

SUPPLEMENTAL BENEFITS FUND



STEERING COMMITTEE MEETING

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

OCTOBER 5, 2016
5:30 P.M.

REGULAR QUARTERLY MEETING

*This meeting may be broadcast remotely via audio and/or video conference at the following addresses:
Cota Cole, LLP, 2261 Lava Ridge Ct, Roseville, CA 95661 (916) 780-9009*

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Committee Members (voting): Committee Members: Don Noble, FRRPD; Linda Dahlmeier, City of Oroville; Thil Chan Wilcox, City of Oroville; Vice Chairperson Victoria Smith, FRRPD; Chairperson David Pittman, City of Oroville;

Advisory Members (non-voting):

Committee Members DWR – Kevin Dossey; SWC – Tim Haines; American Rivers – Steve Rothert; 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. 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 6, 2016 REGULAR QUARTERLY MEETING AND THE August 10, 2016 SPECIAL Meeting**– minutes attached
2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES** – staff report, Bob Marciniak, SBF Program Specialist

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$11,793.04 for the months July, August & September 2016, for SBF Administrative expenses.

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2016-4 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$ 11,793.04 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

3. **UPDATE ON THE PROGRESS OF THE REGIONAL FUND STRATEGIC PLAN (RFSP) 2016**– staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

4. **UPDATE ON THE PROGRESS OF THE FEATHER RIVER CONSOLIDATED MASTER PLAN (FRCMP)** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

5. **UPDATE ON OUTSTANDING GRANTS AND COMMITMENTS** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE UPDATED INFORMATION**

6. **UPDATE ON THE 4TH OF JULY FIREWORKS CELEBRATION AND THE 22ND ANNUAL SALMON FESTIVAL WHICH WERE COORDINATED BY UPSTATE COMMUNITY ENHANCEMENT FOUNDATION WHICH IS FUNDED BY THE SBF.** staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested: **RECEIVE THE INFORMATION**

REGULAR BUSINESS

7. **REVIEW CONTRACT REQUEST FROM UPSTATE COMMUNITY ENHANCEMENT FOUNDATION TO PROVIDE EVENT COORDINATOR SERVICES FOR FIVE OROVILLE MAJOR EVENTS** – staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. **Review the request (and)**

- b. Approve the request as submitted (or)
- c. Approve the request with modifications (or)
- d. Deny the request (or)
- e. Provide direction to staff

8. SBF PROGRAM SPECIALIST POSITION DISCUSSION

The committee will receive information regarding the SBF Program Specialist position including historical background information as to why this position was created.

Committee Action Requested:

- a. Receive the information (and)
- b. Discuss succession planning (and)
- c. Provide direction to staff

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

- 9. **DWR ADVISOR REPORT** (Kevin Dossey)
Verbal report
- 10. **SWC ADVISOR REPORT** (Tim Haines)
Verbal report
- 11. **SBF PROGRAM SPECIALIST REPORT** (Bob Marciniak)
Written report attached

CORRESPONDENCE –

- 1. Chairperson Pittman to Oroville City Council (07/07/2016)
- 2. Chairperson Pittman to National Parks Service (07/19/2016)

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 Steering Committee 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 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 18, 2017, 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 18, 2017 at 5:30 p.m.

Accommodating Those Individuals with Special Needs – In compliance with the Americans with Disabilities Act, the City of Oroville encourages those with disabilities to participate fully in the public meeting process. If you have a special need in order to allow you to attend or participate in our public meetings, please contact the City Clerk at (530) 538-2535, well in advance of the regular meeting you wish to attend, so that we may make every reasonable effort to accommodate you. Documents distributed for public session items, less than 72 hours prior to meeting, are available for public inspection at City Hall, 1735 Montgomery Street, Oroville, California.

SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



JULY 6, 2016 – 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 6, 2016, Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Wednesday, June 29, 2016 at 11:07 A.M.

The July 6, 2016, Supplemental Benefits Fund Steering Committee Meeting was called to order by Chairperson David Pittman at 5:34 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by FRRPD Committee Member Don Noble

ROLL CALL

Present: Voting Committee Members: Committee Members; Don Noble (FRRPD); Thil Chan Wilcox (City of Oroville); Vice Chairperson, Victoria Smith (FRRPD); and David Pittman (City of Oroville)

Absent Voting Committee Members: Linda Dahlmeier (City of Oroville)

Advisory Committee Members (non-voting): Eric See (Alternate), Department Water Resources; Kevin Zeitler, Oroville Area Chamber of Commerce, Dave Steindorf (Alternate) American Rivers

Absent Advisory Committee Members (non-voting): Steve Rotherth – American Rivers; Tim Haines, State Water Contractors; Kevin Dossey, DWR

1-1

Others Present:

Donald Rust, City of Oroville, Acting SBF Fund Administrator
Bob Marciniak, SBF Program Specialist
Jamie Hayes, Recording Clerk
Apryl Ramage, General Manager FRRPD
Aaron Wright, Superintendent, California State Parks & Recreation

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

None

CONSENT CALENDAR

1. **APPROVAL OF THE MINUTES OF THE APRIL 6, 2016 REGULAR QUARTERLY MEETING** – minutes attached
2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES** – staff report, Bob Marciniak, SBF Program Specialist

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$15,973.54 for the months April, May & June 2016, for SBF Administrative expenses.

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2016-3 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$ 15,973.54 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

Hearing no discussion, a motion was made by Vice Chairperson Smith and seconded by Committee Member Chan Wilcox to approve the consent calendar.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Wilcox, Vice Chairperson Smith and Chairperson Pittman.
Noes: None
Abstain: None
Absent: Dahlmeier

REGULAR BUSINESS

3. **EXTENSION OF TERMS FOR EXPIRATION DATES OF SBF ADMINISTRATIVE AND GRANT ALLOCATIONS** – staff report, Bob Marciniak, SBF Program Specialist

1-2

Committee Action Requested:

- a. Approve a one-year extension of the agreement with Melton Design Group for design elements for a future Aquatic Center. The original approval was for \$20,000.00 with \$1,388.75 remaining. Extension to expire on 03/18/2017.

After discussion, a motion was made by Vice Committee Member Chan Wilcox and seconded by Committee Member Noble to approve the extension.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Wilcox, Vice Chairperson Smith and Chairperson Pittman.
Noes: None
Abstain: None
Absent: Dahlmeier

- b. Approve a one-year extension of the agreement with ESA (Environmental Science Associates) for the Feather River Consolidated Master Plan. The original approval was for \$68,950.00 with \$49,537.54 remaining. Extension to expire on 09/15/2017.

Hearing no discussion, a motion was made by Committee Member Noble and seconded by Committee Member Chan Wilcox to approve the extension.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Wilcox, Vice Chairperson Smith and Chairperson Pittman.
Noes: None
Abstain: None
Absent: Dahlmeier

- c. Authorize an extension of the agreement with NPS (National Park Services) for a non-monetary grant to provide assistance with the Feather River Consolidated Master Plan. (expires on 06/30/2016)

Hearing no discussion, a motion was made by Committee Member Chan Wilcox and seconded by Committee Member Noble to approve requesting the extension.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Wilcox, Vice Chairperson Smith and Chairperson Pittman.
Noes: None
Abstain: None
Absent: Dahlmeier

- d. Approve an extension of the agreement with Oroville Veterans' Memorial Park Committee. The original approval was for \$112,000.00 with \$112,000.00

1-3

remaining. Extension to expire on January 20, 2017.

Hearing no discussion, a motion was made by Committee Member Chan Wilcox and seconded by Committee Member Smith to approve the extension.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Wilcox, Vice Chairperson Smith and Chairperson Pittman.

Noes: None

Abstain: None

Absent: Dahlmeier

4. RECEIVE AND DISCUSS INFORMATION REGARDING REPURPOSING PREVIOUSLY APPROVED GRANTS. – staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Approve amending Resolution NO. 06-01, 1.4 to include a provision for repurposing previously approved grants (or)
- b. Provide direction to staff

After discussion the SBF Steering Committee decided to leave the existing wording in all future agreements (grants) that states that any change from the original approval must be requested in writing and approved, or denied, by the SBF Steering Committee. Staff was asked to bring back a legal definition of “repurposing” for further review and discussion.

5. UPDATE ON THE PROGRESS OF THE REGIONAL FUND STRATEGIC PLAN (RFSP) 2016– staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Receive the update information
- b. Discuss proposed low flow channel map
- c. Discuss geographic boundaries of the SBF
- d. Provide direction to staff

After discussion staff was asked to forward the draft grant priority map, the SBF Vision and a matrix of entities with an interest in the low flow channel of the Feather River to members of the SBF Steering Committee.

6. UPDATE ON THE PROGRESS OF THE FEATHER RIVER CONSOLIDATED MASTER PLAN (FRCMP)

Committee Action Requested:

1-4

- a. Receive the update information

Information was presented and received. After discussion about the planning aspects of the FRCMP, Chairperson Pittman will send a letter to the Oroville City Council requesting Planning and GIS technical assistance from City staff.

7. UPDATE ON OUTSTANDING GRANTS AND COMMITMENTS

Committee Action Requested:

- a. Receive the update information

Information was presented and received.

8. UPDATE ON THE WILDFLOWER & NATURE FESTIVAL AND FEATHER FIESTA DAYS WHICH WERE COORDINATED BY UPSTATE COMMUNITY ENHANCEMENT FOUNDATION

Committee Action Requested:

- a. Receive the update information

Detailed reporting of the Wildflower & Nature Festival and Feather Fiesta Days was presented. A discussion about the merits of continuing to have an Event Coordinator funded by the SBF occurred. Staff was asked to have the current Event Coordinator, Upstate Community Enhancement Foundation, provide a contract request for 2017-2018 at the October 5, 2016 SBF Steering Committee meeting.

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

9. DWR Advisor Report (Eric See, DWR Alternate)

Mr. See provided information regarding lake levels and that the Biological Survey Report was in the final stages. He anticipated FERC approval later this year for Project No. 2100, the Oroville Facilities.

10. SWC Advisor Report (Tim Haines)

Mr. Haines did not attend the meeting.

11. SBF Program Specialist Report (Bob Marciniak)

A written report was provided including SBF financial information. He also distributed the new "Museum Row" maps funded by the SBF. The following ad Hoc Committees continue to meet:

1-5

- a. RFSP ad Hoc Committee: Facilitator, Bob Marciniak. Committee Members, Smith and Wilcox. Advisors: Steindorf and Zeitler (Knaus)
- b. Feather River Consolidated Master Plan ad Hoc Committee: Facilitator, Bob Marciniak. Committee Members, Dahlmeier and Smith. Advisors: Dossey and Zeitler (Knaus) Others: Ramage (FRRPD), Rust (City of Oroville) Wright (California State Parks)
- c. Aquatic ad Hoc Committee: Facilitator, Bob Marciniak. Committee Members, Pittman and Noble. Advisors: Dossey (Murray), Steindorf and Zeitler (Knaus) Others: Ramage (FRRPD) Rust (City of Oroville) Wright (California State Parks)
- d. Trail Safety ad Hoc Committee: Facilitator, Bob Marciniak. Committee Members, Pittman and Smith. (currently inactive)

CORRESPONDENCE

- None

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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- None

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 5, 2016 Regular Quarterly Meeting of the SBF:

- Event Coordinator Contract
- Priority Map for project consideration

ADJOURNMENT

The meeting was adjourned at 7:18 P.M. A Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, October 5, 2016 starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

David Pittman, SBF Chairperson

1-6

SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



AUGUST 10, 2016 – SPECIAL MEETING MINUTES

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

The agenda for the August 10, 2016, Special Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, www.cityoforoville.org on Thursday, August 4, 2016 @ 9:15 A.M.

The August 10, 2016, Supplemental Benefits Fund Steering Committee Meeting was called to order by Chairperson David Pittman at 4:08 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by DWR Advisory Member Kevin Dossey

ROLL CALL

Present: Voting Committee Members: Committee Members; Don Noble (FRRPD); Thil Chan Wilcox (City of Oroville); Linda Dahlmeier (City of Oroville); Vice Chairperson, Victoria Smith (FRRPD); and David Pittman (City of Oroville)

Absent Voting Committee Members: None

Advisory Committee Members (non-voting): Kevin Dossey, Department Water Resources; Dave Steindorf (Alternate) American Rivers

Absent Advisory Committee Members (non-voting): Steve Rothert – American Rivers; Tim Haines, State Water Contractors; Kevin Zeitler, Oroville Area Chamber of Commerce

Others Present:

Donald Rust, City of Oroville, Acting SBF Fund Administrator
Bob Marciniak, SBF Program Specialist

1-7

Jamie Hayes, Recording Clerk
Apryl Ramage, General Manager FRRPD
Aaron Wright, Superintendent, California State Parks & Recreation

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

Apryl Ramage (1); Tony Catalano (1); Aaron Wright (1); Anna Kastner (2)

REGULAR BUSINESS

1. RECEIVE INFORMATION ON THE PROPOSED SBF PROJECT CONSIDERATION PRIORITY MAP – staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Receive the information and,
- b. Approve the map as submitted; or,
- c. Approve the map with modifications; or,
- d. Deny approval of the map; or,
- e. Provide direction to staff

After discussion, a motion was made by Committee Member Dahlmeier and seconded by Committee Member Noble to approve the submitted map with a modification to include the North and South Thermalito Forebay.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Chan Wilcox, Dahlmeier, Vice
Chairperson Smith and Chairperson Pittman.
Noes: None
Abstain: None
Absent: None

2. PROVIDE FUNDING TO THE CITY OF OROVILLE & FRRPD FOR STAFF TIME REIMBURSEMENT RELATED TO ASSISTANCE WITH THE DEVELOPMENT OF THE FEATHER RIVER CONSOLIDATED MASTER PLAN – staff report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. Receive the requests and,
- b. Approve the requests; or,
- a. Approve the requests with modifications; or,
- b. Deny the requests; or
- c. Provide direction to staff

1-8

After discussion, a motion was made by Committee Member Noble and seconded by Committee Member Dahlmeier to allocate up to a total of \$10,000 for documented hourly cost recovery reimbursement requests from the City of Oroville and Feather River Recreation & Park District (collectively) for assistance in planning and GIS efforts related to the Feather River Consolidated Master Plan.

