613,401	2,613,401
Bank of America Money Market Fund	0.04%	79,359	79,362
Total Pooled Investments		19,551,003	21,251,006

City Investment Portfolio - Investments held in Trust		
	Yield to Maturity	Market Value
2002 Tax Allocation Revenue Bonds Blackrock Provident Institutional Funds Union Bank	0.01%	1,438,535
2004 Series A Tax Allocation Revenue Bonds Bayerische Landesbank Blackrock Provident T Fund	4.40% 0.01%	425,406 9,411
2004 Series B Tax Allocation Revenue Bonds Bayerische Landesbank Blackrock Provident T Fund	4.40% 0.01%	75,973 1,681
Total		1,951,005



Distribution of Pooled Investments		
	% Split	Fair Value
Local Agency Investment Fund (LAIF)	87.3%	18,558,243
Local Agency Investment Fund (LAIF) Successor Agency	12.3%	2,613,401
Bank of America Money Market Fund	0.4%	79,362
Total Pooled Investments	100%	21,251,006

**MONTHLY FINANCIAL
REPORT**

MAY 2014

**REPORT OF
BUDGETED APPROPRIATIONS
V.S.
ACTUAL EXPENDITURES**

MAY 2014



CITY OF OROVILLE, CALIFORNIA
FINANCIAL SUMMARY
FOR THE PERIOD ENDED
May 31, 2014

	REVENUES				EXPENDITURES				8%	
	Actual Current Month May 2014	Actual July 2013 through May 2014	Budget Total Year 2013-2014	Remaining Budget	Remaining %	Actual Current Month May 2014	Actual July 2013 through May 2014	Budget Total Year 2013-2014	Remaining Budget	Remaining %
CITY DEPARTMENTS										
GENERAL FUND										
City Council	-	-	-	-	-	8,167	74,022	81,337	7,315	9%
Mayor	-	-	-	-	-	2,423	23,102	24,838	1,736	7%
City Attorney	-	-	-	-	-	19,746	271,770	279,543	7,773	3%
City Clerk	12	7,458	7,441	(17)	0%	16,605	110,546	133,498	22,952	17%
Human Resources	-	1,645	800	(845)	-106%	13,698	122,612	141,622	19,010	13%
City Admin.	-	17,985	2,422	(15,563)	-643%	13,329	207,373	281,929	74,556	26%
Economic Develop./Comm. Enh.	4,172	32,451	49,850	17,399	35%	4,216	124,899	214,168	89,269	42%
Finance	2,772	119,034	99,140	(19,894)	-20%	158,770	670,965	705,521	34,556	5%
City Treasurer	-	-	-	-	-	2,659	24,315	26,630	2,315	9%
Planning	3,390	90,395	60,000	(30,395)	-51%	26,661	300,121	306,496	6,375	2%
City Hall	1,507	22,418	16,793	(5,625)	-33%	9,211	83,359	139,744	56,385	40%
Arline Rhyme	-	134	134	-	0%	428	3,679	20,895	17,216	82%
Fire Department	2,873	77,416	68,551	(8,865)	-13%	184,466	1,832,928	2,080,816	247,888	12%
Police Department	44,580	354,208	286,783	(67,425)	-24%	487,123	4,158,508	4,614,846	456,338	10%
Building/Code Enforcement	30,097	264,076	250,000	(14,076)	-6%	25,312	265,480	372,635	107,155	29%
Public Works Admin.	1,719	72,450	66,910	(5,540)	-8%	24,006	227,594	259,935	32,341	12%
Streets/Storm	46,498	444,878	510,897	66,020	13%	58,404	508,924	832,464	323,540	39%
Parks & Trees	8,316	63,823	56,376	(7,447)	-13%	66,379	610,396	752,341	141,945	19%
Pioneer Museum	127	1,514	1,650	136	8%	1,300	3,789	9,808	6,019	61%
Bolt Museum	653	3,776	3,750	(26)	-1%	544	8,353	9,193	840	9%
Liability/Property Insurance	-	-	65,000	65,000	100%	2,265	326,096	421,837	95,741	23%
Non Departmental*	1,747,266	8,701,456	10,240,383	1,538,927	15%	52,021	392,737	440,855	48,118	11%
Totals	1,893,983	10,275,117	11,786,880	1,511,763	13%	1,177,736	10,351,566	12,150,951	1,799,385	15%

