

SUPPLEMENTAL BENEFITS FUND



SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE Regular Quarterly Meeting

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

OCTOBER 1, 2014
5:30 P.M.
AGENDA

CALL TO ORDER: Loren Gill, SBF Chairperson

PLEDGE OF ALLEGIANCE

ROLL CALL

Voting Members: Chairperson Loren Gill, FRRPD; Vice Chairperson David Pittman, City of Oroville; Committee Members Victoria Coots, FRRPD; Linda Dahlmeier, City of Oroville; Gordon Andoe, City of Oroville

Advisory Members (non-voting):

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

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

This is the time the SBF Chairperson will invite anyone in the audience wishing to address the SBF on a matter that is on the agenda to state their 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, the SBF Steering Committee and/or staff may respond to your comments or questions. Under Government Code section 59454.3 the time allotted for presentations may be limited. Presentations are limited to three minutes per person.

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE JULY 2, 2014, REGULAR MEETING – minutes attached**

COMMITTEE ACTION REQUESTED: **Approve the minutes.**

2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES – staff report**

The Committee will consider a request for reimbursement to the City of Oroville, in the amount of \$10,422.46 for the months of July, August, and September 2014.

COMMITTEE ACTION REQUESTED: **Authorize the SBF Fund Administrator to sign invoice Transmittal No. 2014-5 for reimbursement in the amount of \$10,422.46.**

3. **APPROVE REFINED OBJECTIVES AND GOALS THAT WERE DISCUSSED AND AGREED UPON AT THE SBF WORKSHOP HELD ON MAY 14, 2014 – staff report**

The Committee will receive the final summary of the Feather River Plan Goals and Objectives.

COMMITTEE ACTION REQUESTED: **Accept the Objectives and Goals.**

PRESENTATION

4. **Greg Melton, Melton Design Group: Update on the opportunities and preliminary design for the potential Aquatic Center at the Oroville North Forebay.**

COMMITTEE ACTION REQUESTED: **Hear the presentation and discuss the progress, to date, of the Aquatic Center ad Hoc Committee.**

REGULAR BUSINESS

5. **The Committee may consider providing direction for current unencumbered SBF funds – staff report**

COMMITTEE ACTION REQUESTED: **Receive the requested information and provide direction.**

6. **The Chairperson may consider establishing an ad Hoc Committee for the purpose of researching how multiple agencies with jurisdiction, in and along the Feather River, trails and parks might work together to establish a permanent solution to providing a safety patrol – staff report**

COMMITTEE ACTION REQUESTED: **Receive the information, establish an ad Hoc Committee or provide direction to staff.**

7. **Update on the ad Hoc Mapping Committee progress and the release of a Request For Proposal (RFP) for the Oroville Feather River Master Plan – staff report**

COMMITTEE ACTION REQUESTED: **No action required, informational.**

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

8. **SBF Program Specialist Report (Bob Marciniak)**
Written report attached
9. **DWR Advisor Report (Kevin Dossey)**
Update on the local DWR projects including a summary of the completed gravel supplementation in the Feather River near the Feather River Fish Hatchery.
10. **SWC Advisor Report (Tim Haines)**

CORRESPONDENCE

- Bill Connelly (request for records)

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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

SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF staff for the January 21, 2015 Regular Quarterly Meeting of the SBF Steering Committee.

ADJOURNMENT

The meeting will be adjourned. The next regular quarterly meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, January 21, 2015 starting at 5:30 P.M. in the Oroville City Council Chambers.



CONSENT ITEMS

SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



JULY 2, 2014 – REGULAR QUARTERLY MEETING

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

The agenda for the July 2, 2014, Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Wednesday June 25, 2014, at 1:20 P.M.

The July 2, 2014 Supplemental Benefits Fund Steering Committee Special Meeting was called to order by SBF Chairperson Loren Gill at 5:31 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairperson Gill.

ROLL CALL

Present: Voting Committee Members: Committee Members, City of Oroville; Gordon Andoe, City of Oroville, Linda Dahlmeier; FRRPD, Victoria Coots and Chairperson, Loren Gill, FRRPD; Vice Chairperson, David Pittman

Absent Voting Committee Members: None

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

Absent Advisory Committee Members (non-voting): Steve Rothert – American Rivers; Dave Steindorf (Alternate) American Rivers

Others Present:

Randy Murphy, SBF Fund Administrator
Bob Marciniak, SBF Program Specialist

Dawn Nevers, Recording Clerk

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

None

CONSENT CALENDAR –

1. **APPROVAL OF THE MINUTES OF THE MAY 14, 2014, SPECIAL MEETING – minutes attached**

COMMITTEE ACTION REQUESTED: **Approve the minutes.**

2. **APPROVAL OF THE MINUTES OF THE JUNE 11, 2014, SPECIAL MEETING – minutes attached**

COMMITTEE ACTION REQUESTED: **Approve the minutes.**

3. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES – staff report**

The Committee will consider a request for reimbursement to the City of Oroville, in the amount of \$13,144.64 for the months of April, May and June 2014.

COMMITTEE ACTION REQUESTED: **Authorize the SBF Fund Administrator to sign invoice Transmittal No. 2014-4 for reimbursement in the amount of \$13,144.64.**

4. **CLOSE OUT OF ADMINISTRATIVE ALLOCATION TO THE CITY OF OROVILLE IN THE ORIGINAL AMOUNT OF \$141,800 WHICH WAS TO BE USED FOR CONSULTANT EXPENSES RELATED TO THE ENVISIONED WHITEWATER PARK. THE CITY IS RESCINDING \$122,654.11 WHICH WAS NOT EXPENDED – staff report**

The Committee will receive the final summary report and acknowledge the rescinded \$122,654.11 that was not used by the City of Oroville.

COMMITTEE ACTION REQUESTED: **Accept the report and direct the SBF Program Specialist to add the \$122,654.11 to unencumbered SBF funds.**

Items 1 and 2 were pulled for discussion. Chairperson Loren Gill requested that the minutes of May 14, 2014; page 2 under heading “workshop” the third bullet point be changed from Defining “The Greater Oroville Area” to Defining “The Greater Oroville Region”

Claudia Knaus requested that the minutes of June 11, 2014 move Vice Chairperson, David Pittman from Absent Voting Committee Members to Present Voting Committee Members as he was at the meeting.

Following discussion, a motion was made by Vice Chairperson Pittman, seconded by Committee Member Coots, to:

Approve the consent calendar with the recommended changes to items 1 and 2.

The motion was passed by the following vote:

Ayes: Committee Members Andoe, Coots, Dahlmeier, Vice Chairperson Pittman, Chairperson Gill
Noes: None
Abstain: None
Absent: None

REGULAR BUSINESS

5. **The Committee may consider approving an Administrative Budget in the amount of \$90,232 for fiscal years 2014-2015 and 2015-2016 – staff report**

COMMITTEE ACTION REQUESTED: **Approve the budget as presented.**

Following discussion, a motion was made by Committee Member Dahlmeier, seconded by Vice Chairperson Pittman, to:

Approve the Administrative Budget in the amount of \$90,232 for fiscal years 2014-2015 and 2015-2016.

The motion was passed by the following vote:

Ayes: Committee Members Andoe, Coots, Dahlmeier, Vice Chairperson Pittman, Chairperson Gill
Noes: None
Abstain: None
Absent: None

6. **The City of Oroville has requested that the SBF Steering Committee discuss allocating \$48,403.20 for two (2) reserve police officers that would be assigned specifically to park, trail and event patrol activities – staff report**

COMMITTEE ACTION REQUESTED: **Discuss the request and provide direction.**

Following discussion, a motion was made by Committee Member Andoe, seconded by Vice Chairperson Pittman, to:

Approve the request for \$48,403.20 using administrative funds, with the following conditions:

1-3

- Confirmation from Attorney Huber that funding this type of expense is appropriate from SBF funds.
- A work plan of how the officers will be used which should include items such as, patrol times, use of the GEM vehicles, scheduling & how the City will interface with FRRPD on the use of the officers including a listing of covered parks and trails.
- How the work plan will be monitored and reported to the SBF.
- Presentation & approval of the Oroville City Council to request funding from the SBF as well as approval of the specific use of the officers.
- Presentation & approval of the FRRPD Board of Directors to request funding from the SBF as well as approval of the specific use of the officers.

