



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
March 26, 2012, 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 965 Fir 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 Presentation: Bidwell Park Rephotography - Byron Wolfe, CSU Chico.
- 1.4. Special Recognition – North Valley Tree Service

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 02/27/12 BPPC meeting.

- 2.2. Consideration of a Permit for the 20th Annual Hooked on Fishing Derby, May 19, 2012.

Applicant requests a permit to host a fishing derby in Upper Park at Horseshoe Lake on 5/19/12. This application requires BPPC consideration as the applicant is requesting to host a public event at Horseshoe Lake which is not considered an intensive use area. Additionally, they plan to stock the lake with approximately 10,000 lbs of catfish prior to the event. **Recommendation:** Approval of the permit use application with conditions.

- 2.3. Consideration of a Permit to Host a Sunrise Service at the Cross in Middle Park on April 8, 2012.

Applicant requests a permit to hold a sunrise service at the cross near Parking Area B in Middle Park on Sunday, 4/08/12. The applicant expects approximately 50 attendees and the service will run from 6:00 a.m. - 7:30 a.m. This sunrise service has been held at this location for the past 14 years. This application is being considered by the Commission because the group is requesting to host a public event in an area that is not designated as an intensive use area. **Recommendation:** Approval of the permit use application with conditions.

- 2.4. Consideration of a Permit for a Wedding at Picnic Site No. 37 in Lower Park on October 6, 2012.

Applicant requests a permit to host a wedding ceremony at Picnic Site No. 37 on 10/06/12. This application requires BPPC consideration as the applicant is requesting the exclusive use of a non-exclusive use area. **Recommendation:** Approval of the permit use application with conditions.

ITEMS REMOVED FROM CONSENT – if any

- 3. **NOTICED PUBLIC HEARINGS** - None

- 4. **REGULAR AGENDA**

4.1. Acceptance of Chico Community Organization Funding Requests for FY 2012-13

The City's Community Organization Funding Program (COFP) provides applications that involve City parks or facilities to the BPPC for acceptance. Applications have been received from 1) the Chico Creek Nature Center, and 2) the CA Urban Streams Alliance (Stream Team). The BPPC's recommendations are then provided to the Finance Committee as it considers budget recommendations for the COFP. **Recommendation:** *Community Development Manager recommends acceptance of the applications.*

4.2. Consideration and Approval of a Heritage Tree Application

In February 2010, the Chico Municipal Code (CMC) was amended to establish a Voluntary Heritage Tree Program (CMC Section 16.68.010). A 46" DBH Valley Oak (*quercus lobata*) located at 2135 E 8th St. has been recommended for Heritage Tree status. **Recommendation:** *The Urban Forest Manager recommends the BPPC approve the application for Heritage Tree status of the Valley Oak located at 2135 E. 8th Street and forward it to City Council for final approval.*

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. Tree Committee Verbal Report – Jim Mikles, Chair

6.2. Natural Resources Committee – Mary Brentwood, Chair

6.3. Urban Forest Manager's Report - Denice Britton, Urban Forest Manager

6.4. Park and Natural Resources Manager's Report - Dan Efseaff, Park and Natural Resource Manager.

7. ADJOURNMENT

Adjourn to the next regular meeting on April 30, 2012 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
February 27, 2012 Regular Meeting

1. REGULAR COMMISSION MEETING

1.1. Call to Order

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

1.2. Roll Call

Commissioners present:

Mary Brentwood
Clay Craig
Lisa Emmerich
Mark Herrera
Jim Mikles
Jim Moravec
Richard Ober

Commissioners absent: none

Staff present: Ruben Martinez (General Services Director), Denice Britton (Urban Forest Manager), Lise Smith-Peters (Management Analyst), Jessica Erdahl, Sr. Ranger, and Jimi Logsdon, Park Field Supervisor

1.3. Special Recognition of Janice Heckerson, Administrative Assistant, to the BPPC

Special recognition was given to Janice Heckerson's service to the City of Chico, beginning in 1985. She joined the General Services Department in 1998 and took minutes for the Park Commission meetings from June 1998 until January 2012.

1.4. Special Presentation: Bidwell Park Rephotography - Byron Wolfe, CSU Chico. – Postponed.

2. CONSENT AGENDA

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

2.3 Consideration of a Permit Application for the Chico Artisans Faire, May 5-6, 2012.

Applicant requests a permit to host art, craft and entertainment faire in City Plaza May 5-6, 2012. This application is being considered by the Commission because the group is requesting the use of a park area for multiple days and for more than 10-hours. **Recommendation:** Approval of the permit use application with conditions.

2.5 Consideration of Chico Area Recreation District's (CARD) request to waive reservation and vendor fees for 2012 permits.

CARD requests to waive reservation and vendor fees for the Spring Jamboree; 4th of July Community Celebration; and Pastels on the Plaza. **Recommendation:** Staff recommends approval of the CARD's request to waive the reservation and vendor fees. The applicant will pay the other required fees.

MOTION: Approve consent agenda as submitted. **MADE BY:** Emmerich. **SECOND:** Mikles **YES:** 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

ITEMS REMOVED FROM CONSENT –

2.1 Approval of Meeting Minutes

This item was removed from the Consent Agenda by Commissioner Moravec. Under section 1.2, Commissioner Moravec corrected the Minutes to state that he had made the motion for the nomination of the Chair.

MOTION: Approve minutes of BPPC meeting held on 1/30/12. **MADE BY:** Moravec. **SECOND:** Emmerich **YES:** 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

2.2 Consideration of a Permit for Northern California Regional Trust Hike and Run on June 9, 2012.

Commissioner Emmerich removed this item from the consent agenda. The applicant requests a permit to host a hike and run in Upper Park on established trails on June 9, 2012. Routes would be on the north side of the park. This application is being considered by the Commission because the group is requesting the use of trails in Bidwell Park that are not considered intensive use areas.