The motion was passed by the following vote:

Ayes: Committee Members Noble, Dahlmeier and Chairperson Pittman.
Noes: Vice Chairperson Smith
Abstain: None
Absent: Chan Wilcox

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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- Khris-Tina Kelley Provided information about her business (Celebrating Life One Event at a Time)

ADJOURNMENT

The meeting was adjourned at 6:10 P.M. A Regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, October 5, 2016 starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

David Pittman, SBF Chairperson

1-9

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

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

DATE: OCTOBER 5, 2016

SUMMARY

The Committee may consider approving a request for reimbursement to the City of Oroville in the amount of \$11,793.04 for SBF Administrative expenses for July, August & September 2016.

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 \$11,793.04, represents actual expenses verified against City of Oroville Sungard electronic financial system charges from July 1, 2016 through September 30, 2016

FISCAL IMPACT SBF 9920

Reduces previously approved 2016.2017 Administrative Budget of \$56,000 by \$11,793.04

RECOMMENDATION

SBF Steering Committee authorization to the City of Oroville for reimbursement in the amount of \$11,793.04

ATTACHMENTS

Budget Reconciliation
Performa Budget/Actual Expenses

2-1

Supplemental Benefits Fund (SBF)

Performance Budget/Actual Expenses/Variance

Administrative Expenses* 1 Year Budget: \$56,000.00

Fiscal Year: 07/01/2016 to 06/30/2017

<u>Month</u>	<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>	<u>DWR Billed</u>
July	2016	\$4,666.66	(\$3,741.50)	\$925.16	no*
August	2016	\$4,666.66	(\$3,983.57)	\$683.09	no*
September	2016	\$4,666.66	(\$4,067.97)	\$598.69	no*
October	2016	\$4,666.66	\$0.00	\$0.00	no*
November	2016	\$4,666.66	\$0.00	\$0.00	no*
December	2016	\$4,666.66	\$0.00	\$0.00	no*
January	2017	\$4,666.66	\$0.00	\$0.00	no*
February	2017	\$4,666.66	\$0.00	\$0.00	no*
March	2017	\$4,666.66	\$0.00	\$0.00	no*
April	2017	\$4,666.66	\$0.00	\$0.00	no*
May	2017	\$4,666.66	\$0.00	\$0.00	no*
June	2017	\$4,666.74	\$0.00	\$0.00	no*
Totals:		<u>\$56,000.00</u>	<u>(\$11,793.04)</u>	<u>\$2,206.94</u>	

*funds are on deposit with City of Oroville

*** Administrative Expenses include the following:**

SBF Coordinator/ City of Oroville Salary & Ben	63%
Office expenses related to SBF	100%
Legal Expenses related to SBF	100%
Miscellaneous expenses related to SBF	100%

Actual details of line expenses are provided on the analysis of SBF Administrative expenses submitted with the City of Oroville reimbursement request.

Analysis of SBF Administrative Expenses to be submitted for reimbursement

<u>Category</u>	<u>Jul-16</u>	<u>Aug-16</u>	<u>Sep-16</u>	
Program Specialist Salary	2,743.66	2,665.54	2,665.54	
Temp Salaries	0.00	0.00	0.00	
Meeting Clerk	0.00	0.00	0.00	
Overtime	0.00	0.00	0.00	
Medicare	38.42	37.33	37.33	
Pers	318.94	372.47	489.60	
Pers Bond	249.95	242.83	242.83	
Health Insurance	310.14	613.07	603.08	
Pers Survivor Benefit	0.00	0.00	0.00	
Workmans Comp	14.40	14.40	14.40	
Unemployment Ins	15.62	15.19	15.19	
Postage Due/FedEX	0.00	0.00	0.00	
Office Supplies	50.37	0.00	0.00	
Postage/Xerox	0.00	22.74	0.00	
Meeting Expenses	0.00	0.00	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	
Training Expense	0.00	0.00	0.00	
Credit: Fees collected for records search	0.00	0.00	0.00	3 Month Total
<u>Total</u>	<u>\$3,741.50</u>	<u>\$3,983.57</u>	<u>\$4,067.97</u>	<u>\$11,793.04</u>
<u>Total/GL</u>	<u>\$3,741.50</u>	<u>\$3,983.57</u>	<u>\$4,067.97</u>	<u>\$11,793.04</u>
<u>Difference</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DON RUST, ACTING SBF FUND ADMINISTRATOR**

**RE: REGIONAL FUND STRATEGIC PLAN (RFSP) FIVE YEAR
REVIEW UPDATE**

DATE: OCTOBER 5, 2016

SUMMARY

The SBF Steering Committee will be provided information regarding the updating progress of the RFSP.

UPDATE

The review/update process is nearly complete and a working copy for review and feedback will be provided to all SBF Committee Members within the next thirty days. Once received the final approval will be placed on the next meeting agenda.

FISCAL IMPACT

None

RECOMMENDATION

Informational only, no action required.

3-1

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

**RE: UPDATE ON THE PROGRESS OF THE FEATHER RIVER
CONSOLIDATED MASTER PLAN**

DATE: OCTOBER 6, 2016

SUMMARY

The SBF Steering Committee will receive an update on the progress of the Feather River Consolidated Master Plan.

DISCUSSION

The SBF Steering Committee approved an agreement on September 15, 2015 with ESA (Environmental Science Associates) to assist in writing the Feather River Consolidated Master Plan (FRCMP). The agreement was extended to September 15, 2017 by the SBF and approved by the Fund Administrator to provide additional time to complete the plan. It is the working teams goal to have a draft available to the SBF Steering Committee on, or before, the January 2017 SBF Steering Committee Meeting.

On August 29, 2016 the consultant group met with the newly formed working team consisting of, Don Rust, Luis Topete, Dawn Nevers and Jesse Smith (City of Oroville); Apryl Ramage, (FRRPD); and Bob Marciniak (SBF) and the consultant team, to further discuss the plan. A series of deliverables were assigned to the group with a target return date of September 15, 2016. The consultant group will continue working on the outline, format and review of the deliverable items.

FISCAL IMPACT

\$68,950 budgeted with \$49,537.23 remaining available.

RECOMMENDATION

Informational only, no action required.

ATTACHMENTS

V2 – Plan Development Schedule & Detailed Work Plan (ESA)

4-1

Feather River Consolidated Master Plan

Plan Development Schedule

V2 – 9/25/16

SEPTEMBER

- Website content and pre-development completed: ~~by Sept. 23~~ **ASAP. NPS to connect w Bob & Jesse**
- Stakeholder lists prepared by ~~Sept. 23~~ **ASAP. NPS to connect w Bob & Jesse**
- Planning team to review draft **for Oct. 13(?) meeting**

OCTOBER

- Planning team to meet again on **October 13. Next meeting and draft iteration is TBD.**
- Web page to go **live on Oct. 24**
- Outreach to stakeholders **week of Oct. 24**

NOVEMBER

- Focused stakeholder meetings **Nov. 17 or 18**
- Planning team to incorporate input from stakeholders; craft final portions of plan for Reach #3.

DECEMBER

- **Planning team review during a working meeting, date TBD.**
- Planning team to finalize portions of plan for Reach #3; send to ad Hoc Committee.

JANUARY

- Meeting with ad Hoc Committee to comment on draft plan (as developed for Reach #3) – **date TBD**
- Planning team to revise plan in response to ad Hoc Committee input.
- Hold public meeting via open house format to increase awareness of plan.
- SBF Steering Committee adoption – **date TBD**

4-2

**Feather River Consolidated Master Plan
Community Outreach & Engagement
Detailed Work Plan - Draft V2**

GOALS

1. Increase Public Awareness:

Goal: Assure that the public and key stakeholders are informed and have a clear understanding of planning goals, key issues, challenges and opportunities; and milestones for public and partner engagement.

2. Focused Stakeholder Engagement

Goal: Provide opportunities for focused stakeholder engagement at critical milestones to guide plan development seeking targeted feedback from public and private agencies, non-profits, and community groups.

ACTION ITEMS

These actions are presented roughly chronologically. See updates to the plan development schedule for details.

1. Develop Website – (JESSE; BOB; BARBARA/SUZANNE to advise; APRYL to support)

- a) NPS to develop workplan and detailed action items with City (Bob, Jesse).
- b) City needs to lead set up of this page. NPS can help with development of content (largely derived from the consultant RFP—this is safe language on the plan’s intent).
- c) Develop easily accessible and simple web-based information that outlines plan goals; planning process and critical milestones in the planning process to facilitate community engagement. Integrate into City and FRPRD web sites and other social media and provide regular plan updates

2. Complete Focused Stakeholder Meetings – (NPS to develop workplan & facilitate at meetings; ESA TEAM and City Planning Team to support)

- a) NPS and City to:
 - o Identify key stakeholders who ultimately will drive the plan’s success and provide in-depth orientation to plan goals and recommendations at critical milestones in the planning process.
 - o Organize and prioritize these into three or more focused groups:
 - Regional and local real estate developers
 - Local downtown business owners, and
 - Recreational/outfitter industry/conservation organizations

4-3

- b) NPS to develop email invitation with concise description of plan intent and intent of focused stakeholder meetings, tailored to each group.
- c) NPS to work with ESA to develop agenda and materials.
- d) NPS to draft invitations for the City of Oroville to send.
- e) Meet with these groups in focused sessions to gain input on key questions and to gain information.
- f) NPS to summarize comments and ESA TEAM to integrate into plan.

3. Open Forum – **(BARBARA; BOB; APRYL; support from ESA).**

- o Once the draft plan is available, hold one meeting to increase awareness of the plan.
- o CITY to update website and send emails to invite the public.
- o At the open forum, invite the public to the subsequent “plan adoption meeting” of the SBF.

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

RE: UPDATE: OUTSTANDING GRANTS & COMMITMENTS

DATE: OCTOBER 5, 2016

SUMMARY

THE COMMITTEE WILL RECEIVE AN UPDATE ON OUTSTANDING GRANTS AND COMMITMENTS PREVIOUSLY APPROVED BY THE SBF STEERING COMMITTEE.

DISCUSSION

The following details the outstanding grants and commitments:

Recipient	G/A *	Purpose	Amount	Outstanding	Expiration Date
Veterans' Memorial	G	Improvements	112,000.00	112,000.00	10/20/2016
FRRPD	G	Irrigation Improvements	30,000.00	30,000.00	4/6/2017
FRRPD	G	Brad Freeman Environmental	20,000.00	11,482.30	4/6/2017
Community	A	Maps & Museum Brochures	10,000.00	0	closed
ESA	A	FR Consolidated Master Plan	68,950.00	49,537.23	9/15/2016
City of Oroville	A	SBF Administrative Budget	56,000.00	44,206.96	6/30/2017
Upstate CEF	A	Major Event Coordinator	30,000.00	15,250.00	1/20/2017
Melton Design Group	A	Design Element/Aquatic Center	20,000.00	1,388.75	3/18/2015
Totals:			346,950.00	263,865.24	

G = Grant

A = Administrative Allocation

FISCAL IMPACT

Funds have been previously allocated.

5-1

RECOMMENDATION

- a. Information only, no action required

ATTACHMENTS

none

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**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON AND COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

**RE: UPDATE ON THE ACTIVITIES OF THE SBF MAJOR EVENT
COORDINATOR (UPSTATE COMMUNITY ENHANCEMENT
FOUNDATION)**

DATE: OCTOBER 5, 2016

SUMMARY

The SBF Steering Committee will receive an update on event coordination activities of Upstate Community Enhancement Foundation regarding the 4TH of July Celebration and the Salmon Festival.

DISCUSSION

The SBF Steering Committee approved a one-year agreement on October 20, 2015, with Upstate Community Enhancement Foundation (UCEF) to provide Event Coordinator services for five major events in Oroville. The events include, (1) Wild Flower & Nature Festival/April; (2) Feather Fiesta Days/May; (3) 4th of July Celebration at the Oroville Dam/July; (4) Salmon Festival/September; and (5) Parade of Lights/December. Over the past several years UCEF has consistently provided coordination for the events as well as obtaining sponsorship to assist in marketing and promotional efforts. UCEF also provides the nucleus for all meetings, communications and inter-group participation.

