



OROVILLE PARKS COMMISSION

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

**April 27, 2021
SPECIAL MEETING
OPEN SESSION 4:00 PM
AGENDA**

COVID-19 AND PUBLIC ACCESS AND PARTICIPATION

The Oroville City Council Chambers are now open to the public at 50% capacity. Individuals who attend in person are expected to follow all local public health department guidelines when attending in person. To view the meeting or provide comment, please see the options below. All comments emailed will be provided to the Commissioners for their consideration. To prevent the spread of COVID-19 and to comply with the time limit regulations for individuals to provide comments to the Council, each device or phone number will only be allowed once per item. Multiple individuals may not share the same device to provide public comment.

To View the Meeting:

1. Watch our live feed <https://www.youtube.com/channel/UCAoRW34swYl85UBfYqT7IbQ/>

To Provide Comment to the Commission:

1. Email before the meeting by 2:00 PM your comments to publiccomment@cityoforoville.org
2. Join the meeting virtually via Zoom – Join Zoom Meeting
<https://zoom.us/j/92263763527?pwd=ZHIBeEtrRzdobmZpUmE2bG9UWUloQT09>
Meeting ID: 922 6376 3527
Passcode: 17351735
3. Join the meeting by telephone (audio only):
Telephone: 1-669-900-6833
Meeting ID: 922 6376 3527
Passcode: 17351735

To provide comment via zoom, you will need to use the raise hand function in Zoom. For those accessing the meeting from a computer or smartphone, that raise hand feature can be selected by clicking or tapping it. For members of the public utilizing a telephone (audio only) to access the meeting, you can use the raise hand feature when the item for which you desire to provide comment is called by pressing *9 on your keypad to raise your hand. When it is your turn to speak, you will be called upon by the last 4 digits of your phone number, if available.

If you would like to address the Commission 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 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 two (2) minutes per speaker on all items. (California Government Code §54954.3(b)). Pursuant to Government Code Section 54954.2, the Commission is prohibited from taking action except for a brief response from the Commission or staff to statements or questions relating to a non-agenda item.

CALL TO ORDER / ROLL CALL

Commissioners: Kay Castro, Machelie Conn, Andee Krantz, Joseph Whitley, Bobby O'Reiley

OPEN SESSION

1. Pledge of Allegiance

REGULAR BUSINESS

1. APPROVAL OF THE MINUTES

The Commission may approve the minutes of February 9, 2021.

RECOMMENDATION

Approve the minutes of February 9, 2021.

2. REVIEW AND APPROVE A LOAN AGREEMENT TO USE SEVERAL ITEMS FROM THE CHINESE TEMPLE AT THE UNION RESTAURANT

The Commission may consider the approval of a loan agreement of three artifacts from the Chinese Temple.

RECOMMENDATION

Approve a Loan Agreement between the Wong family and the Oroville Park Commission

REPORTS / DISCUSSIONS / CORRESPONDENCE

3. Commissioner Reports
4. Future Agenda Items
5. Staff Updates and Reports
6. Docent Association Report

ADJOURNMENT

The meeting will be adjourned. A regular meeting of the Oroville City Council will be held on June 8, 2021 at 5:00 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.

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



**February 09, 2021
MINUTES**

This agenda was posted on February 3, 2021 at 1:12pm.

CALL TO ORDER / ROLL CALL

Chair O'Reiley opened the meeting at 5pm.

PRESENT: Commissioners: Kay Castro, Bobby O'Reiley, Machel Conn, Andee Krantz, Joseph Whitely

STAFF PRESENT: Assistant Community Development Director Dawn Nevers, Assistant City Clerk Jackie Glover, Program Specialist Jordan Daley

Pledge of Allegiance – Led by Chairperson O'Reiley

PUBLIC COMMUNICATION - HEARING OF NON-AGENDA ITEMS

There were 0 public comments on non-agenda items.

Beth Bello and Barbara spoke on the Statewide Park grant under reports.

CONSENT CALENDAR

1. APPROVAL OF THE MINUTES

The Parks Commission approved the minutes of December 8, 2020 and January 12, 2021.

Motion by Commissioner Conn and second by Commissioner Krantz to approve the minutes of December 8, 2020 and January 12, 2021. Motion passed.

AYES: Commissioners Krantz, Conn, Castro, Whitely, O'Reiley
NOES: None
ABSTAIN: None
ABSENT: None

REGULAR BUSINESS

2. NOMINATION AND ELECTION OF VICE CHAIRPERSON FOR 2021

The Commission nominated and elect a new Vice Chairperson for 2021

Motion by Commissioner Conn and second by Commissioner Krantz to elect Commissioner Kay Castro as Vice Chairperson for 2021. Motion passed.