The motion was passed by the following vote:

Ayes:	Committee Members Andoe, Coots, Dahlmeier, Vice Chairperson Pittman, Chairperson Gill
Noes:	None
Abstain:	None
Absent:	None

7. **The SBF Steering Committee at the special SBF meeting held on June 11, 2014 requested that the process for reviewing applications received from future Notice of Funds Available be discussed – staff report**

COMMITTEE ACTION REQUESTED: **Discuss the process established in the Regional Fund Strategic Plan and provide direction to staff.**

Note: This was a discussion only item. Direction was provided to staff.

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

8. **SBF Program Specialist Report** (Bob Marciniak)
Written report provided & short video update of Feather Fiesta Days was shown.
9. **DWR Advisor Report** (Kevin Dossey)
Update on the gravel supplication program in the Feather River near the Fish Hatchery.
10. **SWC Advisor Report** (Tim Haines)
Mr. Haines did not have any comments.

CORRESPONDENCE

- Letter of approval to FRRPD for \$30,000 (2014 NOFA)

1-4

- Letter of denial to YMCA of Superior California, Oroville Branch for \$100,000 (2014 NOFA)
- Letter of denial to City of Oroville for \$25,000 (2014 NOFA)
- Letter of denial to KROV Community Radio Station \$80,000 (2014 NOFA)
- Letter of denial to Oroville Dioxin Education Committee \$30,000 (2014 NOFA)
- Letter of denial to FRRPD for \$45,000 (2014 NOFA)
- Letter of appeal from KROV regarding 2014 NOFA
- Letter to KROV reconfirming the SBF decision

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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SBF CHAIRPERSON CALL FOR AGENDA ITEMS

The SBF Chairperson will request agenda items from the Steering Committee, SBF Advisors, and SBF staff for the October 1, 2014 Regular Quarterly Meeting of the SBF Steering Committee.

- Provide information about a potential NOFA for uncommitted funds.

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS - None

ADJOURNMENT

The meeting was adjourned at 8:15 p.m. A Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, October 1, 2014, starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

Loren Gill, SBF Chairperson

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: RANDY MURPHY, SBF ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST**

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

DATE: October 1, 2014

SUMMARY

The Committee will consider approving a request for reimbursement to the City of Oroville in the amount of \$10,422.46 for SBF Administrative expenses for, July 1, 2014 through September 30, 2014.

DISCUSSION

The expenses are within the guidelines of Contract # 460007302, Exhibit A, Attachment 1, Page 10 "...administrative duties include, but are not limited to, activities associated with management of the Fund." The amount of \$10,422.46 represents actual expenses verified against City of Oroville General Ledger charges from July 1, 2014 through September 30, 2014.

FISCAL IMPACT

Reduces previously approved annual administrative budget of \$90,232.00 to \$79,809.54.

RECOMMENDATION

Committee Authorization for the SBF Fund Administrator to sign Invoice Transmittal No. AE2014-5 to DWR for reimbursement in the amount of \$10,422.46.

ATTACHMENTS

Transmittal No. AE2014-5
Budget Reconciliation

2-1

Analysis of SBF Administrative Expenses to be submitted for reimbursement

<u>Category</u>	<u>Jul-14</u>	<u>Aug-14</u>	<u>Sep-14</u>
Program Specialist Salary	2,335.27	2,335.28	2,335.28
Temp Salaries	0.00	0.00	0.00
Meeting Clerk	0.00	0.00	0.00
Overtime	0.00	0.00	0.00
Medicare	32.80	32.80	32.80
Pers	299.18	299.18	299.18
Bond	177.72	177.72	177.72
Health Insurance	570.77	570.77	570.78
Workmans Comp	11.92	11.92	11.90
Unemployment Ins	15.62	15.62	15.62
Postage Due	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
Postage/Xerox	21.16	25.89	0.00
Meeting Expenses	0.00	45.56	0.00
Travel	0.00	0.00	0.00
Printing	0.00	0.00	0.00
Stores Expense	0.00	0.00	0.00
Legal	0.00	0.00	0.00
Medical/Physical	0.00	0.00	0.00
Advertising/Legal Notices	0.00	0.00	0.00
<u>Total</u>	<u>\$3,464.44</u>	<u>\$3,514.74</u>	<u>\$3,443.28</u>
<u>Total/GL</u>	<u>\$3,464.44</u>	<u>\$3,514.74</u>	<u>\$3,443.28</u>
<u>Difference</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>





CITY OF OROVILLE

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

530-538-2518

Fax 530-538-2468

Email: marciniakb@cityoforoville.org

Date: October 1, 2014

To: Lynne Esparaza
DWR

Subject: Reimbursement of Administrative Expenses \$10,422.46

FERC Project No. 2100 Contract #460007302

INVOICE # AE2014-5

Note: Reimbursement to the City of Oroville for administrative expenses; July, August & September 2014. Supporting documents are attached.

Approvals:

Randy Murphy, SBF Fund Administrator:

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

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: RANDY MURPHY, SBF ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST**

**RE: APPROVE REFINED OBJECTIVES AND GOALS THAT WERE
DISCUSSED AND AGREED UPON AT THE SBF WORKSHOP
HELD ON, MAY 14, 2014**

DATE: October 1, 2014

SUMMARY

The Committee will consider approving the refined objectives and goals that were discussed and agreed upon at the SBF Workshop held on, May 14, 2014.

DISCUSSION

The SBF Steering Committee attended a Workshop on May 14, 2014 facilitated by ESA Consultant Group. One of the purposes of the Workshop was to refine and establish refined goals for the SBF. The process of reviewing objectives and goals is detailed in the Regional Fund Strategic Plan that the SBF approved on, April 27, 2010. The refined goals address; (1) Recreation, (2) Access, (3) Natural Environment. The attachment to this Staff Report details each of the goals and their corresponding objectives.

FISCAL IMPACT

None

RECOMMENDATION

Approve the refined Objectives and Goals.

ATTACHMENTS

Objectives & Goals (May 14, 2014)

3-1



EXECUTIVE SUMMARY OF ENHANCED SBF GOALS & OBJECTIVES

The Supplemental Benefits Fund (SBF) Steering Committee, at an all day Goals & Objectives Workshop held on, May 14, 2014, agreed that the SBF should focus on three main areas:

- **Recreation**
- **Access**
- **Natural Environment**

The refined specific goals and objectives were established by the SBF Steering Committee in concert with existing goals and objectives that are part of the Regional Fund Strategic Plan (RFSP) approved by the SBF Steering Committee on April 27, 2010. The RFSP provides for the committee, from time to time, as appropriate, to review and modify goals and objectives.

Recreation

Goal: Provide multiple recreational opportunities that utilize and enhance access to existing resources within the boundaries of the Feather River Plan.

Objectives:

- The River Plan shall be oriented to passive and active water-enhanced recreation activities which are appropriate in a natural environment, and which are not normally provided by other recreational facilities.
- Enhance our network of non-motorized trails for multiple uses including, hiking, biking, paddling, tubing, and equestrian use.
- Preserve and enhance existing fishing facilities and promote their continued use.
- Preserve and enhance day use and overnight activities.

3-2

- Develop a public safety plan that coordinates with jurisdictional public safety authorities.
- Provide recreation facilities that complement the DWR Recreation Management Plan and Environmental Provisions in cooperation and collaboration with other regional recreation entities.

Access

Goal: Encourage secure and managed access for all segments of the population, with connections to the surrounding community and future development.

Objectives:

- Provide reasonably available and safe public access.
- Encourage connections to adjacent thoroughfares, trails, future River Plan facilities, and adjacent existing and future development.
- Respect the privacy and security of the adjacent private property owners.
- Provide access that facilitates boating on the river, such as put-ins, take-outs, shuttles, and access points.

Natural Environment

Goal: Ensure the continued success of habitat restoration and improve the ecological health of the river and floodplain in concert with river restoration goals.

Objectives:

- Protect water quality in the river.
- Preserve and enhance salmon habitat consistent with other objectives in the River Plan.
- Remove non-native invasive plant and wildlife species.
- Continue and enhance vegetation of plants and trees with native species throughout the River Plan boundary.

Supplemental Benefits Fund Steering Committee

*Loren Gill, Chairperson (FRRPD) David Pittman, Vice Chairperson (City of Oroville)
Gordon Andoe (City of Oroville) Victoria Coots (FRRPD) Linda Dahlmeier (City of Oroville)*

***Fund Administrator: City of Oroville
Randy Murphy, City Administrator
SBF Program Specialist: Bob Marciniak***

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PRESENTATION

**Greg Melton
Melton Design Group**

Update on the:

**POTENTIAL AQUATIC CENTER
AT THE OROVILLE NORTH FOREBAY RECREATION AREA**

(Handouts will be provided at the meeting)



REGULAR ITEMS

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

FROM: RANDY MURPHY, CITY OF OROVILLE
SBF FUND ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST

RE: 2014 NOTICE OF FUNDS AVAILABLE (NOFA)

DATE: OCTOBER 1, 2014

SUMMARY

Currently the SBF has \$123,524.11 in funds that are not committed which could be made available for the Steering Committee to consider offering a Notice of Funds Available (NOFA); there will also be a release of \$100,000 from DWR in mid January 2015 which could raise the total available to \$223,524.11.