FISCAL IMPACT

Funds previously budgeted (\$30,000 with \$11,250 outstanding)

RECOMMENDATION

Informational only, no action required.

ATTACHMENTS

- 4th of July Celebration 2016)
- Salmon Festival/preliminary report (2016)

6-1

2016 Lake Oroville Fireworks Report

July 4, 2016

Prepared by Ray Laager, Event Coordinator - Upstate Community Enhancement Foundation

Overview

The Lake Oroville Fireworks is a collaboration of a number of organizations and agencies including: the Dept. Of Water Resources, California Highway Patrol, Cal Fire, Oroville Fire Dept., Oroville Police Dept., Butte County Emergency Medical Services, Rotary of Oroville, STARS, Oroville Chamber of Commerce, Inter-Com Services, California State Parks, the Federal Bureau of Investigation, Butte County Sheriff's Office, City of Oroville, Pyro Spectacular and the Upstate Community Enhancement Foundation.

In 2015, 4 meetings were held; 4/13, 5/25, 6/28 and 7/20 at DWR. All meetings at DWR are hosted by Kevin Dossey.

During the spring of 2016, Rotary International informed the Rotary of Oroville that they would no longer underwrite Fireworks Displays for their chapters. The Rotary of Oroville approached UCEF to carry the insurance. UCEF is charged \$350.00 by their insurance company and the cost is passed on to the Rotary for providing the insurance. UCEF acted as the fiscal receiver for the event passing all funds through directly to Rotary of Oroville with no commission or fees.

The overall attendance this year was estimated at approximately 8,000 which include the Dam, Lake and other viewing areas. It was also estimated that 800 - 1,000 boats were on the Lake and many more people were scattered in the foothills, downtown and could watch the display from their residences or surrounding area.

The Rotary of Oroville spearheaded the community donations and raised \$16,500.00 from: Oroville Hospital, Bidwell Marina, Recology, Oro Dam Cruisers, Taco Bell, Pioneer Towing, Mike Ramsey, ca. Water Services, Metal Works, Tri Counties Bank, Norman Dulleck, Hathaway Family Trust, Bonnie Huntington, Davis Hammond & Co., the Jones Family, Briggs Firestone, the Kessel Family and Richard Olinger.

Total Cash Funds Raised

Rotary of Oroville funds raised	\$16,500.00
Nor Cal Law, Brochure ad	\$500.00
Oroville Salmon Festival, Brochure ad	<u>\$250.00</u>
Total	\$17,250.00

'In-Kind' Donations

Action News Now	\$250.00
KZFR, 90.1 FM	\$150.00

6-2

NPSR	\$100.00
Upgraded Living	\$100.00
CN&R	<u>\$75.00</u>
In-Kind Total	\$675.00

Total Funds

Cash	\$17,250.00
In-kind	<u>\$675.00</u>
Total	\$17,925.00

Expenses

Cost of Pyro Spectacular North Contract	\$15,000.00
Advertising / Marketing	\$1,291.67
Insurance	<u>\$350.00</u>
Total	\$16,641.67

Media Budget

Comer's Printing, 5 K brochures,	\$441.67
KZFR	\$75.00
Action News Now	\$250.00
Upgrade Living	\$250.00
CN&R	<u>\$275.00</u>
Total	\$1,291.67

Overall Budget

Cash	\$17,250
Expenses	<u>\$16,641.67</u>
*Rotaries seed money for 2017	\$608.33

Media Events

June 23 - Interview on KZFR Community Radio with Debra Lucero and Ray Laager, UCEF and Dave Pittman, Rotary of Oroville.

6-3

June 29 – Interview on The Blaze with Ray Laager

July 1 - Interview on 'News at Noon' with Linda Watkins-Bennett with Dave Pittman, Rotary of Oroville.

News articles also appeared in; Chico News & Review, Enterprise Record and the Oroville Mercury News.

Event Analysis

The Lake Oroville Fireworks is organized for the most part by Kevin Dossey of the Dept. Of Water Resources in collaboration with the organizations listed above. As Event Coordinators, our main responsibility is to organize the media and promotion for this event as well as do public relations and inform the public.

The event coordinators (Upstate Community Enhancement Foundation) executed the following: secured the insurance for this event, bookkeeping and payment of all associated bills, maintained the Lake Oroville Fireworks Facebook page, negotiated all media contracts, produced the T V commercial (which was also posted on the Facebook page), created all radio ads, arranged and conducted TV and radio interviews, designed the printed ads and brochures. U.C.E.F. also composed and sent out three e-blasts for over 18,000 impressions throughout the area. All material will be made available to any organizations participating in the event as well as to the City upon request.

The remaining funds raised by Rotary of Oroville, \$858.33 will be used to seed the fund raising effort for next year's event.

Wrap Meeting Analysis

On July 20, the 'Wrap' Meeting was held to review what went right and wrong at this year's event. The overall display lasted approximately 20 minutes and seemed well received by the attendees. Gold County Casino also held a display about 30 minutes before ours.

There were no major Security issues this year. However there were two arrests for DUI, and some fights reported by State Parks. Unfortunately one Ranger was injured by and continues to recover. The gate at 'Foreman Creek' was broken by someone trying to recover his drone that was illegally flying over the Fireworks barge. An arrest was made. There were also people swimming near the launch area and walking on the buoys. This issue will be addressed in 2017 with increased signage. Cal Fire reported no problems at the event.

There were additional fireworks discharged between 11:30 and midnight. There seems to have been some wiring problems with Pyro's display.

The new Command Post tent and Swamp Cooler worked well and will be used again next year if possible. Overall communication between all agencies went well and the event went much smoother than in 2015. Vendors reported that they did well and no problems were reported. All Parking areas were full and crowd control was no an issue.

6-4

Event Coordinators Comments

In closing, this year's event went well and continues to be an excellent showcase for Oroville and what it has to offer. Some interesting concepts were raised for 2017 and are listed below. I would like to thank everyone who participated in the meeting and conversations about this very special event. Their professionalism, dedication to the community and public safety make it a pleasure and an honor to serve with them.

Suggestions for 2017

- ~ Move the Fireworks display to the nearest weekday: Friday, Saturday or Sunday to attract larger crowds
- ~ Launch the fireworks display from the peninsular located near the Spillway from a permanent concert pad. This would raise the overall height of the display and be visible from more locations, including the City.
- ~ Start fundraising earlier and increase the amount to \$20,000 as the new base. Have on-line donations available and more locations throughout the City making it easier for citizens to donate for the display. Included may be 'buckets' at State Parks kiosks, DWR, etc.
- ~ Close the sidewalk in front of the Command Post for added Security.

65

OROVILLE HOSPITAL PRESENTS
The 22nd Annual

Oroville
Salmon FestivalTM

Friday, Sept. 23, 2016

Feather River Nature Center Dinner & Dance

6pm-9pm On the Levee at Salmon Court.
Featuring The Crawlers & The Charlie Robinson Trio
Tickets on sale August 1st at the Oroville Chamber of Commerce,
538-2542 and at salmonfestoroville.org



FREE PARKING & SHUTTLE!

Saturday, Sept 24, 2016

Oroville Hospital 3K Salmon Color Dash

The 3K Color Dash starts at 9:30. For complete details and registration at www.OrovilleHospital.com/colordash

Fish Hatchery

9am - 3pm
FREE Tours
Fish Viewing
Kids Activities
Pancake Breakfast
Harvesting of the Salmon

ORBA Street Fair

10am-4pm Kids Zone
Food Court
Live Music & Entertainment
Crafts & Commercial Vendors



Oroville Hospital



Oroville Hospital Health Fair at Salmon Court

Featuring flu shots, cholesterol, heart and well-being check-ups

Salmon Court on the Levee

10am-4pm Grilled Salmon Dinners
Gourmet Salmon & Foods
Beer & Wine Garden, Non-Stop Entertainment
Non-profit Alley and Art Exhibits
Salmon Grilling Contest

Live Entertainment:
Maido dancing,
Blues Legend Laxy Lester
The Tom Gibson Band
& More

salmonfestoroville.org



6-6

Salmon Court on-the-Levee overlooking the beautiful Feather River

FREE Entry & Entertainment

- 10:00 Opening Ceremony
- 10:10 Konkow Valley Maidu Song & Dancing
- 11:00 Feather River Parks & Rec. Recital
- 12:00 Strung Nugget Gang (Bluegrass)
- 1:00 Allison Scull & Victor Martin (World/Jazz)
- 2:00 'Lazy Lester' (Blues Legend)
- 3:00 The Tom Gibson Band (Alternative Rock)



Salmon Grilling Contest with the Oroville Fire and Police Associations

Oroville Hospital's Health Fair w/ FREE Flu Shots & Health Screenings, Non-Stop Entertainment, Fresh Grilled Salmon Dinners, Beer & Wine Garden & More!

FREE Shuttle Service provided by The Exchange Club, WTC and the Native Sons of the Golden West, THANK YOU!
Check the Map Inside for Details!

GROCERY OUTLET
bargain market

URBAN DESIGN
SOLAR
"Your Local Solar Experts"
530.345.0005 Lic #893826

Proud Sponsor Of The 2016 Salmon Festival



GOLD STANDARD After Party

September 24th • 9pm-11pm

1/2 off Drink Special in Spirits Lounge and on Casino Floor

10X Points - All Day



GoldCountryCasino.com • 4020 Olive Highway, Oroville • 800.334.9400

Salmon Court, Live Music, Hatchery Tours, Kayaking, Street Fair & More!

Oroville
Salmon Festival™

Saturday, Sept. 24



FREE Admission & Shuttle Buses to
Downtown, Fish Hatchery & Salmon Court
salmonfestororville.org

- 9am-3pm - FREE Hatchery Tours, Kids Activities, Salmon Viewing
- 9:30am - Oroville Hospital 3K Color & Dash on the Levee
- 10am-4pm - FREE ENTRY - Downtown Street Fair, BCOE Family Fun Day. / On the Levee at Salmon Court; FREE Non-Stop Entertainment, Beer & Wine Garden, Oroville Hospital Health Fair and MORE!
- Salmon Dinners, Food Trucks, Cooking Demo's & More ...
- Salmon Grilling Contest, Kids Activities, Non-Profit Alley
- Beer & Wine, Grilled & Smoked Salmon, Art Exhibits
- FREE Entertainment - the Strung Nugget Gang, Allison Scull & Victor Martin, Blues Legend 'Lazy Lester' & The Tom Gibson Band
- Oroville Hospital Health Fair w/ free flu shots
- Kayaking on the Feather River at the Hatchery



Oroville Salmon Festival



Free Parking and Shuttle Bus
continuous loop from 9am-4pm
Sat., Sept. 24, 2016

Feather River Fish Hatchery:
Free Tours and Salmon Viewing
9am-3pm

Salmon Court:
Free Non-Stop Entertainment, Oroville Hospital
Health Fair, Beer & Wine Garden, Grilled Salmon
and Gourmet Food Court
10am-4pm

All Other Venues:
10am-4pm

89



Free Parking and Shuttle
at Riverbend Park and
Table Mountain Blvd.
and Grand Ave.
Go Green with Less Stress



22st Annual OROVILLE SALMON FESTIVAL 2016

Sept. 24, 2016

Meeting Minutes 9/27/2016 9:30 a.m. Oroville City Council Chambers

Attendance: Kayla Terry – FRR&PD, Anna Kastner – DF&W, Raquel Borrayo & Shanna Roelofson – Oro. Hospital, Cheri Bunker – Tina Pruitt-Oroville Chamber, Larry Jendro – Optimist Club, Donna Jones – ODBA, Randy Fowler – First Methodist Church, Teri Tata - Exchange Club, Bob Marciniak – City of Oroville & Ray Laager – Event Coordinator

The 23rd Annual Oroville Salmon Festival will be on Saturday, Sept. 23, 2017

Estimated attendance for this year's event: 24,000

Downtown Business Association 'Street Fair'

Donna J. reported that she had a total of 114 booths; 14 of which were Food Booths. The new 'Dining Area' worked out well and will be repeated for 2017. Crowds were constant and large. Food Sales were brisk, the 'Popcorn' vendor sold out by 2:30.

Feather River Nature Center Dinner

Ray L. reported he is still collecting money and tickets for the dinner. The Dinner was very busy. Everyone who bought a Dinner Ticket was fed, but we were down to the limit. Due to slow per-sale and last minute purchases, the caterer was a little stressed on getting everyone fed, but it all worked out. Bar and raffle sales were up. Final numbers will be available in the Final Report, once all information is in.

Oroville Hospital Health Fair & Color Dash Run

Raquel B. reported they had almost, 500 entries: the largest to date. The only problem reported was a two cars enter the 'Dash' area and were escorted by volunteers out of the area. The Oroville Hospital 'Interactive Club' supplied 20 volunteers for the event and were greatly appreciated for their help.

The Health Fair ran very smoothly and was busy. People were on-hand at 9:00am. Time adjustments will be made for 2016. The health fair ran beautifully.

