

SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



JULY 5, 2017 – 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. There was not a broadcast remotely via audio and/or video conference to Cota Cole, LLP, 2261 Lava Ridge Ct. Roseville, CA 95661 (916) 780-9009.

The agenda for the July 5, 2017, 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, 2017 at 3:10 P.M.

The July 5, 2017, Supplemental Benefits Fund Steering Committee Meeting was called to order by Chairperson Don Noble at 5:31 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Committee Member Linda Draper

ROLL CALL

Present: Voting Committee Members: Chairperson Don Noble, FRRPD; Committee Members Victoria Smith, FRRPD; Linda Dahlmeier, City of Oroville and Linda Draper, City of Oroville.

Absent Voting Committee Members: Vice Chairperson Scott Thomson, City of Oroville

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

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

Others Present:

Bob Marciniak, SBF Program Specialist
Dawn Nevers, Recording Clerk

RECOGNITION OF INDIVIDUALS WHO WISH TO SPEAK ON AGENDA ITEMS

- Apryl Ramage: #3 SBF Administrative Budget
- David Pittman: #4 Discussion \$3mm advance from DWR

CONSENT CALENDAR –

1. **APPROVAL OF THE MINUTES OF THE APRIL 5, 2017 REGULAR QUARTERLY MEETING** – minutes attached

Committee Action Requested: **APPROVE THE MINUTES**

2. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINISTRATIVE EXPENSES** – staff report, Bob Marciniak SBF Program Specialist

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$10,100.52 for the months April 1, 2017 through June 15, 2017, for SBF Administrative expenses. – staff report, Bob Marciniak SBF Program Specialist

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2017-3 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$10,100.52 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

Hearing no discussion, a motion to approve items 1 and 2 of the Consent Calendar was made by Committee Member Smith and seconded by Committee Member Dahlmeier.

The motion was passed by the following vote:

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

PRESENTATIONS/UPDATES

- **PRESENTATIONS:** None

UPDATES: SBF Program Specialist provided the following updates.

- **UPDATE:** The **Feather River Consolidated Master Plan (FRCMP)** ad Hoc Committee met with the ESA consultant group on Monday, March 27, 2017, to review and provide input regarding Reach 3 of the FRCMP. ESA had been tasked with having a complete draft of the entire plan by the end of April (2017). On June 2, 2017, a draft final plan was presented. It did not meet the expectations of staff and a letter was sent to ESA on June 15, 2017 with an order format for the consultant to follow. ESA responded on June 22, 2017 with a revised final draft. Once the plan has been reviewed and corrections have been made by ESA a final draft plan will be provided to the SBF Steering Committee, Advisors & the ad Hoc Committee allowing for the final review. Once that has been accomplished and any changes have been made a Special Meeting of the SBF Steering Committee will be convened to receive the draft plan from the consultants (ESA) and to begin the process of final acceptance. SBF grant in the amount of \$68,950.00 with \$24,584.88 available/expires September 15, 2017.
- **UPDATE: FRRPD** grant for **environmental study for portions of the Brad Freeman Trail** \$20,000/matures April 6, 2018. (\$3,035.64 remains available).
- **UPDATE: FRRPD** grant for Irrigation Enhancements at the Nelson Sports Complex \$24,000 was funded in its entirety on June 23, 2017.
- **UPDATE: Administrative** The grant for Landscape Architectural Design Concepts for the Envisioned Oroville Aquatic Center \$20,000/matures July 6, 2017. \$1,388.75 to be returned to unallocated funds.
- **UPDATE: Veterans Memorial Park for all of Butte County** grant for \$112,000 remains outstanding. Work is substantially completed and the grant should close out by mid-July.
- **UPDATE:** The Event Coordinator, Upstate Community Enhancement Foundation, completed two events. Wildflower & Nature Festival which was relocated from Riverbend Park to the Nelson Sports Complex due to the Oroville Spillway Incident. (April 1, 2017) and Feather Fiesta Days (May 5 – 13, 2017) Final reports of each event are included in the agenda packet.

