



OROVILLE PARKS COMMISSION

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

**October 08, 2019
REGULAR MEETING
OPEN SESSION 5:00 PM
AGENDA**

CITY OF OROVILLE PARKS COMMISSION

CHAIR: Scott Lawrence
VICE-CHAIR: Mabelle Conn
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, Mabelle Conn, Krysi Riggs, Cheri Bunker, Bobby O'Reiley

PLEDGE OF ALLEGIANCE

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. The Commission 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.

REGULAR BUSINESS

1. APPROVAL OF MINUTES

[The](#) Parks Commission may approve the minutes of August 5, 2019.

2. REVIEW AND POSSIBLE RECOMMENDATION OF APPROVAL BY THE OROVILLE CITY COUNCIL OF A TAPESTRY DONATION

The Parks Commission will review a donation application and pictures of a Tapestry owned by Rose Jantzen at the request of Lead Docent Machel Con and recommend approval of the item by the Oroville City Council.

RECOMMENDATION

Recommend approval and acceptance of the Tapestry donation.

DISCUSSION ITEMS

3. PRIORITIES AND BRAINSTORMING DISCUSSION

The Parks Commission will go through a facilitated process to create a list of priorities for the Commission.

4. DISCUSSION REGARDING A POTENTIAL JUNIOR DOCENT PROGRAM

The Parks Commission will discuss a potential junior docent program and provide staff direction as necessary.

5. DISCUSSION REGARDING A POTENTIAL ADOPT A PARK PROGRAM

The Parks Commission will discuss a potential adopt a park program and consider assigning commissioners to further develop the program.

DOCENT ASSOCIATION REPORT

The Docent Association may report on any items related to the Museums.

ADMINISTRATION REPORT

Administration shall report on information pertinent to the Parks Commission.

- Tree Trimming Contract Update (Wade)
- Lott Home Roof and Screens Update (Wade)
- Commissioner Recruitment Update (Jackie)
- Prop 68 Grant Funding Update (Wade)
- City Hall Banner Update (Wade)
- Staffing Update (Wade)
- Lighting at the Parks (Wade)

COMMISSION REPORTS

Reports by commission members on information pertinent to the Parks Commission.

ADJOURNMENT

Adjourn to December 10, 2019 at 5:00 P.M. 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.



OROVILLE PARKS COMMISSION

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

**August 05, 2019
Minutes**

THIS AGENDA WAS POSTED AT LEAST 72 HOURS BEFORE THE MEETING AT CITY HALL AND ONLINE. THE MEETING WAS RECORDED AND MAY BE VIEWED ONLINE AT CITYOFOROVILLE.ORG OR ON YOUTUBE.

CALL TO ORDER – The Meeting was called to order by Chairperson Krysi Riggs at 5:14pm.

ROLL CALL

PRESENT: Commissioners: Krysi Riggs, Cheri Bunker, Bobby O'Reiley

ABSENT: Commissioners: Scott Lawrence,

STAFF: Public Works Supervisor Wade Atteberry, City Administrator Bill LaGrone, Assistant City Clerk Jackie Glover

PUBLIC COMMENTS

The following individuals spoke on non-agenda items:

- Mabelle Conn

APPROVAL OF MINUTES

Motion by Commissioner Bunker and second by Commissioner O'Reiley to approve the minutes of the July 9, 2019 meeting. Motion passed unanimously.

AYES: Commissioners Bunker, Riggs, O'Reiley

NOES: None

ABSENT: Commissioner Lawrence

ABSTAIN: None

ADMINISTRATION REPORT

Administration gave a verbal report on the following information pertinent to the Parks Commission.

- Public Restroom Cleaning Contract
- Banner Policy
- Tree Care/Trimming Contract
- Parks Department Special Use Permit Barricade Policy
- Parks Commissioner Opening Application Deadline

COMMISSION REPORTS

Reports by commission members and committees on information pertinent to the Parks Commission.

- O'Reiley – Attended the SCAM Festival; spoke about Dogs without leashes signs at parks; spoke about staff support for commissions; asked to have the docents added as a standing item to the agenda for reports.
- Bunker – Thanked Wade and crew for clean up of the park for the SCAM event, it was a great event; Asked to have Park Rangers, Bricks at the Chinese Temple, Jr. Docents, Security Screens at the Lott Home, Park Watch, the Foundation, and the Drinking Fountains on the next agenda.
- Riggs – Requested a goal setting workshop; thanked Wade for working with Jordan and her on a potential new position to work with the parks and docents; spoke about Service Saturdays.

ADJOURNMENT

Chairperson Riggs adjourned the meeting to October 8, 2019 at 5 P.M. 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.



