

## SUPPLEMENTAL BENEFITS FUND STEERING COMMITTEE



### JULY 25, 2018 – REGULAR MEETING

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**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, 3401 Centrelake Dr. Suite 670, Ontario, CA 91761 (916) 780-9009.

The agenda for the July 25, 2018, Regular Meeting of the Supplemental Benefits Fund Steering Committee was posted at the front of City Hall and electronically on the City of Oroville website, [www.cityoforoville.org](http://www.cityoforoville.org) on Thursday, July 19, 2018 at 3:55 P.M.

The July 25, 2018, Supplemental Benefits Fund Steering Committee Regular Meeting was called to order by Vice Chairperson Victoria Smith at 5:32 P.M.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Chairperson Victoria Smith.

#### **ROLL CALL**

Present: Voting Committee Members: Committee Members, Gary Emberland, FRRPD; Linda Dahlmeier, City of Oroville; Linda Draper, City of Oroville; Vice Chairperson, Victoria Smith, FRRPD

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

Advisory Committee Members (non-voting): DWR, Eric See; Oroville Area Chamber of Commerce Wilma Compton (alternate)

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

**Others Present:**

Bill LaGrone, Assistant SBF Fund Administrator  
Jackie Glover, SBF Recording Clerk  
Bob Marciniak, Marciniak Consulting Services  
Liz Ehrenstrom, HR City of Oroville

**CONSENT CALENDAR**

- 1. **APPROVAL OF THE MINUTES OF THE APRIL 25, 2018, REGULAR MEETING** – minutes attached
- 2. **APPROVAL OF THE MINUTES OF THE JUNE 27, 2018, SPECIAL MEETING** – minutes attached
- 3. **REIMBURSEMENT FROM THE SUPPLEMENTAL BENEFITS FUND TO THE CITY OF OROVILLE FOR ADMINSTRATIVE EXPENSES** – staff report

The Committee may consider a request for reimbursement to the City of Oroville, in the amount of \$13,919.29 covering March 16, 2018 through June 30, 2018 for SBF Administrative expenses. Staff Report (Bob Marciniak, MCS<sup>1</sup>)

Committee Action Requested: **AUTHORIZE THE SBF FUND ADMINISTRATOR TO SIGN INVOICE TRANSMITTAL NO. AE2018-3 FOR SBF REIMBURSEMENT IN THE AMOUNT OF \$13,919.29 RELATING TO SBF ADMINISTRATIVE EXPENSES.**

There was no discussion of the Consent Calendar. A motion to approve the Consent Calendar was made by Committee Member Dahlmeier and seconded by Committee Member Emberland. The motion passed by the following vote:

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

**UPDATES**

- 4. **Feather River Conceptual Plan “A Vision for the Future of the Low Flow Channel!”** (Bob Marciniak, MCS)

ESA provided electronic PDF versions of the FRCP which previously was known as The Feather River Consolidated Master Plan to allow the SBF Program Specialist to enter

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<sup>1</sup> MCS is Marciniak Consulting Services which is under a contract with the SBF expiring January 11, 2019 to provide technical and training assistance to the SBF Program Specialist and SBF Fund Administrator.

revisions and clarifications to the FRCP. An updated version of adobe/pdf was acquired by the City of Oroville to facilitate this process. Progress on the revisions was not made since the last SBF Steering Committee Meeting. MCS will begin the process soon and have the revised copy published when completed. It is anticipated this should occur by the end of August 2018.

**5. Oroville Area Chamber of Commerce**

The SBF Steering Committee on January 17, 2018 approved a request from the Oroville Area Chamber of Commerce for funding in the amount of \$50,000 to assist in marketing for the Oroville Region for a 12-month period. A copy of the April 1, 2018 through June 30, 2018 quarterly report was presented to the SBF Steering Committee.

**REGULAR BUSINESS**

**6. The committee will receive the close out of the July 1, 2017 – June 30, 2018 SBF Administrative Budget. Staff report.** (Bob Marciniak, MCS)

Committee Action Requested: **RECEIVE INFORMATION, NO ACTION REQUIRED.**

**7. The committee will receive information about the vacant SBF Program Specialist position.** Staff report (Bob Marciniak, MCS)

Committee Action Requested: **RECEIVE INFORMATION AND PROVIDE DIRECTION IF APPROPRIATE.**

After discussion, staff was directed to begin the recruitment process for a SBF Program Specialist. Staff was also directed to bring back information regarding a potential use of a consultant for some matters related to the SBF.