* Revenues include Property Tax, Utility Users, Transient Occupancy, Motor Vehicle, Proceeds of Property Sales. Expenditures include retiree leave conversion for Health Insurance, Animal Control, Legal (Labor Spec.), Fees for Credit Card Services, Charges for Butte County Services.

* This Report is for informational purposes only. Some May adjustments may not show until the following month.

CITY OF OROVILLE

EXPENSE REPORT ALL FUNDS MAY 2014

FUND Description	Actual Current Month	Year To Period Actual	Budget Total Year	Remaining Budget	Rem%
001 General Fund	1,177,736	10,351,566	12,150,951	1,799,385	15
100 Comm. Promotion	270	15,605	13,000	-2,605	-20
101 Sewer Fund	69,129	1,655,693	2,972,802	1,317,109	44
104 SWRCON/FEE FUND	240	6,060	6,160	100	2
105 Drainage Fees	240	23,671	35,160	11,489	33
106 Park Dev Fees	240	10,448	38,049	27,601	73
107 NOTTIF	240	6,060	6,160	100	2
108 Traffic Impact	240	36,135	44,560	8,425	19
109 DRAINAGE/CTYWDE	240	8,060	222,160	214,100	96
111 LOCAL TRANSP	0	91,000	100	-90,900	-999
112 GAXTX RSTP FUND	0	2,000	200,000	198,000	99
116 TECH FEE FUND	0	9,112	14,500	5,388	37
118 SB1186 C/FUND	0	4	0	-4	-448
119 RECYCLING FUND	1,990	39,585	61,000	21,415	35
120 GTx 2107/2107.5	11,644	106,876	107,500	624	1
125 GTx 2106 Fund	6,111	60,221	58,570	-1,651	-3
127 Gas Tax 2105	26,842	256,568	247,896	-8,672	-3
130 Spec. Aviation	42,829	1,681,403	2,017,184	335,781	17
140 Housing Admin	56,188	496,331	529,126	32,795	6
141 HSG PRG FUND	2,940	719,400	555,520	-163,880	-30
149 HOME FUND	67,176	446,064	1,600,269	1,154,205	72
150 CDBG Fund	41,869	1,914,182	6,536,417	4,622,235	71
151 EDBG FUND	2,060	665,832	1,058,168	392,336	37
156 Pub Sfty Aug	0	97,500	130,000	32,500	25
157 SUPPLAWENFORCMT	0	103,898	138,530	34,633	25
158 L.L.E.BLOCK GRT	10,176	142,282	350,312	208,030	59
159 LAW ENF.IMP.FEE	240	6,060	6,160	100	2
160 MISC GRT/MISC F	31,429	310,505	492,892	182,387	37
161 O/MISC GRANTS	35,243	67,793	814,232	746,439	92
163 FIRE SUP IMPFEE	240	6,060	13,160	7,100	54
165 CONTINGENCY FD	0	-3,949	75,000	78,949	105
166 GRANT-FIRE FUND	11,885	205,270	432,009	226,739	52
169 GEN GOVT DEVIMP	240	11,060	11,160	100	1
180 OPFA	0	0	1,918,775	1,918,775	100
184 LLMD ALL ZONES	3,120	28,697	56,857	28,160	50
185 BAD ALL ZONES	285	2,686	53,289	50,603	95
186 WESTSIDE PUB/S/F	211	1,417	1,417	0	0
187 PUB/SAFETY SERV	211	1,417	1,417	0	0
190 SUPPBENEFITFUND	13,955	164,256	189,529	25,273	13
198 RDA General	42,733	2,172,794	2,197,666	24,872	1
199 RDA Housing	0	414,929	-222,678	-637,607	286
230 CITY DEBT SERV	0	699,895	696,441	-3,454	0
276 OAD93-1 Dbt Ser	0	4,443	4,443	0	0
280 OPFA 92 Redmptn	0	0	1,918,775	1,918,775	100
305 Equip Replcmnt	191	82,172	132,491	50,319	38
307 CAPITAL PROJ	0	71,049	966,667	895,618	93
397 RDA 95 BOND	0	178,531	178,531	0	0
410 Local Transit	104,173	486,268	532,731	46,463	9
420 St Theater	0	0	0	0	20
440 BUSINESS DEVCTR	-50	99,405	191,449	92,044	48
450 CTY/HOUSG EDRLF	45	65,020	232,775	167,755	72
451 CDBG EcoDev RLF	0	12,865	15,500	2,635	17
453 MICRO-ENP RLF	0	1,052,825	1,052,825	0	0
454 CAL-HOME RLF	0	0	25,000	25,000	100
455 HOME Hsg RLF	0	244,797	0	-244,797	-999
458 RBEG	0	0	51,412	51,412	100
460 City RLF	0	212,045	128,520	-83,525	-65
500 Payroll Revolv.	0	0	0	0	-2
520 Stores Revolv.	4,828	28,415	45,300	16,885	37
540 Veh Maint Fund	60,659	398,729	472,002	73,273	16
550 Wrkrs Comp.	5,807	360,646	370,163	9,517	3
552 UNEMP-SELF INS	5,672	19,570	88,998	69,428	78
555 SELF INS VISION	2,864	56,907	73,877	16,970	23
705 PLAN RET FUND	0	20	15,742	15,722	100
710 ANNEXATION FUND	0	0	37,000	37,000	100
Total of all FUNDS	1,842,380	26,408,153	42,365,621	15,957,468	38