City of Oroville Museums
Department of Parks & Trees

Deed of Gift

Accession Number: _____
(Permanently assigned upon approval of donation)

Donor: Rose Jantzen Phone: _____
Address: 14116 Kutztown Rd. Fleetwood, PA 19522

I do hereby give and convey to the City of Oroville, without limiting conditions, the following item(s):

Description of Item(s): (continue on back)

Acceptance of gift(s) is subject to the following conditions:

1. The object(s) accepted shall become the permanent property of the City of Oroville. As such object(s) may be subject to conservation treatments, study and/or disposal.
2. This gift shall be subject to no restrictions or conditions.
3. Due to limited space and changing exhibitions, the exhibition of any object is entirely at the discretion of museum staff.
4. Object(s) may be photographed or otherwise reproduced, exhibited or studied.
5. Evaluation by a commercial appraiser for income tax purposes is the responsibility of the donor. Values assigned by museum staff are not valid for this purpose.

I do hereby declare that I am the lawful owner of the above listed object(s) and/or have legal authority to make this gift, and that I have read and am familiar with the provisions of this Deed.

Signature of Donor Rose Jantzen Date 9-2-19
Accepted by _____ Date _____

Donation Object History Form (2 pages)

Please gather as much of the following information as possible. This needs to be done when the object is first received. This information is valuable in determining the significance and the proper interpretation of the object. It will also assist in justifying why the gift should be accepted or denied. Please take the time to be as thorough as possible. Attach extra sheets of paper is necessary.

Without this information, the object is just an interesting object. With this information, the object provides a link to our past, making it come alive.

Donor Name: Rose Janzen via Betty Lewis Phone: _____

Address: 14116 Kutztown Rd. City: Fleetwood State: PA Zip: 19522

Object Name: Beautiful tapestry

This box to be filled out by Museum Staff
Accession Number: _____ Catalog Number: _____

1. How did the object come into their possession? Was it:

A. In the family?

I. What was the family name? Betty Lewis

II. What was the family relationship to the donor? next door neighbours

III. Where did the family live? Betty moved into 11 Lake Wyandotte Dr. about 1981 with her husband and he died later.

IV. What did the family do? (Business, occupation, etc.)
I don't know what they did.

B. Purchased?

I. From whom?

II. Where? _____ When? _____

III. How much was paid? _____

IV. Why was it purchased? (Gift, everyday use, collectors item, etc.)

C. Given to donor?

I. When? When she moved Where? At her place at 11 Lake Wyandotte Dr.

II. By whom? Betty Lewis

III. What was the relationship to the donor? very good next door friend

IV. Why was it given? She wanted me to have it instead of her nephew, who was a barber,

D. Found?

I. When? _____ Where? _____

II. Any unusual circumstances surrounding the find?

Donation Object History Form, Page 2 of 2

2. Use of the object:

- a. How was the object used? (Describe action: ex. "John held it in his left hand and pumped it with his foot.")
- b. Who used or wore the object?
- c. When was it used? (Every day/ holidays/ in the winter, spring, etc/ during a certain time period/ for a certain situation)
- d. Where was it used? (Exact locations - In kitchen/ in barn/ in California)
- e. What did its use signify?
- f. Why has this object survived or been saved?

3. Manufacture of the object:

- a. Who made it?
- b. When was it made? _____ c. Where was it made? _____
- d. Why was it made?
- e. How does it / did it work?
- f. Who altered or repaired it?
- g. When was it altered or repaired? Where?
- h. Why was it altered or repaired?

4. Are there any photographs of the object?

- a. Showing use of location?
- b. Related photos or people or places?

5. Are there any interesting stories connected with the object? (Please attached separate paper if necessary)

6. Is the object associated with any person, site, event, or industry in: (Attach paper if necessary)

- a. Oroville History
- b. Butte County History
- c. California History
- d. United States History
- e. World History

this page too.

Item 2.



Picture of
item for accession

Research shows value around
\$200 - \$250

Item 2.



LiveAuctioneers

41X24X18

\$225

2/22/14

Betty Lewis was living at 11 Lake Wyandotte Dr. Osbrville when we moved into 36 Lake Wyandotte Dr. address in 2001 in June. We learned to know and love Betty very much. She had a sister, Dolores Henry, that lived in TX. ~~She~~ ^{Dolores} had a son, that wanted to move Betty to TX and she did not want to go. He kept after her and after her ^{will} she finally gave in and let him move her to TX. That was one sat day! That's when she gave that tapestry to me. She

did not want her nephew
to have it. I believe she
got it from her mother,
who was murdered.

Betty never was happy in
TX. All her driving privileges
were gone and her friends
were in Orville. Our children
loved Betty. Often they'd
stay with her when I went
to town. Dear Betty!

Teen Docent Project (TDP)

Item 4.

Mission:

The Teen Docent Project works to increase docent support within city museums while providing mentoring and skill-building opportunities to teens.

Overview:

The Oroville Docent Association, City of Oroville and Parks Commission will work together to recruit 10-20 youth docents to participate in this program. This will allow for additional support for museums during weekend hours, help to increase safety, security, and engagement at museums, and provide enrichment activities for teens.