DISCUSSION

The Regional Fund Strategic Plan (RFSP) approved, April 27, 2010, provides for a process to make Supplemental Benefits Funds available through a public notification process, Notice of Funds Available (NOFA).

The RFSP was written with the assumption that the FERC License for Project No. 2100 would be approved and an annual funding stream would occur. The approval has not occurred; however funds from the Department of Water Resources (DWR) have been made in the amount of \$100,000 annually since 2012 against the initial first allocation that is due once the FERC License is approved.

The RFSP suggests the following categories for allocation as part of the NOFA process with the Steering Committee selecting which categories will be used for the offering as well as the dollar amount allocated:

- Projects – Large Award
- Revolving Loan Fund
- Marketing/Community Benefit Fund
- Marketing/Chamber of Commerce Fund
- Contingency Fund

Staff has also discussed the previous NOFA applications used and has been working on a revised, streamlined application.

5-1

FISCAL IMPACT

Reduces not committed SBF funds by funds made available

RECOMMENDATION

1. Determine if the entire \$223,524.11, or which portion, will be made available for a NOFA (and)
2. Review the NOFA categories established by the RFSP (and),
3. Determine 2014 NOFA categories & percentage allocations (and,
4. Direct staff to issue a NOFA on, or before, November 17, 2014 for a thirty (30) day period, (or)
5. Provide direction to staff

ATTACHMENTS

- Excerpts from the RFSP 4-1 to 4-8

5-2

4. OPERATIONAL PLAN

The operational plan describes how SBF revenue will be allocated to a variety of qualified purposes, and how projects will be selected for funding. This formal structure is intended to assure allocation of revenue and selection of projects that is consistent with the Settlement Agreement, conferring the greatest benefit to the Oroville Region, and providing the transparency necessary to gain and hold the confidence of the Participating Agencies and the public-at-large.

The operational plan addresses the two major operations of the Steering Committee over time: the allocation of SBF revenues to the eligible and necessary purposes and the selection of projects to be funded over time.

Budget Framework

The SBF will adopt and maintain an annual operating budget, on a fiscal-year basis, similar in form to budgets adopted by other public agencies. In addition to adopting an annual budget each July reflecting the appropriation of funds to the various fund categories, the budget will provide a basis of annual auditing (i.e., the comprehensive annual financial report). The annual budgets and audit will be part of and also feed into planning the multiple-year budget, as described below.

Multiple-Year Project Funding Cycle

Subject to the terms of the new license, nearly all SBF funding will be paid annually to the Fund Administrator in a single lump sum. Although funded and budgeted annually, it is recommended that the SBF funding allocation (use of funds for projects) be based on a multiple-year funding cycle subject to annual budget appropriations. Most public agencies use such a multiple-year funding cycle when programming capital improvement funding. Because a majority of SBF funding will fund capital improvements, the multiple-year funding cycle is the most appropriate funding allocation framework.

Attributes of a multiple-year funding cycle that benefit the SBF include these:

- Ability to fund projects that exceed annual funding limitations.
- Ability to prioritize investments.
- Enhance public involvement and transparency of the funding process.
- Accountability for funding programming.
- Responsiveness to potential annual variation in revenue stream.
- Longer planning horizon that more closely matches timeline for investments.

5-3

Although it is recommended that the overall SBF funding allocation framework be based on a 5-year timeframe, as described below, the Steering Committee will be making SBF funding decisions on an annual basis as part of its annual budget adoption process. **Table 4-2** provides an illustrative example of a multiple-year budget allocation compared to a single-year budget allocation. The amounts shown in **Table 4-2** are for example purposes only.

Annual Budget Allocations

Annually, the Steering Committee will need to appropriate SBF funds to each of the funding categories identified in the Strategic Plan. These funding categories are described in further detail in the next section.

Funding appropriations will need to be made on an annual basis because of the following factors:

- Unforeseen changes in capital project priorities.
- Potential variability in annual payments to the Fund Administrator.
- Variability caused by repayments for funding interruptions.
- Variability caused by repayment of RLF loans.
- Variability in securing additional grant funding.

This structure provides the Steering Committee with flexibility to modify annual budget allocations to a particular SBF funding category if necessary.

Figure 4-1 shows the SBF funding categories along with likely sources of funding. Targeted annual allocation ranges, based on an assumed annual allocation of \$1 million, are as follows (percentages are expressed as a percentage of stated payments to the Fund Administrator):

- SBF Administration (variable)—5 percent to 10 percent (\$50,000 to \$100,000).
- SBF Projects—Large Projects (variable)—45 percent to 65 percent (\$450,000 to \$650,000).
- SBF Projects—Revolving Loan Fund (variable)—5 percent to 15 percent (\$50,000 to \$150,000).
- Marketing/Community Benefit Fund (variable)—10 percent to 20 percent (\$100,000 to \$200,000).
- Marketing/Chamber of Commerce (fixed)—6 percent (\$60,000).
- Contingency—0 percent to 5 percent (\$0 to \$50,000).

5-4

As described above, the Steering Committee has the discretion to modify the percentage allocations to the funding categories if necessary.

As described in this chapter, the amount of dollars allocated to certain SBF funding categories are intended to be fixed, whereas others are intended to be variable. Fixed funding categories, such as the marketing/chamber of commerce category, are intended to be funded at their maximum levels in any given year regardless of annual fluctuations in payments to the Fund Administrator. The ability to maintain maximum funding levels in fixed categories will be balanced by the ability to reduce annual funding appropriations in the variable SBF funding categories.

Annually, as part of developing and adopting an operating budget, the Steering Committee would determine the annual SBF budget through the following steps:

1. Determine annual payment from DWR to Fund Administrator.
2. Add to the annual payment to the Fund Administrator any repayment of funds from DWR being repaid because of a prior deferral in annual payments.
3. Add any contingency funds (described below) that must be used to maintain maximum funding levels for fixed SBF funding categories.
4. Identify any grants secured by additional ongoing efforts, and allocate grant funding to the appropriate funding category.
5. Appropriate annual funding to each SBF funding category based on the maximum of the targeted annual percentage allocation or targeted annual dollar amount.
6. Appropriate funding to the projects selected for funding in the SBF Projects Program.

Figures 4-2 and 4-3 show illustrative examples of the annual budget allocation process under two scenarios: the first is a full annual payment scenario, and the second, a reduced annual payment scenario. In each example, the amounts shown by fund category are for illustrative purposes only and may not reflect the amounts allocated to each fund category in a given year or multiple-year project funding cycle. In the first scenario, the full annual payment to the Fund Administrator is allocated to each SBF funding category based upon an example percentage allocation to each funding category. This example assumes no repayment of prior-year deferrals from DWR and no need to use any contingency funds.

In the second scenario, the Fund Administrator receives only \$600,000 (60 percent of the \$1.0 million in annual payments) in the current year. Consequently, because

the total dollar amount is reduced, the example amounts allocated to each fund category are also reduced, except the fixed funding allocation to the Marketing/Chamber of Commerce fund category.

Both examples are for illustration purposes and do not reflect potential or recommended percentage distribution of any of the categories. The actual flow of funds will be determined based on the known funds that will be available (as discussed later).

Supplemental Benefits Fund Funding Categories

Once the amount of available funding is known, the Steering Committee will allocate this available revenue to five different categories, including an administration fund, large award fund, revolving loan fund, marketing and community benefit fund, and contingency fund.

Table 4-1 identifies each funding category and contains a summary of key features for each category. Aside from funding for SBF Administration, all applicants are eligible to apply for funding through one or more of the other funding categories. Eligible applicants include individuals, community organizations, public agencies, as well as any for-profit and not-for-profit enterprises. The following paragraphs describe the SBF funding categories in more detail.

Supplemental Benefits Fund Administration

The Strategic Plan allocates between 5 and 10 percent of annual SBF revenue to fund the ongoing annual SBF administration. As an example, if SBF funding equals \$1.0 million annually, between \$50,000 and \$100,000 would be used to fund SBF administration. Annual administration efforts include the following activities:

- Strategic Plan implementation, and project direction and oversight, with a 1.0 FTE SBF Coordinator.
- SBF funding request solicitation and review.
- Legal costs.
- Steering Committee meeting coordination and administrative support.
- Outreach with public, affected agencies, and other stakeholders/interested parties.
- Monitoring, auditing, compliance, and reporting on projects awarded SBF funding.