**REPORT OF
CASH RECEIPTS
AND
REVENUES**

MAY 2014

CITY OF OROVILLE

REVENUE REPORT ALL FUNDS MAY 2014

FUND Description	Actual Current Month	Year To Period Actual	Budget Total Year	Remaining Budget	Rem%
001 General Fund	1,893,983	10,275,217	11,786,880	1,511,663	13
100 Comm. Promotion	500	10,500	10,000	-500	-5
101 Sewer Fund	1,051,452	2,591,741	2,785,390	193,649	7
104 SWRCON/FEE FUND	0	41,299	8,799	-32,500	-369
105 Drainage Fees	1,134	3,988	4,147	159	4
106 Park Dev Fees	2,583	10,443	3,200	-7,243	-226
107 NOTTIF	0	183	430	247	57
108 Traffic Impact	4,737	130,726	35,793	-94,933	-265
109 DRAINAGE/CTYWDE	0	19,129	16,448	-2,681	-16
111 LOCAL TRANSP	0	155	530	375	71
112 GAXTX RSTP FUND	168,476	360,054	201,327	-158,727	-79
113 CANINE FUND	4,460	4,460	0	-4,460	-999
116 TECH FEE FUND	2,736	36,358	54,080	17,722	33
118 SB1186 C/FUND	28	1,107	0	-1,107	-999
119 RECYCLING FUND	0	13,250	18,074	4,824	27
120 GTx 2107/2107.5	11,644	104,055	99,595	-4,460	-4
125 GTx 2106 Fund	6,111	59,024	58,274	-750	-1
127 Gas Tax 2105	26,842	252,590	199,775	-52,815	-26
130 Spec. Aviation	35,513	1,714,439	2,040,943	326,504	16
140 Housing Admin	34,888	472,470	529,126	56,656	11
141 HSG PRG FUND	8,229	318,851	67,180	-251,671	-375
149 HOME FUND	157	383,206	1,576,900	1,193,694	76
150 CDBG Fund	369,977	2,828,038	5,097,322	2,269,284	45
151 EDBG FUND	30,901	674,159	985,726	311,567	32
155 Asset Seizure	0	-1,261	110	1,371	999
156 Pub Sfty Aug	0	78,721	99,403	20,682	21
157 SUPPLAWENFORCMT	10,415	74,242	100,100	25,858	26
158 L.L.E.BLOCK GRT	24,637	80,270	193,842	113,572	59
159 LAW ENF.IMP.FEE	176	1,944	892	-1,052	-118
160 MISC FUND	4,000	153,160	216,590	63,430	29
161 O/MISC GRANTS	0	0	814,232	814,232	100
163 FIRE SUP IMPFEE	158	853	606	-247	-41
166 GRANT-FIRE FUND	137,812	153,223	306,680	153,457	50