Commissioner Emmerich inquired as to whether there would parking issues and if carpooling has been encouraged for participants. Sr. Ranger Erdahl stated that she is in contact with the event organizer who said there would be a shuttle for participants from Five Mile to Horseshoe Lake area. Kristina Shierenbeck, Vice President of the NCRT, reaffirmed the use of a shuttle and that they welcome suggestions. Commissioner Ober asked whether they will know when they've reached the cap of 500 registrants and Ms. Shierenbeck said that they have pre-registration online for the event. It is their first time to hold the event and and they will be pleased to get 500 participants.

MOTION: Approve Permit for Northern California Regional Trust Hike and Run on June 9, 2012. **MADE BY:** Emmerich. **SECOND:** Brentwood **YES:** 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

2.4 Consideration of a Permit Application for the 17th Annual Alzheimer's Association Walk on October 13, 2012.

Commissioner Mikles removed this item from the consent agenda. The applicant requests a permit to host the Chico Walk to End Alzheimer's at One Mile on October 13, 2012. Set-up for the event will occur on October 12, 2012. This application is being considered by the Commission because the group is requesting the use of a park area for multiple days and for more than 10-hours. Commissioner Mikles stated that there was a change with this year's event in the group's request to set up the day prior to the event and then hire overnight security. He inquired whether there would be any expense to the Park Division. Sr. Ranger Erdahl stated that there are at least 4 annual events in which over night security are hired at no expense to the Park Division and there will be no expense to the Park Division.

MOTION: Approve Permit for 17th Annual Alzheimer's Association Walk on October 13, 2012. **MADE BY:** Mikles. **SECOND:** Craig **YES:** 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. Finalization of 2012 Committee Assignments and Chairs.

BPPC members serve on the Policy Advisory, Natural Resources, Street Trees Committees and the City's ad hoc Bicycle Advisory Committee. The Committees allow more detailed consideration of issues. Commissioners were asked to email their preferences for the Chair and staff to review. There were no changes noted via Commissioners' emails and Chair Ober asked if at this time there were any changes to the current committee membership.

Chair Ober read out the committee makeup:

1. Natural Resource Committee - Commissioners: Brentwood (Chair), Emmerich, and Moravec.
2. Policy Advisory Committee - Commissioners: Emmerich (Chair), Herrera, and Ober.
3. Tree Committee - Commissioners: Mikles (Chair), Herrera, and Craig.
4. City Bike Advisory Committee - Commissioner Mikles, and Moravec as alternate.

MOTION: Approve the 2012 Committee Assignments and Chairs **MADE BY:** Mikles. **SECOND:** Craig
YES: 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

4.2. Review and Adoption of Park Memorials and Donations Policy

At its 1/30/12 meeting, the BPPC considered a revised City of Chico Policy for Park Memorials and Donations. The BPPC delayed action until a revised version that had been reviewed by the City Attorney could be completed. The Policy outlines the process for a variety of donation opportunities. Donation levels will be set to cover the true costs of a Park amenity and included on a fee schedule that can be updated regularly to account for costs changes.

Staff provided an overview of the donation policy revision, which included the review of other cities' park donation programs and extending the policy to cover other City parks and greenways once they are further developed. The policy includes language for a memorial tree program to support the urban forest and street tree program and that staff will bring back a list of locations where benches are needed in the Park. Donations will be kept in a separate account from the general fund.

Commissioners then asked clarifying questions and revised some of the Policy language. Staff explained that up to 3 plaques may be placed at any bench location, thus, providing more donation opportunities. At the end of a 10 year term (the lifespan of a bench), original donors will be given the first option to renew their term for benches in need of replacement. The provision of additional donations accompanying up to 3 plaques, will ensure that benches are kept in good condition. Staff plans to use a letter explaining the term agreement for the donation toward a bench location. If staff encounter questionable wording proposed for a plaque then staff can bring it back to the Commission for review.

Donation policy wording was revised as follows:

The wording about the formulation of donations amounts will be repeated at the top of the fee schedule.

3) Plaques – Park staff will install an engraved plaque at pre-approved site locations in Bidwell Park and other City owned parks. Plaque wording is subject to approval by the Park Division and shall not promote an entity or event other than wording used for the identification of the donor. Local non-profit service organization's logos are permissible. Anonymous donations are welcome.

6). Memorial Tree Program – All donors will receive a card reflecting their gift to share with the person being honored. Donations made to support the planting and care of the City's trees may be made in several ways:

a) To provide a memorial or commemoration in someone's honor, a donation is requested and will be used for the planting and/or care of trees within the City's Urban Forest.

b) To support the adoption of a street tree (specific tree or one in general), a donor may provide a minimum donation, which supports the basic resources needed for caring for a new tree for its first 3 years of establishment.

Fee Schedule top paragraph is revised to read:

Donation gifts to the City of Chico Park Division maybe tax deductible, donors should check with their financial advisor. Requested donation amounts toward various Park amenities are figured based on material/equipment costs; staff or contractor labor costs; administrative costs; and a certain % or flat donation dedicated to park maintenance, new facilities, and to support other Park programs.

MOTION: Adopt the revised City of Chico Policy for Park Memorial and Donations. **MADE BY:** Emmerich. **SECOND:** Brentwood. **YES:** 7 (Brentwood, Craig, Emmerich, Herrera, Mikles, Moravec and Ober). **NOES:** 0. **ABSENT:** 0

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.

Linda Cooper recounted her experience in late February of trying to save her dog, Red Dog, from drowning at Horseshoe Lake. The dog had become entangled in fishing line while in the lake. Linda and her dog were rescued by Ranger Shane Romain. Ms. Cooper presented the Park Division with a donation to help cover the costs of remedying the fishing line cleanup at the lake.

Courtney Ferrell – the new Executive Director of the Chico Creek Nature Center introduced herself and expressed her interest in working more closely with the Park staff and BPPC.

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. Tree Committee Report – Jim Mikles, Chair

Chair Mikles described the continuation of the initial steps in developing an Urban Forest Plan, including an online urban forest management toolkit, which the public will be able to add their input on.