AYES: Commissioners Krantz, Conn, Castro, Whitely, O'Reiley
NOES: None

ABSTAIN: None
ABSENT: None

Item 1.

REPORTS / DISCUSSIONS / CORRESPONDENCE

1. Docent Association Update – Machelie Conn gave an update on the Docent Association
2. CA Statewide Park Development & Community Revitalization Program Grant – The Commission received and update on the grant.
3. Adopt a Park Program – The Exchange Club would like to adopt Bedrock Park
4. North State Auction Update – The auction brought in \$3,433.09
5. Future Agenda Items
 - a. Priorities Update/Review
 - b. Measure U related to parks, museums and public safety

ADJOURNMENT

Chairperson O'Reiley adjourned the meeting at 6pm.

APPROVED:

ATTESTED:

Chairperson Bobby O'Reiley

Assistant City Clerk Jackie Glover



CITY OF OROVILLE STAFF REPORT

TO: CHAIRPERSON AND COMMISSIONERS

**FROM: JORDAN DALEY, SENIOR ADMIN ASSISTANT
DAWN NEVERS, ASST. COMMUNITY DEVELOPMENT DIRECTOR**

**RE: REVIEW AND APPROVE A LOAN AGREEMENT TO USE SEVERAL
ITEMS FROM THE CHINESE TEMPLE AT THE UNION RESTURANT**

DATE: APRIL 27, 2021

SUMMARY

The Commission may consider the approval of a loan agreement of three artifacts from the Chinese Temple.

DISCUSSION

Staff has prepared a 6-month Loan Agreement with the Wong family, owners of the Union Restaurant and the Oroville Park Commission, for loaning the following three items from the Chinese Temple Museum storage. Artifacts are in full compliance with the City's museum and Cultural Facilities Policy and Procedure no. 36, "Artifact Loans to other Institutions."

The Wong Family, accompanied by Docents and City staff, looked through several of the interpretive artifacts in storage at the Chinese Temple. The below items have been requested by the Wong Family to display at the Union Restaurant.

Item #1

Standing male puppet. Believe the structure is paper mache. Right hand and arm have light damage, paint is peeling. Robe has little holes near the hemline in the back. Paint is peeling from the nose. A bit dirty from head to toe. Puppet assembled from various puppet pieces by Ann Chamberlain about 10 years ago. There are not enough compatible puppet pieces in storage to make another puppet. Puppet is in good condition.

Item #2 C-46 Tapestry Red with gold metal thread 11'x3'

Some gold threads are missing on edges, threads are metal and some are bent. Some loose embroidery threads in the middle design. On the right side at the top, 11 inches from the right edge is a water stain. The bottom of the tapestry has a green string fringe with gold beads. Tapestry is a bit dirty but in good condition.

Item #3 Set of three, yellow silk dresswear

C4102A Coat – last frog loop closure missing. Coat has $\frac{3}{4}$ sleeves, length is about mid-thigh. C4102B Top – stained under arm a bit. Top is sleeveless. C4102C Pants- are worn a bit at the knees. Length is about mid calf. All are a bit dirty but in good condition.

Each artifact will be encased with plastic or glass for protection. Artifacts will be displayed inside the climate controlled main dining areas to honor them as well as to showcase the beautiful pieces that have been left behind for our generation.

FISCAL IMPACT

None

RECOMMENDATION

Approve a Loan Agreement between the Wong family and the Oroville Park Commission

ATTACHMENTS

Outgoing Loan Agreement Process Check List
Outgoing Loan Agreement
Loan care Agreement
Policy and Procedure No. 36, "Artifact Loans to other Institutions"
Pictures of requested items
Letter of Request
Certificate of Liability Insurance



PARK COMMISSION POLICIES & PROCEDURES

POLICY NO: 36

TITLE: Artifact Loans to Other Institutions

AREA: Parks & Trees

DATE: 6.22.09

POLICY:

The Oroville City Museums may lend artifacts to other museums or professional institutions for the purpose of exhibition, research or conservation.

PROCEDURE:

Upon receiving a request for the loan of an object, the following instructions shall be followed:

1. Outgoing loans will only be granted to institutions with standards of care and security equal to or in excess of the City's. The borrower must also ensure adequate artifact environment, handling and insurance.
2. The City must have clear title to an object to consider it for an outgoing loan, without restriction, which would inhibit such a loan.
3. When possible, loaned materials will be duplicates in the collection, replicas or copies. Items which are irreplaceable generally will not be loaned.
4. Objects will not be loaned if the proposed use might present unreasonable risks to the objects, or if the use might in any way reflect on the integrity of the City's museums.
5. Objects must be stable, and sound enough to withstand handling, packaging, shipment, and significant climate shifts.
6. Property on loan to the City museums may not be loaned out by the City.
7. All loans must be for a stated term, and no indefinite loans may be made.
8. The signatory of a loan agreement will be held personally responsible for the object(s) borrowed on behalf of his/her agency or organization.

