



OROVILLE PARKS COMMISSION

Council Chambers
1735 Montgomery Street
Oroville, CA. 95965

**December 02, 2019
REGULAR MEETING
OPEN SESSION 5:00 PM
AGENDA**

CITY OF OROVILLE PARKS COMMISSION

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

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

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. (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.

PRESENTATIONS AND OATH OF OFFICE

1. The Assistant City Clerk will administer the oath of office to Kay Castro, newly appointed parks commissioner.
2. The Parks Commission will be introduced to the Parks and Trees and Maintenance Department Staff

APPROVAL OF MINUTES

1. The Parks Commission may approve the minutes of October 8, 2019.

REGULAR BUSINESS

2. FREE ADMISSION DAY FOR ALL CITY MUSEUMS

The Parks Commission may consider recommending a free admission to all City Museums on February 29, 2020 and March 1, 2020 to the City Council

RECOMMENDATION

Recommend the free admission days for all City Museums on February 29, 2019 and March 1, 2019 in support of Explore Butte County, to the City Council

3. PARKS COMMISSION PRIORITIES UPDATE

The Parks Commission will receive an update on work related to the commissions established priorities.

- **Park Security and Safety**
 - POP Team, tree trimming, and Park Lighting Update
- **Public Involvement and Park Usage/Marketing**
 - Jr. Docents, Adopt a Park, Museum Events, and County Wide Museum Weekend update
- **Improvements and Maintenance**
 - Park Lighting, Drought resistant landscaping, Wells, Museum Roofs, and Museum Cleaning update
- **Staffing and Park Policies**
 - Pop Team, Parks Staff, and MLE update

OROVILLE DOCENT ASSOCIATION REPORT

The Parks Commission will receive a report from the Lead Docent of the Oroville Docent Association

ADMINISTRATION REPORT

Administration shall report on information pertinent to the Parks Commission.

COMMISSION REPORTS

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

ADJOURNMENT

Adjourn to Tuesday, February 11, 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.



**October 08, 2019
MINUTES**

This meeting was recorded and may be viewed online at cityoforoville.org or on YouTube. The agenda for this meeting was posted on October 4, 2019.

CALL TO ORDER

ROLL CALL

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

ABSENT: None

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

PLEDGE OF ALLEGIANCE – Led by chairperson Riggs

PUBLIC COMMENTS - None

REGULAR BUSINESS

1. APPROVAL OF MINUTES

Motion by Commissioner Bunker and second by Commissioner O'Reiley to approve the minutes of August 5, 2019. Motion passed.

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

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.

Motion by Commissioner Bunker and second by Commissioner Lawrence to recommend acceptance of the Tapestry donation to the City Council. Motion passed.

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

DOCENT ASSOCIATION REPORT

Lead Docent Machelles Conn made a verbal report to the Commission.

DISCUSSION ITEMS

3. PRIORITIES AND BRAINSTORMING DISCUSSION

The Parks Commission participated in a facilitated process to create a list of priorities for the Commission.

- 1. Park Security and Safety
- 2. Public Involvement
- 3. Improvements
- 4. Maintenance
- 5. Staffing and Park Policies
- 6. Marketing and Park Usage

4. DISCUSSION REGARDING A POTENTIAL JUNIOR DOCENT PROGRAM

The Parks Commission discussed a potential junior docent program and requested that staff forward it to the risk management staff for further review.

5. DISCUSSION REGARDING A POTENTIAL ADOPT A PARK PROGRAM

The Parks Commission discussed a potential adopt a park program and requested it be forwarded to risk management staff for further review and brought back to implement and assign commissioners to.

ADMINISTRATION REPORT

The Parks Commission received verbal updates on the following items:

- 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

Bunker and O’Reiley – Thanked staff and commissioners

ADJOURNMENT

Chairperson Riggs adjourned the meeting at 7:08pm.

APPROVED:

ATTESTED:

Chairperson Krysi Riggs

Assistant City Clerk Jackie Glover



CITY OF OROVILLE STAFF REPORT

TO: PARKS COMMISSION MEMBERS

FROM: BILL LAGRONE, CITY ADMINISTRATOR

RE: FREE ADMISSION DAY FOR ALL CITY MUSEUMS

DATE: DECEMBER 2, 2019

SUMMARY

The Parks Commission may consider recommending a free admission to all City Museums on February 29, 2020 and March 1, 2020 to the City Council

DISCUSSION

The City of Oroville staff in cooperation with Explore Butte County is asking for a two-day admission waiver for all City Museums. Explore Butte County is sponsoring a two-day event to exemplifies cultural activities available in all of Butte County. Explore Butte County will advertise the free admission days as part of their advertising campaign. The hope is this type of promotional activities will get people interested in the museums and increase attendance throughout the year.

FISCAL IMPACT

Loss of admission fees for the two-day period

RECOMMENDATION

Recommend the free admission days for all City Museums on February 29, 2019 and March 1, 2019 in support of Explore Butte County, to the City Council