6.2. Special Report: 2011 Park Division Annual Report – Dan Efseaff, Park and Natural Resource Manager

Senior Ranger Jessica Erdahl, Field Supervisor Jimi Logsdon, Volunteer Coordinator Lise Smith-Peters and General Services Director Ruben Martinez presented various highlights from the 2011 Annual Report. The Rangers have increased their education, outreach and public campaigns, including radio's Park Minute, to address needs of the community and Bidwell Park and they are more active in visitation monitoring in the Park. The Park Maintenance Crew has enjoyed being

more involved in the Park's habitat restoration efforts, and trail repairs. The Crew faces many challenges such as the constant repair of Caper Acres, which has structures that need to be completely renovated and or removed. The Volunteer Program continues to build with groups, organizations, schools and individuals returning to work in the park over several years. Several on-going partnerships with community groups have been strengthened and sustained over several years: Community Action Volunteers in Education (Associated Students); Chico High School Native Plant Project, CSUC's Upward Bound High School Summer Park program, and the Adopt-A-Park picnic site program. There were over 17,500 hours of volunteer time donated to Bidwell Park by the Chico community in 2011.

From the Public: Woody Elliott, CA Native Plant Society and Friends of Bidwell Park – stated that Caper Acres should be adopted and renovated by local service clubs. Peregrine falcons are in Upper Bidwell Park and he determined that they did not nest. He is interested in figuring out why they have not nested. He hopes to find out if they successfully nest this year and fledge most importantly. We should not be allowing people in a nesting area and should be part of the natural resource management. He recently discussed with Susan Mason the need to follow-up on *Arundo donax*. He plans to GPS arundo spots that may need to be retreated. He expressed thanks for keeping up with all the park work.

Rafael Evans who lives near Chico Nut stated that he had started pruning a large oak tree behind the company and had sought to remove it because it was shading other younger oaks. A City official told him to stop because it needed to be taken care of by park staff.

Break from 9:00 pm and resumed at 9:10 pm.

6.3. Park and Natural Resources Manager's Report - Dan Efseaff, Park and Natural Resource Manager.

The General Services Director presented information and stated that signs again will be posted during the Peregrine falcon nesting season to warn the public to refrain from interfering with the birds. The smoking ban request from the Internal Affairs Committee will be taken back to the City Council for further discussion before the Commission works on it further.

6.4. Urban Forest Manager's Report - Denice Britton, Urban Forest Manager

The Urban Forest Manager stated that a heritage tree application will be brought to the Commission at the next meeting. The tree crew continues to do formative pruning and answering service requests.

7. ADJOURNMENT

Adjourned at 9:15 pm to the next regular meeting on March 26, 2012 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved: / / .

Prepared By:

Lise Smith-Peters, Management Analyst

Date

Distribution: BPPC



DATE: February 19, 2012
TO: Bidwell Park and Playground Commission
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Consideration of a Permit Application for the 20th Annual Hooked on Fishing Derby, May 19, 2012.

Recommendation

Staff recommends that the Commission approve the permit use application on the condition that applicant adheres to conditions of the permit and the following provisions:

1. Applicant shall provide a minimum of five (5) portable toilets, of which a minimum of two (2) must be accessible to persons with disabilities.
2. Motorized vehicles, exclusive of the fish delivery vehicle, are restricted to designated roadways and parking areas. The fish delivery vehicle will only drive on a route approved by the General Services Director.
3. Signs shall not be affixed to trees in any fashion.
4. Styrofoam bait containers and lead sinkers are prohibited.
5. Sponsor signs and advertisements must comply with all park rules.
6. Areas not to be used during the event shall be roped off.
7. Applicant shall aggressively promote the use of satellite parking facilities to minimize impacts to roads and parking lots near Horseshoe Lake.
8. Alternative transportation shall be encouraged and a shuttle will be provided.
9. "No Parking" signs shall be installed along Upper Park Rd as to prevent hazards associated with illegal parking.
10. Monitors shall be in place to organize parking and maximize available parking spaces.
11. Applicant shall clean shoreline and accessible vegetation of Horseshoe Lake four times (4) during the two weeks following the event, including the fishing line waste containers.

Background

Applicant requests a permit to host a free fishing derby, "Hooked on fishing, Not on Drugs," May 19, 2012. This will be the 20th year this event has taken place at Horseshoe Lake and they anticipate approximately 2,000 participants. This application requires BPPC consideration as the applicant is requesting to host a public event at Horseshoe Lake which is not considered an intensive use area. Additionally, they plan to stock the lake with approximately 10,000 lbs of catfish prior to the event.

Discussion

Staff has received a permit application from Pete Giampaoli to hold the "Hooked on Fishing, Not on Drugs" fishing derby at Horseshoe Lake from 7:00 am to 4:00 pm on May 19, 2012. Each year, volunteers organize a fishing derby for young children ages 4 to 12 held at Horseshoe Lake. The program provides a free and safe recreational alternative for young children and a chance for parents to interact with their children. The event, held in late May or early June each year, is very successful. Attendance at the event ranges from 2,000 to 3,000 people.

Set-up for the event will occur on Friday, May 18th and includes stocking Horseshoe Lake with approximately 10,000 lbs of catfish, ranging from 1-1.5 lbs each. Two event organizers will be staged at the location on Friday night as security and will have an associated trailer parked in the Rod and Gun Club parking lot.

As in the past, staff is recommending the permit restrict the use of vehicles off-road, with the exception of set-up vehicles. To reduce the impact from participant vehicles, the permittee should continue to use a shuttle system to bring people in from satellite parking areas. Additionally, the five additional portable toilets required, plus the six units inside the Rod and Gun Club building will maintain a ratio of one toilet per 200 participants which is the recommended for all public events.

Fishing is a permissible use under the Bidwell Park Master Management Plan (BPMMP). The plan also notes that Upper Park is a protected area for non-intensive recreational uses and non-intensive wilderness compatible recreation shall be provided in Upper Park (O.Upper-2; I. Upper-1). Although the act of fishing is considered a non-intensive use, the Fishing Derby and number of participants is considered an intensive use and requires BPPC approval.

Attachments:

Application and permit for park use for the 20th Hooked on Fishing Derby
Park use evaluation for event May 19, 2012

City of Chico

APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division
965 Fir Street/ P.O. Box 3420
Chico, CA 95927-3420
(530) 896-7800 Fax: (530) 895-4731

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Pete Guampaoli
Name of Applicant/Contact Person

Type of Event: PUBLIC PRIVATE

Hooked on Fishing Not on Drugs
Organization Name (if applicable)

Saturday 5/19/2012
Day and Date of Activity

901 Bruce Road #280
Home, Organization, or Company Address

From: 7:00am To: 4:00pm
Total Time Needed for Set-up, Event, and Clean-up

Chico CA 95928
City, State, Zip

From: 7:00am To: 1:00pm 2000+
Time of Event Number of people

(530) 8914757 ()
Contact Phone # Alternate Phone #

E-mail address tummy@epickhomes.com

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. 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: _____ between 8:00 AM-4:30 PM
 Water (public events only) 100 amp Electrical Service
- City Plaza
 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
 Oak Grove A Oak Grove B
 Sycamore Way Parking Lot Closure-Public Events ONLY
 Electricity (15 amp) tables, trees, parking area, restroom area
 Band Stand (15 amp) (circle above)
 BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM
- Depot Park
 Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
 Upper Bidwell Park (public events only): _____
 Other (specify) (public events only): Horeshoe Lake

Description of Event: Annual Fishing Derby for kids ages 4-12

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

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee \$ 286.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 38.50 (\$38.50 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Additional Park Use Fees \$ _____ (see fee schedule)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

Additional fees for City Plaza use:

Event Restrooms _____ x (\$90.50) = \$ _____
#days

100 amp Electrical _____ x (\$28.50) = \$ _____
#days

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 442.50

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

City of Chico Cash Receipt No. CR347299 Paid: CK 1088 Date: 2/28/2012 Received By: JR

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

SECTION 4 - INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: May 6, 2012 Not Required
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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

- (1) Public Assemblages per Title 12R.08.240, or
- (2) Exclusive use where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact Risk Management office at 530-879-7910, 530-895-4733 fax, or riskmanagement@ci.chico.ca.us. Insurance may also be purchased through the City.

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 _____ X 2/1/2012
Signature of Applicant Date

RETURN THIS FORM TO:

City of Chico - Park Division
965 Fir Street
P.O. Box 3420
Chico, CA 95927-3420
FAX 530-895-4731

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 General Services Director

Date

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 pool deck.
- Bounce Houses** Bounce houses and other similar play equipment, such as dunk tanks or water slides, 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 at Wildwood Park or 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** 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, catch and release; under 14: catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during seasonal wet periods. Gates can be closed for approved special events.
- Glass** No glass beverage 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** No smoking in Upper Park from May 1st - November 1.st No smoking in City Plaza or Caper Acres any time.
- 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>20</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: _____	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): _____ When will amplified sound/music be heard? Time from: _____ until: _____ amps needed _____ Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event _____	Yes	No
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] 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? 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: _____		No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>7am</u> until: <u>1pm</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance.	Yes	
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>he 805</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 <u>Bens Toilets</u> Phone Number <u>8464110</u> 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 <u>6</u> Number of Recycling Containers <u>2</u> Sanitation Company <u>Recology</u> Phone Number <u>6240718</u> 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: _____ 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. 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 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

CITY OF CHICO
FINANCE OFFICE / 879-7320

Name: HOOKED ON FISHING NOT ON DRUGS

Receipt #: CR347299

ID:

Date: 02/28/12 Time: 16:21:01

Reference Date: 02/28/12

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002-000-42699	5/19 HORSESHOE LAKE	CK 1088		
	PARK-ADMN	Other Service Char		18.00
002-000-42501	5/19 HORSESHOE LAKE	CK 1088		
	PARK-ADMN	Park Use Fees		286.00
920-000-42699	5/19 HORSESHOE LAKE	CK 1088		
	REVOLVING-ADMN	Other Service Char		38.50
920-000-21100	5/19 HORSESHOE LAKE	CK 1088		
	REVOLVING-ADMN	CUSTOMER DEPOSITS		100.00

Total Receipt Amount: 442.50

Prepared By: GFC

Batch Id: CRPK302A

City of Chico
Park Permit and Park Use Evaluation

General Services Department-Park Division
965 Fir Street
P.O. Box 3420
Chico, CA 95927
(530) 896-7800 Fax: (530) 895-4731

Applicant Information	
Name of Applicant/Contact Person: Pete Giampoli	
Organization: Hooked on Fishing	
Mailing Address: 901 Bruce Road #180	
City, State, Zip: Chico CA 95926	Phone #: 530-891-4757

Event Information	
Name of Event: Hooked on Fishing	Public <input checked="" type="checkbox"/> Private <input type="checkbox"/>
Date of Event: 5-21-2011	Time of Event: 7:00 AM-4:00 PM
Event Location: Horseshoe Lake	Type of Event: Fishing

Evaluator's Observations	
Anticipated # of Participants: 2000+	Estimated # of Participants: 1,500 +
Anticipated # of Vendors: 1	Total Vendors Present: 1
Event Restrooms Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Event Restrooms Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
100 amp Electric Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	100 amp Electric Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Comments: Group runs the event with little help from rangers. Rangers opened a gate for access to the lake and access to the water pump. Group did set up on Friday from 11:00am till the evening. They had a trailer with a couple people that stayed overnight to prevent people from fishing early. On Saturday they had people out on the road helping to coordinate parking. No parking barricades were placed in certain areas to prevent people from parking in a hazardous way. Shuttles and a tractor with hay bales were used to transport people from their cars. Group was scene picking up garbage left from the event on Sunday. Water pump was left on. No major issues with group.

Recommendations: An additional parking attendant should be placed in the observatory parking lot to help park people efficiently. For the first two or three weeks after the lake is stoked with fish temporary signs should be placed around the lake advising visitors of the fishing rules. Ensure that pump is turned off when group no longer needs it.

Refund Full Deposit: Yes No

Evaluator: Andrew Verbrugge 804/3910	Date: 05/28/2011
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DATE: 03/13/12
TO: Bidwell Park and Playground Commission
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Consideration of a Permit for the Sunrise Service on Sunday April 8, 2012

Recommendation

Staff recommends that the Commission approve the application for park use.

Background

Applicant requests a permit to hold a sunrise service at the cross near Parking Area B in Middle Park on Sunday April 8, 2012. The applicant expects approximately 50 attendees and the service will run from 6:00-7:30 a.m. This sunrise service has been held at this location for the past 14 years. This application is being considered by the Commission because the group is requesting to host a public event in an area that is not designated as an intensive use area.

Discussion

Staff has received a permit application from Claire Stephens with the Vineyard Christian Fellowship to hold a sunrise service on Sunday April 8, 2012. This service has occurred at the cross in Middle Park for the past 14 years, and other similar services have been occurring for a number of years since the erection of the cross in the 1950's.

The cross is located just north of Parking Area B on the North Rim Trail. The area near the cross has experienced severe erosion over the years and has exposed hardpan. In order to ensure that additional erosion and vegetation damage does not occur the applicant should keep attendees on areas capable of sustaining high foot traffic (rocky areas) and maintain conveyance for park users on the designated trails. The applicant should avoid areas that would damage vegetation (especially when wet).

The hosting of a public event in Middle Park areas not designated for intensive uses requires BPPC approval. Permissible uses in Middle Park include non-intensive recreational activities, as well as some intensive uses at developed facilities (3.6.2.1). While the proposed activity is considered a non-intensive activity and is permissible under the BPMMP, there is the potential that a large event could cause damage and additional erosion at the event location. The BPMMP notes that high priority should be given to reducing and repairing erosion on the North Rim Trail (I-Middle-4). Staff recommends that the applicant cap the number of attendees to that listed on the permit (50).

Distribution:

Claire Stephens

Attachments:

Application and permit for park use for the Sunrise Service

City of Chico

APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division
965 Fir Street/ P.O. Box 3420
Chico, CA 95927-3420
(530) 896-7800 Fax: (530) 895-4731

SECTION 1 - APPLICANT INFORMATION

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

PLEASE PRINT:

Clare Stephens
Name of Applicant/Contact Person
Vineyard Christian Fellowship
Organization Name (if applicable)
3880 Morrow Lane
Home, Organization, or Company Address
Chico CA 95928
City, State, Zip
(530) 893 9300 (530) 896 5900
Contact Phone # Alternate Phone #

Type of Event: PUBLIC PRIVATE
Sunday April 8th 2012
Day and Date of Activity
From: _____ To: _____
Total Time Needed for Set-up, Event, and Clean-up
From: 6:am To: 7:30am 50
Time of Event Number of people
E-mail address office @ vineyard of chico . com

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Cedar Grove Picnic Area
 - Electricity (15 amp) tables, restroom area (circle)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ between 8:00 AM-4:30 PM
 - Water (public events only)
- City Plaza
 - Electricity (15 amp)
 - Event Restrooms
 - Fountain - On
 - Meter Bogs # _____
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)
- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available
 - Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) tables, trees, parking area, restroom area
 - Band Stand (15 amp) (circle above)
 - BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): Cross area in upper Park

Description of Event: Prayer and singing, watching sunrise

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee \$ 10.50 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ _____ (\$38.50 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Additional Park Use Fees \$ _____ (see fee schedule)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

Additional fees for City Plaza use:	
Event Restrooms _____ x (\$90.50) = \$ _____	#days
100 amp Electrical _____ x (\$28.50) = \$ _____	#days

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 28.50

Fee due upon submittal of application

City of Chico Cash Receipt No. CR347267 Paid: CC 5887 Date: 2.28.2012 Received By: TR

SECTION 4 - INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: _____

Not Required

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

- (1) Public Assemblages per Title 12R.08.240, or
- (2) Exclusive use where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact Risk Management office at 530-879-7910, 530-895-4733 fax, or Insurance may also be purchased through the City.

Please Note:

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.

X *[Signature]*
Signature of Applicant

X 2-28-2012
Date

RETURN THIS FORM TO:

City of Chico - Park Division
965 Fir Street
P.O. Box 3420
Chico, CA 95927-3420
FAX 530-895-4731

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 General Services Director

Date

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 pool deck.
- Bounce Houses** Bounce houses and other similar play equipment, such as dunk tanks or water slides, 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 at Wildwood Park or 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** Check California Fish and Game Regulations, Freshwater Sport Fishing, (20) Big Chico Creek.
Horseshoe Lake: age 14 and over, catch and release; under 14: catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during seasonal wet periods. Gates can be closed for approved special events.
- Glass** No glass beverage 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** No smoking in Upper Park from May 1st - November 1.* No smoking in City Plaza or Caper Acres any time.
- 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: _____

[Handwritten Signature]

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>14</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: _____	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): _____ When will amplified sound/music be heard? Time from: _____ until: _____ amps needed _____	Yes	No
Please describe the sound equipment that will be used for your event _____		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] 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? (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: _____	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 _____	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 _____	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: _____	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch.	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 may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks?	Yes	No
Will City street closure(s) be needed?	Yes	No

CITY OF CHICO
FINANCE OFFICE / 879-7320

Name: CLAIRE STEPHENS
ID:
Reference Date: 02/28/12

Receipt #: CR347267
Date: 02/28/12 Time: 13:55:09

=====
002-000-42699 4/8 UPPER PARK-EASTE CC 5887
 PARK-ADMN Other Service Char 18.00
002-000-42501 4/8 UPPER PARK-EASTE CC 5887
 PARK-ADMN Park Use Fees 10.50

Total Receipt Amount: 28.50

Prepared By: GFC Batch Id: CRPK302A



DATE: March 11, 2012
TO: Bidwell Park and Playground Commission
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Consideration of a Permit for a wedding ceremony at picnic site 37

Recommendation

Staff recommends that the Commission approve the permit use application on the condition that applicant adheres to conditions of the permit, including:

1. No signs or decorations to be attached or hung from City structures, trees, tree barriers, or vegetation.
2. Vehicles to be parked in designated parking areas only.

Background

Applicant requests a permit to host a wedding ceremony at picnic site 37 on October 6, 2012. This application requires BPPC consideration as the applicant is requesting the exclusive use of a non-exclusive use area.

Discussion

Staff has received a permit application from Dan Irving to hold a wedding ceremony at picnic site 37 from 1:00 p.m. to 5:00 p.m. (includes set-up and take down), on Saturday October 6, 2012. The reception will be held at an alternate location. Irving has requested to use the entire picnic site including the open area for the ceremony and anticipates 120 attendees. 100 barred chairs as well as a canopy will be placed onsite. He intends on using a microphone and small amp for his audio needs, as well as a keyboard and guitar.

Concerns regarding parking as well as site capacity were addressed with the applicant, who noted that guests will either park on the shoulder of Vallombrosa or be shuttled to the site and staff was assured that vehicles will not park in undesignated locations. Additionally, staff estimated the open area of picnic site 37 to be about 40'x 60', 2400 square feet, which will be sufficient to seat 100 people. Staff recommends that the applicant cap the number of attendees to that listed on the permit (120).

The Bidwell Park Master Management Plan (BPMMP) notes that non-intensive and intensive uses are permissible in Lower Park, specifically noting picnic sites as developed facilities for intensive use (3.6.1.1 PERMISSIBLE USES IN LOWER PARK). The plan also notes that the preservation of oak woodland and riparian zones should be made a high priority (O. Lower-3). Picnic site 37 is located several hundred feet from the creek and is vegetated primarily by redwood trees.

Picnic site 37 is not designated as an exclusive use reservation area per 12R.10 of the Chico Municipal Code and Commission approval is therefore required for a private reservation permit request. Staff does not anticipate any major conflicts, issues, or damage associated with the applicant's requests. Other than the conditions mentioned above, no other requirements are recommended.

Distribution:

Dan Irving

Attachments:

Application and permit for park use for a wedding

City of Chico

APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division
965 Fir Street/ P.O. Box 3420
Chico, CA 95927-3420
(530) 896-7800 Fax: (530) 895-4731

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Dan Irving
Name of Applicant/Contact Person

Type of Event: PUBLIC PRIVATE

Organization Name (if applicable)

Saturday October 6, 2012
Day and Date of Activity

1058 Almedia Court
Home, Organization, or Company Address

From: 1:00 P.M. To: 5:00 P.M.
Total Time Needed for Set-up, Event, and Clean-up

Chico CA 95926
City, State, Zip

From: 3:00 pm To: 4:00 pm 120
Time of Event Number of people

(530) 894-6776 ()
Contact Phone # Alternate Phone #

E-mail address danielirving@yahoo.com

Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All events with less than 1,000 people at One Mile must start before 8:30am. 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: _____ between 8:00 AM-4:30 PM
 - Water (public events only) 100 amp Electrical Service
- City Plaza
 - 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
 - Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) tables, trees, parking area, restroom area
 - Band Stand (15 amp) (circle above)
 - BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): picnic site #37

Description of Event: Wedding ceremony (reception not in park). We will leave site cleaner than we found it by removing ash from barbeque, cleaning grill & picnic table. Only banned chairs will be used and a portable canopy. Nothing to be attached to streets or structures in ground.
FOR PARK RANGER ASSISTANCE, during event, CALL 530-897-4900 (Police Department Dispatch)
Guests will be shuffled to and from the site.

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee \$ 28.50 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 38.50 (\$38.50 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Additional Park Use Fees \$ _____ (see fee schedule)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

Additional fees for City Plaza use:	
Event Restrooms _____ x (\$90.50) = \$ _____	#days
100 amp Electrical _____ x (\$28.50) = \$ _____	#days

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 185.00

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

City of Chico Cash Receipt No. 12347459 Paid: \$185.00 Date: 3/2/12 Received By: LC

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

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>first time</u>	Yes	<input type="radio"/> No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: <u>0</u>	Yes	<input type="radio"/> No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): <u>microphone, guitar (acoustic) possible keyboard</u> When will amplified sound/music be heard? Time from: <u>3:30</u> until: <u>4:00</u> amps needed <u>small one</u> Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event: <u>A microphone small amp guitar, keyboard battery for power</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	<input type="radio"/> 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	<input type="radio"/> 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	<input type="radio"/> 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.	Yes	<input type="radio"/> 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	<input type="radio"/> 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	<input type="radio"/> 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 <u>will clean-up after event</u>
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>Signs will be on parked cars in properly designated parking areas</u> Note: All signs and banners shall be free standing and not affixed to Park property.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will water be needed during your event? Please provide your own hose and on/off switch. <u>- bottled</u> Note: Please request a water coupler key for City Plaza. Children's Playground and Cedar Grove.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Do you request irrigation to be turned off before and during your event?	Yes	<input type="radio"/> No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800. <u>Not at City Plaza</u>		
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	<input type="radio"/> 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	<input type="radio"/> No

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 pool deck.
- Bounce Houses** Bounce houses and other similar play equipment, such as dunk tanks or water slides, 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 at Wildwood Park or 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** 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, catch and release; under 14: catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during seasonal wet periods. Gates can be closed for approved special events.
- Glass** No glass beverage 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** No smoking in Upper Park from May 1st - November 1.st No smoking in City Plaza or Caper Acres any time.
- 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: _____

Carol J. Loving 3/2/12

SECTION 4 – INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: 9/22/12 Not Required

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

- (1) Public Assemblages per Title 12R.08.240, or
- (2) Exclusive use where:
 - (a) Amplified sound is used, or
 - (b) The number of people participating amount to 100 or more.

If insurance is required for your event, please contact Risk Management office at 530-879-7910, 530-895-4733 fax, or riskmanagement@ci.chico.ca.us. Insurance may also be purchased through the City.

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 *Carrie J. Perry* X 3/2/12
Signature of Applicant Date

RETURN THIS FORM TO:

City of Chico - Park Division
965 Fir Street
P.O. Box 3420
Chico, CA 95927-3420
FAX 530-895-4731

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 General Services Director

Date

C I T Y O F C H I C O
FINANCE OFFICE / 879-7320

Name: DAN IRVING

Receipt #: CR347459

ID:

Date: 03/02/12 Time: 11:22:33

Reference Date: 03/02/12

=====

002-000-42699	10/6/12 PICNIC SITE CK 698 PARK-ADMN	Other Service Char	18.00
002-000-42501	10/6/12 PICNIC SITE CK 698 PARK-ADMN	Park Use Fees	28.50
900-000-42699	10/6/12 PICNIC SITE CK 698 GENERAL LIAB INS R	Other Service Char	38.50
920-000-21100	10/6/12 PICNIC SITE CK 698 REVOLVING-ADMN	CUSTOMER DEPOSITS	100.00

Total Receipt Amount: 185.00

Prepared By: GFC

Batch Id: CRPK309A



TO: Bidwell Park and Playground Commission
FROM: Community Development Manager (879-6307)
RE: Acceptance of Park-Related Community Organization Funding Requests (FY 2011-12)

REPORT IN BRIEF:

As part of the City's Community Organization Funding Program, any applications which propose use of City park facilities or operate in City parks are provided to the Bidwell Park and Playground Commission (BPPC) for acceptance. The applications are then forwarded to the Finance Committee for recommendations to the City Council on funding allocations for Fiscal Year 2012-13.

Recommendation:

Recommend acceptance of the applications.

BACKGROUND:

The City Council annually considers applications from non-profit organizations for City funding as part of the Community Organization Funding Program. Funding requests which propose use of City park facilities are referred to the Park Commission for consideration and acceptance. The applications are then provided to the Finance Committee which considers and recommends funding levels for each applicant during two April Committee meetings. The recommendations are then provided to the City Council for consideration of final allocations during the Council's June budget session.

DISCUSSION:

The City has received two park-related application for Fiscal Year 2012-13 funding (copies attached). The funding for these requests, if allocated by the City Council, would come from the City's General Fund.

1. **Chico Creek Nature Center - Requesting \$46,500 for personnel costs**
The City previously has provided funding to the Nature Center for staffing costs associated with its visitor center and educational programs. The \$46,500 request is an increase of less than 1% from its current allocation of \$46,116 and, if approved, represents 30% of its projected income for the upcoming fiscal year.
3. **California Urban Streams Alliance - Requesting \$7,200**
The request, which represents 52% of the organization's projected income for next fiscal year, is for costs associated with water quality monitoring (outside lab fees/lab supplies/data collection costs/analysis costs) and training events for youth and the public at large relating to water quality monitoring.

This organization has worked with the Park Department and the Engineering Department in the past, either as a partner in the training and coordination of volunteer efforts or through education and outreach efforts in relation to the City's storm water management plan.

If Commission members have further questions about the Community Organization Funding Program in advance of the meeting, please contact me at ccarroll@ci.chico.ca.us or 879-6307.

PUBLIC CONTACT:

The applicants have been provided with a copy of this report.

Prepared by:

Cris Carroll, Community Development Manager

RE: Community Organization Funding Applications FY 2012-13
Meeting Date: Park Commission (03/26/12)
Page 2

DISTRIBUTION:

BPPC Agenda Distribution - original
Applicants (2))
CM/Asst. City Manager - route info
Community Development Manager Desk

ATTACHMENTS:

Applicant Funding Requests/Analysis Sheets

FILE: D-27-3

2012-13 COMMUNITY ORGANIZATION FUNDING REQUEST
ORGANIZATION SUMMARY

ORGANIZATION: CHICO CREEK NATURE CENTER

SERVICES PROVIDED: Operation of a nature center and interpretive facility providing environmental education programs, school programs aligned with state science standards for K-6, and serving as a visitor information/interpretive center for Bidwell Park which provides volunteer and internship opportunities.

2011-12 FUNDING: \$46,116

2012-13 FUNDING REQUEST:

\$46,500 (less than 1% increase over prior year's funding)

Requested City funding comprises **30%** of 2012-13 organization projected income.

PROPOSED USE OF CITY FUNDS: Wages, salaries and benefits for staff

UNITS OF SERVICES: Primarily provides indirect services; estimates that approximately 50% of its projected 12,000 visitors or clients will be City residents.

OUTCOMES AND INDICATORS:

Outcome: Increased awareness of Park's natural system, leading to better citizen stewardship of the Park; complementary programs for school science curriculum; connection/referral point to other service providers.

Indicator: Use of sign-in visitor sheets, records of participants and City residents in school programs, distribution of maps, partnerships created and additional funding secured.

AUDIT FINDINGS:

FY 09-10 Not audited

FY 10-11 None

OTHER CITY ASSISTANCE: The Chico Creek Nature Center leases a small portion of Bidwell Park between Cedar Grove and the Deer Pen at no cost. Lease term was renewed for a 20 year term beginning 1/1/01. A loan of \$185,000 (FY 05-06) for assistance in constructing the exhibit and classroom facility was provided by the City.

ESSENTIAL SERVICES: Applicant indicates it serves as City's visitor center on weekends and in its daily operations serves to showcase Bidwell Park through exhibits and educational programs and transmit information about park rules and stewardship.

COMMENTS: The organization has a new Executive Director and new Board members. One stated organizational priority will be development of a strategic plan, including plans to broaden the funding base support through other grants and increased membership, and to increase collaboration with other local agencies. A 2012 resource plan has been developed and is included with the funding request.

**CITY OF CHICO
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

FISCAL YEAR 2012-13

In completing this application for funding, please include information on the organization's entire operation, including the overall organization budget. If necessary, attach additional pages to include information on specific programs within the organization.

Applicants who have funding approved by the City Council will be required to provide evidence of comprehensive general liability insurance as set forth in the instructions provided with this funding request.

PLEASE TYPE

GENERAL INFORMATION:

1. NON-PROFIT ORGANIZATION NAME: Chico Creek Nature Center
MAILING ADDRESS: 1968 E. 8th Street, Chico, CA 95928
TELEPHONE: 530-891-4671
E-MAIL: nature@now2000.com FAX NO. 530-891-0837

2. PROGRAM DIRECTOR: Courtney Farrell, Executive Director
(Name and Title)
MAILING ADDRESS, E-MAIL, AND PHONE IF DIFFERENT FROM ABOVE:
Same as above

3. A. Is the Organization or fiscal receiver a California non-profit corporation? X Yes ___ No
(If "no," organization is ineligible)
B. Has the Organization filed current certified Articles of Incorporation and Bylaws with the City?
X Yes ___ No If "no," attach to this funding request form.

