



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
February 29, 2015, 6:30 pm
Municipal Center - 421 Main Street, Council Chamber

Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 411 Main Street during normal business hours or online at <http://www.chico.ca.us/>.

1. REGULAR COMMISSION MEETING

- 1.1. Call to Order
- 1.2. Roll Call
- 1.3. Special Recognition: Park Watch Members of the Month: June – December 2015

2. CONSENT AGENDA

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC held on 1/25/16.

2.2. Short-term Extension of Agreement with the Chico Equestrian Association for Use of the Chico Equestrian Arena, Middle Bidwell Park.

The City recently passed directives to govern agreements to all City-owned property. Staff seeks an extension in order to prepare a new agreement that incorporates these policies. **Recommendation:** *Approval of month to month extension.*

2.3. Permit for Thursday Night Farmer's Market at City Plaza (4/7/16 – 9/29/16)

Applicant (Downtown Chico Business Association (DCBA)) requests to hold the 20th Annual Thursday Night Farmer's Market at City Plaza. **Recommendation:** *Conditional approval.*

2.4. Permit for Multiple AA Meetings at Council Ring (Various Dates)

Applicant (God Squad) is a support group that would like to meet every Sunday at the Council Ring from April 17, 2016 – October 16, 2016. Meetings are 1.25 hours long. **Recommendation:** *Conditional approval.*

2.5. Permit to Hold a Wedding at Picnic Site # 37 (4/23/16)

Applicant (Jim Walker) requests a reservation of Picnic Site #37 for a wedding. Picnic site # 37 is not a currently a reservation area. **Recommendation:** *Conditional approval.*

2.6. Permit for Friday Night Concerts at City Plaza (5/7/16 – 9/9/16)

Applicant (Downtown Chico Business Association (DCBA)) is requesting to hold the 30th Annual Friday Night Concerts at City Plaza. **Recommendation:** *Conditional approval.*

ITEMS REMOVED FROM CONSENT – IF ANY

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. Permit for a Music Festival at City Plaza (5/7/16)

Applicant (Jim Secola) requests a permit to reserve City Plaza from 9:00 AM to 9:00 PM for the "You Know You're From Chico" Music Festival in coordination with the Chico Parade of Lights. Music will begin at 12:30 pm and continue until 6:00 PM, stop during the parade, and continue with tear down of the equipment when the parade is over. Item is before the BPPC as it will exceed 10 hours. **Recommendation:** *Conditional approval.*

4.2 Permit for Bike Ride (10/16/15)

The applicant Irlen Ambassadors is requesting a 2:00 PM start time for their event of approximately 50-100 participants. Races/walks with under 1,000 participants are required to have the race/walk started/moving from the start line by 8:30am. This application is before the Commissioners because of the 2:00 PM start time which might present safety issues and congestion at the gate entrance into the park.

Recommendation: *Conditional approval.*

4.3. Revise 2016 Meeting Schedule and Review Committee Assignments

Annually, the BPPC adopts a calendar for regular and Committee meetings. Assignments are at the BPPC Chair's prerogative with staff recommendations. This report notes the committee assignments and schedule, and provides a revised calendar for regular meetings. **Recommendation:** *Staff recommends that the BPPC approve the revised 2016 calendar.*

5. BUSINESS FROM THE FLOOR

Members of the public may address the Commission at this time on any matter not already listed on the agenda; comments are limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

6. REPORTS

Items provided for the Commission's information and discussion. No action can be taken on any of the items unless the Commission agrees to include them to a subsequent posted agenda.

6.1. Parks and Street Trees Division Report - Dan Efseaff, Park and Natural Resource Manager.

7. ADJOURNMENT

Adjourn to the next regular meeting on March 28, 2016 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).



Please contact the Park Division Office at (530) 896-7800 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation. This request should be received at least three working days prior to the meeting.

CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Minutes of
January 25, 2016 Regular Meeting

1. REGULAR COMMISSION MEETING

1.1. Call to Order

Chair Moravec called the meeting to order at 6:30 pm.

1.2. Roll Call

Commissioners present:

Mary Brentwood
Alberto Hernandez
Jim Moravec
Valerie Reddemann
Janine Rood
Marisa Stoller
Drew Traulsen

Staff present: Erik Gustafson (Public Works Director-Operations & Maintenance), Dan Efseaff (Park and Natural Resource Manager), Brendan Ottoboni (Public Works Director-Engineering), Tracy Bettencourt (Regulatory and Grants Manager), Wyatt West (Asst. Engineer-Traffic), Shane Romain (Park Services Coordinator), and Nancy Kelly (Administrative Analyst).

1.3. Election of Chair and Vice-Chair

MOTION: Appoint Jim Moravec to serve as Chair of the BPPC. **MADE BY:** Brentwood. **SECOND:** Traulsen. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** 0.

MOTION: Appoint Mary Brentwood to serve as Vice-Chair of the BPPC. **MADE BY:** Rood. **SECOND:** Reddemann. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** 0.

2. CONSENT AGENDA

2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC held on 12/14/15

2.2. Permit Application for a Sunrise Service in Middle Park on Easter (3/27/16)

Vineyard of Chico requests a permit to hold an Easter sunrise service at the cross near Parking Area B in Middle Park. The request to host a public event in a non-intensive use requires BPPC approval. **Recommendation:** *Conditional approval.*

MOTION: Approve the consent agenda as submitted. **MADE BY:** Stoller. **SECOND:** Traulsen. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** 0.

ITEMS REMOVED FROM CONSENT – None.

3. NOTICED PUBLIC HEARINGS – None.

4. REGULAR AGENDA

4.1. Evaluation of Proposed Bidwell Park Municipal Golf Course (Middle Park) Solar Array Installation for Consistency with Master Management Plan

The applicant, Bidwell Park Golf Club, Inc. requested the City to allow the installation of a solar array on the golf course. The applicant will finance and install the facility. Previous BPPC and Council action authorized the City Manager to enter into a lease amendment. The applicant has provided details to allow an evaluation of the project for consistency with the Bidwell Park Master Management Plan. The BPPC was tasked with determining the project's consistency with the plan. The project is also subject to a permit and Environmental Review through the Planning Department. **Recommendation:** *Staff recommends that the BPPC finds the project is consistent with the BPMMP.*

Efseaff provided an overview of this item. He noted that the direction from Council and the BPPC was for the applicant to provide a written description to look at the environmental compliance of CEQA. BPPC is charged with the consistency of this plan in regards to the Bidwell Park Master Management Plan (BPMMP). Solar is addressed in the BPMMP.

While there is a footprint to the proposed project, the proposed location is a former golf course area and was previously graded and disturbed. As part of the compliance, the applicant will provide a botanical survey. The preliminary survey indicates mostly non-native annual grasses.

The project appears to have a minimal impact on aesthetics and park visitors, and positive impact on alternative energy and other environmental benefits.

Representatives of the applicant and consultant attended the meeting.

Chair Moravec reiterated that the role of the Commission is to review the project's consistency with the BPMMP.

Commissioner Brentwood asked if it was correct that no work would be done until after the environmental impact study is completed. Efseaff confirmed that any work on the ground was limited until after the CEQA compliance is complete.

Comments from the Public

Steven Sayer inquired about placing the solar panels over the parking area, so to also provide shade.

The applicant, Rob Metzler, (Empire Golf), clarified that trees shade too much of the parking lot and the roof of the club house would not likely support the solar panels. While many areas were considered, the desired location can only be seen from the golf course.

Commissioner Hernandez asked about the six foot fence around the panels and the impact on the deer in the park. Mr. Metzler didn't feel it would be a problem as there is plenty of open space in the park.

MOTION: To find the project consistent with the Bidwell Park Master Management Plan. **MADE BY:** Rood. **SECOND:** Reddemann. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** 0.

4.2. Discussion of Committee Assignments and the 2016 Meeting Calendar

BPPC members serve on the Policy Advisory, Natural Resources, and Street Trees Committees as well as the City's *ad hoc* Bicycle Advisory Committee. Assignments are at the BPPC Chair's prerogative with staff recommendations. In addition, the Commission will consider the Committee and BPPC meeting schedules for 2016. **Recommendations:** *Staff recommends that the BPPC: 1) select a chair and vice-chair; 2) approve the revised 2016 calendar; and 3) the Chair announce committee assignments.*

Efseaff reviewed the committees of the BPPC. Currently, there are three working groups that meet as needed: Natural Resource Committee, Policy Advisory Committee and the Tree Committee. Also, there is an ad hoc Bicycle Advisory Committee.

Typically, the BPPC meets on the last Monday of the month. However, there are a few conflicts. Staff is recommending to make the following changes to the monthly meetings:

May meeting to be moved to Tues May 26
November meeting to be moved to November 16
December meeting to be move to December 14

With staffing constraints and workload being what they are, Efseaff recommended that all tree items come before the full commission. But, if the workload changes or the functions of an Urban Forester contract or manager comes back, and the workload catches up to the policy, then that committee can be re-established. Additionally, there is a representative in attendance of the Bicycle Advisory Committee meetings. While there were no meetings in 2015, ad hoc committee meets as needed.

Many commissioners expressed conflicts of their time with the current committee schedules.

MOTION: To approve the changes to the meeting calendar for the months of May, November and December* as reflected in the staff report. **MADE BY:** Rood. **SECOND:** Reddemann. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** 0.

Each commissioner will communicate with Efseaff to provide their preference and availability to serve on committee appointments.

*** Please note: After the meeting, Staff discovered that the recommended meeting dates in the report incorrectly reflected the 2015 calendar year. Therefore, staff will recommend adoption of a corrected calendar to the Commission at the 2/29/16 meeting.**

5. BUSINESS FROM THE FLOOR

Members of the public may address the Commission at this time on any matter not already listed on the agenda; comments are limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

Charles Withuhn – passed out flyers with offers of free trees from the Chico Tree Advocates. He also spoke about the Salvation Army tree issue. He stated that only 19 trees were planted (with one already dead), rather than 48 trees which were supposed to be planted. He would like to request a full-time staff person for trees.

Robin McCollum – expressed his concern regarding a contract for the removal of 50-some black walnut trees. He would like to see the process simulate that of the Forest Service or Cal Fire in which a notice is placed on the trees designated to be removed so that the community would see them and provide input on the proposed removal.

6. REPORTS

Items provided for the Commission's information and discussion. No action can be taken on any of the items unless the Commission agrees to include them in a subsequent posted agenda.

6.1. Report on the Comanche Creek Improvement Project (Information Only)

In accordance with the Comanche Creek Greenway Improvement Plan and the Chico Urban Area Bicycle Plan, the City is preparing to construct new facilities, including a bicycle/pedestrian bridge over Comanche Creek, connecting Ivy Street and Otterson Drive, a parking lot, and associated greenway improvements.

Brendan Ottoboni, Public Works Director-Engineering provided the overview on this project, which is located at the intersection of the Midway and Park Ave. The proposed project involves improvements to enhance non-intensive recreation in the Comanche Creek Greenway and connection of bicycle facilities in Southwest Chico.

Phase I of the project will focus on creating recreational trails, building a pedestrian bicycle bridge over Comanche Creek, and paving a Class 1 bicycle path along a section of the UPRR land acquisition and between the new pedestrian bridge at Otterson Drive.