**8. The committee may consider a contract modification with Marciniak Consulting Services, increasing funding by \$6,000 to cover the gap caused by the resignation of the SBF Program Specialist.** Staff report (Bill LaGrone, Assistant SBF Fund Administrator)

Committee Action Requested: **(1) APPROVE THE CONTRACT MODIFICATION; (OR) PROVIDE DIRECTION**

After discussion, a motion to approve the Contract Modification was made by Committee Member Dahlmeier and seconded by Committee Member Draper.

The motion passed by the following vote:

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

9. **The committee may consider approving a new two-year contract with Upstate Community Enhancement Foundation – staff report (Bob Marciniak, MCS)**

Committee Action Requested: **(1) APPROVE THE \$51,500 REQUEST OR, (2) PROVIDE DIRECTION**

After discussion, a motion to approve the two-year contract in the amount of \$51,500 was made by Committee Member Draper and seconded by Committee Member Emberland. The motion passed by the following vote:

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

10. **The committee may consider a request from the Oroville Downtown Business Association (ODBA) for funding in the amount of \$75,000 for marketing and a beautification project in the Historic Downtown District- staff report (Bob Marciniak, MCS)**

Committee Action Requested: **RECEIVE THE INFORMATION AND (1) APPROVE FUNDING OF \$75,000 OR A LESSOR AMOUNT FROM THE MARKETING/COMMUNITY BENEFIT FUND; OR, (2) PROVIDE DIRECTION.**

After discussion staff was directed to set up a meeting with representatives of the ODBA and the City of Oroville to discuss items that are the responsibility of the City of Oroville and to then provide guidance to the ODBA to refine the request and submit it when the NOFA regarding the Marketing/Community Benefit Fund is released.

11. **The committee may consider issuing a Notice of Funds Available (NOFA) for projects -- staff report (Bob Marciniak, MCS)**

Committee Action Requested: **RECEIVE THE INFORMATION AND (1) ALLOCATE FUNDS TO A NOFA OR NOFAS; OR, (2) PROVIDE DIRECTION.**

After discussion, a motion was made by Committee Member Dahlmeier and seconded by Committee Member Draper for staff to prepare a NOFA, for review and approval of the SBF Steering Committee who also will establish the release date once approved, in the amount(s) of:

**\$230,000.00 (Marketing/Community Benefit Fund)** limited to project(s) requested within the Greater Oroville Area, SBF Project Consideration Priority Map (approved 07/07/2016) with a \$25,000 minimum request and 25% matching funds requirement (cash or in-kind services) and,

**\$2,300,000.00 (Combined Project Fund and Revolving Loan Fund)** for projects within Reach 1 through Reach 6 as detailed in the Feather River Conceptual Plan, "A Vision for the Low Flow Channel of the Feather River", (approved 11/30/2017) with a minimum request of

\$25,000 and a 50% matching funds requirement (cash and/or in-kind services). The 50% requirement may be adjusted by the SBF Steering Committee if compelling information is presented.

The motion passed by the following vote:

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

### **STEERING COMMITTEE ADVISORY MEMBERS AND STAFF COMMENTS**

12. **DEPARTMENT OF WATER RESOURCES ADVISOR REPORT** (Eric See)  
Verbal report. Mr. See introduced Liza Whitmore who is the new Public Information Officer assigned to the Oroville Region for DWR. Mr. See provided a handout (attached) detailing the various projects that DWR currently has completed and have underway. Mr. See also announced that the portion of Oroville Dam Blvd. that has been closed since the Spillway Incident will be re-opened to the public by July 31, 2018. Due to continued construction activities the speed limit from Canyon Road to Glenn Drive will be set and posted at 25mph.
13. **STATE WATER CONTRACTORS ADVISOR REPORT** (Michael Melanson, alternate)  
Verbal report
14. **SUPPLEMENTAL BENEFITS FUND PROGRAM SPECIALIST REPORT** (Bob Marciniak, MCS) Written report, Mr. Marciniak also provided an updated spreadsheet detailing SBF funds and expenditures from 2006 to date.

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

#### **CORRESPONDENCE**

- None

#### **HEARING OF INDIVIDUALS ON NON-AGENDA ITEMS**

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 24, 2018, Regular Quarterly Meeting of the SBF.

1. Staff to set date for Special Meeting of the SBF Steering Committee to review and approve NOFA format

## **ADJOURNMENT**

The meeting was adjourned at 8:25 P.M.

The next regular Quarterly Meeting of the Supplemental Benefits Fund Steering Committee will be held on Wednesday, October 24, 2018 starting at 5:30 P.M. in the Council Chambers of the City of Oroville.

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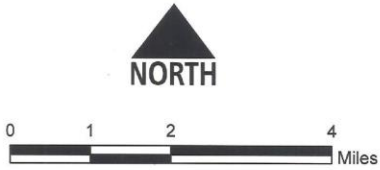
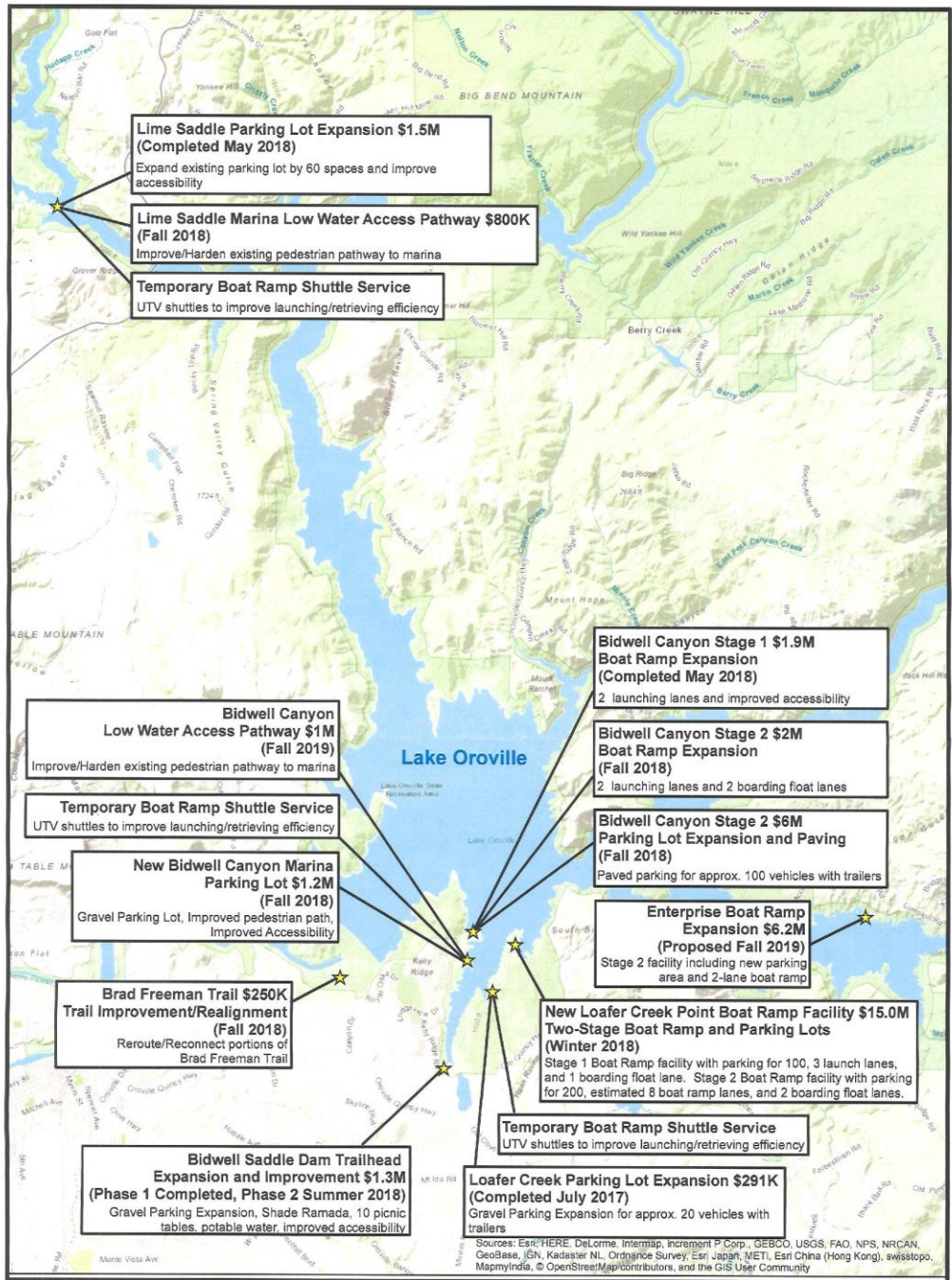
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Victoria Smith, SBF Vice Chairperson

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Certified by: Scott Thomson, SBF Chairperson

DWR Handout:



STATE OF CALIFORNIA  
DEPARTMENT OF WATER RESOURCES

**CURRENT RECREATION IMPROVEMENTS**