REGULAR BUSINESS

3. **ESTABLISH SBF ADMINISTRATIVE BUDGET FOR JULY 1, 2017 THROUGH JUNE 30, 2018** – Staff Report, Bob Marciniak, SBF Program Specialist

Committee Action Requested:

- a. **Approve the recommended SBF Administrative Budget (or)**
- b. **Provide direction to staff**

Following discussion regarding potential workload increases, the budget was adjusted from \$75,000 to \$80,000 to allow for an increase, if needed, of the SBF Program Specialist from 20 hours per week to 32 hours per week. The motion to approve the July 1, 2017 through June 30, 2018 revised Administrative Budget was made by Committee Member Dahlmeier and seconded by Committee Member Draper.

The motion was passed by the following vote:

Ayes:	Committee Members, Draper, Dahlmeier and Chairperson Noble
Noes:	None
Abstain:	Committee Member Smith
Absent:	Vice Chairperson Thomson

4. DISCUSSION REGARDING \$3,000,000 ADVANCE RECEIVED FROM DWR – Staff Report, Bob Marciniak, SBF Program Specialist

- **(Bob Marciniak, SBF Program Specialist)** provided background information regarding the \$3.0mm advance, the SBF Mission Statement, the priority selection map and the distribution categories identified in the RFSP.
- **(Linda Dahlmeier, SBF Committee Member)** need to expand the vision, use grant underwriting services to match existing funds and ultimately to augment projects. Package projects with DWR’s Recreation Management Plan. There have been over four years of discussions and ideas. Need to select the highest & best projects for the community.
- **(Vicki Smith, SBF Committee Member)** projects selected need to conform to the Regional Fund Strategic Plan selection criteria. The projects are the communities, not the SBF Steering Committees. Selected projects need to be the best for the Oroville Region.
- **(Apryl Ramage, FRRPD General Manager)** clarification of who could use the grant writer services. (Note: Appendix B of the Settlement Agreement, Section F. Pursuit of Grant Funds and Steering Committee, “The State Water Contractors (SWC) and the Steering Committee, agree to form a partnership, the goals of which are to (1) solicit grant funds in addition to those made available under Section E (projects) 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).
- **(David Pittman, General Public)** the SBF doesn’t own projects it provides funding for projects. Use the Regional Fund Strategic Plan & the Feather River Consolidated Master Plan to determine the types of projects that could get done. Suggest that there not be a dollar amount on the NOFA that is to be released. Anyone applying should also include a superior business plan as to how they will either operate or take care of the project if approved.
- **(Kevin Zeitler, SBF Advisory Member)** to leverage the available dollars set

matching funds requirements. Use the established priority map in determining either projects or requests for projects.

Committee Action Requested: Provide direction to staff

Direction was provided to staff to set a Special Meeting of the SBF Steering Committee for, Monday, September 11, 2017 starting at 5:30 P.M. to continue the discussion of how to possibly distribute the available funds into the RFSP recommended categories and to then publish a NOFA offering.

STEERING COMMITTEE ADVISOR MEMBERS AND STAFF COMMENTS

5. DWR Advisor Report (Kevin Dossey)

Increased flows to the Feather River starting this week and increasing over the next several weeks. Information about the new shuttle service from the Foreman Creek parking area to the Bidwell Marina which will be available, now, through the Labor Day weekend in September. There are over 500 employees of Kiewit Construction & DWR working on the Spillway.

6. SWC Advisor Report (Tim Haines)

Discussed future SBF grant writer funding that SWC will be providing. Requested additional information from the SBF Steering Committee and how the grant writer would be used.

7. SBF Program Specialist Report (Bob Marciniak)

A written report was provided including SBF financial information.

CORRESPONDENCE

- Letter to ESA (June 15, 2017)
- Letter from ESA (June 22, 2017)
- Letter from Oroville Area Chamber of Commerce (June 26, 2017)

HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS

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

- 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 4, 2017, Regular Quarterly Meeting of the SBF. There were no requests.

ADJOURNMENT

The meeting was adjourned at 7:03 P.M.

A Special Meeting of the Supplemental Benefits Fund Steering Committee will be held on Monday, September 11, 2017 starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

The regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, October 4, 2017 starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

Don Noble, SBF Chairperson