5-6

As stated in the Settlement Agreement, initial funding for SBF administration was a larger amount made available during start-up of the SBF and to fund the writing and implementation of the Strategic Plan. Going forward, the funding allocation for SBF administration will be determined by the Steering Committee. At the beginning of each multiple-year funding cycle, the Steering Committee may decide to alter the percentage of funds being allocated to SBF administration. According to the Settlement Agreement, any funding allocated to, but not used for, SBF administration shall be reallocated to the SBF. The Steering Committee shall have discretion to determine which funding category or categories shall benefit from reallocated funding not used for SBF administration, but it is recommended that any unused funds be redirected to SBF project funds.

Supplemental Benefits Fund Projects

Projects—Large Award

This funding category is intended to directly fund projects that are consistent with the Settlement Agreement and SBF Mission as determined through a project selection and ranking system that is described in greater detail in a later section of this chapter. Between forty-five (45) and sixty-five (65) percent of the SBF funding stream will be dedicated to the Projects—Large Award category. Funding shall be considered by the Steering Committee for the entire 5-year funding cycle and there shall not be a maximum amount established for any single project. There will, however, be a minimum request amount of \$20,000 for SBF projects in this category.

As described in more detail later in this chapter, applicants shall be required to complete a pre-application and, if invited to do so, a full project application for project consideration. Projects will be considered at the beginning of each multiple-year funding period. Any new projects seeking consideration after the start of the current multiple-year funding period would accumulate during the current funding cycle and would be evaluated and rated as part of the next funding cycle.

Revolving Loan Fund

The Strategic Plan directs that between five (5) and fifteen (15) percent of annual SBF revenues be dedicated to projects seeking loans that can be leveraged into a long-term Revolving Loan Fund (RLF) funding category. Projects eligible for this funding category will be evaluated as part of the same process used to evaluate applicants seeking approval through the SBF Projects—Large Award funding category.

Funding shall be considered by the Steering Committee for the entire 5-year funding cycle. During certain years there may be additional revenues from the

5-1

repayment of deferred allocations or repayment to the RLF; after funding the fixed amounts for Marketing/Chamber of Commerce funding category, any remaining revenues will be reallocated to the SBF Projects—Large Award and RLF funding categories.

Marketing/Community Benefit Fund

This funding category is also intended to directly fund projects that are consistent with the Settlement Agreement and SBF Mission. Between ten (10) and twenty (20) percent of the SBF funding stream will be dedicated to the Marketing and Community Benefit category. Funding shall be considered by the Steering Committee for the entire 5-year funding cycle and there shall be a maximum amount of \$250,000 established for any single project.

The intent of the Marketing and Community Benefit Projects category is three fold:

1. Give the Steering Committee the ability to fund projects on an as-requested basis, while such project requests are not weighted and ranked in priority with others in the same funding pool, but rather approved or rejected based on their individual merit as determined by the Steering Committee.
2. Drawing on findings of the Opportunities Analysis, fund coordination of marketing efforts between various entities and agencies that all market activity in the Oroville Region. Specific strategies summarized in the Opportunities Analysis include these:
 - Create a marketing brand for the area—this was completed in 2009 through efforts by DWR, the City, and the Chamber of Commerce.
 - Actively manage and coordinate media communications and publications.
 - Improve signage and way-finding (orienting visitors toward and between existing and planned recreation and tourism assets).
 - Conduct joint marketing of business development and tourism (e.g., market tourism while promoting quality-of-life attributes to prospective businesses and employers).
 - Emphasize tourism marketing and promotion with appropriate connections to the City, County, and other special agency economic development strategies.
3. Fund efforts, events, or other activities that target community benefit or enhancement. This funding category is intended to target local community organizations, agencies, or other groups that actively promote events, activities,

or other efforts that benefit local residents and draw people into the Oroville Region. Examples of community benefit activities include these:

- Community assistance projects (e.g., volunteer work-days, community clean-up efforts, local/neighborhood park renovations, or elderly assistance projects).
- Seasonal celebrations (e.g., crop/harvest celebrations, Halloween, or parades).
- Local activities/events (e.g., cultural events or public agency major milestones).
- Sporting events with regional draw (e.g., triathlons or fishing tournaments).
- Locally produced public art celebrating the heritage/identity of the Oroville Region.

In general, projects funded through this category should support local businesses, attract new visitors to the Oroville Region—for overnight trips or multiple days if possible—provide an opportunity for attendees/participants to spend their retail dollars in the Oroville Region, or reflect a collaborative effort by multiple groups or agencies pursuing community development, tourism, or recreation goals.

The Marketing and Community Benefit category is designed to follow a similar pre-application and application invitation format as the SBF Projects—Large Award funding category. Such applications shall be considered annually by the Steering Committee, starting with a NOFA.

Marketing/Chamber of Commerce Fund

This fixed funding category provides a consistent annual grant of \$60,000 to the Oroville Area Chamber of Commerce (Chamber) for tourism and community event activities. Annually, the Chamber will submit a budget for anticipated usage of the grant funding. The Chamber submission, which will be provided in lieu of a formal application, will require Steering Committee review and approval. Aside from SBF funding, the Chamber is encouraged to obtain matching funds for activities from its members, the general public and other available grant sources. SBF reimbursement to the Chamber will be made upon receipt and approval of a summary report with documentation substantiating the expenditures.

Contingency

The Strategic Plan allocates between zero (0) and five (5) percent of annual SBF revenues be set aside into a Contingency funding category that can be used to

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buffer against funding stream interruptions or other unanticipated needs that may arise during each 5-year funding cycle. This funding category is intended to be variable and subject to funding stream interruptions.

Annually, the Steering Committee will designate between 0 and 5 percent of anticipated funding for that year into the Contingency fund. In any year that the funding stream may be reduced, the Steering Committee may elect to suspend funding allocations to the Contingency fund and may, furthermore, deem it necessary to use Contingency funds to satisfy other, fixed-funding category obligations. Any surplus revenues at the end of a funding year would accumulate to the Contingency fund to buffer against future year interruptions; at the end of each funding cycle, the Steering Committee will review the amount remaining in the Contingency fund and determine whether to re-allocate those funds to projects or keep the money there for the next funding cycle.

Grant Funding

As discussed previously, grant procurement will be instrumental to the overall success of the SBF mission. The Steering Committee, in cooperation with the SWC and the Fund Administrator, will actively pursue grant funding for SBF purposes. Grant funding represents a potential revenue stream that the Steering Committee may be able to use in two different ways. First, project-specific grant funding is anticipated to be used for the specific project for which the grant was received. In such cases, grant funding would be in addition to the annual SBF budget appropriation to a given category (e.g., SBF projects) and would fund a specific project.

In other cases, it is possible that the Steering Committee might be able to secure grant funding that is less programmed (e.g., planning grants). In such cases, it is possible that such grant funds might be added to the amount available for annual appropriation before the total amount is allocated to the different funding categories.

Project Selection Process

The Strategic Plan does not include a set of recommended SBF projects; rather it establishes a process for selecting and funding such projects over time. This section describes how the SBF will accomplish this objective through the use of a project selection process similar to that followed by local governments to develop and prioritize their capital improvement programs. This activity—soliciting project proposals, evaluating these projects, and selecting projects for funding—will be the primary ongoing function of the Steering Committee and the SBF staff. During the

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

FROM: RANDY MURPHY, CITY OF OROVILLE
SBF FUND ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST

RE: SAFETY PATROL

DATE: OCTOBER 1, 2014

SUMMARY

The Chairperson may consider establishing an ad Hoc Committee for the purpose of researching how multiple agencies with jurisdiction in and along the Feather River trails and parks might work together to establish a permanent solution to providing a Safety Patrol.

DISCUSSION

The SBF Steering Committee on July 2, 2014 approved allocating one-time funds to the City of Oroville to allow for hiring two, part-time, reserve police officers that would be assigned to park, trail, and special event patrol activities.

Since that approval there has been informal discussion regarding the necessity of coming up with a permanent solution to the patrolling the Feather River, trails, parks and special event activities. It has been suggested that an ad Hoc Committee be established to research, discuss, and provide possible recommendations regarding:

- What are the geographic boundaries of which agency responds for emergencies?
- Who currently coordinates those responses?
- Who responds to criminal activity?
- How can a joint long-term, funded, agreement be established.

An archived letter from the State of California Department of Parks and Recreation provides information as to how they viewed the patrol issues in 2006.

FISCAL IMPACT

None

6-1

RECOMMENDATION

Establish an ad Hoc Committee (or) provide direction to staff

ATTACHMENTS

- January 22, 2006 State Parks letter

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State of California • The Resources Agency

Arnold Schwarzenegger, Governor

DEPARTMENT OF PARKS AND RECREATION

Ruth Coleman, Director

Northern Buttes District
400 Glen Drive
Oroville Ca 95966

ORIGINAL

Federal Energy Regulatory Commission
888 First Street, NE
Washington, D.C. 20426

January 22, 2006

Attn: Magalie Salas, Secretary

Re: FERC Project 2100-000; Law Enforcement

Dear Secretary Salas:

2007 JAN 30 P 4: 30
RECEIVED
OFFICE OF THE
SECRETARY

This letter is to clarify the California Department of Parks and Recreation's (DPR) public safety and enforcement responsibility at the FERC Project 2100 and is in response to the Butte County Chief Administrative Office DEIS comment filing of November 20, 2006, and the Butte County errata filed with FERC on January 10, 2007.

DPR, by California statute (PRC 5008), is the lead law enforcement agency on State Park lands. Lake Oroville State Recreation Area is located entirely within the P-2100 boundaries and comprises about 75% of the P-2100 lands. As the lead law enforcement agency for Lake Oroville State Recreation Area, DPR works cooperatively with the California Highway Patrol, California Department of Fish and Game and local law enforcement agencies in an effort to provide high quality safety and enforcement services for the visitors to the State Park facility.

DPR Rangers issue up to 700 personal citations each year and book into Butte County jail approximately 85 suspects each year. It should be noted that by State law a majority of the fine assessed for each citation written by DPR Rangers goes directly to Butte County. Presently there are 14 Park Rangers assigned to Lake Oroville State Recreation Area on a year round basis. As sworn California Peace Officers and trained Emergency Medical Responders, DPR Rangers provide an exceptional public safety presence for park visitors on both land and water.

As an Oroville Facilities Relicensing Settlement Agreement signatory, DPR supports the Agreement and believes that overall public safety and law enforcement are enhanced in and around the Project area due to the public safety and enforcement resources provided by California State Parks.

Sincerely,
Steve Feazel
Steve Feazel
Sector Superintendent
Lake Oroville State Recreation Area

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: RANDY MURPHY, SBF ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST**

RE: UPDATE OF THE AD HOC MAPPING COMMITTEE

DATE: October 1, 2014

SUMMARY

The Committee will receive information regarding the activities of the ad Hoc Mapping Committee and the release of an Request for Proposal (RFP) for the Oroville Feather River Master Plan.

DISCUSSION

The ad Hoc Mapping Committee has met several times in the past months and directed staff to prepare, and release, a RFP for consultant services to assist writing the Oroville Feather River Master Plan (FRMP). The FRMP is envisioned to bring together all of the multiple, stand-alone, documents regarding existing, planned and proposed development along the Feather River within the Oroville City limits. The FRMP, taken as a whole, is intended to provide a single "umbrella" of all plans, ensuring that any and all improvements consider the plans of each of the various entities. The RFP was released on Wednesday, September 24, 2014 with responses due no later than 5:00 P.M., Thursday, October 23, 2014. The RFP funding will come from the SBF Steering Committee's previous allocation on February 19, 2014 of \$50,000 for consultant expenses related to a Combined Riverfront Plan.

FISCAL IMPACT

None

RECOMMENDATION

Informational, no action requested.

ATTACHMENTS

RFP released September 24, 2014

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 - F. CURRENT, PLANNED & POTENTIAL DEVELOPMENT ALONG OR NEAR THE FEATHER RIVER IN OROVILLE**
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- VI. ATTACHMENTS**
 - A. SAMPLE CITY OF OROVILLE AGREEMENT**
 - B. INSURANCE REQUIREMENTS**

I. REQUEST FOR PROPOSAL

This Request for Proposal (RFP) is issued by the City of Oroville (City), acting as Fund Administrator of the Supplemental Benefits Fund (SBF), to select a capable and qualified consultant/firm/corporation ("Consultant") with experience in preparing Master Plans, preferably river-oriented, and with **familiarity of CEQA documents** that may be required based on the selection criteria set forth in this RFP.

II. INTENT OF THE OROVILLE FEATHER RIVER MASTER PLAN

The Oroville Feather River Master Plan (FRMP) will insure that the natural attributes in and around the Feather River are kept within the spirit of both the Settlement Agreement for the licensing of the Oroville Facilities (FERC Project No. 2100) and the desires of the Greater Oroville Community.

At present there are multiple stand-alone documents regarding existing, planned and proposed development along the Feather River within the Oroville City limits. The FRMP, taken as a whole, is intended to provide a single "umbrella" of all plans, ensuring that any and all improvements consider the plans of each of the various entities.

III. GENERAL REQUIREMENTS

The ideal respondent will have knowledge of the Feather River, Lake Oroville and the Settlement Agreement for the relicensing of Lake Oroville (FERC Project No. 2100), as well as an understanding of river and community protection and mitigation measures. The selected respondent must have, or acquire, a license to work within the City of Oroville and provide proof of insurance coverage as detailed in Attachment A.

In addition to any specific technical input, the successful respondent(s) will be expected to work closely to:

- ✓ Ensure coordination with SBF staff and any other consulting groups.
- ✓ Assume responsibility for research and gathering any relevant information including current standards and/or legislative rules to which the plan will have to adhere.
- ✓ Create and update current and proposed layout maps, figures, and tables for the final document, as needed.
- ✓ If deemed necessary, co-ordinate public outreach meetings.
- ✓ Attend meetings with City and SBF staff, public hearings, and the SBF Steering Committee to present their findings.
- ✓ Compile, write, and edit sections of the plan producing the final document.

IV. SUBMITTAL REQUIREMENTS

The City of Oroville and the SBF Steering Committee reserves the right to reject any and all proposals submitted, to request clarification of services submitted, to request additional information from competitors, and to waive any irregularity in the proposal and review process.

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The proposal shall include a cover sheet, table of contents, index sheets, sub consultants, work team, relevant work experiences.

The proposal will also contain the following information; name, title address, and telephone number of the individual with authority to bind the company and also who may be contacted during the proposal evaluation period. The proposal shall be signed by an official authorized to bind the Consultant. The proposal shall remain in effect for at least a one hundred twenty (120) day period.

Proposals shall be submitted in a sealed envelope. This envelope shall be clearly marked with the name and address of the business in the upper left hand corner and in the lower left hand corner mark "proposal: **Oroville Feather River Master Plan**". Three (3) printed copies and one (1) DVD are to be included in the sealed envelope.

The following timeline & schedule will prevail:

RFP Released:	Wednesday, September 24, 2014
Proposals Due:	Thursday, October 23, 2014
Proposal Evaluations	by November 6, 2014
Interviews (if needed)	week of November 17, 2014
Selection	by December 11, 2014

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V. APPENDICES

A. ABOUT THE OROVILLE REGION

The City of Oroville is located in the Sierra Nevada Foothills within the Northern Sacramento Valley of Butte County. The City's population is 16,260 with the Greater Oroville Area (unincorporated) boasting a population in excess of 55,000. Additional information about Oroville may be found at:

<http://www.cityoforoville.org/index.aspx?page=48>

B. OROVILLE DAM RELICENSING

The Oroville Dam, Oroville Facilities No. 2100, operated under a license issued by the Federal Energy Regulatory Commission, (FERC) on February 11, 1957, for a term of 50 years. The old license expired on January 31, 2007. An application for a New Project License was filed on January 26, 2005. A new Settlement Agreement was signed in March 2006. Additional information about the agreement can be found at:

[http://www.water.ca.gov/orovillerelicing/](http://www.water.ca.gov/orovillereicensing/)

C. ABOUT THE SUPPLEMENTAL BENEFITS FUND (SBF)

The Department of Water Resources (DWR) and State Water Contractors (SWC) have proposed to endow Oroville and the surrounding Communities through the SBF a total of \$61,270,000. The SBF was created with the intention of providing the local community with economic and recreational based projects to help stimulate the local community. The SBF also provides local funding with local control for projects that will enhance the community in a fair and consistent basis. Additional information about the SBF may be found at:

<http://www.cityoforoville.org/index.aspx?page=380>

D. SPECIFICATIONS AND/OR REQUIREMENTS OF FIRM INCLUDING SUB-CONSULTANTS

The Consultant shall provide information on their business, applicable certificates of recognition, and other pertinent information that demonstrates their qualifications to perform the contract. Information on education, training, certification, awards, etc. for individual employees of the Consultant or Sub-Consultant may be supplied.

The Consultant shall not assign, sublet, or transfer any or all of the interest in the work without prior written approval of the SBF Administrator. The prime Consultant shall do a minimum of seventy percent (70%) of the work. Ten percent (10%) of the consultant's budget will be held in reserve pending approval of the final report by the SBF Steering Committee.

The Consultant will be prepared to present the final study and implementation plan to the SBF Steering Committee at a public meeting. The report will be a format that is easy to read and useful as a resource for all and must include acknowledgment of the SBF funding on the front cover.

E. CRITERIA FOR EVALUATION OF PROPOSALS

Each proposal will be evaluated in the following areas:

1. Understanding of the request:
2. Fee Schedule
3. Qualifications
4. Firm, Team & Individual Experience
5. Methodology of approach

The selected Consultant shall be required to enter into a written agreement with the City in a form approved by the City General Counsel. The City reserves the right to reject any and all proposals submitted, to request clarification of services submitted, to request additional information from competitors, and to waive any irregularity in the proposal and review process. (A sample of a typical City of Oroville agreement and insurance requirements are detailed in Attachment B)

**F. CURRENT, PLANNED & POTENTIAL DEVELOPMENT ALONG AND NEAR
THE FEATHER RIVER IN OROVILLE CALIFORNIA**

Project	Status	Proponent
Additional Neighborhood Parks	potential	City of Oroville/FRRPD
Amphitheater	potential	TBD
Aquatic Center	in Settlement Agreement	SBF
Arts, Cultural & Entertainment	planning document	City of Oroville
Bedrock Park Boater Access	in Settlement Agreement	DWR
Blue Water Trail	in Settlement Agreement	DWR
Brad Freeman Trail	environmental	FRRPD
Centennial Plaza	phase I completed	City of Oroville
Centennial Plaza	potential	City of Oroville
Channel Improvement Program	in Settlement Agreement	DWR
Cultural Center/Museum	potential	City of Oroville
Equestrian Event Area	potential	SBF &/or private
Feather River Fish Hatchery Exp	in Settlement Agreement	DWR
Fish Weir Program	in Settlement Agreement	DWR
FR Gravel Remediation	in progress	DWR
Gateway Project	potential	City of Oroville & private
Invasive Plant Management	in Settlement Agreement	DWR
Levee Road Extension	planning document	City of Oroville
Municipal Auditorium reno	on hold	City of Oroville
Northbank Lineal Park	potential	City of Oroville
Pedestrian Bridges	in Settlement Agreement	DWR
Riverbend Park	on-going	FRRPD
Riverfront Retail Node	planning document	City of Oroville & private
Salmon Preservior	potential	Private/public
Sewim Bo Trail @ Nature Center	in Settlement Agreement	DWR
Southbank Lineal Park	potential	City of Oroville
Stairs to FR access for fishing	potential	TBD
Structural Habitant Supp/Imp	in Settlement Agreement	DWR
Trails in the Diversion Pool Area	in Settlement Agreement	DWR
Veterans Memorial	in progress	Butte County & private
Visitors Center	potential	TBD
Whitewater Park	on hold	City of Oroville
Whitewater/Bedrock Park	planning document	FRRPD

G. RFP CERTIFICATION FORM

PROPOSAL CERTIFICATION FORM OROVILLE FEATHER RIVER MASTER PLAN

Note: Please ensure that all required signature blocks are completed. Failure to sign this form will render your proposal invalid.

Issue Date:	Wednesday, September 24, 2014
Issuing Agent:	City of Oroville 1735 Montgomery Street Oroville, CA 95965
Proposal Due Date:	Thursday, October 23, 2014
Proposal Directed To:	Bob Marciniak, SBF Program Specialist City of Oroville
Number of Proposal Copies:	Two (2) copies with attachment & One (1) electronic copy

In compliance with this Request for Proposal and to all conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation. By signature hereto, the proponent certifies that all representations and certifications contained in its proposal are complete and accurate as required.

Name of Firm:	
Address of Firm:	
Contact Name:	
Signature:	
Title:	
Date:	
Phone Number:	
Alternate Phone Number: (optional)	
Fax Number:	
Federal Employee ID Number: (if applicable)	

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H. CONTACT INFORMATION

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

Email: marciniakb@cityoforoville.org

Telephone: (530) 538-2518
Facsimile: (530) 538-2468



“Reconnecting the beauty and diversity of the Feather River with the community will be the primary positive component of projects approved by the Supplemental Benefits Fund Steering Committee. The approved projects will provide recreational opportunities, economic benefits and environmental considerations that enhance the lifestyle and economy of the Oroville Region”. SBF Steering Committee, May 14, 2014



Attachment A

**City of Oroville
Agreement/Contract Template**

**AGREEMENT BETWEEN
CITY OF OROVILLE AND
XXXXXX**

(Supplemental Benefits Fund Agreement No. XXXX)

THIS AGREEMENT is entered into as of the XXXXXX, between the City of Oroville (City) and the XXXX (Grantee). City and Grantee hereby agree as follows:

RECITALS

- A. Pursuant to the provisions of Standard Agreement No. 4600007302 between the California Department of Water Resources (DWR) and City, the Supplemental Benefits Fund Steering Committee has awarded the Grantee with a grant of \$XXXX for an XXXX in Oroville, California (Project) as described in Exhibit A attached to this Agreement; and
- B. In order to implement the grant award, City, as the Supplemental Benefits Fund Administrator, and Grantee are entering into this Agreement.
1. **Purpose.** The purpose of this Agreement is to provide a Supplemental Benefits Fund (SBF) grant to XXXX. Grantee agrees to use the grant funds received from City in accordance with the terms of this Agreement. Except as expressly provided in this Agreement, City shall have no obligation to reimburse or otherwise pay for any assistance or cooperation relating to the implementation of the Project.
 2. **Grant Amount.** City shall provide a grant in the amount of \$XXXX to Grantee to fund a XXXX in Oroville, California
 3. **Term of Agreement.** The term of this Agreement will begin on XXXX and terminate on XXXX, or upon completion of the Project, whichever occurs first. The term may be amended only in writing by City and Grantee with the approval of the Supplemental Benefits Fund Steering Committee.

XXXX

Agreement No. XXXX

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4. **Incorporation of Provisions.** This Agreement incorporates:

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

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

6. **Project Manager:**

The Project Manager for Grantee is:

XXXX

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

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

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

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

City of Oroville
SBF Fund Administrator

713

1735 Montgomery Street
Oroville, California 95965

Notices by City shall be sent to:

XXXX

7. **CEQA Compliance.** Prior to implementation of the Project, *if appropriate*, Grantee shall comply with all applicable requirements of the California Environmental Quality Act (CEQA) (California Public Resources Code Sections 21000-21177) and other applicable federal, State and local laws, rules and regulations.
8. **Monthly Reports.** Grantee shall submit detailed monthly progress reports relating to the Project for review and approval by City. The monthly reports shall be provided to the Supplemental Benefits Fund Steering Committee for information purposes and comments, as appropriate. The monthly progress reports shall summarize expenditures, personnel hours and itemize completed activities, on-going activities, and problems to be resolved. Expense reports shall include a detailed description of work performed on the Project and an accounting of expenses incurred for each activity. The Project expense reports shall also include, but not be limited to, contractors and vendor invoices, employee time sheets, receipts for equipment and supplies, and true-up of actual expenses versus projected expenses.
9. **Method of Payment.** All payments from City to Grantee shall be as reimbursement for actual expenditures by Grantee relating to carrying out the Project in accordance with this Agreement. City shall make payments to Grantee with funds on deposit with the City from DWR in accordance with Standard Agreement No. 4600007302. In order to process Grantee's request for reimbursement, Grantee shall deliver proof of completion, or progress of the

XXXX

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work, proof of payment and an original invoice for the work. Within fifteen (15) days after receipt of a reimbursement request from Grantee, City shall determine whether the request satisfies all the requirements for reimbursement under the Agreement. If City determines that the request meets all such requirements, City shall provide the amount requested by Grantee within fifteen (15) days thereafter. In no event shall City be obligated to make reimbursement payments to Grantee from any City funds as a result of this Agreement.