Salmon Court & Entertainment

Ray L. reported that there were problems with the electrical supply causing the PA system to go down and the cancellation of the last act. Salmon Court was busy all day however beer & wine sales were down. After discussion we concluded that this was due to the opening of Miners Alley and the Bidwell Wine Bar. We are glad downtown Oroville has thriving businesses moving in, but with that in mind we will re-evaluate next year's situation. Larry J. from the Optimist Club said he had the best event to date. Food Vendors reported good sales and numbers and payments continue to come in.

6-9

DWR

Not present, however Jana reported by email that the Bus Company donated \$300.00 to the event. No reports of problems for 2016.

Fore Bay Aquatic Center

Tony C. reported by email everything when well and sold 75% of the 'Float'.

Exchange Club

Cheri B. reported sales were good at the Hatchery.

Native Sons of the Golden West

Cheri B. reported that she will address the 'Native Sons' about taking over the 'Grilling Contest'. Unfortunately no one showed up for the contest. We totally understand the limitation of the Police and Fire Departments. With that in mind, perhaps another group coordinating the event may be a good idea and the Police and Fire can participate if available.

D F & G Fish Hatchery

Anna K. reported that there no major problems this year. Randy F. reported slow sales for the Pancake Breakfast but sold out for Lunch. The Hatchery Security did a great job and things ran smoothly.

Konkow Valley Maidu Tribe

Not present. Ray L. reported that everything ran smoothly and we were very happy to have the Konkow Valley Maidu Tribe participate this year and hope they can return next year.

O.P. & F. A. Salmon Grilling Contest

Not present, see Native Sons.

O.P.D. / S.T.A.R.S. / V.I.P.S.

Not present, no problems reported.

Oroville Chamber of Commerce

Tina P. reported that she had lots of calls and things went well.

Feather River Recreation & Park District

Kayla T. reported that their booth at the Hatchery was very busy and no problems reported.

Butte County Office of Education

Not Present. It was reported by Bob M. that the 'Family Fun Day, ended about 2:30pm. Ray L. reported that the 'Art's' element at Salmon Court also ended early. Inquires will be made.

6-10

Friends of the Salmon Festival

No report.

City Fee Program

No report.

Signage

Ray. L. reports that people seemed to have a better sense of the event, however improved signage is needed for next year

Infrastructure

No report.

Publicity, Advertising, Sponsorship and Marketing

Ray L. reported he continues to update facebook and the page now has 2,556 'likes'.

Insurance, Licensing and Permits

Ray L. reported everything worked out and we will correct any issues we faced in 2016 next year.

Event Coordinator

Ray L. reported that in all everything went well. Problems always arise and they were handle and solved with all parties satisfied. We will continue to learn and improve as the Festival moves forward.

I'd like to thank everyone on the committee for your professionalism, dedication and commitment to this premier event. Each year challenges arise and your input, concern and advice is priceless. I am proud to work with such a great group of community supporters. Your sense of humor is irreplaceable, Thank You.

The first meeting for the 23rd Annual Oroville Salmon Festival is tentatively scheduled for March 21, 2017 in the Oroville City Council Chamber at 9:30am .

Changes for 2017

- ~ New Hours ; 9am – 4pm, for Salmon Court and Street Fair.
- ~ Need more trash cans in Parking Lot 'A' and Salmon Court.
- ~ Lineman Volunteers for the 'Color Dash', 6 is good from 8 – 10:30 for Road Closure
- ~ List of non-profit Booths for the Street Fair and vise a versa

6-11

Large directional Banners for: the Montgomery Round-about, Grand Ave. Round-about, and Riverbend Park.

~ Sponsor tables at the FRNC Dinner for major contributors.

~ ATM at the Hatchery

~ Coordinate with DWR for more permanent signs: Bathrooms, Shuttle Stop, etc.

~ Large Maps for Hatchery from DWR (4x6')

~ Encourage all vendors to sign up for 'The Square' to take credit cards

~ Increase signage at the Hatchery about the Festival... Don't miss... Salmon Court, Street Fair, Non- Stop Entertainment, Etc.

~ Give the Street Fair a balloon on the map

~ Ad in' After 5' in Redding

~ Approach 'Blood Source' as a sponsor

~ Native Sons take over Grilling Contest

~ Approach CSU Chico and Yuba College about a culinary element to the Festival

~ Create 'Handicapped Parking Area' between the restrooms and N/P Alley.

~ Golf Carts to move disabled up Oliver Street.

6-12

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: DON RUST, INTERIM SBF FUND ADMINISTRATOR
BOB MARCINIAK, SBF PROGRAM SPECIALIST**

RE: EVENT COORDINATOR FUNDING REQUEST

DATE: OCTOBER 5, 2016

SUMMARY

REQUEST FOR A RENEWAL CONTRACT FROM UPSTATE COMMUNITY ENHANCEMENT FOUNDATION FOR CONTINUED FUNDING OF THE EVENT COORDINATOR FOR MAJOR EVENTS HELD IN THE OROVILLE COMMUNITY

DISCUSSION

In 2011, it was recognized that having a paid Event Coordinator provided the nucleus to coordinate major community events which include, Feather Fiesta Days (May), Fourth of July (July), Salmon Festival (September) and the Holiday Parade of Lights (December). Each of the events has grown during this time with increased attendance, creative approaches to media publications and new interesting elements attracting out of town visitors, but still keeping the "small town" atmosphere that the community desires.

On October 7, 2015, the SBF Steering Committee approved a request from Upstate Community Enhancement Foundation to provide the Event Coordinator services for 2016 which included adding an additional event in April, Wildflower & Nature Festival.

The operations of the five major events are mostly comprised of volunteers from local organizations, service clubs and government. The Event Coordinator, is in essence, the clearing house of activities including documenting and planning meetings, soliciting advertising funds, placing event insurance, controlling permitting and being the contractual agent for advertising placement, event rentals and other matters related to each event.

7-1

Upstate Community Enhancement Foundation (UCEF) has been the Event Coordinator since 2011. UCEF has done an outstanding job in fulfilling the parameters of the contract, providing documentation of all planning meetings and final reports of each event. They work well with the various agencies and the countless volunteers that come together for each of the events.

The proposal presented by UCEF also includes a reduction of 5% for the second year of the contract amount. As stated in their proposal, "Our goal is to help rebuild the historic downtown area and create a steady flow of economic vitality to the community. These events are economic and community development tools. They highlight the wonderful assets of Oroville, like the Feather River, as well as bringing community to the city core for a shared experience".

The Regional Fund Strategic Plan (RFSP) Review/Update ad Hoc Committee, as part of the five-year review of the RFSP, suggested that consideration be given to allocating funds from the Marketing/Community Benefit Fund for an Event Coordinator as the activities fits within, one or more, of the intent of that fund.

FISCAL IMPACT

Would reduce future years available funds by: \$30,000 (2017 funds); \$28,500 (2018 funds).

RECOMMENDATION

Approve the request as submitted; or provide direction to staff.

ATTACHMENTS

- Event Coordinator Proposal from Upstate Community Enhancement Foundation

7-2



Friends of the Arts

Upstate Community Enhancement
Foundation

OFFICE

805 Whispering Winds Lane
Chico, California 95928-4040

PHONE

530-228-2860

EMAIL

debiucaro@sbcglobal.net

WEB

www.friendsoftheartsupstate.org

www.oroillesalmonfest.org

www.artoberfest.org

Friends of the Arts is the popular name of Upstate Community Enhancement Foundation, a 501(c)(3) dedicated to social, cultural and educational endeavors. Our federal ID#: 68-0483892



Funded, in part, by private business, individuals and the California Arts Council, a state agency; the National Endowment for the Arts, a federal agency; the City of Oroville's Supplemental Benefit Fund; and the City of Chico's Public Access TV operations.



EVENT COORDINATOR PROPOSAL

TIMEFRAME - March 18, 2017 - March 18, 2019

PROPOSED SCOPE OF WORK - Two-year proposal.

YEAR I - \$30,000 YEAR II - \$28,500

Please note we will augment the above amounts with funds we've been building to help make Oroville festivals and events sustainable.

The request is to provide an Event Coordinator to administer the following events with the emphasis on the Salmon Festival, a premiere Butte County event and one that has the potential to become a premiere West Coast event.

Events to be covered:

Participate with Oroville Tourism Committee

FRPRD Wildflower & Nature Festival

Feather Fiesta Days

Lake Oroville Fireworks

Salmon Festival

Holiday Parade of Lights

Breakdown of time commitment:

- Manage all aspects of the Salmon Festival (65%)
- Attend meetings, assist in sponsorship & facilitate media for FRPRD Wildflower & Nature Festival (7%)
- Facilitate meetings, assist in sponsorship & media for Feather Fiesta Days (15%)
- Facilitate meetings, assist in sponsorship & media for Lake Oroville Fourth of July Celebration (5%)
- Facilitate meetings, assist in sponsorship & media for Oroville Parade of Lights (8%)

7-3



The Event Coordinator will provide the following services:

- Facilitating and attending meetings year-round including the City of Oroville monthly tourism Meeting.
- Documentation of meetings and proposed plans (Feather Fiesta Days, Salmon Festival, Holiday Parade of Lights)
- Assist in organizing Community Volunteer Organizations
- Identifying and contacting potential sponsors
- Media & public relations and ad placement for all events
- Creation of TV, radio & print ads for all events
- Assist and design marketing materials
- Arrange media interviews & write press releases for all events
- Grant writing and identification for any eligible events
- On-site management (Salmon Festival)
- On-site assistance (FRRPD Nature & Wildflower Festival, Feather Fiesta Days, Holiday Parade of Lights)
- Direct marketing at regional and local events as appropriate
- Prepare and assist in e-blasts, maintain website, social media (Facebook, Twitter, etc.) for all events.

Publicity Methodology

Negotiate all media contracts for each event. This is done in the beginning of the year with all events grouped together (when possible) to obtain the best rate and exposure. We also offer 'Media Sponsorship' to obtain additional coverage.

Continued expansion of direct media relations including TV and radio interviews and expansion of social media through e-blasts, facebook, Instagram, twitter and more.

Continued expansion promoting the Salmon Festival and other Oroville Events at the Butte County Exhibit at the California State Fair in Sacramento.

Methods of Obtaining Sponsorship

7-4

Sponsorship is obtained in a number of ways: Major corporate sponsorship, is done at the end of the calendar year. We have had assistance from organizations such as Rabobank, U.S. Bank, Feather Falls Casino, Gold Country Casino, Wells Fargo, Oroville Hospital and more. In 2016, we were able to raise \$16,325.00 for the Salmon Festival to help off-set the almost \$40,000 cost of the Festival. (\$10,000.00 from Oroville Hospital, \$2,000.00 from Wells Fargo, \$1,500.00 and \$500.00 from The Oroville Inn, Urban Design Solar and Grocery Outlet of Oroville.

We also solicit local businesses and have been able to raise advertisement funds to cover the cost for all events covered in this agreement.

Another way is In-kind media sponsorship which gives us ads at reduced or no cost. This has been every effective with print, radio and TV advertising for all events. Media sponsors include: KHSL, KRCR, NSPR, KZFR, Deer Creek Broadcasting, Results Radio, Chico News & Review, Enterprise Record / Oroville Mercury News and BCAC.tv.

Methods of gaining and retaining Community Support

We have been involved in developing an Event Support Base since we began working with the SBF.

Here are a few of the organizations we partner with for these events: The Exchange Club, Oro Dam Cruisers, Oroville Downtown Business Association, Native Sons of the Golden West, Feather River Parks & Recreation District, California State Parks, Artists of River Town, Kiwanis Club, Oroville Chamber of Commerce, Dept. of Water Resources, Dept. of Fish & Wildlife, City of Oroville, Oroville Police Dept., V.I.P.S., S.T.A.R.S., Oroville Docents, Oroville Fire Dept. OARS, California Highway Patrol, Butte Co. Sheriff's Dept., Oroville Rotary Club, African American Family and Cultural Center, Lords Gym, Recology and the Lineman College.

In addition, we work with over 30 community, non-profit and local churches from the area, providing representation at said events. Through this network, we are able provide information via social media and offer assistance when needed.

Ideas for growing existing events

Increase awareness - In 2015, we began assisting with the FRPRD Wildflower and Nature Festival. We were able to raise \$900.00 in cash Sponsorship and \$925.00 of in-kind media sponsorship to produce \$1,825 of TV, radio and print ads for this event. We believe this event will continue to grow and become another major festival in Oroville - one that will attract regional participants.

7-5

Continue to grow advertising and county cooperation of all events through sponsorship and creative marketing. We would like to see cooperation with the new T-Bid Group, explore Butte County's assistance in contribution funds to the State Fair booth which is an excellent catalyst for the Salmon Festival and other Oroville-based events. In 2015, we not only featured the Salmon Festival but the Wildflower and Nature Festival, Oroville Hospital Color Dash and the Sierra Oro Farm Trail.

Increase Sponsorship - This is an on-going process. With the notoriety of the Oroville events, we are finding more interest from throughout the County and Region which may help in attracting more contributors.