168 PEG FEE FUND	5,821	22,846	0	-22,846	-999
169 GEN GOVT DEVIMP	278	1,993	769	-1,224	-159
180 OPFA	0	0	1,918,775	1,918,775	100
184 LLMD ALL ZONES	18,751	39,848	45,979	6,131	13
185 BAD ALL ZONES	1,000	2,070	1,783	-287	-16
186 WESTSIDEPUB/S/F	17,595	37,956	46,946	8,990	19
187 PUB/SAFETY SERV	17,595	37,956	46,946	8,990	19
190 SUPPBENEFITFUND	0	232,582	262,588	30,006	11
198 RDA General	1,613,314	2,387,209	2,171,574	-215,635	-10
199 RDA Housing	0	240	0	-240	-999
210 '74 Swr Bonds	0	0	331	331	100
230 CITY DEBT SERV	65,247	598,239	718,441	120,202	17
280 OPFA 92 Redmptn	0	0	1,918,775	1,918,775	100
305 Equip Replcmnt	0	390	20,740	20,350	98
306 New Capital Eqp	0	0	270	270	100
307 CAPITAL PROJ	0	56,698	847,392	790,694	93
395 2004 CONST.BOND	0	2,978	10,980	8,002	73
396 BOND FUND 2001	0	391	1,135	744	66
397 RDA 95 BOND	0	14,653	0	-14,653	-999
410 Local Transit	24,790	604,629	504,197	-100,432	-20
440 BUSINESS DEVCTR	0	18,041	72,255	54,214	75
450 CTY/HOUG EDRLF	8,442	70,289	150,454	80,165	53
451 CDBG EcoDev RLF	1,617	14,482	15,500	1,018	7
453 MICRO-ENP RLF	0	673,205	365,500	-307,705	-84
454 CAL-HOME RLF	0	18,484	416	-18,068	-999
455 HOME Hsg RLF	0	242,652	105,058	-137,594	-131
457 PUBLIC FAC/RLF	0	1,183	0	-1,183	-999
460 City RLF	0	5,396	250	-5,146	-999
498 RDA RLF	0	53,933	9,065	-44,868	-999
520 Stores Revolv.	4,825	31,641	38,000	6,359	17
540 Veh Maint Fund	47,552	394,142	475,609	81,467	17
550 Wrkrs Comp.	35,887	300,297	330,278	29,981	9
552 UNEMP-SELF INS	2,463	27,484	35,800	8,316	23
555 SELF INS VISION	3,308	36,061	35,676	-385	-1
610 Feather Rvr Bif	0	21	0	-21	-999
705 PLAN RET FUND	360	3,121	1,455	-1,666	-114
710 ANNEXATION FUND	0	44	148	104	70
Total of all FUNDS	5,700,395	26,777,749	37,465,479	10,687,730	29