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

10. **Final Written Report.** Upon completion of the Project, Grantee shall provide a final written report in a format as directed by City that includes (but is not limited to) the following: (1) a description of conditions before the Project was executed, (2) a summary of the planning work and techniques used, (3) a description of the completed Project, (4) an analysis of the techniques used, and (5) a description of planned long-term monitoring and maintenance of the Project.

The report shall include a complete list of all the costs of the Project and proof of payment of such costs, photographs of restoration activities and techniques and shall include photographs of community participation in planning activities of the Project. Grantee shall provide Project photos showing the progress/completion of the Project.

11. **Work Plan and Budget.** Items included in the attached Work Plan and Budget, Exhibit A, and designated for funding by City may be undertaken by Grantee only after City's written approval.
12. **Maintenance.** Grantee agrees to maintain the Project in good condition.
13. **Insurance.** Before and during construction of the Project, Grantee or Grantee's contractor shall obtain and maintain, if appropriate, insurance coverage.

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14. **Funding Acknowledgement.** If applicable, the Grantee agrees to post in a prominent place the SBF plaque containing the SBF logo and acknowledging that funding for the project was provided by the State Water Contractors (SWC) and the Department of Water Resources (DWR) and to provide acknowledgement as previously stated in this paragraph in all printed materials.

TEMPORARY

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

CITY OF OROVILLE

XXXX

By: _____
XXXX, Mayor

By: _____
XXXX

SUPPLEMENTAL BENEFITS FUND

By: _____
XXXX, Chairperson

By: _____

APPROVED AS TO FORM:

By: _____
XXXX, CITY/SBF ATTORNEY

ATTEST:

By: _____
XXXX, SBF Administrator

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

XXXX

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**EXHIBIT A
PROJECT DESCRIPTION**

TEMPLE

**EXHIBIT B
STANDARD PROVISIONS**

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

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

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

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

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

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

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

TIMELINESS: Time is of the essence in this Agreement.

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

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

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

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

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

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

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

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

**EXHIBIT C
WORKPLAN AND BUDGET**

To be provided by applicant.

F E M P L A T E

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**EXHIBIT D
PAYMENT REQUEST TRANSMITTAL
SBF GRANT APPROVED XXXX
NOT TO EXCEED XXXX**

Submit at: Completion or as a progress payment request

Date:

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

From: XXXX

Subject: Request for Reimbursement

Project: XXXX

Amount Requested: \$XXXX

Summary of Reimbursement Request:

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

XXXX

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7-2-13



Attachment B

Insurance Requirements for Consultants

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EXHIBIT B

INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001).
2. Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employee's Liability Insurance.
4. Errors and Omissions Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Errors and Omissions Liability: \$1,000,000 per occurrence.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees and volunteers; or the Consultant shall provide a financial guarantee

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satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and volunteers are to be covered as additional insured's as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.
4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A. M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on other than the City's forms provided those endorsements conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

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REPORTS

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

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS
FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
RE: SBF Update (July, August & September 2014)
DATE: October 1, 2014

1. SBF Financial Summary

A summary is attached which details all funds from the inception of the SBF. The SBF currently has commitments of \$313,635.20 and uncommitted funds of \$123,524.11.

2. SBF Coordinator Activity Summary

- **July 2014:** Steering Committee Meeting preparation; legal research; attending meetings; transcription of minutes; process of payment reimbursements; filing; correspondence & email. NOFA processing, press releases. Aquatic Center ad Hoc Committee meeting. Documentation of current approved projects and research.
- **August 2014:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence Extensive research ad Hoc Committee. Documentation of current approved projects and research. 2014 NOFA processing.
- **September 2014:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence. Documentation of current approved projects and research.

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SBF Fund Reconciliation

DWR

Released

Updated by: Bob Marciniak 9/25/2014



2006	Contract Amount	7/21/2006
2011	2011 DWR Release (December)	
2012	2012 DWR Release (January)	
2013	2013 DWR Release (January)	
2014	2014 DWR Release (January)	
	Total Contract/fo date:	

Commitments>Returns	Cash Flow	Funded	Residual (Hold-back)	Committed	Not Committed (Available)	Pending	Line Total
2008 NOFA/FRRPD Soccer/All Purpose Fields	-\$1,012,221.74	-1,012,221.74	\$0.00	\$0.00	\$0.00	\$0.00	-1,012,221.74
2008 NOFA/Table Mountain Golf Course	-\$30,000.00	-30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-30,000.00
2011 NOFA/City of Oroville: Police GEM electrical vehicles	-\$35,098.49	-35,098.49	\$0.00	\$0.00	\$0.00	\$0.00	-35,098.49
2012 NOFA/Forebay Aquatic Center	-\$46,000.00	-\$46,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-46,000.00
2012 NOFA/FRRPD 4th Soccer/All Purpose Field	-\$167,818.37	\$0.00	Rescinded/2014	\$0.00	\$0.00	\$0.00	0.00
2008 NOFA/ Small Projects	-\$33,471.68	-33,471.68	\$0.00	\$0.00	\$0.00	\$0.00	-33,471.68
2012 NOFA/FRRPD/Disc Golf	-\$1,000.00	-1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-1,000.00
2012 NOFA/FRRPD/Marketing Gymnastics	-\$4,170.00	-\$4,170.00	\$0.00	\$0.00	\$0.00	\$0.00	-4,170.00
2012 NOFA/FRRPD/Website Development	-\$6,500.00	-\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	-6,500.00
2012 NOFA/Rotary Club of Oroville	-\$3,624.00	-\$3,624.00	\$0.00	\$0.00	\$0.00	\$0.00	-3,624.00
2009/2010 Economic Development/Chamber	-\$76,427.85	-76,427.85	\$0.00	\$0.00	\$0.00	\$0.00	-76,427.85
2011 NOFA/ Oroville Area Chamber of Commerce	-\$35,000.00	-35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	-35,000.00
2011 NOFA/Economic Development/Chamber	-\$58,868.85	-58,868.85	\$0.00	\$0.00	\$0.00	\$0.00	-58,868.85
2012 NOFA/Chamber/UCEF Event Coordinator	-\$28,500.00	-\$28,500.00	\$0.00	\$0.00	\$0.00	\$0.00	-28,500.00
2007 Administrative Expenses	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2008 Administrative Expenses	-\$22,009.95	-22,009.95	\$0.00	\$0.00	\$0.00	\$0.00	-22,009.95
2009 Administrative Expenses	-\$44,079.66	-44,079.66	\$0.00	\$0.00	\$0.00	\$0.00	-44,079.66
2009/2010 Admin/Regional Fund Strategic Plan	-\$173,050.00	-173,050.00	\$0.00	\$0.00	\$0.00	\$0.00	-173,050.00
2010 Administrative Expenses	-\$52,927.87	-52,927.87	\$0.00	\$0.00	\$0.00	\$0.00	-52,927.87
2011/2012 DWR Advance Allocation	-\$200,000.00	-200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2011 Administrative allocation for future consultants	-\$1,500.00	-1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	-1,500.00
2011 Administrative Expenses	-\$21,765.20	-21,765.20	\$0.00	\$0.00	\$0.00	\$0.00	-21,765.20
2012 Administrative Expenses allocation	-\$41,441.09	-30,851.87	\$0.00	\$0.00	\$0.00	\$0.00	-30,851.87
2012 Consultant Expense/City of Oroville WW/ES	-\$89,117.55	-\$89,117.55	\$0.00	\$0.00	\$0.00	\$0.00	-89,117.55
2013 DWR Advance Allocation	-\$100,000.00	-100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2013 Administrative Allocation 07/01/2013-06/30/2014	-\$30,188.42	-30,188.42	\$0.00	\$0.00	\$0.00	\$0.00	-30,188.42
2013 Administrative Expenses (01/01 to 06/30/2013)	-\$22,191.67	-22,191.67	\$0.00	\$0.00	\$0.00	\$0.00	-22,191.67
2014 DWR Allocation	-\$100,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2014 Administrative Expenses/Future Riverfront Consultant	-\$50,000.00	0.00	\$0.00	-\$50,000.00	\$0.00	\$0.00	-\$50,000.00
2014 Event Coordinator	-\$30,000.00	-15,000.00	\$0.00	-\$15,000.00	\$0.00	\$0.00	-\$30,000.00
2014 Consultant/Design/Oroville Aquatic Center	-\$20,000.00	0.00	\$0.00	-\$20,000.00	\$0.00	\$0.00	-\$20,000.00
2014 Consultant/Design/Environmental Brad Freeman Trail	-\$30,000.00	0.00	\$0.00	-\$30,000.00	\$0.00	\$0.00	-\$30,000.00
2014 WW Consultant Expense City of Oroville	-\$141,800.00	0.00	\$0.00	-\$141,800.00	\$0.00	\$0.00	-\$141,800.00
2014 FRRPD Irrigation Well at Nelson Complex	-\$30,000.00	-19,145.89	Rescinded/2014	-\$30,000.00	-\$122,654.11	\$0.00	-\$141,800.00
2015 Event Coordinator	-\$30,000.00	0.00	\$0.00	-\$30,000.00	\$0.00	\$0.00	-\$30,000.00
2014-2016 Administrative Budget	-\$90,232.00	0.00	\$0.00	-\$90,232.00	\$0.00	\$0.00	-\$90,232.00
2014 Reserve Police Officer Funding for Parks/Trails	-\$48,403.20	0.00	\$0.00	-\$48,403.20	\$0.00	\$0.00	-\$48,403.20
2014 Administrative Expense/Workshop Facilitator	-\$6,000.00	-5,130.00	\$0.00	-\$6,000.00	-\$870.00	\$0.00	-6,000.00

Sub totals: \$0.00 -1,897,840.69 -313,635.20 -123,524.11 \$0.00 -2,335,000.00

RECAP:
 Funded \$1,897,840.69
 Residual \$0.00
 Committed \$313,635.20
 Not Committed/Available \$123,524.11
 Pending \$0.00
Total/Contract/fo date: \$2,335,000.00

\$ @ DWR \$37,371.34
 \$ @ City of Oroville \$400,000.00
\$437,371.34
 Committed \$313,635.20
 Not Committed \$123,524.11
\$437,159.31



CORRESPONDENCE

City of Oroville

SEP 16 2014

Administration

Bill Connelly
5490 Debby Avenue
Oroville, CA 95966

Bob Marciniak
City of Oroville
1735 Montgomery Street
Oroville, CA 95965

12 September 2014

Dear Mr. Marciniak;

Under the California Public Records Act § 6250 et seq., I am requesting the following:

Copies of all successful grant applications under the SBF fund and all back up/support materials for each successful grant.

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$50.00. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of the application. This information is not being sought for commercial purposes.

The California Public Records Act requires a response within ten business days. If access to the records I am requesting will take longer, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or this entire request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

Bill Connelly

Bill Connelly
530-533-1516

JAMIE H.
HAS
RESPONDED

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

530-538-2535
Fax 530-538-2468

September 18, 2014

Bill Connelly
5490 Debby Avenue
Oroville, CA 95966

RE: Public Records Request – SBF Records

Bill,

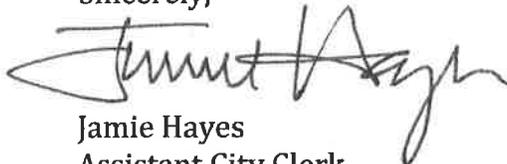
This is to confirm receipt of your Public Records Request dated September 12, 2014 and received by the City on September 16, 2014, requesting “copies of all successful grant applications under the SBF fund and all back up/support materials for each successful grant”.

The City is currently locating any records in the possession, custody or control of the City which would be responsive to your request.

Your request also included a request for the waiver of fees. Unfortunately, we are unable to offer a waiver of fees however; we will be able to schedule a time for you to meet with the SBF Program Specialist, Bob Marciniak, to review these records. If you would like copies of any of the materials provided for review, they can be copied and provided to you for .10/per copy.

Based upon the volume of records you have requested, we estimate that they will be available by September 25, 2014. Please contact Mr. Marciniak to schedule a review appointment at (530) 538-2518 or at marciniakb@cityoforoville.org.

Sincerely,



Jamie Hayes
Assistant City Clerk

Cc: Bob Marciniak, SBF Program Specialist



Bob Marciniak

From: Bob Marciniak
Sent: Monday, September 22, 2014 10:18 AM
To: 'bconnelly@buttecounty.net'; 'connelly4dist1@aol.com'
Cc: Randy Murphy
Subject: RE: Supplemental Benefits Fund Records Request

Fwd: J. Hayer 09/22

Hello Bill, in response to your September 14, 2014 request for public records of: "Copies of all successful grant applications under the SBF fund and all backup/support materials for each successful grant", please be advised that there are approximately 3500 pages that cover the request as submitted. We would ask for a \$400.00 check prior to producing the actual pages and will either refund, or bill you for any difference.

Since many of the early documents did not have the more stringent requirements they may not be as helpful; consequently as a suggestion I'd be pleased to meet with you and have you select which files and documents you would like copies of which might reduce the overall cost. Please call me at 538-2518 (Monday-Thursday) if you would like to set up an appointment. If your preference is to receive all documents as requested in your letter we will begin the copying process upon receipt of the deposit. Thanks, Bob

From: connelly4dist1@aol.com [mailto:connelly4dist1@aol.com]
Sent: Wednesday, September 03, 2014 9:00 AM
To: Bob Marciniak
Subject: Re: Supplemental Benefits Fund

Please send me the most recent application and rules to my county email address, bconnelly@buttecounty.net

Thanks

Bill

-----Original Message-----

From: Bob Marciniak <marciniakb@cityoforoville.org>
To: 'connelly4dist1@aol.com' <connelly4dist1@aol.com>
Cc: Randy Murphy <MurphyR@cityoforoville.org>
Sent: Tue, Sep 2, 2014 3:26 pm
Subject: Supplemental Benefits Fund

Hi Bill,

Rick Farley mentioned to me today that you would like a Grant Application for the SBF. **At the current time the SBF does not have an open Notice of Funds Available (NOFA), however at the October 1st regular quarterly meeting of the SBF Steering Committee a discussion will occur regarding current unencumbered funds and the potential release of a NOFA. If the NOFA is approved the amount will be announced after the meeting along with specific application criteria. I have added you to the distribution list for that information.**

Regarding the, March 13, 2014 NOFA in the amount of \$100,000 in the "Marketing/Community Benefit Fund" a mandatory workshop, which I conducted, was held on April 3, 2014. There were 15 attendees including the following;

1. Wayne Brock, Dough Knause and William R. Fox representing the **Oroville Veterans Memorial Park**. They indicated that they were looking for funds to complete a wrought iron fence. They requested that all future information, including the electronic application form, be sent to Stu Shanner via email which was done on April 8th. **A completed application request was never returned.**

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9/22/2014

2. Claudia Stuart & Corrie Emmons attended from **Butte County General Services** to find out what the SBF was about & to potentially apply for funding for the Butte County, Oroville Area Urban Planning Program. It was my understanding that they were looking for additional funding to further the planning process. An electronic application form was sent to Ms. Stuart on April 8th. **A completed application requests was never returned.**

Additional SBF information is available at the following link: <http://www.cityoforoville.org/index.aspx?page=380> Please let me know if I can be of further assistance.

Best Regards, Bob

Bob Marciniaik

CITY OF OROVILLE | PROGRAM SPECIALIST
Supplemental Benefits Fund &
Community Relations
1735 MONTGOMERY STREET | OROVILLE, CA 95965
PH: (530)-538-2518 (Direct) | FAX: (530)-538-2468

Click on the following link for drought tips: <http://saveourwater.com/>

Not too early to mark your calendar for the annual "Salmon Festival" Saturday, September 27th



Save a tree. Don't print this e-mail unless it's really necessary

**** THIS COMMUNICATION IS FOR DISCUSSION PURPOSES ONLY AND DOES NOT CREATE ANY OBLIGATION TO NEGOTIATE OR ENTER INTO A BINDING AGREEMENT.**

GENERAL DISCLAIMER: FORWARDING CERTAIN TYPES OF EMAILS TO ELECTED OFFICIALS MAY CONSTITUTE A VIOLATION OF THE BROWN ACT, GOVERNMENT CODE SECTIONS 54950, ET SEQ. EMAILS SENT ARE MEANT TO BE INFORMATIONAL UNLESS IT SPECIFICALLY WARRANTS A RESPONSE. IF YOU HAVE QUESTIONS OR CONCERNS ABOUT THIS EMAIL, PLEASE CONTACT ME .

THIS COMMUNICATION IS INTENDED ONLY FOR THE EXCLUSIVE USE OF THE ADDRESSEE AND MAY CONTAIN INFORMATION THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT THE ADDRESSEE, OR SOMEONE RESPONSIBLE FOR DELIVERING THIS DOCUMENT TO THE ADDRESSEE, YOU MAY NOT READ, COPY OR DISTRIBUTE IT. ANY UNAUTHORIZED DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY SENDER PROMPTLY AND SECURELY DISPOSE OF IT.

THANK YOU ...

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