Social Media - The facebook sites we created have proven to be an excellent promotional tool for all events. We currently have 9,443 'likes' on the 5 facebook pages, which means these people 'follow' or get updates for these events. As we continue to develop this social media tool, it will only grow each event and create greater awareness and visibility for Oroville.

Cross-over assistance to other Oroville events - The Salmon Festival is the largest event held in Oroville. In 2015, we estimated over 22,000 attendees for this one-day event. One way we provide assistance is by offering any non-profit/community organization a free booth in 'Non-Profit Alley' giving them the ability to promote their organization and event. We also post community events and Oroville activities on our different facebook sites. Also provide consultation and assistance with the Oroville Downtown Business Association, Oroville Area Chamber of Commerce and UCEF is an active participant of the Oroville Tourism Committee.

Central Data Base - We would like to see a website dedicated to the events covered in this contract. It would serve as a clearing house for these events and centralize the information - a one-stop shop for Oroville major community events. We would be happy to put forth a proposal to the Committee for creation and funding of this site.

Goal - The ultimate benefit is to create greater awareness of the Oroville Community and all that it has to offer. These events are wonderful economic and community development tools. They highlight the incredible assets of Oroville, like the Feather River, Lake Oroville, and the historic downtown district as well as bring vital activity and people to the city core for a shared experience.

Thank you for your consideration.



Debra Lucero, President, UCEF

7-6

**SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
STAFF REPORT**

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DON RUST, ACTING SBF FUND ADMINISTRATOR**

RE: SBF PROGRAM SPECIALIST POSITION

DATE: OCTOBER 5, 2016

SUMMARY

The SBF Steering Committee will be provided with information regarding the SBF Program Specialist position that has been funded at 20 hours per week plus benefits by the SBF since June 25, 2008.

BACKGROUND

- In March 2006, multiple parties signed the Settlement Agreement for the licensing of the Oroville Facilities, FERC Project No. 2100. On the effective date of the Settlement Agreement the City of Oroville was designated as and assumed the duties of Fund Administrator related to "Appendix B" which were measures agreed to among the parties but not to be included in the new project license.
- Appendix B, 2.0; the Fund Administrator shall use its internal protocols to formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund. Such person, or successor thereto, will serve as the principal liaison with DWR during the establishment and operation of the fund and will be authorized by the Fund Administrator to undertake actions on all administrative matters specified in the Fund Implementation Agreement.
- Recognizing the need, but not convinced that a full time employee would be required, City Administration recommended, and City Council on October 2, 2007, approved a job description for a SBF/RDA Project Coordinator. Funding for the newly created position would be split

between the RDA and the SBF. The approved position was classified as full-time, non-exempt. (Attachment A)

- Recruitment began and eight months later, the employee (Marciniak) was hired to fill the open position on June 23, 2008.
- Over the next several months the employee organized the SBF process, created work-flow procedures, met with all of the respective agencies and began an eighteen-month process with a consulting firm to write the Regional Fund Strategic Plan which was a requirement of Appendix B.
- On September 20, 2011, as the wind-down of the RDA began, the City Administrator recommended, and City Council approved, that the SBF/RDA Project Coordinator position be renamed to Program Specialist and be an exempt position funded 50% by the City General Fund and 50% by the Supplemental Benefits Fund.
- On January 2, 2014, at the request of the employee to reduce work hours, the funding for the Program Specialist position was reduced to 32 hours per week; 12 hours dedicated to the City of Oroville for community relations, tourism related activities and other administrative assignments and 20 hours dedicated to, and paid for by, the SBF.

DISCUSSION

After over ten years, the license issuance for the Oroville FERC Project No. 2100 has not occurred. A biological opinion, now nine years past due, from the National Marine Fisheries Service (National Oceanic and Atmospheric Administration) continues to be the one remaining open item; however, the SBF has continued to operate using the initial \$1,935,000 and since 2011, subsequent \$100,000 annual releases of funds from the \$4,135,000 due at license signing; additionally, \$5,200,000 was previously provided to fund the initial two phases of Riverbend Park. Funds received have been used as follows:

New Projects:	\$6,659,963.58	85.5%
Economic Development:	\$ 298,756.93	3.9%
Studies:	\$ 392,617.45	5.7%
Administration:	\$ 298,765.93	4.7%
Available:	\$ 24,212.53	.3%
Total:	<u>\$7,735,000.00</u>	<u>100.00%</u>

The SBF Program Specialist dedicates twenty hours per week to SBF related activities which include all items detailed in the approved job description including monitoring and documenting all approved projects.

Succession planning of how the SBF activities are accomplished is key to the continuity of the administrative function of the SBF. The employee must have, or acquire, a thorough understanding of the SBF and the various public and private agencies that interact with the SBF including all documentation of the Settlement Agreement and the DWR Recreation Management Plan.

The Regional Fund Strategic Plan (4.4) recommends that at License Signing the SBF Program Specialist may need to become a full time position, funded by the SBF, to insure that the Strategic Plan is properly implemented, project direction and oversight is provided as well as all of the administrative tasks associated with the SBF, including but not limited to; SBF funding request solicitation and review, legal costs, Steering Committee meeting coordination and administrative support, outreach with the public, affected agencies, and other stakeholders/interested parties and monitoring, auditing, compliance, and reporting on projects awarded SBF funding.

In essence the SBF Program Specialist could fit into a City of Oroville Planning Department position with an annual allocated budget funded through an actual cost recovery agreement. Specific time spent on SBF related activities would be accounted for and charged to the fund within a previously agreed upon budget.

Based on Appendix B of the Settlement Agreement, it is the Fund Administrator's (City of Oroville) responsibility to "formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund."

FISCAL IMPACT

None

RECOMMENDATION

Receive the information and provide direction to staff.

ATTACHMENTS

- a. Appendix B, Measures agreed to among the parties but not to be included in the new project license. (DWR contract #4600007302)
- b. Existing SBF/RDA Project Coordinator job description (note: position was renamed to SBF Program Specialist in 2012).

APPENDIX B

Measures Agreed to Among the Parties But Not to be Included in New Project License

Section B100. Project Supplemental Benefits Fund

A. General Provisions

- 1.0 The parties agree that their intent in establishing the Project Supplemental Benefits Fund (Fund) is to:
 - 1.1 Allow the benefits of the Oroville Facilities to be extended into the local communities in the vicinity of the FERC boundary in a manner consistent with DWR's authority to provide such benefits through operation of the State Water Project (SWP).
 - 1.2 Create benefits for the parties that are in concert with and do not conflict with the actions taken by DWR pursuant to the new FERC license issued for the Oroville Facilities and the Settlement Agreement.
- 2.0 If a significant representation from the local community, as determined by DWR, enters into the Settlement Agreement, then DWR shall establish and maintain the Fund, as further provided herein.

B. Fund Usage and the Oroville Facilities Boundary

- 1.0 Subject to subsection 2.0 below, the Fund shall be used solely to support projects that are selected in accordance with Section D or as otherwise provided herein and that supplement the benefits provided by the Oroville Facilities, but which are located outside of the Oroville Facilities' boundary.
- 2.0 At DWR's sole discretion and subject to FERC approval, the Fund may be used to support projects located within the Oroville Facilities' boundary, but which are not within the jurisdiction of FERC, i.e., a non-project use of project lands. Any such use of the Oroville Facilities' lands shall be subject to such terms and conditions as DWR and/or FERC deems appropriate.

C. Fund Administrator

- 1.0 Upon the effective date of the Settlement Agreement and subject to its execution of such agreement, the City of Oroville shall be designated as and assume the duties of Fund Administrator. If the City does not execute

the Settlement Agreement or withdraws from the Settlement Agreement, then DWR shall consult with other signatories and designate a different Fund Administrator.

- 2.0 The Fund Administrator shall use its internal protocols to formally designate a person within its organization to serve as the responsible person for performance of all such administrative duties required to ensure the orderly and efficient operation of the Fund. Such person, or successor thereto, will serve as the principal liaison with DWR during the establishment and operation of the Fund and will be fully authorized by the Fund Administrator to undertake actions on all administrative matters specified in the Fund Implementation Agreement.
- 3.0 As delineated further herein, the principal duties of the Fund Administrator shall consist of:
 - 3.1 Convening meetings and implementing the decisions of a Fund Steering Committee in accordance with Section D;
 - 3.2 Performing grant funding tasks in accordance with Section F;
 - 3.3 Developing a regional Fund Strategic Plan in accordance with Section G; and
 - 3.4 Entering into a Fund Implementation Agreement with DWR and discharging obligations thereto, in accordance with Section H.

D. Fund Steering Committee

- 1.0 Within six months of assumption of duties by the Fund Administrator, a Fund Steering Committee composed of five voting members and three advisory members, selected in accordance with subsection 2.0 below, shall be convened by the Fund Administrator to provide direction regarding proposed projects to be funded through the Fund.
- 2.0 The voting members of the Steering Committee shall be composed of the following publicly elected officials:
 - 2.1 three members from the Oroville City Council; and
 - 2.2 two members from the Board of Directors of the Feather River Recreation and Parks District.

The members of the Steering Committee will be selected by the appropriate governing body at the beginning of each calendar year and will serve one year terms, except that the initial term will be one year plus

the time from the date the initial member(s) are selected to the beginning of the next calendar year.

- 3.0 If one or more of the local agencies named in subsection 2.0 above fail to execute the Settlement Agreement, then DWR shall consult with the Fund Administrator and other local governmental agency signatories to determine an appropriate replacement agency(s), if any, for the non-signing agency(s).
- 4.0 DWR will participate on the Steering Committee in a non-voting advisory role.
- 5.0 Subject to their execution of the Settlement Agreement, the following stakeholders may, at their discretion, become non-voting advisory members of the Steering Committee:
 - 5.1 the State Water Contractors (SWC),
 - 5.2 the Oroville Area Chamber of Commerce, and
 - 5.3 American Rivers.
- 6.0 The Steering Committee shall be the sole decision-maker, through majority vote of its members, for purposes of adopting the Fund Strategic Plan, selecting proposed projects eligible for funding, and determining the level of funding appropriate for such projects. If the majority vote on any given measure or action results solely from the votes of a single agency, a majority plus one vote will be required for approval of the measure or action.
- 7.0 At the first meeting of the Steering Committee, a Chair will be elected to provide for the orderly performance of Steering Committee functions. Thereafter, the Steering Committee will elect a new chair annually. No member agency of the Steering Committee shall serve as Chair for more than two consecutive years.
- 8.0 At the first meeting of the Steering Committee, the Fund Administrator shall propose written procedures governing committee and membership activities for consideration and adoption by the Steering Committee. In no event shall such procedures conflict with or modify any provision of the Settlement Agreement; provided, however, that members may be added to the Steering Committee upon unanimous vote of the voting members of the Steering Committee, provided they were among the original signatories to the Settlement Agreement and written concurrence of DWR.
- 9.0 Principal duties of the Steering Committee will consist of:

- 9.1 facilitating administration of the Fund in a manner consistent with the prudent use of public funds for public purposes;
 - 9.2 adopting the Fund Strategic Plan;
 - 9.3 selecting proposed projects eligible for funding; and
 - 9.4 determining the level of funding appropriate for such projects.
- 10.0 The Steering Committee will hold public meetings as necessary, but no less than annually, to take action on:
- 10.1 development and adoption of the regional Fund Strategic Plan pursuant to Section G;
 - 10.2 review and approval of proposed projects to be funded that meet the criteria of the Fund Strategic Plan;
 - 10.3 approval of the level of funding for approved projects; and
 - 10.4 election of a new chair.

E. DWR Commitment to Establish and Maintain Fund

- 1.0 Subject to the DWR determination required under Section A(2.0), DWR shall establish the Fund that will provide up to \$61,270,000 of unescalated funds, with a combination of initial payments and annual payments as provided below.
- 2.0 After the executed Settlement Agreement is approved by the Department of Finance, the first \$1,935,000 of these funds will be made available in accordance with an annual schedule to be determined by the Fund Administrator in consultation with the Steering Committee. Payments shall be made in arrears upon invoice by the Fund Administrator to DWR of actual expenses up to the total \$1,935,000.
- 3.0 The second \$4,135,000 of these funds, as well as any unexpended funds from those made available pursuant to Section E(2.0), will be transferred as a lump sum to the Fund Administrator upon acceptance by DWR of a new license for the Oroville Facilities with terms and conditions that are consistent with and substantially similar to the provisions set forth in the Settlement Agreement.
- 4.0 DWR shall provide the following unescalated annual payments, as appropriate for the new license term, to the Fund Administrator by June 30

of each year beginning with the first year following DWR acceptance of a new license:

- 4.1 fifty year term: \$1,000,000 per year;
 - 4.2 forty-five year term: \$900,000 per year;
 - 4.3 forty year term: \$800,000 per year.
 - 4.4 For any license term less than forty years, DWR shall use its discretion to determine the annual payment, if any, which, at a minimum, shall be less than the amount listed in section 4.3 above.
- 5.0 The Fund also includes \$3,000,000 that DWR has already committed to Riverbend Park pursuant to an agreement with Feather River Recreation and Parks District, dated September 26, 2002, and an additional \$2,200,000 that was added to this contract via a contract amendment with approval from original signatories of the Interim Settlement Agreement for Riverbend Park Improvements.
- 6.0 If in any year in which DWR has, during its May determination, approved allocations of 35% or less of the maximum contractual amount SWP contractors can annually request pursuant to their long term water supply contracts, annual payments will be re-scheduled as follows:
- 6.1 when the approved allocation is 25% or less of the total annual contractual maximum, the next annual payment shall be reduced to \$300,000;
 - 6.2 when the approved allocation is between 26% and 35% of the total annual contractual maximum, the next annual payment shall be reduced to \$500,000;
 - 6.3 the reduced amounts shall be recovered in full through five equal annual installments beginning with the subsequent first year in which the May approved allocation exceeds 35% of the total annual maximum contractual amount the SWP contractors can request; provided that, the repayment obligation will be made in the years that the allocation exceeds 35% of the total annual maximum contractual amount the SWP contractors can request. The repayment obligation shall survive termination of this agreement and shall be added to the regular annual payments identified in Section 4.
- 7.0 DWR will use its best efforts to provide a transparent and stable funding stream for the Fund, consistent with its spending authorities.

- 8.0 If in any year(s) the annual generation (MWH) at the Oroville Facilities is reduced by more than 10% due to a forced physical outage or a regulatory, legislative, or judicial action, the payment(s) to the Fund for the following year(s) will be reduced by the percentage that exceeds 10%. This reduction in payment(s) shall remain in effect only until and to the extent that the reduction in annual generation remains in effect.
- 9.0 Payments to the Fund will constitute DWR's entire contribution to the funded projects and no contributions from DWR will be solicited by any party for any project that is denied funding by the Steering Committee.
- 10.0 At DWR's discretion and per its specifications, completed projects may include recognition of DWR funding.

F. Pursuit of Grant Funds by SWC and Steering Committee

- 1.0 The State Water Contractors (SWC), and the Steering Committee, agree to form a partnership,¹ the goals of which are to (1) solicit grant funds in addition to those made available under Section E. above, and (2) obtain grant funds to supplement the Fund such that the future purchasing ability of the proposed annual payments will at least keep pace with inflation.
- 2.0 To accomplish this, the SWC agree to use best efforts to:
 - 2.1 develop a grant assistance program aimed at securing funding in an amount equal to or greater than the amount needed to keep pace with inflation;
 - 2.2 work with the Fund Administrator in exploring various political avenues that may be a productive source of various grants;
 - 2.3 work with the Fund Administrator by making available appropriately qualified in-house staff trained in locating, researching, evaluating, and writing grant proposals for effective fundraising; and
 - 2.4 make available staff resources in an amount not to exceed 50 percent time of one FTE. The staffing for obtaining grant funding will be in effect until five years prior to the expiration of the new license.

¹ Use of the term "partnership" does not connote or create a legal relationship between the SWC and other parties. The parties are not partners, joint venturers or any other legal entity. Rather, use of the term "partnership" is limited to signifying a cooperative endeavor between the SWC and local interests to seek to obtain grant funds, consistent with the concepts set forth herein.

- 3.0 The Fund Administrator, in coordination with the resources of the Steering Committee voting members, agrees to make available appropriate staff and other resources to complement the grant funding efforts of the SWC without using any Fund allocations.
- 4.0 Due to the local community's existing desire for recreational and economic development benefits, it is expected that fundraising efforts should be pursued particularly aggressively during the first ten years of the new license term.
- 5.0 The SWC grant assistance program efforts and the local community grant assistance program efforts will be coordinated. The SWC's efforts will be managed by a SWC representative who shall serve in an advisory capacity to the Steering Committee. The SWC representative also will be responsible for reporting on the SWC grant assistance program activities and performance to the Steering Committee at least once a year. The SWC may designate different personnel to serve on the Steering Committee and to manage the grant funding process. The Fund Administrator shall designate a local representative who will manage the grant program activities on behalf of the Steering Committee.
- 6.0 The SWC and local community grant assistance program's performance will be evaluated by the Steering Committee during and in accordance with future updates and revisions of the regional Fund Strategic Plan described below. The purpose of the evaluation will be to: review past SWC and local community grant assistance program performance; ensure that "best efforts" by the SWC and local community have been made; and, if necessary, recommend and adjust the program's future fundraising strategy and efforts for greater fundraising effectiveness.
- 7.0 The parties agree that grant funding cannot be assured due to the competitive process for obtaining such funds. As a result, the SWC are not obligated to guarantee any level of grant funding. The sole SWC commitment is to provide staff resources and political capital to assist and work with the local community to obtain grant funds. It is further agreed that the SWC shall have no obligation to pursue any particular grant if in its judgment to do so would be detrimental to the economic or political interests of the SWC or any of its members. It is further agreed that in those cases where the SWC or any of its members are, or would be, competing with the local community for funds from the same source, there shall be no obligation on the part of the SWC to undertake any actions in pursuit of the grant.
- 8.0 At the request of either the SWC or the Steering Committee, the grant funding provision of this agreement may be reviewed after the first 10 years of the license term if the grant assistance program has not resulted

in the procurement of any grant funding. If no grant funding has been obtained, the SWC and the Steering Committee will negotiate in good faith to develop additional or alternative jointly- pursued actions or methodologies for obtaining grant funds. This renegotiation shall constitute the sole remedy for failure to obtain grant funds.

- 9.0 Payments to DWR for the Fund will constitute the SWP contractors' and their member agencies' entire contribution to local projects, and no further contributions from the SWP contractors or their member agencies will be solicited by any local party. Further, at the request of the SWC, completed projects made possible through grant funding will include recognition of SWC efforts.

G. Regional Fund Strategic Plan

- 1.0 At the direction of the Steering Committee, the Fund Administrator shall develop a regional Fund Strategic Plan to guide the Steering Committee in selecting and funding proposed projects in a manner that optimizes the overall benefits to the local region consistent with the availability of funds.
- 2.0 Subject to subsection 3.0 below, only those projects consistent with the goals of the Fund Strategic Plan shall be eligible for funding.
- 3.0 Prior to adoption of the Fund Strategic Plan, the Steering Committee may direct the Fund Administrator to fund administrative activities and selected projects only from funds obtained through the initial payments as provided in subsections E.2.0 and E.3.0.
- 4.0 Development of the Fund Strategic Plan shall include a series of public meetings to obtain input about the need for proposed projects. Such meetings shall be open to any person.
- 5.0 At a minimum, the Fund Strategic Plan shall include the following:
 - 5.1 phasing of projects to complement the implementation of DWR's Recreation Management Plan, including consideration for development of the recreational and economic benefits of the Feather River.
 - 5.2 a statement of goals and policies that provide a basis for optimizing Fund benefits based upon sound business practices consistent with public purposes;
 - 5.3 allocations of the overall Fund for administrative costs, capital expenditures, operation and maintenance costs, feasibility costs,

- and environmental permitting and related costs, with the intent of maximizing benefits to the local region;
- 5.4 a discussion of the consistency of the Fund Strategic Plan with identified goals for economic and recreational development in the greater Oroville region, including the potential for energy and water incentives or programs;
 - 5.5 measurable performance standards to ensure that economic and recreational benefits are distributed in a manner that is consistent with the goals of the Fund Strategic Plan and that benefits are distributed appropriately in the region;
 - 5.6 a list of the Fund Strategic Plan policies that will ensure consistency with the identified goals;
 - 5.7 protocols for ensuring the consistency of the Fund Strategic Plan with the new license for the Oroville Facilities, including the approved Recreation Management Plan;
 - 5.8 adaptive management features to ensure that the Fund Strategic Plan remains effective throughout the term of the Settlement Agreement, or, as determined by the Steering Committee, periodic review and update of the Strategic Plan no less than every 10 years;
 - 5.9 Project selection criteria, which shall include:
 - 5.9.1 priority consideration for funding projects with a documented source of matching funds or other cost-sharing mechanism and priority consideration for projects with an ability to return a portion of generated revenue to the Fund; if matching funds will be made available, the project proponent must provide documentation of such firm commitment before allocations of the Fund can be made;
 - 5.9.2 consistency with existing environmental and recreational projects, and local land use plans;
 - 5.9.3 ability of the proposal to adequately define a project description, with concept level drawings, if applicable; map; estimated cost of project (capital and O&M); amount of funds already allocated (capital and O&M), if any; name of project proponent (party that will implement project); proposed timeframe for implementation; and identification of required permits;

H. Fund Implementation Agreement

- 1.0 DWR and the Fund Administrator will use best efforts to develop and execute a Fund Implementation Agreement within four months of the effective date of the Settlement Agreement. The purpose of the Fund Implementation Agreement is to direct future performance of all administrative duties associated with implementation of the Fund. This Fund Implementation Agreement will include, but not be limited to, detailed language addressing the following duties of the Fund Administrator:
- 1.1 entering into appropriate contracts with developers of selected projects and ensuring compliance with applicable state and federal environmental laws;
 - 1.2 monitoring the progress of selected projects and enforcing any contractual remedies for non-performance;
 - 1.3 documenting all use of the Fund in a manner consistent with auditing requirements associated with the use of public funds;
 - 1.4 working with DWR to resolve in a timely manner any of its issues related to administration of the Fund;
 - 1.5 working with the Steering Committee to implement its decisions;
 - 1.6 developing criteria to be followed during project implementation and inserted into contracts with developers, including:
 - 1.6.1 schedule and benchmark conditions for phased release of Funds, as determined appropriate by the Steering Committee;
 - 1.6.2 identification of responsible parties for securing any necessary permits and for implementing the project in accordance with conditions, timelines, benchmarks;
 - 1.6.3 requirements for periodic status reports to Administrator;
 - 1.6.4 penalties for failure to comply with conditions such as withdrawal of allocation of funds to that project.

I. Fund Administrative Expenditures

1.0 Portions of the Fund will be allocated for administration of the Fund and Fund Strategic Plan development, as specified below:

1.1 For the first two years beginning with the effective date of this agreement, an annual average amount of \$300,000 per year will be allocated to the Fund Administrator for administrative duties associated with establishment and initial administration costs of the Fund, including development of a Fund Strategic Plan in accordance with the applicable provisions herein. Any amount allocated to administrative costs in the first two years that is not expended for administrative duties shall be reallocated to the Fund by the Fund Administrator.

Thereafter, a maximum annual amount to be determined by the Steering Committee will be allocated to the Fund Administrator for administrative duties. Administrative duties include, but are not limited to, activities associated with management of the Fund, including implementation of the Fund Implementation Agreement, disbursement of funds allocated to projects, oversight of projects that receive an allocation of the Fund, coordination of Steering Committee meetings, public notice of Steering Committee meetings, preparation of minutes of Steering Committee meetings, and staff for the Fund Administrator, as appropriate. Any amount allocated to administrative costs that is not expended for administrative duties shall be reallocated to the Fund.

8-14

**OROVILLE CITY COUNCIL
STAFF REPORT**

TO: MAYOR AND COUNCIL MEMBERS

**FROM: G. HAROLD DUFFEY, CITY ADMINISTRATOR
LIZ EHRENSTROM, HUMAN RESOURCE ANALYST II**

**RE: PLACEMENT OF THE REDEVELOPMENT AGENCY
COORDINATOR AND SBF/RDA PROJECT COORDINATOR TO
THE POSITION OF PROGRAM SPECIALIST**

DATE: SEPTEMBER 20, 2011

SUMMARY

The Council will consider the placement of the Redevelopment Agency Coordinator and SBF/RDA Project Coordinator to the position of Program Specialist.

DISCUSSION

Council shall consider approving the placement of the Redevelopment Agency Coordinator and the SBF/RDA Project Coordinator to the position of Program Specialist. Staff is proposing this move based on the position's responsibilities, independent judgment and decision making requirements and that the positions directly report to the City Administrator and/or Department Head. If approved, the employees would be placed in the Confidential Unit based on the confidentiality of information of some City projects. The positions shall be salaried and would receive 48 hours of administrative leave based on their exempt status. Staff is recommending that both employees be placed at Step B of the salary schedule, which is \$54,797.62, to be effective October 3, 2011.

FISCAL IMPACT

No additional impact to the 2011/12 budget.

RECOMMENDATION

Adopt Resolution No. 7814 – A RESOLUTION OF THE OROVILLE CITY COUNCIL AUTHORIZING THE PLACEMENT OF THE REDEVELOPMENT AGENCY COORDINATOR AND SBF/RDA PROJECT COORDINATOR TO THE POSITION OF PROGRAM SPECIALIST.

ATTACHMENT

Resolution No. 7814
Program Specialist Job Description

**OROVILLE CITY COUNCIL
OROVILLE REDEVELOPMENT AGENCY**

TO: MAYOR AND CITY COUNCIL MEMBERS
CHAIRPERSON AND COMMISSIONERS

FROM: LIZ EHRENSTROM, HUMAN RESOURCE ANALYST II

SUBJECT: NEW JOB DESCRIPTION FOR SBF/RDA PROJECT COORDINATOR

DATE: OCTOBER 2, 2007

SUMMARY

Council

The Council will consider a new job description for the position of Supplemental Benefits Fund/Redevelopment Agency (SBF/RDA) Project Coordinator and authorize staff to recruit for the position.