Teen Learning Objectives

- State & Local History
- Pathways to Civic Engagement
- Public Speaking
- Responsibility
- Activity Planning and Facilitation
- Inventory and Procedures

Requirements:

Teens must commit to serving 8 hours per month in a city museum for an entire school semester.

They must be between 9th-12th grade and maintain a 2.5+ GPA during their period of service.

Program Boundaries

Application:

Parent Release of Liability, Media Release, Docent Application

Activity:

Must not miss more than 2 scheduled days per service period.

Must communicate with a lead docent and site docents any scheduling conflicts.

Must plan and prepare a museum engagement activity at least once each service period.

Safety:

Must not ever be alone or the only docent on site.

Must review docent safety manual and complete docent training and orientation.

Teen Docents will not be alone with docents or solo visitors of the opposite gender.

Recruitment opportunities

- Axiom
- Boys and Girls Club
- Live Spot Action Team
- High School history classes, AP classes, service clubs (New graduation requirement is that high school students must complete 40 hours of community service)
- Provide information on the program at city museums, city hall, and social media

Adopt a park program comparisons

	Feather River	San Bruno	Elmhurst
# of times per year	3-4 times	Not specified	Monthly City wide park day
Accountability	Radom inspection by staff	Work plans submitted, approved, inspected	Volunteer # tracking
Volunteer needs	Waiver Safety training	Waiver Safety book	Waiver
Task	Trash Brush	Painting Trash Brush landscaping	Trash Cleaning Report vandalism Make improvement recommendations
Recognition	Non specified	In recreation guide In city media (social media) Plaque in city hall	Sign in park

Recommendation

# of times per year	Monthly april-Nov. + City wide park clean up weekend on arbor day weekend, and the fall clean up along side FRRPD
Accountability	Radom inspection by staff, Pre and post clean up work plans
Volunteer needs	Waiver Online Safety training or book
Task	Trash & Cleaning Painting as approved by staff Landscaping Improvement recommendations
Recognition	City Social Media, Sign in park
Patrol & Use	Annual park event, semi regular park watch teams (2 time a week)

Desired improvements for all parks 2019 year:

- park rules signs w/ report concerns phone number, and adopter plaque.
- All parks adopted
- Improve lighting
- Increase police patrol

Adopt a park program comparisons

	Feather River	San Burno	Elmburst
# of times per year	3-4 times	Not specified	Monthly City wide park day
Accountability	Radom inspection by staff	Work plans submitted, approved, inspected	Volunteer # tracking
Volunteer needs	Waiver Safety training	Waiver Safety book	Waiver
Task	Trash Brush	Painting Trash Brush landscaping	Trash Cleaning Report vandalism Make improvement recommendations
Recognition	Non specified	In recreation guide In city media (social media) Plaque in city hall	Sign in park

Recommendation

# of times per year	Monthly april-Nov. + City wide park clean up weekend on arbor day weekend, and the fall clean up along side FRRPD
Accountability	Radom inspection by staff, Pre and post clean up work plans
Volunteer needs	Waiver Online Safety training or book
Task	Trash & Cleaning Painting as approved by staff Landscaping Improvement recommendations
Recognition	City Social Media, Sign in park
Patrol & Use	Annual park event, semi regular park watch teams (2 time a week)

Desired improvements for all parks 2019 year:

park rules signs w/ report concerns phone number, and adopter plaque.

All parks adopted

Improve lighting

Increase police patrol

Teen Docent Project (TDP)

Mission:

The Teen Docent Project works to increase docent support within city museums while providing mentoring and skill-building opportunities to teens.

Overview:

The Oroville Docent Association, City of Oroville and Parks Commission will work together to recruit 10-20 youth docents to participate in this program. This will allow for additional support for museums during weekend hours, help to increase safety, security, and engagement at museums, and provide enrichment activities for teens.

Teen Learning Objectives

- State & Local History
- Pathways to Civic Engagement
- Public Speaking
- Responsibility
- Activity Planning and Facilitation
- Inventory and Procedures

Requirements:

Teens must commit to serving 8 hours per month in a city museum for an entire school semester.

They must be between 9th-12th grade and maintain a 2.5+ GPA during their period of service.

Program Boundaries

Application:

Parent Release of Liability, Media Release, Docent Application

Activity:

Must not miss more than 2 scheduled days per service period.

Must communicate with a lead docent and site docents any scheduling conflicts.

Must plan and prepare a museum engagement activity at least once each service period.

Safety:

Must not ever be alone or the only docent on site. 3/2

Must review docent safety manual and complete docent training and orientation.

Teen Docents will not be alone with docents or solo visitors of the opposite gender.

Recruitment opportunities

- Axiom
- Boys and Girls Club
- Live Spot Action Team
- High School history classes, AP classes, service clubs (New graduation requirement is that high school students must complete 40 hours of community service)
- Provide information on the program at city museums, city hall, and social media