The project is 100% funded through a Housing related parks grant. There are very strict requirements to use all the funds by June 30, 2016. City staff has been working diligently with *Friends of Comanche Creek Greenway* in order to move this forward and deliver the project on time. He provided the following 2016 timeline:

- Jan 12 – all permitting complete through Dept. of Fish and Wildlife
- Jan 28 – begin solicitation of bidding process
- Feb 18 – open bids
- Apr 1 – expected start date of construction

In order to meet the strict timeline of the project, the 80 ft. pedestrian bridge was purchased prior to being awarded the grant. The bridge is expected to be delivered on May 5th. All major items are expected to be complete by June 30th.

In looking at the design of this project, the opportunity was presented to add another item to this project that would allow the Ivy Street Class 1 bicycle connection at 22nd Street. Currently this is a walking, dirt path but will be made into an all-weather, paved one.

Since this portion of the project is not covered by the grant, bicycle maintenance funds will be used for this portion.

Commissioner Rood expressed her support for this project.

Efseaff reiterated the short timeline and that the property should be open sometime this summer.

Comments from the Public

Debbie Villasenor (*Friends of Comanche Creek and Barber Neighborhood Association*) expressed her concern of the added bike path near 22nd Street. She was interested in seeing a map and further discussion before this moves forward. She wanted to know if the barrier would be taken down.

Asst. Engineer Wyatt West stated that an eight foot section would be taken out to allow bicycle access. He added that this route is identified in the Bike Master Plan for an ultimate connection of the neighborhoods.

Scott Quam – expressed that he and other neighbors are concerned with this added section to the project. He would appreciate better communication.

Amy Hassel – expressed her support for the added bike path piece of the project.

Steven Carrigan - asked if there were any native trees in diameter of 12" or more, slated to be removed due to the placement of the bridge. He also expressed his concern of the bridge providing shelter and attracting homeless encampments.

Regulatory and Grants Manager, Tracy Bettencourt, provided tree information in the area of the bridge. While they were able to minimize the impacts to trees in the area of the bridge site, two deteriorating trees will provide a hazard to users once construction is completed and will need to be removed.

Comments from the Commission

Chair Morovec expressed support for the project.

Commissioner Brentwood commended the neighborhood involvement and encouraged better communication moving forward.

6.2. Parks and Street Trees Division Report (December and January) – Dan Efseaff (Park and Natural Resource Manager)

Efseaff reported the following:

- Staff is researching mechanisms to track the 150-200 trees that will be planted in the next year, including those planted through the PG&E project, and provide information on funds expended.
- Staff is finalizing the agreement for the black walnut tree removals. There was an RFQ for the removal of about 50 dead, dying or dangerous trees.
- More than \$5,000 was raised at the Winter Gala.

Comments from the Public

Charles Withuhn – stated that the tree removal list on the website is marked “2014 Tree Removal List”.

Karen Laslo – was unaware the walnut trees were to be cut. She would like the public to have the opportunity to comment on this before they are removed.

Robin McCollum - felt there is a problem with communication and that not everyone frequents the website.

6.3. Special Report: 2015 Annual Report, Parks and Street Trees Division – Dan Efseaff, Park and Natural Resource Manager

Efseaff reported that the annual reports began in 2010 in an effort to bring transparency and are a snapshot of the years' accomplishments. A few items that are included in the report include:

- With City staffing challenges, there is a shift to using the CCC, tree contracts and other ways to build more capacity.
- Park visitation and participation is being tracked. This includes park permits issued.
- The addition of .25 FTE Ranger allows the ability to open up the park gates as it was back in 2013. A security company is responsible in closing the gates to the park in the evening.
- Next year's request will include additional maintenance staff which will allow the restrooms to remain open all week long.
- There are a few capital projects in the park that are moving forward such as improvements in tree corridors, picnic tables, barbeques at One Mile, and exercise stations.
- A 5 year review will occur with the Monitoring Report of Peregrine Point in 2016.
- A significant accomplishment in trails was on the south side of Bidwell Park (Jeep Trail).
- Sycamore Pool repairs were done. The pool was subject to collapse if not addressed.
- Fish ladder improvements are being looked into.
- Little Chico Creek has seen considerable removal of Arundo which is considered a fire hazard.
- Support from Butte County alternative programs have helped in keeping Caper Acres open on a regular basis.
- A pruning and planting contract is in place.
- There is a plan to track the funding and planting of the Salvation Army donation program. This will include the survivorship data on the trees.
- Strict water conservation practices during 2015, resulted in a reduction of water use by 30%.
- Adopt-a-site program will be ramped up in 2016.
- Volunteer events remain strong in the community.

- 'Volunteer Saturdays' have been reestablished.
- Nearly \$30,000 in fundraising for the park for 2015.
- Two organizations, Alliance for Workforce Development and the Butte County Sheriffs Program, have donated in-kind donations of \$174,000 worth of services.
- Staff is tracking the number of hours spent on the park to keep it going.
- Provided information on trees planted.

Commissioner Traulsen mentioned that it is now going on a third year without an Urban Forester. Asked for clarification in the report that stated it is being rebid.

Erik Gustafson, Public Works Director-Operations and Maintenance, offered that in the first round of bidding, there was very little response. Only one bid was received, which lacked proper language, resulting in that bidder pulling out. They have since rebid it to a larger area. Once bids are received, an assessment of a contract vs. internal staff route will be evaluated.

Comments from the Public

Karen Laslo – suggested that it may be difficult for a person to have to cover their own liability, therefore, it has been difficult to find an Urban Forester. She expressed her concern that the restrooms in the park still were not opened, that there is a dead tree at the Salvation Army duplex site; volunteers have left a pile of debris at site 37, and that the drains at the highway 99 expansion site are clogged.

Charles Withuhn – thanked Efseaff for the information on the tree plantings.

7. ADJOURNMENT

Adjourn at 8:51 p.m. to the next regular meeting on February 29, 2016 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved: / / .

Prepared By:

Nancy Kelly, Administrative Analyst

Date

Distribution: BPPC



BPPC Staff Report

Meeting Date: 02/29/16

DATE: 01/29/16
TO: Bidwell Park and Playground Commission
FROM: Dan Efseaff, Parks and Natural Resource Manager
SUBJECT: Short-term Extension of Agreement with the Chico Equestrian Association for Use of the Chico Equestrian Arena, Middle Bidwell Park.

REPORT IN BRIEF:

The City recently passed directives to govern agreements to all City-owned property. Staff seeks an extension in order to prepare a new agreement that incorporates these policies. **Recommendation:** *Approval of month to month extension.*

Background:

In January 2001, the BPPC approved a lease with the Chico Equestrian Association for a term of five-years with two five-year extensions. The lease provides for Association use and provides for general public use free of charge. The last extension will expire on 2/1/2016. Located near the Wildwood and Manzanita Avenues traffic circle, the facility provides horseback riders access to Bidwell Park.

Discussion:

Recently (10/6/15), the City adopted an Administrative Procedure and Policy Manual (AP&P 11-66). The policy applies to all City-owned property and defines the requirements for any City lease agreement. The City is developing a new lease template based on this policy. Staff recommends approval of a month to month agreement to carry forth the terms of the agreement adopted in 2001, until the template is developed. No Council action is required as the extension will not be greater than 5 years. A copy of the short term agreement is attached. Some minor changes may be added during review from the City Attorney's office (Attachment A).

Attachments:

- A) Month to Month Amendment

S:_Old drive to be deleted July 2015\Admin\BPPC\BPPC_Meetings\2015\15_0727\BPPC_Concession_Report_15_0727.docx
2/25/2016

AMENDMENT NO. 1
TO

LEASE AGREEMENT
EQUESTRIAN ARENA AND EVENT CENTER- BIDWELL PARK
(City of Chico/Chico Equestrian Association)

THIS AMENDMENT NO. 1 is made and executed on February __, 2016, by and between the City of Chico, a municipal corporation of the State of California (“City”), and the Chico Equestrian Association, a California non-profit corporation (“Lessee”).

WHEREAS, Lessee entered into a lease agreement with the City of Chico entitled “Lease Agreement Equestrian Arena and Event Center – Bidwell Park” dated February 1, 2001 (Lease Agreement); and

WHEREAS, the Lease Agreement terminates on January 31, 2016 and the City desires to retain the ability to re-negotiate with the Lessee for another lease agreement while limiting cessation of recreational activity; and

WHEREAS, the City benefits by the Lessee maintaining facilities that would otherwise be the responsibility of the City and the public benefits by recreational activity that would not otherwise be provided by the City;

NOW, THEREFORE, in consideration of the foregoing, and the existing requirements provided in the Lease Agreement dated January 31, 2001, both parties agree to the following:

Section 1. The City and Lessee agree to extend the term of the agreement on a month-to-month basis that terminates by either a thirty (30) day notice or June 30, 2016 whichever occurs first. At the termination of this extension, the Lessee is to cease all activity and to remove any property as required by the Lease Agreement.

Section 2. The Lessee agrees to provide the City with all organizational, financial, and other information as necessary to facilitate renegotiation of the Lease Agreement and compliance with City Administrative Policy & Procedure 11-66.

Section 3. Except as expressly amended herein, all other provisions of the Lease Agreement shall remain in full force and effect for the term of this amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment No. 1 to the Lease Agreement (dated February 1, 2001) to be executed by their respective officers as of the date first set forth above.

CITY OF CHICO

By: _____
Mark Orme,
City Manager

By: _____
Frank Fields,
Administrative Services Director

Approved as to Form:

By: _____

Vince C. Ewing,
City Attorney

**Pursuant to the Charter of the City of Chico §906(D)*

CHICO EQUESTRIAN ASSOCIATION

By: _____

Lorie Brooks
President of Chico Equestrian Association



BPPC Staff Report

Meeting Date 2/29/2016

DATE: 2/22/16
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Downtown Chico Business Association Thursday Night Farmers Market, 4/7/16 – 9/29/16

REPORT IN BRIEF:

Applicant Downtown Chico Business Association (DCBA) is hosting the 20th annual Thursday Night Farmer’s Market. This weekly market features farm-fresh produce from CDFA certified farmers, prepared foods from food trucks and booths, handmade, local arts and crafts, and live entertainment for all ages.

Recommendation: Conditional approval.

Event Details

Date of Application	1/7/2016
Date of Event	4/7/2016
Time of Event	6:00 PM – 9:00 PM
Event Name	Thursday Night Farmer’s Market
Applicant Name	Stephanie Yunker, Downtown Chico Business Association
Location	City Plaza
Description	Weekly Farmer’s Market including activities in the Plaza
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 20
# Participants	1000+/-
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions:

Staff recommends the following conditions:

- Continued adherence to all park rules.
- The applicant must provide sufficient monitoring
- The applicant will need to do a final inspection at the conclusion of the event and remove any associated trash.

Attachments: Stephanie Yunker

Distribution: Application and Permit For Park Use



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:

PUBLIC PRIVATE

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Stephanie Youker
Name of Applicant/Contact Person

Thursday Night Market
Description of Event: (family BBQ, walk/run, describe below if needed)

DCBA
Organization Name (if applicable)

4/7 - 9/29 (Thurs only)
Day and Date of Event:



From: 5:00 To: 10:00
Total Time Needed for Set-up, Event, and Clean-up

From: 6:00 To: 9:00 Varies
Time of Event Only Number of people

E-mail address: [Redacted]

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp)
 - tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 - Water (public events only)
 - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp)
 - Event Restrooms
 - Fountain - On
 - Meter Bags # _____
 - 100 amp Electrical Service
 - Water (public events only)
 - Fountain - Off
 - Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
- Oak Grove B
 - Band Stand (15 amp)
 - BBQ-Pick up key on: _____ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: Weekly market including activities in Plaza

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ _____ (\$11.00 minimum, please call for quote)
- Insurance Fee \$ _____ (\$40.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ _____ (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:

Event Restrooms _____ x (\$95.00) = \$ _____
#days

100 amp Electrical _____ x (\$30.00) = \$ _____
(electrician required) #days

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee.