Commission

The Commission will consider the use of RDA funds to pay for 50% of the salary and benefits for the position for an amount of \$32,811.

DISCUSSION

The purpose of the SBF/RDA Project Coordinator is to enter into appropriate contracts with developers of selected projects and ensuring compliance with state and federal environmental laws for the Supplemental Benefit Fund. The position also monitors the progress of selected projects and enforces any contractual remedies for non-performance and works with DWR and the SBF Steering Committee to resolve any issues related to administration and/or implementation of the SBF fund. In addition, the position will assist the RDA coordinator to analyze, design, implement, coordinate, evaluate and monitor economic development and redevelopment program and projects. The position will coordinate with the City's Planning Department for compliance with general plan, zoning and CEQA compliance for projects with the City. The position will coordinate with other appropriate agencies for the SBF projects proposed outside City limits. The incumbent will also assist in recommending the elimination of under-utilized and blighted areas and conditions and to assist in the creation of economic and business opportunities and the revitalization of commercial districts. This is a two (2) year position funded 50% from the SBF and 50% from the RDA. The salary range for this position is \$38, 660.24 - \$51, 808.44.

FISCAL IMPACT

Funding in the amount of \$65,622 is available in the 2007/08 budget (salary and benefits).

8-16

RECOMMENDATION

Council

Approve the SBF/RDA Project Coordinator job description and authorize staff to recruit for the position.

Commission

Authorize the use of RDA funds in the amount of \$32,811 for the part-time position.

ATTACHMENT(S)

SBF/RDA Project Coordinator job description

SBF/RDA Project Coordinator

DEFINITION

The purpose of the SBF/RDA Project Coordinator is to enter into appropriate contracts with developers of selected projects and ensuring compliance with state and federal environmental laws; monitors the progress of selected projects and enforces any contractual remedies for non-performance; works with DWR and the Steering Committee to resolve any issues related to administration and/or implementation of the SBF Fund.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative general direction from the City Administrator

This classification has no direct supervisory responsibilities, but may provide technical supervision to others.

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

Convene meetings and implement decisions of a Fund Steering Committee;

Perform grant funding tasks;

Develop a regional Fund Strategic Plan;

Enter into a Fund Implementation Agreement with DWR and discharge obligations thereto;

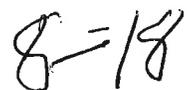
Enter into appropriate contracts with developers of selected projects and ensure compliance with applicable state and federal environmental laws;

Monitor the progress of selected projects and enforce any contractual remedies for non-performance;

Document all use of the Fund in a manner consistent with auditing requirements associated with the use of public funds;

Work with DWR to resolve in a timely manner any of its issues related to administration of the Fund;

Work the Steering Committee to implement its decisions;



City of Oroville

Develop criteria to be followed during project implementation and inserted into contracts with developers, including: Schedule and benchmark conditions for phased release of Funds, as determined appropriate by the Steering Committee; Identification of responsible parties for securing any necessary permits and for implementing the project in accordance with conditions, timelines, benchmarks; requirements for periodic status reports to the City Administrator; Penalties for failure to comply with conditions such as withdrawal of allocation of funds to that project.

Assists in the planning, implementation and monitoring of redevelopment and economic development activities.

Assists in soliciting proposals, and makes recommendations for contractor selection.

Assists in contract negotiations; prepares and administers contracts.

Assists in the negotiation, acquisition, clearance, site improvement, relocation, condemnation and disposition of property.

Participates in the preparation of a variety of reports required by government agencies.

Assists in establishing and maintaining accurate fiscal accounts and records.

Prepares project budgets, cost estimates, bids, contracts, correspondence and other documents.

Investigates, interprets, analyzes and prepares recommendations related to proposals for new programs, services, equipment and personnel.

Receives and responds to public inquiries, requests for assistance, concerns and complaints regarding redevelopment programs and projects.

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

Performs general administrative and clerical work as required, including but not limited to preparing reports and correspondence, maintaining files, entering computer data, attending meetings, etc.

Research, compile, and prepare reports and documentation on program activities; analyze programs and develop corrective action, maintain records of findings and corrective actions; prepare periodic status reports.

Coordinate plan review activities with other City departments and with outside agencies.

Recommend policies, procedures, and ordinance revisions as necessary.

Develop and implement procedural methods and practices for reviewing the SBF Fund.

City of Oroville

Research complex problems, analyze various approaches and implement solutions;

Perform other duties as assigned.

Knowledge of:

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

Philosophy, trends, principles and techniques of commercial, industrial and economic development and redevelopment.

Land and real estate economics.

Contract administration.

Program development, management and monitoring techniques.

Budget preparation and administration.

Research methods and sources of information related to redevelopment.

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

Methods of letter writing, record-keeping and report preparation.

English usage, spelling, grammar and punctuation.

Public / community relations techniques.

Ability to:

Read, understand, interpret and apply pertinent federal, state and local laws, rules and regulations.

Assimilate both technical and theoretical concepts from many diverse disciplines and apply the knowledge in creative and intuitive ways to solve unique problems.

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

Prepare and monitor contracts.

Organize and conduct research projects.

Communicate clearly and concisely, both orally and in writing.
Prepare clear and concise reports.



Make effective oral and written presentations.

Perform mathematical computations with accuracy.

Gain cooperation through discussion and persuasion.

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

Experience:

Two years of experience in redevelopment, economic development, fund administration and/or business development.

AND

Education:

Bachelor's degree in public administration, planning, economics or related field.

OR

Substitution:

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

Additional Requirements:

Possession of a valid California Class "C" driver's license.

TYPICAL WORKING CONDITIONS

Work is performed in a normal office environment.

TYPICAL PHYSICAL REQUIREMENTS

Requires the mobility to work in an office environment. 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; use hands to finger, handle or feel objects, tools or controls; lift and/or move objects and materials of up to 25 pounds in weight. 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.

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

TO: SBF CHAIRPERSON & COMMITTEE MEMBERS

**FROM: BOB MARCINIAK, SBF PROGRAM SPECIALIST
DONALD RUST, ACTING SBF FUND ADMINISTRATOR**

RE: SBF UPDATE (JULY, AUGUST & SEPTEMBER 2016)

DATE: OCTOBER 6, 2016

1. SBF FINANCIAL SUMMARY

The SBF currently has commitments of \$346,950 with \$263,865.24 and uncommitted funds of \$24,212.66. A spreadsheet detailing NOFA's, Administrative Grants, Matching Funds, and Administrative Expenses is attached.

2. SBF COORDINATOR ACTIVITY SUMMARY:

- **July 2016:** Steering Committee Meeting preparation; legal research; attending meetings; transcription of minutes; process of payment reimbursements; filing, correspondence & email.
- **August 2016:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence Extensive research, ad Hoc Committee meetings. Documentation of current approved projects and research. Attended the groundbreaking for the next phase of the Oroville Veterans' Memorial Park for all of Butte County. Signage placed at Riverbend Park acknowledging SBF financial grants for the All Purpose/Soccer Fields and the adjacent Children's Playground. (Photos attached)
- **September 2016:** Steering Committee Meeting preparation; legal research; attending meetings; process of payment reimbursements; filing; correspondence. Documentation of current approved projects and research. Research, ad Hoc Committee meetings.

4. AD HOC COMMITTEE UPDATES:

- **Update:** ad Hoc Feather River Consolidated Master Plan: covered in item # 6 of this agenda.
- **Update:** ad Hoc Aquatic Committee: the committee continues to meet and develop partnerships with State Parks, DWR and others. Surveys are available on line & at City

11-1

Hall, FRRPD Activity Center and at the Palermo & Nelson swimming pool facilities.

- **Update:** ad Hoc Safety Patrol Committee: No activity. MLE Program up and running.
- **Update:** ad Hoc RFSP Review Committee: covered in item #5 of this agenda.

A handwritten signature in black ink, appearing to be "11-2" followed by a horizontal line.

SBF Fund Reconciliation

DWR Released

2006	Contract Amount	\$1,935,000.00	7/21/2006
2011	2011 DWR Release	\$100,000.00	(December)
2012	2012 DWR Release	\$100,000.00	(January)
2013	2013 DWR Release	\$100,000.00	(January)
2014	2014 DWR Release	\$100,000.00	(January)
2015	2015 DWR Release	\$100,000.00	(January)
2016	2016 DWR Release	\$100,000.00	(January)
	Total Contract/to date:	\$2,535,000.00	



\$6.00

Fund Commitments

	Cash Flow	Funded	Status	Residual	Committed	Not Committed	Pending	Line Total
2006 Initial Fund Availability	1,935,000.00							
2008 NOFA/FRRPD Soccer/All Purpose Fields		-1,012,221.74	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,012,221.74
2008 NOFA/Table Mountain Golf Course		-30,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,000.00
2011 NOFA/City of Oroville: Police GEM electrical vehicles		-35,098.49	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-35,098.49
2012 NOFA/Forebay Aquatic Center		-\$46,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-46,000.00
2012 NOFA/FRRPD 4th Soccer/All Purpose Field Rescinded		\$0.00	Closed	\$0.00	\$0.00	-\$167,818.37	\$0.00	-167,818.37
2008 NOFA/ Small Projects		-33,471.68	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-33,471.68
2012 NOFA/FRRPD/Disc Golf		-\$1,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,000.00
2012 NOFA/FRRPD/Marketing Gymnastics		-\$4,170.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-4,170.00
2012 NOFA/FRRPD/Website Development		-\$6,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-6,500.00
2012 NOFA/Rotary Club of Oroville		-\$3,624.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-3,624.00
2009/2010 Economic Development/Chamber		-76,427.85	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-76,427.85
2011 NOFA/ Oroville Area Chamber of Commerce		-35,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-35,000.00
2011 NOFA/Economic Development/Chamber		-58,868.85	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-58,868.85
2012 NOFA/Chamber/UCEF Event Coordinator		-\$28,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-28,500.00
2007 Administrative Expenses (charged in 2008)		0.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	0.00
2008 Administrative Expenses		-22,009.95	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-22,009.95
2009 Administrative Expenses		-44,079.66	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-44,079.66
2009/2010 Admin/Regional Fund Strategic Plan		-173,050.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-173,050.00
2010 Administrative Expenses		-52,927.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-52,927.87
2011/2012 DWR Advance Allocation	200,000.00							
2011 Administrative allocation for future consultants		-1,500.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-1,500.00
2011 Administrative Expenses		-21,765.20	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-21,765.20
2012 Administrative Expenses allocation		-30,851.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,851.87
2012 Consultant Expense/City of Oroville WW/ES		-\$69,971.56	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-69,971.56
2013 DWR Advance Allocation	100,000.00							
2013 Administrative Allocation 07/01/2013-06/30/2014		-30,188.42	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-30,188.42
2013 Administrative Expenses (01/01 to 06/30/2013)		-22,191.67	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-22,191.67
2014 DWR Allocation	100,000.00							
2014 Administrative Expenses/Future Riverfront Consultant		-19,412.77	Open	\$0.00	-\$49,537.23	\$68,950.00	\$0.00	-\$68,950.00
2014 Event Coordinator		-30,000.00	Open	\$0.00	\$0.00	\$0.00	\$0.00	-\$30,000.00
2014 Consultant/Design Oroville Aquatic Center		-13,858.75	Open	\$0.00	-\$3,856.25	\$0.00	\$0.00	-\$20,000.00
2014 Consultant/Design/Environmental Brad Freeman Trail		-20,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
2014 WW Consultant Expense City of Oroville Rescinded		-19,145.89	Closed	\$0.00	\$0.00	-\$122,654.11	\$0.00	-\$141,800.00

11-13

Fund Commitments

	Cash Flow	Funded	Status	Residual	Committed	Not Committed	Pending	Line Total
2014 FRRPD Irrigation Enhancements at Nelson Complex 2016		0.00	Open	\$0.00	-\$30,000.00	\$0.00	\$0.00	-\$30,000.00
2015 Event Coordinator		-30,000.00	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$30,000.00
2014-2016 Administrative Budget (12,055.87 over)		-102,295.87	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$90,240.00
2014 Reserve Police Officer Funding for Parks/Trails		-48,403.20	Closed	\$0.00	\$0.00	\$0.00	\$0.00	-\$48,403.20
2014 Administrative Expense/Workshop Facilitator		-5,130.00	Closed	\$0.00	\$0.00	-\$870.00	\$0.00	-6,000.00
2015 DWR Allocation	100,000.00							
Administrative Expense Adjustment from previous budget		0.00		\$0.00	\$0.00	\$0.00	\$0.00	-\$11,327.62
2015 Forebay Aquatic Center		-53,474.47	Closed	\$0.00	\$0.00	\$54,000.00	\$0.00	-\$54,000.00
2015 Forebay Aquatic Center/close-out		0.00	Closed	\$0.00	\$0.00	-\$525.53	\$0.00	-\$523.53
2015 FRRPD Brad Freeman Trail/Environmental		0.00	Open	\$0.00	-\$20,000.00	\$20,000.00	\$0.00	-\$20,000.00
2015 Funding of Lake Oroville Maps and Museum Brochures		-8,876.17	Open	\$0.00	-\$1,123.83	\$10,000.00	\$0.00	-\$10,000.00
2015 FRRPD Childrens' Playground at Riverbend North		-50,000.00	Closed	\$0.00	\$0.00	\$50,000.00	\$0.00	-\$50,000.00
2015 Oroville Veterans Memorial Park/Capital Improvements		0.00	Open	\$0.00	-\$112,000.00	\$112,000.00	\$0.00	-\$112,000.00
2016 Event Coordinator (USCEF)		-7,500.00	Open	\$0.00	-\$22,500.00	\$30,000.00	\$0.00	-\$30,000.00
2016 DWR Allocation (will be received 01/20/2016)	100,000.00					-\$100,000.00		
2016 SBF Administrative Budget (07.01.2016 to 06.30.2017)		0.00	Open	\$0.00	-\$28,000.00	\$28,000.00	Note 28k 2017	-\$56,000.00
						-\$1,548.75 (unallocated)		
Sub totals:	\$2,535,000.00	-2,247,515.93		\$0.00	-\$267,017.31	-\$20,466.76	\$28,000.00	