Process for Outgoing Loans:

Loans will be formalized with a Loan Agreement Form that spells out the conditions of the loan, including issues of insurance, photographic rights, duration, credits, etc. The completed Loan Agreement will be

presented to the Park Commission for approval with a minimum of three votes in favor. The Park Commission Chairperson shall be the designated signer. A log sheet will be kept of the loan process.

In order to maintain the research and interpretive value of the City's Museum collections, the borrower must agree to submit one copy of any and all reports, photographs or drawings, analysis' or articles based upon the study of or other use of the loaned object(s). Loaned items which are exhibited should be credited to the loaning museum, and a copy provided to the City of any literature (flyers, catalogs, etc.) in which the object(s) has been mentioned.

The borrower must provide "wall-to-wall" insurance for all objects borrowed, and must provide evidence that said insurance has been obtained, or otherwise must provide assurances that loss or damage will be indemnified.

A facility report may be required from the borrower if the object requested is fragile and/or the length of time requested or other conditions put the object(s) at risk for environmental degradation.

Photographs of the object(s) shall be taken before their removal from the museum, and upon their return so as to document the object(s) condition.

Even if proposed use of a loaned item has been approved, the Park Commission has authority to rescind the loan if it is later shown that there is risk to the object(s) or that use is reflected negatively on the integrity of the City Museums.

Restricting Outgoing Loans:

Objects on loan from the City museums may not be reproduced by casting, copying, or other methods without express permission of the Park Commission.

Borrowed items may not be reproduced for sale by other institutions or individuals without express permission from the Park Commission and City Council, and with appropriate compensation as approved by the City Council.

Loans, ordinarily, will be for a period of one year or less, unless there are special circumstances. The borrower is responsible for packing the loan for safe return, in the manner for which it was received from the City museums. Upon receipt of the returned loan and inspection of condition, the City will provide the borrower with a signed receipt for object. Any damage will be noted, in writing, at the time of receipt or within 72 hours thereafter.

Individualized agreements will be made for outgoing loans approved for special traveling exhibits to include: justification for request of the object, proposed duration and venues of the exhibition, insurance coverage arrangements, customs agreements, if needed, condition reporting to be required for the exhibition, emergency notification procedures, provisions for return of the loan, and policies and procedures of the circulating institution regarding packing, handling, exhibition methods, storage environment, shipping dates and instructions.

ATTACHMENT:

Proposed Artifact Loan Form and Log Sheet

INITIATED:

Park Commission

APPROVED BY:

Park Commission

**OROVILLE CITY MUSEUMS
OUTGOING LOAN AGREEMENT
PROCESS CHECK LIST**

City of Oroville Museums

Loan # _____

Date _____

Done	Date	Initial	Action Item
_____	_____	_____	Request for Loan received
_____	_____	_____	Request review by Curator
_____	_____	_____	Loan Log book entry opened
_____	_____	_____	Requested object inspected
_____	_____	_____	Request reviewed by loan committee
_____	_____	_____	Loan Agreement Forms sent to requestor
_____	_____	_____	Completed forms received
_____	_____	_____	Requested Items Photographed
_____	_____	_____	Request presented to Parks Commission
			Approved Denied
_____	_____	_____	Requested Items packed for transporting
_____	_____	_____	Packing photographed
_____	_____	_____	Receipt of items confirmed by borrower
_____	_____	_____	Photographs of display received
_____	_____	_____	Return of items, inspection of condition
_____	_____	_____	Loan Item Log book entry closed

OUTGOING LOAN AGREEMENT

City of Oroville Museums

Loan # _____

Date _____

Pioneer Memorial Museum C. F. Lott Home Museum Chinese Temple Complex & Museum
Bolt's Antique Tool Museum Bathhouse Museum
1735 Montgomery Street, Oroville, CA 95965 530-538-2497

The following items from the Chinese Temple are being loaned to Brian Wong of Union Restaurant for the purpose of displaying pieces from Oroville's Chinese History for the period of May 6, 2021 to October 17, 2015 .

Borrower agrees to take full responsibility for all items and to return them in the condition in which they were received. All items must be handled exclusively by the borrower, who will accept liability for the items from the time they leave the museum until they are returned. Borrower also agrees to all terms of the Loan Care Agreement printed on the back of this form. Attached to this form shall be a copy of the insurance certificate.