Park Fee Total: \$ _____

Fee due upon submittal of application - Make Checks Payable to: City of Chico -

Convenience Fee: \$ _____

Total Fee Required: \$ _____

City of Chico Cash Receipt No. _____ Payment Method: _____ Date: _____ Received By: _____

Office	Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	Cleaning Service	Park Services Coordinator
Distribution:	Park Field Supervisor	Park Ranger 2	Landscape Inspector	920 Fund	Risk Management (e-mail)	DCBA

FEES OUTLINED IN UPDATED CITY ORDINANCE (PENDING)

SECTION 3

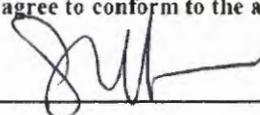
CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** Big Chico Creek: Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek.
Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division_gate_closing_hours.asp
- Glass** No glass containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking is not permitted in any City Park or Playground.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
 - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
 - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
 - No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240 and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at risk-management@chicoca.gov

If insurance is required, Certificate of Insurance meeting City standards must be received by: outside w/ city

Organization Named on Certificate of Insurance _____

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event.

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X [Signature]
Signature of Applicant

X 1/7/16
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) _____

- Denied by the General Services Director. Reason: _____
- Application fee waived (12R.08.100 CMC). Reason: _____
- Reservation fee waived (12R.08.250 CMC). Reason: _____
- Vendor fee waived (12R.08.250 CMC). Reason: _____
- Insurance fee waived (12R.08.240 CMC). Reason: _____
- Damage deposit fee waived (12R.08.260 CMC). Reason: _____
- Application approved by the Bidwell Park & Playground Commission. Date: _____
- Application denied by the Bidwell Park & Playground Commission. Reason: _____

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? 20 Yes No

Is there a patron admission, entry, or participant fee(s) required for your event? Yes No

Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Yes No
Specify type (microphone, band, radio, PA system etc): VARIOUS

When will amplified sound/music be heard? Time from: 6 until: 9 amps needed (15 or 100)
Note: 100 amp electrical service requires a certified electrician to operate

Will there be any entertainment apparatus? (Operator to provide proof of insurance) Yes No

Bounce house [] Climbing wall [] Ropes Course [] Other: _____

Name of Operator: _____

Will there be any vendors at this event? (No glass or alcohol permitted) (Vendors on streets - not in plaza) Yes No

If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list)
Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____

Will event require that any part of the Park remain closed beyond the normal time of opening? Yes No

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.

(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)

If "yes" please state which gate(s): _____

Time of closure from: _____ until: _____

Will there be early entrance into the Park for setup? Yes No

If "yes" when will monitors be at their position(s)? Time from: _____ until: _____

Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance

Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) Yes No

If "yes" how many security personnel will be required? _____

Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Yes No

Restroom Company Johnny on the Spot Phone Number _____

Location of portable restrooms TRX

Note: Restrooms shall be removed within 24 hrs after conclusion of event.

Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. **For events with 200+ participants, additional trash and recycling cans are required.** Yes No

Number of Trash Cans 30 Number of Recycling Containers 10

Sanitation Company RECOLOGY Phone Number _____

Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.

Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') Yes No

If yes, please describe type and location: VARIOUS

Note: All signs and banners shall be free standing and not affixed to Park property.

Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove. Yes No

Do you request irrigation to be turned off before and during your event? Yes No

CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.

Will vendors be placed on the perimeter sidewalks? Yes No

If yes, a Vend. Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900

Will City street closure(s) be needed? PER ANNUAL AGREEMENT Yes No

A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.



BPPC Staff Report

Meeting Date 2/29/2016

DATE: 2/8/2016
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Multiple AA Meetings, April 17, 2015 – October 17, 2016

REPORT IN BRIEF:

Applicant (God Squad) is a support group that would like to meet every Sunday at the Council Ring from April 17, 2016 – October 16, 2016. Meetings are 1.25 hours long.

Recommendation: Conditional approval.

Event Details

Date of Application	2/5/2016
Date of Event	Various
Time of Event	9:00 AM – 10:30 AM
Event Name	AA Meeting
Applicant Name	Michele Vanderjack
Location	Council Ring
Description	Support group meeting
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 29
# Participants	50 - 60
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.
	The group has been meeting on site for some time. While the number of consecutive weeks may be of concern, the meetings cover only a relatively short time, demand for Council Ring is light, and staff will monitor the number of reservations that may be displaced.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- No cars on pathways or interior of the park.
- Follow One Way designations.
- No fire at Council Ring unless a fire permit is obtained and/or if conditions are windy.
- Use of Caper Acres bathroom is prohibited; (Adults without children may be cited). Use South One Mile facility by the pool.

Attachments: Application and Permit for Park Use

Distribution: Michele Vanderjack



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event: PUBLIC <input checked="" type="checkbox"/> PRIVATE <input type="checkbox"/>
--

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Name of Applicant/Contact Person Michele Vanderjaet

Organization Name (if applicable) Good Squad AA

Description of Event: (family BBQ, walk/run, describe below if needed) AA Meeting

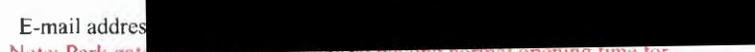
Day and Date of Event: Every Sunday morning @ 9:15 am
April 17 - Oct 16 2016

From: 9:00 am To: 10:30 am

Total Time Needed for Set-up, Event, and Clean-up
From: same To: same 50-60



Contact Phone # _____ Alternate Phone # _____



E-mail address _____
Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area Meadow
 - Electricity (15 amp) 100 amp Electrical Service tables, restroom area (circle) Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 - Water (public events only) 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp) 100 amp Electrical Service
 - Event Restrooms Water (public events only)
 - Fountain - On Fountain - Off
 - Meter Bags # _____ Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
 - Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
 - Band Stand (15 amp)
 - BBQ-Pick up key on: _____ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: _____

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 297.00 (\$11.00 minimum, please call for quote) X 27
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:	
Event Restrooms _____ x (\$95.00) = \$ _____	#days
100 amp Electrical _____ x (\$30.00) = \$ _____	(electrician required) #days

Park Fee Total: \$ 456.00
 Convenience Fee: \$ _____
 Total Fee Required: \$ 456.00

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee.

Fee due upon submittal of application ~ Make Checks Payable to: City of Chico ~

City of Chico Cash Receipt No. CR 405209 Payment Method CK 1001 Date: 2/5/16 Received By: TR

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector	Applicant 920 Fund	Email (various) Risk Management (e-mail)	Park Services Coordinator <u>BPPC</u>
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SECTION 3

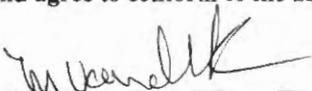
CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

Alcohol	Alcohol is not permitted in any City Park or Playground.
BBQ's	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
Bicycles	Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
Bounce Houses	Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
Campfires	No campfires allowed.
Camping	No overnight camping allowed. Bidwell Park is a "day use park" only.
Clean up	Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
Damages	Any damage to City property as a result of this event will be repaired at permittee's expense.
Dogs	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times dogs must be on a leash . Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.
Electrical	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
Fishing	Big Chico Creek: Check California Fish and Game Regulations, http://www.dfg.ca.gov/regulations/ , Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations , (20) Big Chico Creek. Horseshoe Lake: <u>Age 14 and over</u> - license, catch and release; <u>Under 14</u> - no license, catch and keep.
Gate Closures	Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp
Glass	No glass containers allowed in any City Park or Playground.
Horses	Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
Noise	No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
Park Closures	Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
Signs/Defacing	Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
Smoking	Smoking is not permitted in any City Park or Playground.
Swimming	While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
Vegetation	No taking, cutting or injury of any vegetation in the Park is allowed.
Vehicle Traffic	<ul style="list-style-type: none">• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.• No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at Risk-management@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: Submitted with App

Organization Named on Certificate of Insurance Producer Stratum Insurance Agency, LLC

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

x Michele Vandell
Signature of Applicant

x 2-5-16
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.
A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) _____

- Denied by the General Services Director. Reason: _____
- Application fee waived (12R.08.100 CMC). Reason: _____
- Reservation fee waived (12R.08.250 CMC). Reason: _____
- Vendor fee waived (12R.08.250 CMC). Reason: _____
- Insurance fee waived (12R.08.240 CMC). Reason: _____
- Damage deposit fee waived (12R.08.260 CMC). Reason: _____
- Application approved by the Bidwell Park & Playground Commission. Date: _____
- Application denied by the Bidwell Park & Playground Commission. Reason: _____

Date: _____

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? 7 20 yrs	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ <i>Note: 100 amp electrical service requires a certified electrician to operate.</i>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <i>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.</i> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <i>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</i>	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <i>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</i>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



BPPC Staff Report

Meeting Date 2/29/2016

DATE: 2/9/2016
TO: Bidwell Park and Playground Commission
FROM: Theresa Rodriguez, Administrative Assistant
SUBJECT: Wedding at Picnic Site #37

REPORT IN BRIEF:

Applicant (Jim Walker) is requesting to reserve Picnic Site #37 for a wedding.

Recommendation: Conditional approval.

Event Details

Date of Application	2/3/2016
Date of Event	4/23/2016
Time of Event	10:00 AM – 2:00 PM
Event Name	Wedding
Applicant Name	Jim Walker
Location	Picnic Site #37
Description	Wedding
New Event?	<input type="checkbox"/> Yes <input type="checkbox"/> No. Years? N/A
# Participants	60
Reason for BPPC Consideration?	Not an intensive use area.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Park in designated parking areas only, no roadside or shoulder parking
- Follow one-way traffic designations.
- All signs must be free standing and not affixed to park property.

Attachments: Application and Permit for Park Use

Distribution: Jim Walker



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:

PUBLIC PRIVATE

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

JIM WALKER
Name of Applicant/Contact Person

WEDDING
Description of Event: (family BBQ, walk/run, describe below if needed)

Organization Name (if applicable)

APRIL 23, 2014 1⁰⁰ pm
Day and Date of Event:



From: am @ 10⁰⁰ To: 2⁰⁰
Total Time Needed for Set-up, Event, and Clean-up

From: 10⁰⁰ To: 2⁰⁰ @ 60

E-mail address

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to approval.

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp)
 - tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 - Water (public events only)
 - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp)
 - Event Restrooms
 - Fountain - On
 - Meter Bags # _____
 - 100 amp Electrical Service
 - Water (public events only)
 - Fountain - Off
 - Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
- Oak Grove B
 - Band Stand (15 amp)
 - BBQ-Pick up key on: _____ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: picnic area 37 - wedding
we will ask guests to park in Ballantines and under freeway overpass

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 11.00 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ _____ (\$40.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ _____ (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:

Event Restrooms _____ x (\$95.00) = \$ _____
#days

100 amp Electrical _____ x (\$30.00) = \$ _____
(electrician required) #days

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee.