RECAP:

Funded	-\$2,247,515.93
Residual	\$0.00
Committed	-\$267,017.31
Not Committed/Available	-\$20,466.76
Pending	\$0.00
Total/Contract/to date:	-\$2,535,000.00

FUNDS ON DEPOSIT:

\$ @ DWR	\$0.00
\$ @ City of Oroville	\$287,484.07
Committed	\$267,017.31
Not Committed	\$20,466.76
Total \$:	\$287,484.07

11-14



SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
David Pittman, Chairperson

1735 MONTGOMERY STREET -- OROVILLE, CA 95965-4897
(530) 538-2518 Fax (530) 538-2468
Email: sbf@cityoforoville.org

July 7, 2016

Mayor Linda Dahlmeier &
Oroville City Council
City of Oroville
1735 Montgomery Street
Oroville, CA 95965

Dear Mayor Dahlmeier and Council Members,

The Supplemental Benefits Fund (SBF) requests consideration from the City of Oroville to provide Planning and GIS technical assistance to help complete the Feather River Consolidated Master Plan (FRCMP). The SBF engaged Environmental Science Associates (ESA) on September 15, 2015 to prepare the FRCMP. To date, ESA has developed parameters as well as meeting with the designated SBF ad Hoc Committee. At the last meeting it was determined that further technical assistance from the City of Oroville and Feather River Recreation and Park District would be beneficial in bringing the FRCMP to conclusion.

The City as the Fund Administrator of the SBF, per page 9 of Exhibit A, Attachment 1 (H-1.5), "working with the Steering Committee to implement its decisions." This request is within the scope of expectations of the Fund Administrator and if approved I would suggest that the staffs of the two agencies keep track of time and any expendable items incurred.

Thank you for your consideration.

COPY

David Pittman, Chairperson
SBF Steering Committee

Supplemental Benefits Fund Steering Committee

**David Pittman, Chairperson (City of Oroville); Victoria Smith, Vice Chairperson (FRRPD)
Don Noble (FRRPD); Thil Chan Wilcox (City of Oroville) Linda Dahlmeier (City of Oroville)**

**Supplemental Benefits Fund Steering Committee Advisors
Kevin Dossey (DWR); Tim Haines (SWC); Kevin Zeitler (OACC);
Steve Rothert (American Rivers); Dave Steindorf, Alternate**

Fund Administrator: Donald Rust, City of Oroville/SBF Program Specialist: Bob Marciniak

C-1



SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE
David Pittman, Chairperson

1735 MONTGOMERY STREET -- OROVILLE, CA 95965-4897
(530) 538-2518 Fax (530) 538-2468
Email: sbf@cityoforoville.org

July 19, 2016

National Park Service, Pacific West Region
ATTN: Barbara Rice, RTCA Program Manager
333 Bush Street, Suite 500
San Francisco, CA 94104-2828

**RE: FEATHER RIVER CONSOLIDATED MASTER PLAN (FRCMP)
NPS RTCA 2015 – 2016 GRANT L2623 (PWR-PR)**

Dear Ms. Rice,

The Supplemental Benefits Fund (SBF) requests consideration of a one-year renewal from the National Park Service for the Rivers, Trails and Conversation Assistance Program Grant that was awarded on October 30, 2015, to the City of Oroville as the Fund Administrator of the SBF.

The following is our response to the questions presented in your June 24, 2016 letter:

- ***What project accomplishments were achieved over the last year?***
 - Engaged Environmental Science Associates (ESA) as the lead consultant
 - Group meetings with elected and local stakeholders
 - Began process of refining goals and objectives

- ***What obstacles did you encounter in 2016 that affected project momentum?***
 - Issued an RFP twice for consultant responses which delayed the project start time
 - Reaching consensus from elected and local stakeholders on specific goals and objectives
 - A five-year review and update of the SBF Regional Fund Strategic Plan (RFSP) has taken longer to accomplish. That plan is nearly ready, however a specific agreement as to the geographic boundaries of the SBF has delayed completion. It was also recognized that the RFSP and the FRCMP have common goals and need to be in-sync with each other

C-2-1

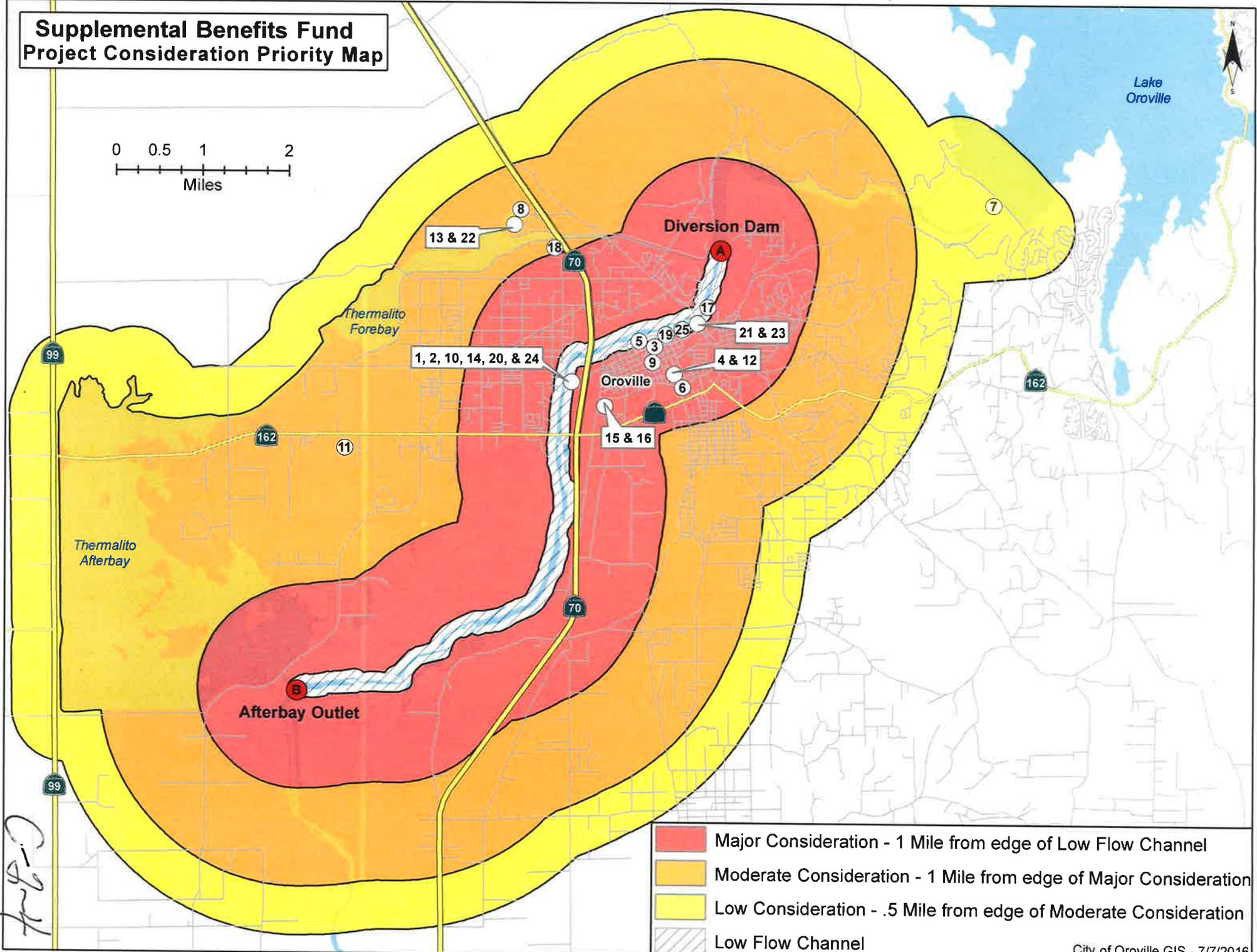
- **How has technical assistance from NPS, RTCA benefited your project?**
 - Attendance at initial planning meeting with ESA
 - Helping the group understand priorities
 - Provided leadership and direction at committee meetings
 - Provided review and direction of key river focused elements

- **What are your project goals, tasks and timeline for October 1, 2016 – September 30, 2017**
 - Goals
 - The FRCMP is intended to ensure that the natural attributes in and around the Feather River (Oroville Feather River Low Flow Channel) 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 Region. The FRCMP is also intended to be an umbrella of all current plans and to avert development of components that may conflict with the goal of the Settlement Agreement Stakeholders and the Department of Water Resources Recreation Management Plan.
 - Tasks (all currently under development by ESA)
 - Executive Summary
 - Introduction and Background
 - Plan Development Process
 - Existing Conditions
 - Reach-Scale Project Recommendations
 - Master Plan Recommendations
 - Economic Assessment
 - Phasing, Implementation and Financing Strategies
 - Timelines
 - ESA has recently had their contract extended to September 15, 2017; however, it is the intention of the SBF Steering Committee to have the FRCMP completed by December 31, 2016.

- **What specific tasks would you like RTCA to contribute to achieve these goals?**
 - Stakeholder engagement
 - Committee meeting facilitation
 - Documentation and draft plan reviewed with comments provided

- **What is the expected involvement/contribution from project partners in achieving these goals?**
 - City of Oroville & Feather River Recreation and park District provide assistance from Planning & GIS Departments, also provide management resource to ensure that the finished FRCMP interfaces with other City and FRRPD planning documents

**Supplemental Benefits Fund
Project Consideration Priority Map**



- Major Consideration - 1 Mile from edge of Low Flow Channel
- Moderate Consideration - 1 Mile from edge of Major Consideration
- Low Consideration - .5 Mile from edge of Moderate Consideration
- Low Flow Channel

C-2017

SBF Approved Projects Legend

Marker	Priority Area	Project	Recipient	Year	Amount
1	Major	Riverbend Park Phase I	FRRPD	2002	3,000,000.00
2	Major	Riverbend park Phase II	FRRPD	2005	2,200,000.00
3	Major	Eagle Metal Sculpture	Artists of River Town	2007	5,000.00
4	Major	Fire Safety Equipment/Oroville Fire Department	City of Oroville	2007	4,636.68
5	Major	Landscaping/Rotary Interpretation Center/Bolt's	City of Oroville	2007	4,000.00
6	Major	Community Room Improvements	Oroville Public Library	2007	4,835.00
7	Low	Kids at Risk Sports Intervention Program	Tree of Hope Foundation	2007	5,000.00
8	Moderate	Oroville Gone Wild/Nature & Wilderness Program	Tree of Hope Foundation	2007	5,000.00
9	Major	Swimming Pool Repairs	Oroville YMCA	2007	5,000.00
10	Major	All Purpose/Soccer Fields at Riverbend Park	FRRPD	2008	1,012,221.74
11	Moderate	Irrigation Improvements	Table Mountain Golf Course, Inc.	2008	30,000.00
12	Major	GEM Patrol Vehicles (2)	City of Oroville	2011	35,098.49
13	Moderate	Start up expenses Forebay Aquatic Center	Forebay Aquatic Center	2012	46,000.00
14	Major	Disc golf program	FRRPD	2012	1,000.00
15	Major	Marketing Gymnastics	FRRPD	2012	4,170.00
16	Major	Website Development	FRRPD	2012	6,500.00
17	Major	Metal Silhouettes Feather River Nature Center	Rotary Club of Oroville	2012	3,624.00
18	Moderate	Irrigation Improvements at Nelson Complex	FRRPD	2016	24,000.00
19	Major	MLE Patrol Funding	City of Oroville	2014	48,403.20
20	Major	Design Elements Future Aquatic Center	City of Oroville	2014	20,000.00
21	Major	Design Elements Brad Freeman Trail	FRRPD	2014	20,000.00
22	Moderate	Operating Expenses Forebay Aquatic Center	Forebay Aquatic Center	2015	53,474.47
23	Major	Brad Freeman Trail/Environmental	FRRPD	2015	20,000.00
24	Major	Childrens' Playground at Riverbend Park North	FRRPD	2015	50,000.00
25	Major	Oroville Veterans' Memorial Park/Improvements	OVMP Committee	2015	112,000.00
Total Projects					6,719,963.58

C-8-9