Special conditions:

Wong family will provide necessary conditions and display to preserve the integrity of both items loaned from the Chinese Temple

<u>Number</u>	<u>Item and Condition</u>	<u>Value</u>

Date _____

Signature of Park Commission Chairperson

Date _____

Signature of Borrower

Date Returned _____

Signature of Park Director or Museum Curator

City of Oroville Museums

Loan Care Agreement

Borrower agrees to take full responsibility to loaned objects and return them in the condition in which they were received. S/he further agrees to keep and maintain them in personal custody except as otherwise noted on the loan agreement.

CARE OF OBJECTS

These museums are devoted to permanent preservation of its collections. This means that you cannot think of caring for borrowed items as you would for something in your own home, which you would only expect to last for ten to twelve years. Museum items must be thought of as lasting, if possible, for at least 100 or more years. Please take **better** care of these objects than if they were your own.

Even with the best of handling, or even no handling at all, **all materials deteriorate** minutely all the time. The following handling rules will help minimize this:

- Wash hands before handling. Dirt and even natural oil from hands causes damage.
- Do not use pins, scotch tape, masking tape, etc., on the items in any way.
- No smoking while handling objects! Minute crystalline smoke particles cause damage. Smoking also constitutes a fire hazard.
- Never allow food or drink near items. Do not eat or drink while handling objects.
- Never leave objects out where other people may handle them in your absence.

If you have borrowed items with organic content (fabric, wool, feathers, wood, paper, fur, etc.) do not allow them to be exposed to sunlight. Limit their exposure to artificial light as much as possible.

Do not remove **any** identifying marks or features.

TRANSPORTATION

Use two hands to lift any object. Support it from below with one hand. Take care not to put a strain on any protruding part (handle, chair arm, etc.) or any other portion of an object. An object's own weight may put strain on these parts.

Use extra care in moving items. Protect them from any potential damage from scratches, bumps, falling objects, etc.

Do not overcrowd a box or container in which you are carrying objects. Don't mix heavy things with fragile things.

Never attempt to repair any damage to an object which may have occurred. It must be done professionally.

Damage caused by careless handling may suffer loss of value or appearance. Prevention is better. (Restoration is also prohibitively expensive.) Different objects may have different care requirements which cannot be enumerated here. Please be conscious of everything that might happen to an object and **use preventative measures**.

Damage to museum items, or their loss, may not be recoverable and usually cannot be compensated for.

Please help us keep these historic or special things for future generations to appreciate.

Thank you.



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Jordan Daley

From: Brian Wong <brian-y-wong@sbcglobal.net>
Sent: Tuesday, April 20, 2021 11:41 AM
To: Jordan Daley
Cc: Louisa Louie
Subject: Re: Union

ATTENTION: This message originated from outside the **City of Oroville**. Please exercise judgment before opening attachments, clicking on links, or replying.

Good Morning Jordan,

Union would like to borrow the items from the Chinese Temple to showcase the rich history of Oroville people in Celebration. Our name Union means a coming together. Two people come together in life through a union of marriage. Workers come together in a labor union. Our American Union is a coming together of our many states. In plumbing, a union joins two parts together. As part of our name, we want to bring people together in our restaurant in celebration. We have chosen and plan to choose art and decorative pieces that celebrate the many ethnicities that make up our beautiful diverse city. These pieces that we are requesting represent the early Chinese Americans that are in our area.

Item #1 Standing Male Puppet- is representing a male bachelor in search of a bride. We will encase the art in a plastic or glass case. It will be displayed inside our climate controlled dining areas.

Item #2 Red Tapestry- consists of four characters read from right to left. The characters mean "harmony", "happiness", "resulting in", "peace". The tapestry would be proudly display in a hall and be admired for the beautiful work of art, and more importantly for the philosophy/ principal that it conveys. This piece will be encased with a plastic front. It will be displayed inside our climate controlled dining areas.

Item #3 Ladies Ceremonial Outfit- This is a ceremonial outfit that would be worn by a lady for celebration of a special event like New Year's Day, a birthday, anniversary, and etc. This piece will be encased with a plastic front. It will be displayed inside our climate controlled dining areas.

In addition, we want to showcase the beautiful art that we have here in our museums. Our family are descendants of Chinese miners here in the 1800's. We want to honor them as well by showing the beautiful pieces that they have left behind for our generations.

Going back to the red tapestry, "harmony", "happiness", "resulting in", "peace" are represented by four characters and sent to our generation with love from a previous one.

I want to thank the City of Oroville, you, Ann, Michelle, Janice, and other docents for all the help.

Sincerely,

Brian Wong
 Oro Union, Corp
 2053 Montgomery St
 Oroville, CA 95965
 (530)828-5060

On Monday, April 19, 2021, 01:45:14 PM PDT, Jordan Daley <jdaley@cityoforoville.org> wrote: