



OROVILLE PARKS COMMISSION

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

**July 09, 2019
REGULAR MEETING
OPEN SESSION 5:00 PM
AGENDA**

CITY OF OROVILLE PARKS COMMISSION

CHAIR: Scott Lawrence
VICE-CHAIR: Vacant
MEMBERS: Krysi Riggs; Bobby O'Reiley, Cheri Bunker

ALL MEETINGS ARE RECORDED AND BROADCAST LIVE

*This meeting may be broadcast remotely via audio and/or video conference at the following address:
Cota Cole, LLP, 2261 Lava Ridge Court, Roseville, California 95661.*

CALL TO ORDER

ROLL CALL

Commissioners: Scott Lawrence, Krysi Riggs, Cheri Bunker, Bobby O'Reiley

INSTRUCTIONS TO INDIVIDUALS WHO WISH TO SPEAK

If you would like to address the Council at this meeting, you are requested to complete the blue speaker request form (located on the wall by the agendas) and hand it to the City Clerk, who is seated on the right of the Council Chamber. The form assists the Clerk with minute taking and assists the Mayor or presiding chair in conducting an orderly meeting. Providing personal information on the form is voluntary. For scheduled agenda items, please submit the form prior to the conclusion of the staff presentation for that item. Council has established time limitations of three (3) minutes per speaker on all items and an overall time limit of thirty minutes for non-agenda items. If more than 10 speaker cards are submitted for non-agenda items, the time limitation would be reduced to two minutes per speaker. If more than 15 speaker cards are submitted for non-agenda items, the first 15 speakers will be randomly selected to speak at the beginning of the meeting, with the remaining speakers given an opportunity at the end. **(California Government Code §54954.3(b))**. Pursuant to Government Code Section 54954.2, the Council is prohibited from taking action except for a brief response from the Council or staff to statements or questions relating to a non-agenda item.

PUBLIC COMMENTS

This is an opportunity for members of the public to address the Parks Commission on any subject not on the agenda related to the Parks Commission.

APPROVAL OF MINUTES

1. Approval of the minutes for the Parks Commission meeting on April 9, 2019

REGULAR BUSINESS

2. SELECTION OF A CHAIR AND VICE CHAIR

The Parks Commission may select a Chair and Vice Chair

3. PRESENTATION ON THE PARKWATCH PROGRAM

The Parks Commission will here a presentation on ParkWatch Program by Janet Peterson and Kent Fowler

4. PRESENTATION ON PARKS CAMERAS AND SECURITY

The Parks Commission will receive a presentation from the Police Department on the cameras and security in the parks.

5. PRESENTATION ON CITY TREES AND DRY LANDSCAPE AT THE CHINESE TEMPLE

The Parks Commission will receive a presentation on the city trees and also on the updated dry landscaping done at the Chinese Temple

6. PARK AND FACILITY RENTAL GUIDELINES

The Parks Commission will review and consider new policies on park and facility rentals.

7. APPOINT A MEMBER TO THE ARTS COMMISSION

The Parks Commission may appoint a member to the Arts Commission

ADMINISTRATION REPORT

- Portable Toilets
- Tree Ordinance
- Municipal Auditorium Fountain
- Historical Foundation
- Park Rangers

COMMISSION REPORTS

- Adopt a Park Program
- Docent Staff

ADJOURNMENT

Adjourn to August 13, 2019 at 5pm in the Oroville City Council Chambers

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.

Recordings - All meetings are recorded and broadcast live on cityoforoville.org and YouTube.



**April 09, 2019
MINUTES**

ALL MEETINGS ARE RECORDED AND BROADCAST LIVE

CALL TO ORDER – Meeting called to order at 2:32pm by Chair Lawrence.

ROLL CALL

PRESENT: Commissioners: Scott Lawrence, Machel Conn, Krysi Riggs, Bobby O'Reiley, Cheri Bunker

ABSENT: None

STAFF: Parks, Streets Trees Supervisor Wade Atteberry, Assistant City Clerk Jackie Glover

PLEDGE OF ALLEGIANCE – Led by Chair Lawrence

OATH OF OFFICE

The Assistant City Clerk administered the Oath of Office for new Commissioners Bobby O'Reiley and Cheri Bunker.

PUBLIC COMMENTS

Valerie Navarro spoke on Item 3. The following individuals spoke on non-agenda items:

- Tasha Levinson
- Diane Brown
- Fred Spenger

CORRESPONDENCE

1. The Commission received a letter from Lani Fredrich, President of the Oroville Docent Association

APPROVAL OF MINUTES

2. Motion by Commissioner Riggs and Second by Commissioner Conn to approve the Parks Commission minutes of December 11, 2018. Motion Passed.

AYES: Commissioner Riggs, Conn, O'Reiley, Bunker, Lawrence
NOES: None
ABSTAIN: None
ABSENT: None

REGULAR BUSINESS

3. TURF REMOVAL IN PARKS AND GREEN AREAS

Item 1.

Motion by Commissioner O'Reiley and second by Commissioner Riggs authorize staff to remove some turf at the Chinese temple and the dividers at Hewitt Park before the next meeting and replace it with drought tolerant plants and dry landscaping; and to bring back a list of other areas for the next meeting. Motion Passed.

AYES: Commissioner Riggs, Conn, O'Reiley, Bunker, Lawrence

NOES: None

ABSTAIN: None

ABSENT: None

4. DEED OF GIFT ACCEPTANCE - OLD BUTTER CHURN

Motion by Commissioner Bunker and second by Commissioner Conn to accept the recommendation of the Oroville Docent's to accept the Old Butter Churn. Motion passed.

AYES: Commissioner Riggs, Conn, O'Reiley, Bunker, Lawrence

NOES: None

ABSTAIN: None

ABSENT: None

5. DEED OF GIFT ACCEPTANCE - ROCKING CHAIR

Motion by Commissioner Bunker and second by Commissioner O'Reiley to accept the donation of the 1750-1775 Rocking Chair for the Lott Home. Motion passed.

AYES: Commissioner Riggs, Conn, O'Reiley, Bunker, Lawrence

NOES: None

ABSTAIN: None

ABSENT: None

6. PARKS COMMISSION MEETING TIMES

Motion by Commissioner Riggs and second by Commissioner Bunker to change the meeting days and times to bi-monthly on the 2nd Tuesday at 5pm. Motion passed.

AYES: Commissioner Riggs, Conn, O'Reiley, Bunker, Lawrence

NOES: None

ABSTAIN: None

ABSENT: None

ADMINISTRATION REPORT

Administration shall report on information pertinent to the Parks Commission.

7. Staff gave a verbal update on vandalism and graffiti.
8. Staff gave a verbal update on the Municipal Auditorium floor and provided pictures.
9. Staff gave a verbal update on Lott Home roof replacement.

COMMISSION REPORTS

There were none.

ADJOURNMENT

Item 1.

Adjourned to Tuesday, June 11, 2019 at 5:00 P.M. in the Oroville City Council Chambers

APPROVED:

ATTESTED:

Scott Lawrence, Chairperson

Jackie Glover, Assistant City Clerk



CITY OF OROVILLE STAFF REPORT

TO: PARK COMMISSION

FROM: WADE ATTEBERRY; PUBLIC WORKS SUPERVISOR

RE: PARKS AND FACILITY RENTAL GUIDELINES

DATE: JULY 2, 2019

SUMMARY

For discussion is new policies on park and facility rentals.

DISCUSSION

Currently on any given weekend the Municipal Auditorium, Centennial Plaza, Centennial Cultural Center, Lott Home, Rotary Park, and Hammon Park can all be rented on the same day. Sometimes they all are. This, along with the museums that are opened and closed by Staff make for a very busy day.

With very limited Staff and an ever-growing responsibility Staff would like the Park Commission to consider approving the following guidelines for park and facility rentals.

Park rentals shall be 9AM-1PM or 2PM-6PM. The renter may also rent the park for the entire day. With all the happenings on the weekend, sometimes the weekend person is working up to 12 hours a day. Museums are opened at 11:30, 11:45, and 12, so this would help out on scheduling conflicts. FRRPD has this schedule and we think it is a good idea.

Park rentals shall be made 5 working days in advance. This includes deposits, and all paperwork signed. This assures that the Department has enough time to make sure the park is functional and for scheduling purposes.

Parks shall not be rented on City of Oroville paid Holidays. No one wants to work on their days off. Also, the City loses money renting on those days because of the overtime and holiday pay. Leading up to City holidays parks will be cleaned and it will be on a first come, first serve basis.

Facilities (Sank Park, Municipal Auditorium, and the CCC) shall have all paperwork submitted, including deposit, 10 days before the event. This gives Staff adequate time to assure the facility is clean and prepared for the event. It also allows for proper notice to employee's schedule. These events can last till midnight or later and Staff should be properly notified of their work schedules in advance.

FISCAL IMPACT

NONE

RECOMMENDATION

APPROVE PARK AND FACILITY RENTING GUIDELINES

ATTACHMENTS

NONE