Fee due upon submittal of application ~ Make Checks Payable to: City of Chico ~

Park Fee Total: \$ 30.00

Convenience Fee: \$ _____

Total Fee Required: \$ 30.00

City of Chico Cash Receipt No. CR405151 Payment Method: CK 2191 Date: 2/3/16 Received By: TR

Office	Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	Email(various)	Park Services Coordinator
Distribution:	Park Field Supervisor	Park Ranger 2	Landscape Inspector	920 Fund	Risk Management (e-mail)	

SECTION 3

CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

Alcohol	Alcohol is not permitted in any City Park or Playground.
BBQ's	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
Bicycles	Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
Bounce Houses	Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
Campfires	No campfires allowed.
Camping	No overnight camping allowed. Bidwell Park is a "day use park" only.
Clean up	Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
Damages	Any damage to City property as a result of this event will be repaired at permittee's expense.
Dogs	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times dogs must be on a leash . Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.
Electrical	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
Fishing	Big Chico Creek: Check California Fish and Game Regulations, http://www.dfg.ca.gov/regulations/ , Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations , (20) Big Chico Creek. Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
Gate Closures	Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp
Glass	No glass containers allowed in any City Park or Playground.
Horses	Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
Noise	No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
Park Closures	Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
Signs/Defacing	Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
Smoking	Smoking is not permitted in any City Park or Playground.
Swimming	While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
Vegetation	No taking, cutting or injury of any vegetation in the Park is allowed.
Vehicle Traffic	<ul style="list-style-type: none">• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.• No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____


SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at Risk-management@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: _____

Organization Named on Certificate of Insurance _____

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

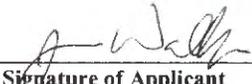
- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

**I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.*

X 
Signature of Applicant

X 2/03/2016
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) _____

- Denied by the General Services Director. Reason: _____
- Application fee waived (12R.08.100 CMC). Reason: _____
- Reservation fee waived (12R.08.250 CMC). Reason: _____
- Vendor fee waived (12R.08.250 CMC). Reason: _____
- Insurance fee waived (12R.08.240 CMC). Reason: _____
- Damage deposit fee waived (12R.08.260 CMC). Reason: _____
- Application approved by the Bidwell Park & Playground Commission. Date: _____
- Application denied by the Bidwell Park & Playground Commission. Reason: _____

Date: _____

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? _____	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>DVD player for wedding, march</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>Acoustic guitar</u> until: <u>1:10</u> amps needed (<u>15 or 100</u>) Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>small archway for ceremony if possible</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



BPPC Staff Report

Meeting Date 2/29/2016

DATE: 2/22/16
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Downtown Chico Business Association Friday Night Concerts, 5/6/16 – 9/9/16

REPORT IN BRIEF:

Applicant (Downtown Chico Business Association (DCBA)) requests a permit to host its 39th Annual Friday Night Concerts at City Plaza. The concerts have been a favorite summertime tradition. Held weekly, the Friday Night Concerts are Chico's best place to hear free live, local music. The concerts offer entertainment to suit every musical preference — styles range from blues to swing to classic rock to reggae.

Recommendation: Conditional approval.

Event Details

Date of Application	1/7/2016
Date of Event	5/6/2016
Time of Event	6:00 PM – 7:30 PM
Event Name	Friday Night Concerts
Applicant Name	Stephanie Yunker
Location	City Plaza
Description	Free live, local music concert
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 39
# Participants	1000 +/-
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions:

Staff recommends the following conditions:

- Continued adherence to all park rules.
- The applicant must provide sufficient monitoring
- The applicant will need to do a final inspection at the conclusion of the event and remove any associated trash.

Attachments: Application and Permit for Park Use

Distribution: Stephanie Yunker



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:

PUBLIC PRIVATE

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Stephanee Yunker
Name of Applicant/Contact Person

Friday Night Concerts
Description of Event: (family BBQ, walk/run, describe below if needed)

DCBA
Organization Name (if applicable)

5/6 - 9/9 (Fridays)
Day and Date of Event:



new ★ From: 4:00 To: 8:00
Total Time Needed for Set-up, Event, and Clean-up
From: 6:00 To: 7:30 varies

Contact Phone # _____ Alternate Phone # _____

E-mail address: _____

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.26.3 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp)
 - tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 - Water (public events only)
 - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp)
 - 100 amp Electrical Service
 - Event Restrooms
 - Water (public events only)
 - Fountain - On
 - Fountain - Off
 - Meter Bags # _____
 - Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
 - Oak Grove A
 - Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
 - Band Stand (15 amp)
 - BBQ-Pick up key on: _____ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: _____

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80 020

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ _____ (\$11.00 minimum, please call for quote)
- Insurance Fee \$ _____ (\$40.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ _____ (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:

Event Restrooms _____ x (\$95.00) = \$ _____
#days

100 amp Electrical _____ x (\$30.00) = \$ _____
(electrician required) #days

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee. Park Fee Total: \$ _____
Convenience Fee: \$ _____
Fee due upon submittal of application - Make Checks Payable to: City of Chico - Total Fee Required: \$ _____

City of Chico Cash Receipt No. _____ Payment Method: _____ Date: _____ Received By: _____

Office: Permit File (original) Park Ranger 1 Senior Park Ranger Applicant Cleaning Service Park Services Coordinator
Distribution: Park Field Supervisor Park Ranger 2 Landscape Inspector 920 Fund Risk Management (e-mail) DCBA

Part of ordinance

SECTION 3

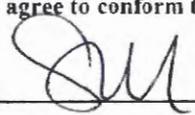
CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** Big Chico Creek: Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek, Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division_gate_closing_hours.asp
- Glass** No glass containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking is not permitted in any City Park or Playground.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour. Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public. Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles. No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
(2) All Events Public or Private where
(a) Amplified sound is used, or (b) The number of people participating amount to 100 or more

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at risk-management@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: on file w/city

Organization Named on Certificate of Insurance _____

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
(3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
(4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief

X 
Signature of Applicant

X 1-7-16
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
 Approved subject to listed additional condition(s) _____

- Denied by the General Services Director. Reason: _____
 Application fee waived (12R.08.100 CMC). Reason: _____
 Reservation fee waived (12R.08.250 CMC). Reason: _____
 Vendor fee waived (12R.08.250 CMC). Reason: _____
 Insurance fee waived (12R.08.240 CMC). Reason: _____
 Damage deposit fee waived (12R.08.260 CMC). Reason: _____
 Application approved by the Bidwell Park & Playground Commission. Date: _____
 Application denied by the Bidwell Park & Playground Commission. Reason: _____

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>39</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>BAND</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
When will amplified sound/music be heard? Time from: <u>6</u> until: <u>7:30</u> amps needed (<u>15</u> or <u>100</u>) <small>Note: 100 amp electrical service requires a certified electrician to operate.</small>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>1</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>CRAZY DOG - Has all health permits on file w/ county</u>	Yes <input checked="" type="radio"/>	No <input checked="" type="radio"/>
Will event require that any part of the Park remain closed beyond the normal time of opening? <small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 9:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</small> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <small>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance.</small>	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Johnny on the spot</u> Phone Number _____ Location of portable restrooms <u>TBD</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
<small>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</small>		
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>10</u> Number of Recycling Containers <u>5</u> Sanitation Company <u>RECOLOGY</u> Phone Number _____	Yes <input checked="" type="radio"/>	No <input type="radio"/>
<small>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</small>		
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>VARIOUS</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
<small>Note: All signs and banners shall be free standing and not affixed to Park property.</small>		
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <small>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</small>	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Do you request irrigation to be turned off before and during your event?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <small>If yes, a Vend. Peddle Hawk permit must be obtained from the Engineering Division at 411 Main St. Chico, (530) 879-6900.</small>	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Will City street closure(s) be needed? <small>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</small>	Yes <input type="radio"/>	No <input checked="" type="radio"/>



BPPC Staff Report

Meeting Date 2/29/16

DATE: 2/9/2016
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: "You Know You're From Chico" Music Festival at City Plaza (5/7/2016)

REPORT IN BRIEF:

Applicant (Jim Secola) requests a permit to reserve City Plaza from 9:00 AM to 9:00 PM for the "You Know You're From Chico" Music Festival in coordination with the Chico Parade of Lights. This is the event's second year. Music will begin at 12:30 pm and continue until 6:00 PM, stop during the parade, and continue with tear down of the equipment when the parade is over. Item is before the BPPC as it will exceed 10 hours.

Recommendation: Conditional approval.

Event Details

Date of Application	1/15/2016
Date of Event	5/7/2016
Time of Event	12:30 PM – 6:00 PM
Event Name	Music Festival
Applicant Name	Jim Secola
Location	City Plaza
Description	Music Festival
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 1
# Participants	999
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.
BPMMP Consideration	Applicant is requesting that his event be allowed to reserve City Plaza at 9:00 AM to 9:00 PM. The Music Festival will begin at 12:30, continue to play until 6:00 PM, then stop during the parade and tear down the equipment when the parade is over and be out of City Plaza by 9:00 PM. In doing this the applicant's reservation time will be over the 10 hour maximum.

Conditions:

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Parking meters bags are for loading and unloading purposes only, purposes, please provide the Parks Admin Staff the parking meter numbers at least 3 days in advance.
- No chalk, tape or paint markings on City property and roads. All signs and decorations must be free standing; do no affix any decorations to City property.
- The applicant will need to do a final inspection at the conclusion of the event and remove all signs and course markings as well as pick up any associated trash.

Attachments: Application and Permit for Park Use

Distribution: Jim Secola



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:

PUBLIC PRIVATE

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

James Secola

Name of Applicant/Contact Person

You Know You're From Chico

Organization Name (if applicable)



Contact Phone #

Alternate Phone #

Music Festival

Description of Event: (family BBQ, walk/run, describe below if needed)

Saturday May 7, 2016

Day and Date of Event:

From: 9:00 am

To: 9:00 am

To: 7:00 pm

Total Time Needed for Set-up, Event, and Clean-up

From: 12:30 pm

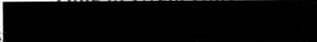
To: 6:00 pm

999

Time of Event Only

Number of people

E-mail address



AREA REQUESTED: (Please check if requested)

Bidwell Bowl Amphitheater

Electricity (15 amp)

Note: Special conditions apply for amplified sound (128-88-2433 MC)

Cedar Grove Picnic Area

Electricity (15 amp)
 Water (public events only)

Meadow

100 amp Electrical Service
 Water (public events only)

Children's Playground

Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 Water (public events only)

100 amp Electrical Service

City Plaza (Additional fees may apply)

Electricity (15 amp)
 Event Restrooms
 Fountain - On
 Meter Bags # _____

100 amp Electrical Service
 Water (public events only)
 Fountain - Off
 Sound Curtain

Council Ring

Fire Permit

Five Mile Picnic Area

One Mile Picnic/Barbeque Area - Water available, (see pg. 20)

Oak Grove A

Oak Grove B

Sycamore Way Parking Lot Closure-Public Events ONLY

Electricity (15 amp) parking area, restroom area (Pick up key)

Band Stand (15 amp)

BBQ-Pick up key on: _____ Mon - Fri 8:00 AM - 3:30 PM

Depot Park

Electricity (15 amp)

Lower Bidwell Park (public events only): _____

Upper Bidwell Park (public events only): _____

Other (specify) (public events only): _____

Early Entrance Needed (public events only) Yes No

Additional Description of the Event:

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80-020

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 150.00 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # 10 \$ 60.00 (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:

Event Restrooms _____ x (\$95.00) = \$ _____

#days

100 amp Electrical 1 x (\$30.00) = \$ 30.00

electrician required #days

Park Fee Total: \$ 399.00

Convenience Fee: \$ _____

Total Fee Required: \$ 399.00

Fee due upon submittal of application *Make Checks Payable to: City of Chico*

City of Chico Cash Receipt No. CR 404594 Payment Method: CC 9103 Date: 1/15/16 Received By: TR

CK 221 + CK 1194

Office	Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	Cleaning Service	Park Services Coordinator
Distribution:	Park Field Supervisor	Park Ranger 2	Landscape Inspector	920 Fund	Risk Management (e-mail)	DCBA

SECTION 3

CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

Alcohol	Alcohol is not permitted in any City Park or Playground.
BBQ's	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
Bicycles	Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
Bounce Houses	Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
Campfires	No campfires allowed.
Camping	No overnight camping allowed. Bidwell Park is a "day use park" only.
Clean up	Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
Damages	Any damage to City property as a result of this event will be repaired at permittee's expense.
Dogs	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times dogs must be on a leash . Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.
Electrical	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
Fishing	Big Chico Creek: Check California Fish and Game Regulations, _____, Freshwater Sport Fishing, _____, (20) Big Chico Creek. Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
Gate Closures	Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See
Glass	No glass containers allowed in any City Park or Playground.
Horses	Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
Noise	No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
Park Closures	Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
Signs/Defacing	Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
Smoking	Smoking is not permitted in any City Park or Playground.
Swimming	While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
Vegetation	No taking, cutting or injury of any vegetation in the Park is allowed.
Vehicle Traffic	<ul style="list-style-type: none">• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.• No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.210 and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating is 100 or more.

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at

If insurance is required, Certificate of Insurance, meeting City standards must be received by: April 22, 2016

Organization Named on Certificate of Insurance _____

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: A permit reservation may be cancelled at the discretion of the permittee, but at least two weeks prior to the scheduled event.

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use" will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X James Decker
Signature of Applicant

X 1/15/16
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) _____
- Denied by the General Services Director. Reason: _____
- Application fee waived (12R.08.100 CMC). Reason: _____
- Reservation fee waived (12R.08.250 CMC). Reason: _____
- Vendor fee waived (12R.08.250 CMC). Reason: _____
- Insurance fee waived (12R.08.240 CMC). Reason: _____
- Damage deposit fee waived (12R.08.260 CMC). Reason: _____
- Application approved by the Bidwell Park & Playground Commission. Date: _____
- Application denied by the Bidwell Park & Playground Commission. Reason: _____

Signature of Park and Natural Resources Manager _____

Date _____

EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>one year</u>	Yes <input checked="" type="checkbox"/>	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes <input checked="" type="checkbox"/>	No
When will amplified sound/music be heard? Time from: <u>12:30 pm</u> until: <u>6:00 pm</u> amps needed (<u>15 or 100</u>) _____ <i>Note: 100 amp electrical service requires a certified electrician to operate.</i>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No <input checked="" type="checkbox"/>
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>20</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____ <i>City approved vendor trucks will be at the event</i>	Yes <input checked="" type="checkbox"/>	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <i>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.</i> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No <input checked="" type="checkbox"/>
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No <input checked="" type="checkbox"/>
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No <input checked="" type="checkbox"/>
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Johnny on the Spot</u> Phone Number _____ Location of portable restrooms <u>on 4th St behind stage area</u> <i>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</i>	Yes <input checked="" type="checkbox"/>	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	Yes <input checked="" type="checkbox"/>	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Banners will be at the back of the stage and will not be attached to park property and will be free standing</u> <i>Note: All signs and banners shall be free standing and not affixed to park property.</i>	Yes <input checked="" type="checkbox"/>	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <i>Note: Please request a water tap by 5:00 PM. Plaza Children's Playground and Cedar Grove.</i>	Yes	No <input checked="" type="checkbox"/>
Do you request irrigation to be turned off before and during your event?	Yes <input checked="" type="checkbox"/>	No

CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading **only** may be obtained from the City by calling (530) 896-7800.

Will vendors be placed on the perimeter sidewalks? <i>Plaza Area? (Plaza) Host permission is obtained from the Logistics Director at the Main Office (530) 896-7800</i>	Yes	No <input checked="" type="checkbox"/>
Will City street closure(s) be needed? <i>A sign will be provided by the City on the Logistics Director's Office at the Main Office (530) 896-7800</i>	Yes <input checked="" type="checkbox"/>	No



BPPC Staff Report

Meeting Date 2/29/2016

DATE: 1/27/2016
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Irlen Ambassadors, Gentle Bike Ride, 10/16/16

REPORT IN BRIEF:

Irlen Ambassadors (Applicant) is hosting a Gentle Ride 1K 5K fund raiser/awareness on bicycles, strollers, roller blades and wheel chairs. Irlen Ambassadors is a non-profit organization that helps families with Irlen Syndrome. Irlen Syndrome (also referred to at times as Meares-Irlen Syndrome, Scotopic Sensitivity Syndrome, and Visual Stress) is a perceptual processing disorder.

Recommendation: Conditional approval.

Event Details

Date of Application	12/28/2015
Date of Event	10/16/2016
Time of Event	2:00 PM – 3:00 PM
Event Name	Gentle Ride 1K 5K
Applicant Name	Susan Hughes and Elizabeth Barker
Location	1 Mile Oak Grove A and Oak Grove B
Description	Roll, Ride, Read
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 1
# Participants	50-100
Reason for BPPC Consideration?	(May) unreasonably interfere with the use of the intensive use area by other members of the general public not participating in the event.
	The applicant is requesting a 2:00 PM start time for their event of approximately 50-100 participants. Races/walks with under 1,000 participants are required to have the race/walk started/moving from the start line by 8:30am. This application is before the Commissioners because of the 2:00 PM start time which might present safety issues.

Conditions:

Staff recommends the following conditions:

- Applicant is advised to talk with a Park Ranger prior to the event day.
- Application agrees to coordinate gate monitors and have them in place prior to the event start up.
- No chalk, tape or paint markings on City property and roads. All decorations must be free standing; do not affix any decorations to Bidwell Park property.
- Vehicles must comply with the One-Way designation of the roadway, travel with flashers on and not exceed 10 miles per hour.
- Loading and unloading of vehicles should not occur next to the bollards – no roadways may be blocked.
- No vehicle access will be permitted on the section of South Park Drive closed to motor vehicles.
- Course monitors must be in place during the entire event. Monitors shall be placed at all bridge crossings and interspersed throughout the course. Monitors should wear identifiable badges or clothing

- Application must supply their OWN cones for use on South Park Drive to separate participants from vehicles.
- Amplified noise shall be kept at a reasonable level and all speakers pointed away from Woodland Ave.
- Applicant must use the standard course map.

Attachments: Application and Permit for Park Use

Distribution: Susan Hughes/Elizabeth Barker

U:\Parks_Templates\BPPC_templates\BPPC_Report_template_10_0621.doc
2/25/2016

RECEIVED



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

DEC 28 2015
CITY OF CHICO
DEPT. OF PUBLIC WORKS

Type of Event:
PUBLIC [X] PRIVATE []

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older • No glass containers • Application fee due upon submittal •

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.

PLEASE PRINT:

Name of Applicant/Contact Person: Susan Hughes/Elizabeth Barker
Description of Event: Gentle ride 7K 5K - bicyc...
Organization Name (if applicable): Irlen Ambassadors



Day and Date of Event: Sunday Oct 16 2016
From: Noon To: 5:00pm
From: 2:00 To: 3:00 50-100

E-mail address: [Redacted]
Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people.

AREA REQUESTED: (Please check if requested)

- [] Bidwell Bowl Amphitheater
[] Cedar Grove Picnic Area
[] Children's Playground
[] City Plaza
[] Meadow
[] 100 amp Electrical Service
[] Water (public events only)

- [] Council Ring
[] Fire Permit
[] Five Mile Picnic Area
[X] One Mile Picnic/Barbeque Area
[X] Oak Grove A
[X] Oak Grove B
[] Depot Park
[] Lower Bidwell Park
[] Upper Bidwell Park
[] Other (specify)

Additional Description of the Event: Roll, Ride, Road

FOR PARK RANGER ASSISTANCE during the event, CALL 530-897-4900 (Police Department Dispatch)

SECTION 2 - PERMIT FEES

Call Park Office at 896-7800 for availability of park areas and fee schedule 80.020

- [X] Application Fee \$ 19.00
[X] Reservation Fee \$ 44.50
[X] Insurance Fee \$ 40.00
[] Vendor Fee #
[X] Damage Deposit \$ 100
[] Early Entrance Fee
[] Additional Park Use Fees

Additional fees for City Plaza use:
Event Restrooms x (\$95.00) = \$
100 amp Electrical x (\$30.00) = \$

Park Fee Total: \$ 203.50
Convenience Fee: \$
Total Fee Required: \$ 203.50

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee.

Fee due upon submittal of application ~ Make Checks Payable to: City of Chico ~

City of Chico Cash Receipt No: CR403956 Payment Method: CK13316 Date: 12/28/15 Received By: TR

Table with 7 columns: Office Distribution, Permit File (original), Park Ranger 1, Park Ranger 2, Senior Park Ranger, Landscape Inspector, Applicant, 920 Fund, Email (various), Risk Management (e-mail), Park Services Coordinator

SECTION 3

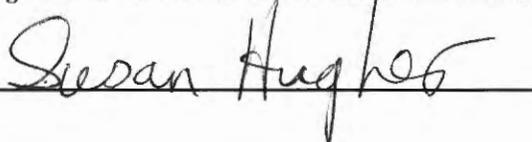
CONDITIONS FOR PARK USE

You Are Responsible for Knowing the Park Rules. Please Observe the Following:

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, [Alphabetical List of Waters with Special Fishing Regulations, \(20\) Big Chico Creek.](#)
Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp
- Glass** No glass containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking is not permitted in any City Park or Playground.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
 - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
 - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
 - No vehicles are permitted to travel or park on grass areas.

***I have read and agree to conform to the above rules and conditions:**

Signed: _____



EVENT INFORMATION

Please answer the following questions by circling "Yes" or "No"

Is this an annual event? How many years have you been holding this event? <u>Yes 1</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event? <u>Yes</u>	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>Megaphone radio</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>2:00</u> until: <u>4:00</u> amps needed (15 or 100) _____ <small>Note: 100 amp electrical service requires a certified electrician to operate.</small>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: <u>No.</u>	Yes	No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>Snacks & juices hot selling Already prepared.</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</small> If "yes" please state which gate(s): <u>No</u>	Yes	No
Time of closure from: _____ until: _____		
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: <u>No</u>	Yes	No
<small>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</small>		
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required? <u>No</u>	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms <u>No</u>	Yes	No
<small>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</small>		
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition, <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers <u>Not that big</u> Sanitation Company _____ Phone Number _____	Yes	No
<small>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</small>		
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Free standing on our folding tables</u>	Yes	No
<small>Note: All signs and banners shall be free standing and not affixed to Park property.</small>		
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <small>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</small> <u>No</u>	Yes	No
Do you request irrigation to be turned off before and <u>during</u> your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <small>If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.</small>	Yes	No
Will City street closure(s) be needed? <small>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</small>	Yes	No

SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

- (1) All Public Events per Title 12R.08.240, and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by:

Organization Named on Certificate of Insurance Iren Ambassadors North Valley Community Foundation

Permittee shall supply, at least two (2) weeks in advance of the scheduled event, a Certificate of Insurance issued by a company licensed to do business in California with a Best's Insurance Guide rating of "B" or better ("A" rated if Company is unlicensed) which provides evidence of comprehensive and general liability coverage in the amount of \$1,000,000 combined single limit, with policy endorsements as follows:

- (1) Identification of permit applicant, identification of event, date of event.

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage", standard Certificate of Insurance cancellation language is not acceptable

Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

SECTION 5 - ACCEPTANCE OF CONDITIONS

In signing this Permit, I agree to indemnify and hold the City of Chico and/or the Bidwell Park and Playground Commission free and clear of all claims of damage for injury to persons or property occurring in, upon or about Bidwell Park, and arising from my use of the park as noted above, and to defend any action against the City of Chico resulting from any such claim, without cost to the City.

*I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, will comply with the attached "Conditions for Park Use", will adhere to any additional conditions set forth by this permit, and supplied true and correct information herein to the best of my knowledge and belief.

X Susan Hughes
Signature of Applicant

X 10-26-15
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

THIS RESERVATION IS NOT VALID UNTIL APPROVED BY THE PARK DIVISION.
A copy of the approved application will be returned to you.

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

I certify that I have carefully reviewed this application pursuant to Title 12 and 12R of the Chico Municipal Code and hereby recommend that this permit be:

- Approved.
- Approved subject to listed additional condition(s) _____

- Denied by the General Services Director. Reason: _____
- Application fee waived (12R.08.100 CMC). Reason: _____
- Reservation fee waived (12R.08.250 CMC). Reason: _____
- Vendor fee waived (12R.08.250 CMC). Reason: _____
- Insurance fee waived (12R.08.240 CMC). Reason: _____
- Damage deposit fee waived (12R.08.260 CMC). Reason: _____
- Application approved by the Bidwell Park & Playground Commission. Date: _____
- Application denied by the Bidwell Park & Playground Commission. Reason: _____

Date: _____

Signature of Park and Natural Resources Manager

Date

Theresa Rodriguez

From: Susan Hughes <[REDACTED]>
Sent: Tuesday, February 23, 2016 9:40 AM
To: Theresa Rodriguez
Subject: 10-16-16 Irlen Ambassadors Gentle Bike Ride

We feel we would have a lot more participation on a cold day in October if we held our event early afternoon instead of early morning.

We were out in the dark setting up, and it was still cold at 8:30 when we began.

We heard from a lot of people 'we were going to come but it was hard to get out of bed that early in the cold.' We also feel that as our event is smaller and a lot just happens around us. We have music, food, a silent auction and decoration booths. Cedar Grove or the Nature center would be a better location for these activities., and we would ride around the back part of the park, turning on the foot bridge near the roundabout at Manzanita and coming back and ending at the Cedar grove bridge. .

We had many monitors on the path, and kept the bikes riding single file on the right side of the path.

The ride only took about 25 minutes and everyone was as back, and then the event continued at the location off the roads. Part of the event is decorating the bikes and that needs to happen first. Much easier to be happening at 1:00pm instead of 7:30 in the morning when it is still not quite daylight.

We felt we were competing with Farmer's market and other regular Saturday events, and Sunday we would be competing with church, so another reason for a 2:00 ride time.

We also had several people from out of town who would have made a nice day of it, if they could have driven up, participated, and then traveled home.

This year we had about 20 riders and about 30 bystanders and 20 helpers.

We would like to double that, but we are still a small event.

If ever it looks as though we will be as big as run for food or The Almond Bowl we would reconsider our timing.

Car use for the park in October is very small. This year about 10 cars were seen to come through during the entire morning. Also we focus most of the time on the car-less side of the park.

The year before, I waited at Cedar grove for people at 2:00, and saw only 3 cars drive through in an hour. We have good insurance, and practice excellent level of safety.

We have a volunteer medic on hand and a bike store owner to help with flats and slipped chains.

Our event is more family orientated and a little slower. It is not a race.

Please reconsider and allow us to begin at 2:00 on a Sunday afternoon.

Respectfully submitted Susan Hughes

Adviser Irlen Ambassador group.

IRLEN VISIONS
of Chico

Susan Hughes, MA | Irlen
Diagnostician



IrlenVisions.com

On 1/28/2016 9:12 AM, Elizabeth Barker wrote:

Am forwarding a message from Theresa at Chico Parks and Rec on the Agenda for Next Month. Please reply and CC to me. Thanks Liz!

----- Forwarded message -----

From: **Theresa Rodriguez** <[REDACTED]>
Date: Wed, Jan 27, 2016 at 3:06 PM
Subject: 10-16-16 Irlen Ambassadors Gentle Bike Ride
To: [REDACTED]
Cc: Lisa Barge <[REDACTED]>

Hi Elizabeth,

I am following up on the conversation we had regarding your request to go to the Bidwell Park and Playground Commission (BPPC) for approval of the late start time for your event on October 16, 2016.

Because of possible vehicle and pedestrian conflict the Parks Division requires events to start before 8:30 AM, as stated on the application. Will you send reply to this email with an explanation as to why you need/would like your event to start later? I will need to include your explanation in the staff report I will write that will go to the BPPC.

Thank you!

Theresa Rodriguez

Administrative Assistant

Parks and Street Tree Division

City of Chico

PO Box 3420

Ph 530.896.7800 Fax 530.895.4825

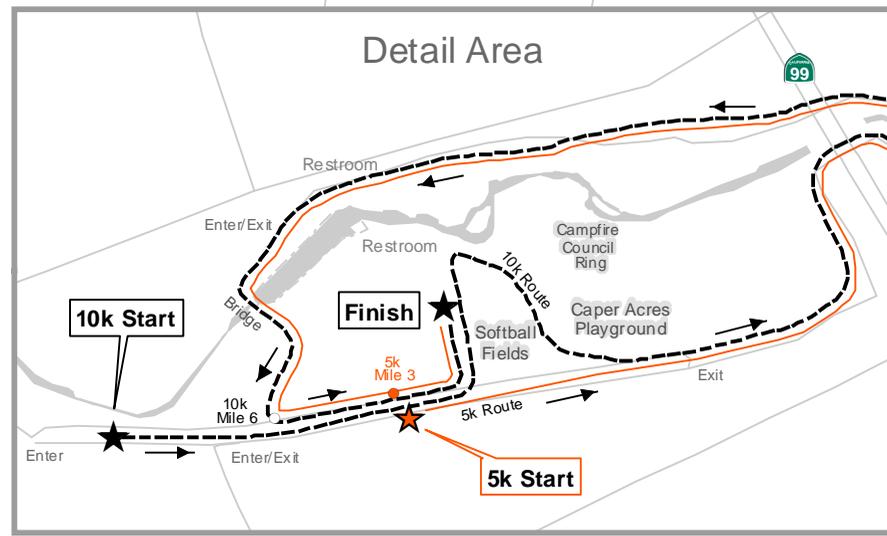
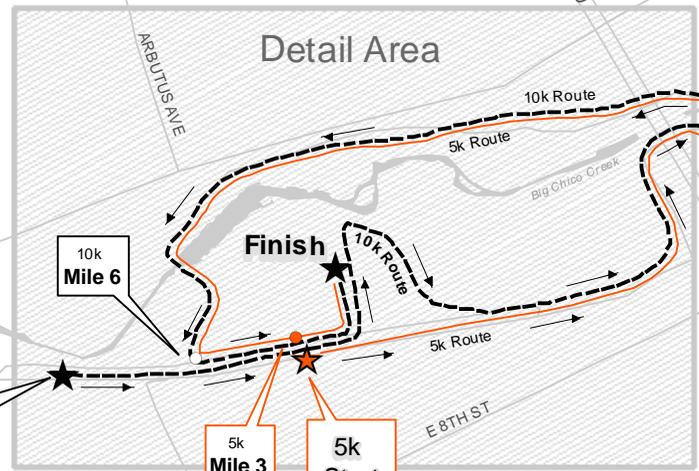
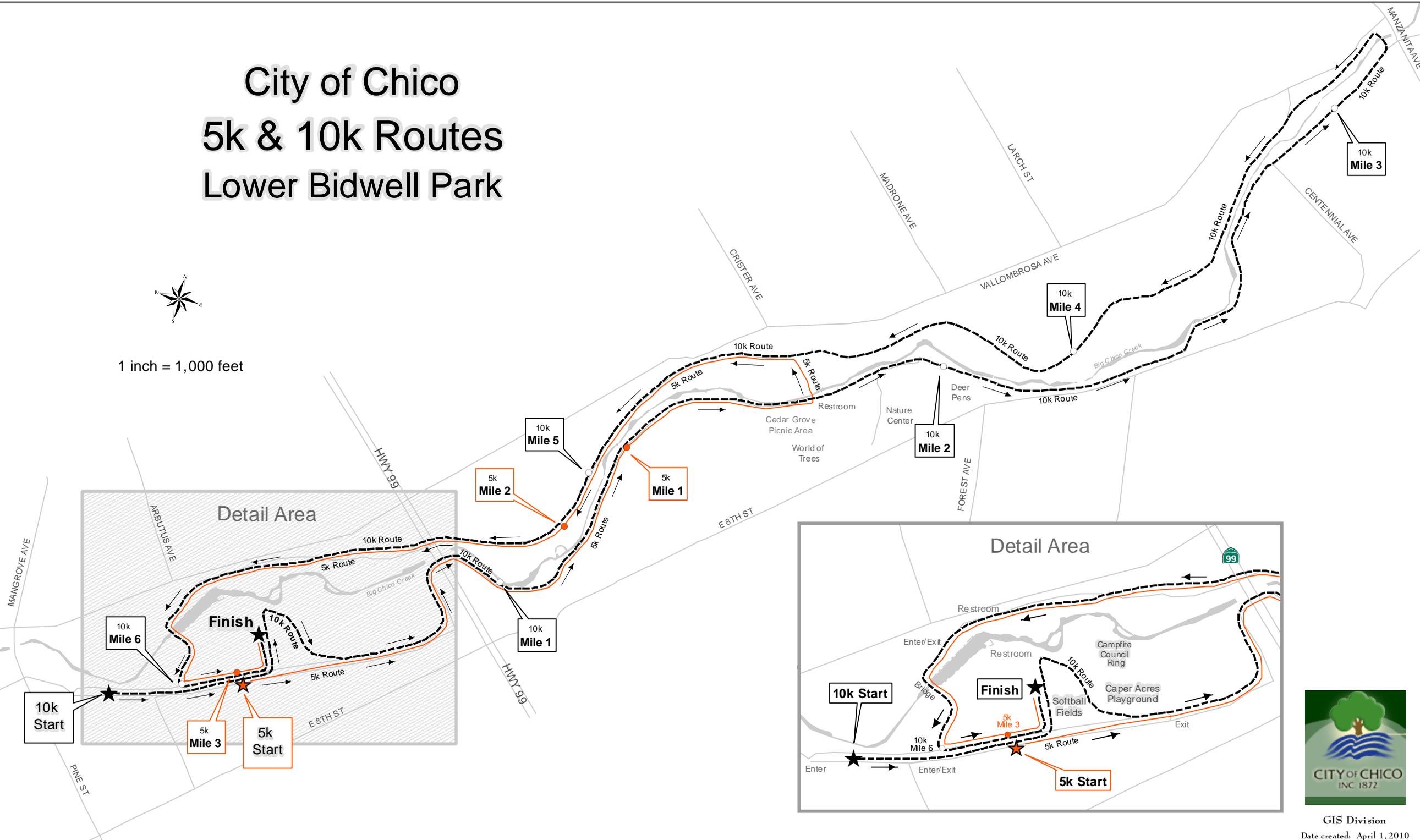
“If you make your bed every morning, you will have accomplished the first task of the day.”

Retired U.S. Navy Adm. **William H. McRaven**

City of Chico 5k & 10k Routes Lower Bidwell Park



1 inch = 1,000 feet





DATE: 2/5/2016
TO: BPPC
FROM: Theresa Rodriguez, Administrative Assistant
SUBJECT: Revise BPPC 2016 Meeting Schedule and Review Committee Assignments

REPORT IN BRIEF:

Annually, the BPPC adopts a calendar for regular and Committee meetings. Assignments are at the BPPC Chair's prerogative with staff recommendations. This report notes the committee assignments and schedule, and provides a revised calendar for regular meetings. **Recommendation:** *Staff recommends that the BPPC approve the revised 2016 calendar.*

BACKGROUND:

Under Article X of the City Charter (Board and Commissions General Provisions, #3. Organization], the Commission shall select a chair and vice-chair at the first scheduled meeting of the year. According to AP&P 10-1 (IX), a Chair may serve no more than two consecutive years as presiding officer. Current Chair Jim Moravec, has served 1 year and is eligible to preside for 2016. The Chair also makes Committee assignments and designates committee chairs.

DISCUSSION:

At the January 25, 2016 BPPC meeting, the Commission selected a Chair (Jim Moravec) and Vice-Chair (Mary Brentwood) and adopted a meeting calendar. After the meeting, Staff found errors in the adopted calendar and wishes to revise the BPPC annual calendar (below). The BPPC also reviewed attendance and the Committee structure and composition. Staff recommended maintaining the current Committee structure with the exception that all tree related items come before the full commission and that no Tree Committee meetings will be scheduled. Assignments are at the BPPC Chair's prerogative with staff recommendations. Staff requested that Commissioners provide their preferences and that assignments would be announced at the next meeting.

BPPC ANNUAL CALENDAR

BPPC meets on the last Monday of the month and so 2016 calendar presents the following potential conflicts:

- The May meeting falls on the Memorial Day holiday (5/30/16).
- The October meeting falls on Halloween (10/31/16).
- The December meeting (12/26/16) falls between the Christmas and New Year's Day holidays.

Therefore, Staff recommends that the BPPC maintain the meeting schedule (the last Monday of the month), with the following changes to move:

- The May meeting to the following day, Tuesday (5/31/16);
- The October meeting to the 4th Monday, (10/24/16); and
- The December meeting to the 3rd Monday in December (12/19/16).

All regular BPPC meetings start at 6:30 pm.

COMMITTEE ASSIGNMENTS

Committee assignments are presented in Table 1. The Committees allow for detailed consideration of issues and are intended to convene only if detailed discussions is needed. Note that no tree committee meetings are scheduled and that tree-related items will come to the full commission, The Committee could be reactivated, if the workload changes or if more detailed review is needed on a particular item.

Table 1. BPPC Committee Assignments.

NAME	Natural Resource	Policy Advisory	Bicycle Advisory
Monthly Meeting Date (As Needed)	2nd Tuesday	2 nd Wednesday	To Be Announced
Alberto Hernandez		M	Alternative
Drew Traulsen		M	
Janine Rood	M		M
Jim Moravec			
Marisa Stoller	C		
Mary Brentwood	M		
Valerie Reddemann		C	

BPPC AND COMMITTEE ATTENDANCE

1. Regular BPPC meeting (Table 2).

Table 2. 2015 Attendance to BPPC Meetings.

City of Chico, Bidwell Park and Playground Commission																			
2015 Commissioner's Attendance at Meetings																			
Name	Title	Status	1/26	2/23	3/30	4/27	5/18	6/29	7/27	8/31	9/28	10/26	11/16	12/14	Held	Cancelled	%	Term Information	
Meeting Type			R	R	R	R	C	R	R	R	R	C	R	R	10	2	100%		
Length of Meeting (hrs)															0.0	0.0	-		
Board Members															Attended	Absent	%	Start	Ends
Drew Traulsen	Member		X	O	X	X	na	X	O	X	X	na	X	X	8	2	80%	Jan-2013	Dec-2016
Alberto Hernandez	Member		X	X	X	X	na	X	X	X	X	na	X	X	10	0	100%	Jan-2015	Dec-2018
Janine Rood	Member		X	X	X	X	na	X	O	X	X	na	X	X	9	1	90%	Jan-2013	Dec-2016
Jim Moravec	Chair		X	X	X	X	na	O	X	X	X	na	X	X	9	1	90%	Jan-2015	Dec-2018
Marisa (Corley) Stoller	Member		X	X	X	X	na	X	X	X	X	na	X	X	10	0	100%	Jan-2015	Dec-2018
Mary Brentwood	Vice-Chair		X	O	X	X	na	X	O	X	X	na	X	X	8	2	80%	Jan-2013	Dec-2016
Valerie Reddemann	Member		X	X	O	X	na	X	X	X	O	na	X	X	8	2	80%	Jan-2015	Dec-2018
Status		Attendance																	
* Term Expires 2018		X = Present																	
** Resigned		O = Absent																	
*** Newly Appointed		NA = Not applicable																	
			Meeting Type																
			R = Regular Meeting																
			A = Adjourned Regular Meeting																
			S = Special Meeting																

Attachments: None



DATE: 2/25/16
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Parks and Street Trees and Public Landscapes Report

NARRATIVE

1. Updates

- a. Tree City – The Arbor Day Foundation honored the City of Chico as a 2015 Tree City USA recipient (Attachment A).
- b. CCC help Tree Planting – The California Conservation Corps (CCC) crew has done excellent work in the last 5 weeks. They helped complete a grates/cages project in the downtown area and a spring tree planting. With the help from the CCC crew, 2 hourly helpers, and 2 City employees, we were able to plant 98 trees in 8 days (including site prep and stump grinding of 14 trees).
- c. Comanche Creek – The City closed the construction bid for the project on 2/18/16 and will evaluate the bids.
- d. Urban Forest Consulting Services- The City will post a request for proposals (http://www.ci.chico.ca.us/capital_project_services/projects_to_bid.asp) . The request will close on 3/21/16.

2. Planning/Monitoring

- a. Peregrine Point – Staff received the monitoring reports for 2015 from the Northern California Regional Land Trust and will analyze them as part of the annual monitoring plan and overall review of monitoring on site.

3. Maintenance Program

Staff continues daily cleaning and safety inspections of all recreation areas including: grounds, playgrounds, picnic sites, roads and paths, coupled with daily cleaning and re-supplying of all park restrooms. Maintenance and repair of park fixtures, daily opening of gates, posting reservations, unauthorized camp clean up and the constant removal of graffiti from all park infrastructure.

- a. **Lower Park:** Staff's completed repairs to Caper Acres crooked house interior included the install of rubberized flooring and new paint throughout. Cedar grove restrooms have been broken into twice this month no damage occurred to the interior just left dirty from occupation.
- b. **Middle Park:** Staff completed the repair and resurfacing of parking lots B, C, E and a revisit to horse arena after our new work was destroyed by vandals and their cars. We have cleaned up three trees that came down and blocked trails in the area between Five Mile and Upper Park road.
- c. **Upper Park:** Staff has responded to several downed trees on both the north and south side trail systems and Upper Park road. This work is still in progress due to water saturated soils and impassable roads.
- d. **Upcoming Projects:** Ceres street bridge repair, Re-vegetation with native plants to the damaged cliff area on Vallombrosa @ Manzanita, Barricade removal from Centennial Ave. Turf verticut and over seed.

4. Ranger and Lifeguard Programs

- a. The January storms dropped nine inches of rain in Chico. Localized flooding was found in various areas of the park. Wind, rain and saturation of soils, left the park with many downed trees. The interior of Lower Park was closed for safety reasons one day in January due to the high winds. Rangers and maintenance staff tirelessly traversed the park and trails scouting out downed trees and hanging limbs during and after storms.
- b. Rangers were first responders to two injuries in February near Monkey Face. A juvenile broke his tibia/fibula in a fall and the other victim had a severe ankle turn resulting in a broken ankle. Technical rescues were involved in both cases due to the steep terrain. Both were transported to Enloe for further treatment of injuries.

- c. Staff met with CARD to discuss the upcoming lifeguard season. An agreement is in process and will come before the BPPC at its March Meeting. Both sides concurred that last year's season was a success and are forging ahead with a 3 year option agreement.

5. Natural Resource Management

- a. Sherwood Forest Restoration Area– Work to removal non-native, invasive species in the overgrown area just east of Caper Acres is underway! The area known as the “jungle” has been nearly taken over by Himalayan Blackberry and English Ivy. Volunteers have been preparing the area for the planting of Valley Oaks.
- b. Little Chico Creek Arundo - Susan Mason provided an update on work along Little Chico Creek to Staff. Staff wanted to share it will the BPPC to provide a snapshot on the work that has occurred to remedy issues regarding Arundo.

6. Outreach and Education

- a. Snow Goose Festival – The Parks Division had an interactive informational table set up Snow Goose Festival. Park Watch volunteers staffed the table on Saturday and Sunday. Special thanks to Commissioner Hernandez for lending a hand also!

7. Street Trees and Landscapes

- a. New Resource –The City began using contracted CCC workers for Corridor Tree Improvements. The approach allow the City to stretch our contractual dollars, get work done, leverage staff time, and provide good training for CCC members. The City started with 3-CCC workers working 3 days a week for the 3 weeks. Next month we plan to use the crew for tree planting.
- b. Black Walnut removal – The City is proceeding with the contract on the removals. Since staff reported the removals to the BPPC, we've received a number of call outs and service requests.
 - i. 498 E 8th Ave (broken fence, claim was turned into risk management).
 - ii. 97 Mill St (dead limbs falling out of tree).
 - iii. 730 W 2nd Ave (3-hanging branches in English walnut).
 - iv. 1417 Esplanade on W 4th Ave side (staff picked up multiple down limbs after storm)
 - v. 1281 E Lindo Ave (16" diameter limb broke and landed along the channel).
 - vi. 1216 Spruce (neighbors calling in and are concerned with the dead trees hanging over the street).
 - vii. On 2/23/16, Staff met with members from the Chico Tree Advocates. They originally wanted to review 6 trees out of the original 53. At the meeting, they expressed an interest in a closer review of only 2 trees. The meeting prompted a far ranging discussion of notification, explanation of the requirements of the City Code on hazard trees, approaches to declining trees, the aging of large iconic trees, planting strategies and upcoming efforts.

8. Volunteer and Donor Program

- a. Upcoming Volunteer Opportunities
 - i. Weekly Volunteer Sessions Return– The coming of spring kicks the volunteer program into high gear. Two weekly volunteer sessions will be offered starting March 3rd. Volunteer Thursdays will run from 1pm – 4 pm and Volunteer Saturdays will be from 9 am – 12 pm. Both sessions will at the South 1 Mile horseshoe pits.
 - ii. Spring Training– The annual Spring Volunteer Training will take place at the City of Chico, Council Chambers on Thursday March 31st from 6 – 8 pm.

9. Upcoming Issues/Miscellaneous

- a. Review of Park Rules– Staff began background research on upcoming issues for the BPPC. The BPPC will review dog and pet issues. This is on the BPPC work plan. In addition, staff will be developing some information (including the adequacy of current code and consistency with the Master Management Plan) regarding the use of drones in Bidwell Park and other City Parks. Staff proposes that once sufficient information is developed that these items come before the Policy Advisory Committee for evaluation, public input, and to develop a recommendation.

Monthly Summary Tables

Table 1. Monthly Volunteer Hours

Park and Greenway Volunteer Activities, January 2016						
Date	Location	Agency	Tasks	# of Volunteers	Total Hours	Leader
All of January	Various	Park Watch	Park Ambassadors	135	1271	Romain
1/14/2016	Park Office	Parks	Admin	1	3	Romain
1/14/2016	Park Office	Parks	Admin	1	3	Romain
1/23/2016	S.1 Mile	Chico Rugby	Remove Blackberry	50	150	Romain
1/21/2016	Comanche Creek Greenway	FCCG	surveyed future work projects	4	6	Susan Mason, Janet Ellner
1/22/2016	CCG	FCCG	prepared north side hedgerow	3	9	Susan Mason
1/28/2016	Municipal Building	FCCG/BNA	grant(s) implementation group meeting	6	6	N/A
various	CCG	FCCG	invasive plants and trash removal	1	17	Liz Stewart
various	CCG	FCCG	invasive plants and trash removal	1	9	Susan Mason
1/29-1/31	various	FCCG	community outreach	2	5	Janet Ellner
1/6/2016	Bidwell Park	Stream Team	Photo Monitoring	2	6	T. Hamill
1/21/2016	Bidwell Park	Stream Team	Water Quality Monitoring	2	6	T. Hamill
1/22/2016	Bidwell Park	Stream Team	Water Quality Monitoring	2	4	T. Hamill
1/30/2016	Bidwell Park	Stream Team	Water Quality Monitoring	6	6	T. Hamill
Various	Lost Park to 1 Mile	DCBA	Trash removal	1	1	Richard
	Lost Park to 1 Mile	DCBA	Trash removal	4	8.25	Richard
	Lost Park to 1 Mile	DCBA	Trash removal	4	5.5	Richard
	Lost Park to 1 Mile	DCBA	Trash removal	4	6	Richard
	Lost Park to 1 Mile	DCBA	Trash removal	3	4	Richard
	Lost Park to 1 Mile	DCBA	Trash removal	3	5	Richard
				TOTAL HOURS	1479	

Table 2. Monthly Public Permits

Date	Location	Organization	Event	Participant #
01/17/2016	City Plaza	Martin Luther King, Jr. Unity Group	Martin Luther King, Jr Celebration	(Rained Out)
01/23/2016	5 Mile	Under the Sun Events	Frost or Fog 5K, 1/4 Marathon 10 Mile Run	500
Totals			2	500

Table 3. Monthly Private Permits

Type	# Permits	# Participants
Private	0	0
Caper Acres	3	70
Totals	3	70

Table 4. Monthly Maintenance Hours.

Category	Staff Hours	% of Total
1. Safety	225	39.1%
2. Infrastructure Maintenance	216	37.5%
3. Vegetation Maintenance	11	1.8%
4. Admin Time/Other	124	21.5%
Monthly Totals	574	100%

Table 5. Monthly Street Tree Productivity.

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	88.5	19.0%	#N/A	
2. Tree Work	222	47.5%	#N/A	
3. Special Projects	123	26.3%	#N/A	
4. Admin Time/Other	33.5	7.2%	#N/A	
Monthly Totals	467	100.0%	#N/A	

Item	Values	% Change from Last Month	Trend
5. Productivity			

Calls			
Call Outs	39	#N/A	▣
Service Requests: Submitted	0	#N/A	
Service Requests: Completed	37	#N/A	▣
Sub Total	76	#N/A	▣

Trees			
Planted: Trees	0	#N/A	
Pruned	132	#N/A	▣
Removed: Trees (smaller)	1	#N/A	▣
Removed: Stumps	0	#N/A	▣
Removed: Trees	0	#N/A	
Sub Total	133	#N/A	▣-

Tree Permits (#)			
Submitted	0	#N/A	
Approved	15	#N/A	▣
Denied	1	#N/A	▣
Total	16	#N/A	▣

6. Contracts				
Expenditures (\$)	\$	-	#N/A	▣

Trees (#)			
Planted	0	#N/A	
Pruned	0	#N/A	▣
Removed: Trees (smaller)	9	#N/A	
Removed: Stumps	0	#N/A	
Removed: Trees	0	#N/A	
Routine Maintenance	0	-	
Total	0	#N/A	▣

Table 6. Monthly Incidents

01/01/2016 Annie's Glen Warrants (2) Arrest

01/08/2016	Lower Park	Warrant	Arrest
01/09/2016	City Plaza	Warrant	Arrest
01/13/2016	Lower Park	Missing Person	Found
01/18/2016	Lower Park	Drunk in Public	Arrest
01/24/2016	City Plaza	Warrant	Arrest
01/28/2016	City Plaza	Bike Theft	Recovered/returned

Table 7. Monthly Citations and Warnings

I

Ranger Report - Citations 2016							
Violation - Citations	Monthly			Annual			Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	0	0%	6	0	0%	6	
Animal Control Violations	1	10%	2	1	10%	2	
Bicycle Violation	0	0%	6	0	0%	6	
Glass	0	0%	6	0	0%	6	
Illegal Camping	1	10%	2	1	10%	2	
Injury/Destruction City Property	1	10%	2	1	10%	2	
Littering	0	0%	6	0	0%	6	
Other Violations	0	0%	6	0	0%	6	
Parking Violations	6	60%	1	6	60%	1	
Resist/Delay Park Ranger	0	0%	6	0	0%	6	
Smoking	1	10%	2	1	10%	2	
Totals	10	100%		10	100%		

Ranger Report - Warnings 2016							
Violation - Warnings	Monthly			Annual			Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	9	6%	6	9	6%	6	
Animal Control Violations	27	17%	4	27	17%	4	
Bicycle Violation	29	18%	3	29	18%	3	
Glass	14	9%	5	14	9%	5	
Illegal Camping	35	22%	1	35	22%	1	
Injury/Destruction City Property	3	2%	8	3	2%	8	
Littering	5	3%	7	5	3%	7	
Other Violations	1	1%	11	2	1%	10	
Parking Violations	3	2%	8	3	2%	8	
Resist/Delay Park Ranger	2	1%	10	2	1%	10	
Smoking	30	19%	2	30	19%	2	
Totals	158	100%		159	100%		

PHOTOGRAPHS



Pedestrian bridge at Hwy 99



Bear Hole at 1300 CFS



Bench at Annie's Glen



Creek overflowing bank near the future CARD rose garden.



Figure 1 Ranger James Le Donne points out transient excavation under bridge abutment.



Figure 2 Fresh resurfacing lot E



Commissioner Hernandez helping out Park Watchers at the Snow Goose Festival.



Park Watchers with their children helping out at the Parks Booth at the Snow Goose Festival



Work begins at the Sherwood Forest Restoration Area



50 plus participants from Chico Rugby removed a incredible amount of Himalayan Blackberry

Corridor Tree Improvement Projects

1. Removing grates and cages before they cause damage to the street trees.



Figure 2. This tree has outgrown the grate and cage and needs to be removed before it causes injury to the tree.



Figure 3. Removing the grate and cage.



Figure 4. Back filling with mulch will help protect the roots and will make for safe sidewalk traffic.



Figure 4. The City California Conservation Corps members on a number of projects including removing the grates and replace with chip mulch.

Attachments:

- A. Arbor Day Foundation information on Tree City USA Award.
- B. Susan Mason 01/22/16. Little Chico Creek Arundo Donax

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2/25/2016

RECEIVED

FEB 17 2016

CITY CLERK
CITY OF CHICO



Mayor Mark Sorensen
411 Main Street
Chico, CA 95927

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Chico on earning recognition as a 2015 Tree City USA. Residents of Chico should be proud to live in a community that makes the planting and care of trees a priority.

Chico is one of more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Chico and thank you for helping to create a healthier planet for all of us.

Best Regards,

Dan Lamb
President

cc: Dan Efseaff

enclosure

DATE 2/17/16 AGENDA ___ COUN
ADD INFO ___ CM ___ ACM ___ CA ___
ASD ___ CC ___ CDD ___ COP ___ FC ___
PWD ___ RM ___ OTHER DAN EFSEAFF

FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Chico Tree City USA

Chico, CA was named a 2015 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

Chico achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

"Tree City USA communities see the impact an urban forest has in a community first hand," said Dan Lambe, President of the Arbor Day Foundation. "Additionally, recognition brings residents together and creates a sense of community pride, whether it's through volunteer engagement or public education."

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.

Little Chico Creek Arundo Donax
By Susan Mason 01/22/16

Project History

In fall 2014, the Park Manager had several stands of Little Chico Creek *Arundo donax* (giant reed) treated with herbicide and CSU Chico students mapped the *Arundo* stands from Hwy 99 to Pomona Ave. Early in 2015, the City of Chico applied for but did not receive a major grant to begin *Arundo* eradication between Hwy 99 and Salem St. At about the same time, volunteers began removing the treated *Arundo*. This report summarizes the work to-date and possible future steps.

Between February 1, 2015 and January 15, 2016, about 520 cubic yards of *Arundo* were removed from five Little Chico Creek sites: a city-owned former RDA property at Boucher St., a small stand slightly upstream of Hwy 99, Humboldt Neighborhood Park (HNP), the south side at Hazel St. and the south side at Jackson St. During this time period, 1033 volunteer hours and 77 hours of on-site city staff time (mostly the park intern) were spent on this project. Major volunteer participant groups include ACS/SWAP, Alliance for Workforce Development, Butte County probation teens, California Conservation Corps and CSU Chico CAVE students.

In-kind donations from Mount Lassen Chapter-CA Native Plant Society, Waste Management, Recology and private contributions paid \$2,213 for roll-off bins. In addition the City of Chico paid an unknown amount for 6+ other bins and for fall 2015 herbicide treatments on some *Arundo* stands.

I estimate that this initial removal represents about 10-20% of the total *Arundo* within the city limits on Little Chico Creek. The *Arundo* removal at HNP has eliminated all of its long-term camping sites and the Hazel removal has reduced camping. However, follow-up treatment and removal will be required to permanently eradicate *Arundo* from these locations; otherwise, in a few years, it will have all grown back.

Next steps

1. Document specific locations of fall 2015 treatment
2. Finish cutting down all stands of arundo that were treated in fall 2015
3. Develop implementation plan for fall 2016 treatment and spring 2017 removal at specific locations, focusing on:
 - A. Re-treatment of all previously treated areas
 - B. Treatment of remaining city stands prioritizing areas where adjacent property owners support the removal, e.g. CARD, Butte County Housing Authority (BCHA), and stands that are major fire hazards or camping sites.
4. Ask CARD, Dept of Water Resources, BCHA and others to help pay for arundo roll-off bins or herbicide treatment.
5. Schedule fall 2016 herbicide treatment with a requirement that the pesticide contractor GPS the boundaries of each treatment location.

6. Where the boundary between public and private *Arundo* is unclear, work with willing private property owners to facilitate eradication of their *Arundo* stands.
7. Continue to look for grant funding to support *Arundo* eradication on public and private properties.