**OROVILLE CITY COUNCIL
MONTHLY REPORT**

**TO: MAYOR AND CITY COUNCIL MEMBERS AND
RANDY MURPHY, CITY ADMINISTRATOR**

FROM: BILL LAGRONE, POLICE AND FIRE CHIEF

**RE: POLICE DEPARTMENT MONTHLY REPORT FOR MAY 2014
FIRE DEPARTMENT MONTHLY REPORT FOR MAY 2014**

DATE: JUNE 17, 2014

SUMMARY

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

Staffing:

Positions	Total staffed	Total Authorized	Total Vacant/Frozen
Police Officer	21	26	2/3
Dispatcher	9	9	0/0
Community Service Officers / Evidence	2	3	0/1
Administrative Personnel	2	4	0/2

Positions	Total staffed	Total Authorized	Total Vacant/Frozen
Firefighters	7	7	0/0
Fire Engineer	6	9	0/3
Fire Captain	3	3	0/0
Administrative Personnel	2	4	0/2

Police Revenue Update:

Account Number and Description	May 2013 Revenues *Comparison Purposes only	May 2014 Revenues	Fiscal 12/13 Year to Date Revenues *Comparison Purposes only	Fiscal 13/14Year to Date Revenues	Percentage of Projected Revenue
4300 / Vehicle Fines	\$ 3917.52	\$ 3614.18	\$ 23,959.53	\$ 22,718.51	73.2%
4350 / Parking Fines	\$ 1814.40	\$ 3461.90	\$ 7725.51	\$ 10,253.31	113.9%
4390 / Other Fines	\$ 3887.63	\$ 4657.59	\$ 33,425.52	\$ 30,731.44	65.3%
4670 / Other Fees	\$ 2286.00	\$ 1978.04	\$93,268.02	\$ 91,607.50	111.7%

*Revenues for May 2013

Projected Yearly Revenues	Actual year to date Revenue	Percentage
\$ 320,169.00	\$ 286,783.00*	89.5 %

*Estimation only

Fire Revenue Update:

Account Number and Description	May 2013 Revenues *Comparison Purposes only	May 2014 Revenues	Fiscal 12/13 Year to Date Revenues *Comparison Purposes only	Fiscal 13/14Year to Date Revenues	Percentage of Projected Revenue
Permits / 4280	\$191.00	\$649.00	\$ 5,780.00	\$3,231.00	53%
Inspections / 4281	\$1,048.00	\$508.00	\$ 21,995.00	\$10,779.00	209%
Plan Check / 4670	\$518.00	\$1,716.00	\$ 8,326.00	\$14,216.00	158%

Project Yearly Revenues	Actual year to date Revenue	Percentage
\$49,378.00	\$77,416.00	157 %

Police Overtime YTD: ????????????????

Overtime Budgeted	Overtime Expended YTD	Percentage Expended
\$ 168,500.00	\$ 227,872.00	135%

Fire Overtime Utilization:

Date	Strike Team	Continues Professional Training incurred overtime	Sick	Vacation	Special Assignment	Out of Class	All Other <small>(comp time, industrial leave, holiday, shift hold over)</small>
May 2014	0 hrs	174 hrs	60.5 4hrs	111 hrs	0 hrs	667.5 hrs	0 hrs
TOTAL Last Quarter of Calendar Year	0 hrs	627 hrs	300.5 hrs	860 hrs	28 hrs	4,662.5 hrs	588 hrs

Fire Overtime YTD:

Overtime Budgeted	Overtime Expended YTD	Percentage Expended
\$200,000.00	\$186,695.00	93%

Department Activity:

Events Year to Date 2014	Average Response Time for Crimes against persons <small>*Priority 1 crimes</small>	Average Response Time for all types of calls for Service	National Average Response Time
13,145	4.62	5.24 minutes	8 - 11 minutes

Downtown Foot and Park Patrols:

	Park Patrols	Downtown Patrols
May 2014	116	45
Year to Date	604	185

Parking Enforcement Citations Issued:

May 2014	Year to Date 2014	May 2013	Year to date 2013
24	87	38	136

Police Activity:

	May 2013	May 2014	Year to date 2013	Year to date 2014
Arrest				
Misdemeanor	195	184	928	875
Felony	75	59	299	325

	May 2013	May 2014	Year to date 2013	Year to date 2014
Citations				
	249	183	1189	879

Uniform Crime Reporting:

Crimes of Violence	May 2014	Year to Date
Homicide	0	0
Rape	0	3
Robbery	5	10
Aggravated Assault	4	19

Population per 2010 Census 15,000
 Violent Crimes YTD 32
 Violent Crime Rate 0.002

Fire Department Activity:

Incidents	May 2014
Fallen no injury / Medical Alarm	17
Dumpster Fire / Unoccupied Vehicle Fire	1
Occupied Vehicle Fire	1
Vegetation Fire	18
1, 2, or 3 Family Homes	9
Downtown/Apartments/Commercial/Hospitals, etc.	1
Hydrant Sheard of / Water line break outside	1
Gas Odor / Power Line Down	1
Alarm Sounding / Smoke / Fireworks	14
Medical Aid / non CPR	210
Traffic Collision	16
Water Rescue	1
Information	3
Total Incidents	293

Events Year to Date 2014	Average Response Time (Dispatch to Arrival)
1,273	5:08 minutes

Fire Marshall Inspections:

	May 2014	2014 Year to Date	May 2013	2013 Year to Date
Plan Checks	14	50	5	19
Occupancy	4	54	12	73
Fire Inspections	23	47	2	25

Fire Intern Hours:

	Intern Hours	Total Hours Worked in May 2013	Funds Used Fiscal Year to Date
May 2014	947.50	232	\$9,475.00

SPCA Statics:

Service Calls by Priority:

Priority Level	Number of Calls	Total Minutes per call type	Average response times
Urgent	20	117	5.87
Priority	60	551	9.19
At Officer Convenience	37	377	10.20
After Hours	7	100	14.29

Animal Intake and Outcome Stats:

Total Animals taken in from City	Total Animals outgoing	Cats	Dogs	Other	Bird	Livestock
96	145	40	41	3	11	1

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

Animal Outcomes:

Outcome Type	Outcome Total
Adoption	8 - (4 Dogs) (3 Cats) (1 Livestock)
Clinic RTO	2 - (2 Dogs)
Died	3- (2 Cats) (1 Other)
Disposal	19 - (1 Dogs) (8 Cats) (10 Other)
Euthanasia	80 - (14 Dogs) (55 Cats) (10 Birds) (1 Other)
Foster	5- (5 Cats)
Lost Exp	9 - (8 Dogs) (1 Cat)
Relocate	2 - (1 Bird) (1 Other)
RTO	16 - (16 Dogs)
Transfer	1 - (1 Other)

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

SPCA After-hours call outs:

May 2014	Fiscal Year to Date
7	103

Volunteers:

Total Number of V.I.P.S. Volunteer Hours for 2014:

Volunteer Hours converted to dollar amount:

Value of Volunteer hour in California \$21.36

$$934 \times 21.36 = \mathbf{\$19,950.24}$$

Total Number of Staff Volunteer Hours for 2014:

Volunteer Hours converted to dollar amount:

Value of Volunteer hour in California \$21.36

$$517.4 \times \$21.36 = \mathbf{\$11,051.66}$$

FISCAL IMPACT

No impact to the General Fund.

RECOMMENDATIONS

Receive and file the May, 2014, monthly report regarding the activities, revenues, and other general information of the Police Department.



City of Oroville
JUN - 2 2014
Administration

California Region
3055 Comcast Place
Livermore, CA 94551-9559

May 30, 2014

Mr. Harold Duffey
City Administrator, City of Oroville
1735 Montgomery
Oroville, CA. 95965

RE: Important Information—Price Changes

Dear Mr. Harold Duffey:

At Comcast, we are committed to constantly improving our customers' entertainment and communications experience and we continue to invest in making their services even better. As we make these and other investments, we periodically need to adjust prices due to increases we incur in programming and other business costs. Starting July 1, 2014, new prices will apply to select Video and Internet services and equipment as reflected in the enclosed notice.

We promise to continue to provide our customers with a consistently superior experience, including 24/7 customer service, two-hour appointment windows and on-time arrival—or we'll credit the customer \$20 or provide a free premium channel for three months. We back up our services with the Comcast Customer Guarantee (visit www.comcast.com/guarantee for details).

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 925-424-0207 or Mitzi_Givens-Russell@cable.comcast.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Mitzi Givens-Russell".

Mitzi Givens-Russell
Franchise Operations Manager
Comcast California

Enclosure: Customer Notice

Dear Valued Customer,

At Comcast we are committed to constantly improving your entertainment and communications experience, and we continue to invest in making your services even better. As we make these and other investments, we periodically need to adjust prices due to increases we incur in business costs. **Starting July 1, 2014**, new prices will apply to select* Video, Internet and Phone services as described in this notice.

We want to make sure you are getting the most out of your XFINITY services. Here are some highlights of the many services available to you:

- **XFINITY On Demand™** - gives you thousands of top shows, hit movies and more—**90% of which are free.**
- **XFINITY Internet** delivers the fastest and most reliable in-home WiFi for all rooms, all devices, all the time. Plus, get the fastest hotspots with the most coverage on-the-go included at no additional cost.
- **My Account** makes it easy to manage your XFINITY account from practically anywhere. Pay your bill, receive security notices, check connection status and get payment confirmations using your computer or phone. Go to comcast.com/myaccount or download the XFINITY My Account app today.
- **DVR** - Watch your favorite programs online, set your DVR, and add your favorite shows to your Queue.

Of course, we back up our services with the Comcast Customer Guarantee (visit comcast.com/guarantee for details). We promise to provide you a consistently superior experience, including 24/7 customer service, two-hour appointment windows and on-time arrival—or we'll credit you \$20 or give you a free premium channel for three months.

Still have questions? Feel free to visit us at comcast.com/questions or call us at 1-877-508-5498. Thank you for choosing Comcast. We value you as a customer, and look forward to continuing to serve you.



All backed by the
Comcast Customer
Guarantee.

** If you are currently receiving services on a promotional basis, under a minimum term agreement associated with a specific rate, or in the guaranteed period of one of our SurePrice™ plans, the prices for those specific services will not be affected during the applicable period.*

Most reliable claim based on FCC, 'Measuring Broadband America,' February 2013. WiFi claims based on April 2013 study by Allion Test Labs, Inc. WiFi requires XFINITY Internet Performance (or above) service subscription. XFINITY WiFi and Cable WiFi not available in all markets. Not all Android™ devices are compatible with the XFINITY® apps. Not all apps available with Google Play Store. Standard data charges may apply. Check with your carrier. ©2014 Comcast. All rights reserved. All trademarks are the property of their respective owners.

COMCAST PRODUCTS AND SERVICES PRICE LIST FOR

BEALE AFB, BIGGS, BUTTE COUNTY, CHICO, COLUSA, COLUSA COUNTY, CORNING, HAMILTON CITY, ORLAND, GLENN COUNTY, GRASS VALLEY, GRIDLEY, LIVE OAK CITY, MARYSVILLE, NEVADA CITY, LAKE WILDWOOD, PENN VALLEY, OLIVERHURST, ORLAND, OROVILLE, PARADISE, SUTTER COUNTY, LIVE OAK, SUTTER CITY, WILLOWS, YUBA CITY, YUBA COUNTY, WHEATLAND, NEVADA COUNTY, MAGALIA, BUTTE, DURHAM - **EFFECTIVE JULY 1, 2014**

BASIC AND DIGITAL ANCILLARY SERVICES	Current Price	New Price
Additional Outlet Service	\$9.25	\$9.95
with HD	\$9.25	\$9.95
with AnyRoom DVR Service	\$9.25	\$9.95
DIGITAL SERVICES	Current Price	New Price
Digital Economy	\$34.95	\$37.95
Digital Starter	\$69.49	\$70.99
Digital Preferred	\$87.49	\$88.99
Digital Preferred Plus	\$122.49	\$123.99
Digital Premier	\$142.49	\$143.99
TRIPLE PLAY PACKAGES	Current Price	New Price
Economy Triple Play XF	\$89.85	\$92.85

DOUBLE PLAY PACKAGES	Current Price	New Price
Blast! Plus	\$79.95	\$84.95
Starter XF Double Play	\$119.45	\$126.94
Preferred XF Double Play	\$134.45	\$144.94
XFINITY INTERNET	Current Price	New Price
Performance Internet (with XFINITY TV or Voice Service)	\$52.95	\$55.95
Blast! Internet (with XFINITY TV or Voice Service)	\$62.95	\$66.95
Blast! Internet (XFINITY Internet Service Only)	\$76.95	\$77.95
Blast! Internet Service (Triple Play Rewards)	\$10.00	\$11.00
INSTALLATION FEES	Current Price	New Price
Video Upgrade/Downgrade of Service - No in-home visit required	\$5.00	\$2.99
Internet Upgrade/Downgrade of Service - No in-home visit required	\$5.00	\$2.99
Voice Upgrade/Downgrade of Service - No in-home visit required	\$5.00	\$2.99

SERVICES NO LONGER AVAILABLE FOR NEW SUBSCRIPTION (per month)

DIGITAL SERVICES			DOUBLE PLAY PACKAGES		
	Current Price	New Price		Current Price	New Price
Additional Outlet - SD DVR	\$19.20	\$19.90	Blast! Extra	\$69.95	\$74.95
Multiple Premium Package (HBO + Cinemax)	\$39.98	\$19.99	Latino 150 Bundle (with Performance Internet)	\$82.90	\$85.90
Multiple Premium Package (Showtime + Cinemax)	\$39.98	\$20.00	Double Play Bundle (Performance Internet + Voice Unlimited) - when subscribing to video service	\$92.90	\$95.90
Multiple Premium Package (HBO + Starz)	\$39.98	\$25.00	Double Play Bundle (Performance Internet + Voice Unlimited)	\$97.90	\$100.90
Multiple Premium Package (HBO + Showtime)	\$39.98	\$25.00	Starter Bundle (with Voice Unlimited)	\$114.44	\$115.94
Standard Cable	\$69.49	\$70.99	Starter Bundle (with Performance Internet)	\$118.66	\$126.94
CableLatino Package	\$69.49	\$87.94	Starter Bundle (with Performance Internet)	\$118.44	\$126.94
CableLatino Package (with HBO)	\$84.49	\$102.94	Preferred Bundle (with Voice Unlimited)	\$132.44	\$133.94
Preferred with HBO Package	\$107.48	\$108.98	Preferred Bundle (with Performance Internet)	\$140.44	\$144.94
TRIPLE PLAY PACKAGES			XFINITY INTERNET		
	Current Price	New Price		Current Price	New Price
Tenant HD Preferred Bundle	\$109.95	\$114.95	Dual Account Charge	\$1.50	\$1.99
Value Bundle	\$124.39	\$125.89			
Value Plus Bundle	\$147.39	\$151.89			
Starter Bundle (with Performance Internet + Voice Unlimited)	\$162.39	\$166.89			
Paquete Bundle (Starter, MultiLatino, Performance Internet, Voice Unlimited)	\$162.39	\$183.84			
Preferred Plus Bundle (with Performance Internet + Voice Unlimited)	\$215.39	\$219.89			
Premier Bundle	\$235.39	\$239.89			