4. AREA SERVED BY NON-PROFIT ORGANIZATION:
City of Chico (only) X Greater Chico Urban Area X Butte County X
Other areas outside of Butte County (specify) The Chico Creek Nature Center service area extends to Butte County, the Sacramento Valley and the entire state of California. Recently, we have had out-of-state visitors who have utilized the Nature Center's resources.

5. What overall services will the organization or program provide in the 2012-13 fiscal year?
Established over 30 years ago, the Chico Creek Nature Center is the city of Chico's information and interpretive center for Bidwell Park, one of our community's most treasured assets. Our location is ideal and lends itself to many pedestrians, cyclists, and tourists from outside of the area providing not only the necessary educational resources about the park and its native life, but also providing park information, rules and interpretive programs.
Our mission is to enhance the quality of all life by promoting understanding, awareness, appreciation, and knowledge of our environment through environmental education in Bidwell Park. It is the philosophy of the Chico Creek Nature Center that through increased knowledge and understanding, individuals will learn to protect and preserve our natural resources and, especially, Bidwell Park. As stewards of our environment, we can promote a high quality of all life now and for the future.

Bidwell Park provides an excellent and accessible opportunity to teach valuable lessons on the natural world and the need for stewardship of the environment. The Chico Creek Nature Center has provided quality environmental education programs on the natural systems of Bidwell Park to elementary school students and the general public, using the Park as a classroom. Our staff naturalists bring academic backgrounds in life sciences to programs aligned with standards established by the California public school system. These popular and informative programs draw classes from surrounding school districts and communities and provide an excellent opportunity for teachers to add value to their curriculum.

Currently the Nature Center provides K-6 school programs aligned with California State science standards; spring, winter, and summer science and nature camps (with scholarship opportunities for low-income families); free weekend and evening programs for all age groups regarding topics such as (but not limited to) birding, trails, hikes, nature walks, native plant and animal species; internship opportunities for Chico State and Butte College students studying biological sciences, education, child development, recreation and more; job readiness opportunities for local high school students; and, volunteer opportunities for the community (including special needs populations and seniors). The Nature Center continues to provide respite for injured, non-releasable animals that are also used for educational trainings for the public, which also includes medical care and attention. Additionally, the Nature Center has public restroom facilities for people utilizing the park, informational resources and maps for the park and directories for other departments related to the park.

Our recently built Tucker Hall and Kristie's Lab are open to the public as well as for private classes and programs to further educate the community on the natural history and resources of Butte County. It is the Nature Center's intention to build the current lab with new equipment so that students can gain hands-on practical experience to complement their academic education.

6. OTHER FUNDING SOURCES:

Has your organization applied for private, county, state or federal funding assistance for the 2012-13 Fiscal Year?

Yes No

Please explain:

The Nature Center has applied for additional funding support from the following sources: Discovery Shoppe, Butte County Fish and Game Commission, and Soroptimist International of Chico, Soroptimist Bidwell Rancho. Within the next 3 months, the Nature Center will apply for funding from the following sources: Stewardship Council, North Face, Rabobank, Wells Fargo, U.S. Bank, the Newman Foundation, TogetherGreen Toyota Partnership grant, PG&E, the Joseph and Vera Long Foundation, Helping Hands All State Grant, and Bank of America.

7. Has the proposed activity been funded by another public agency (eg, County, State, School District) in the last 12 months?

Yes No Will the proposed activity increase the level of service or provide a new service component?

To date, the Nature Center was awarded funding to purchase 8 new microscopes for our new lab which will allow us to expand our current lab programs so that students can participate with their own equipment. The microscopes are also light weight and solar powered to enable students and instructors to utilize them in the field (Bidwell Park). The Discovery Shoppe funding provided food and other supplies necessary to meet the needs of our animals. Additionally, a portion of the funding was designated for repairs and upgrades of the displays and enclosures that currently house the animals. Other funding already applied for is still pending, but a majority of the funding will be used to expand our science programs offered to youth as well as free nature resources programs to all ages. Our goal is to continuously improve our programs so that they keep up with current and new content standards and complement teachers' work in their classrooms. Resources and funding are continuously diminishing and it is the Nature Center's goal to assist schools and teachers in providing our community's youth with the highest quality of education as possible. The Nature Center will also like to increase its hours of services to be available more for the community at large.

No Please explain why the previous funding is no longer available.

8. Explain how this program or project would be affected if City funding is not available:

The Chico Creek Nature Center has currently undergone a change in leadership at the executive and board level. City funding is critical as the Nature Center strives to expand, improve and better provide resources related to Bidwell Park, students, schools and our community. A goal of the Nature Center is to bring more awareness to Bidwell Park, the city and itself. We intend to increase visitorship, classes and programs, community partnership and collaborations as well as create a stronger financial base to maintain our sustainability well into the future. Without the city's funding, the current staff would not be able to plan for and reach these critical goals that are so vital to the Nature Center and the community. It is our request that city funding remain the same as it has for the year 2011-12.

9. Will this program or project require additional City funding in future program years? If yes, describe reason(s):

The Chico Creek Nature Center will continue to need funding from the City of Chico to provide services related to Bidwell Park for the public. The Nature Center is a wonderful resource not only on the recreational activities in Bidwell Park, but we also provide safety tips, environmental awareness information, and a sanctuary for native plants and animals. It is the Nature Center's current goal to collaborate and work with as many relevant agencies, departments and organizations that can be supported to better meet the needs of our community. As we begin to grow, the City of Chico funding will be generate a greater return on investment and ensure that the Nature Center is a valuable asset and resource. Funding from the city will allow the Nature Center to venture into additional programming and services that we are not currently providing.

10. FINANCIAL/COMPLIANCE AUDITS:

A. Has your organization been audited in the past year by an individual or firm other than the City of Chico?

Yes No

If yes, by whom? Workman's Compensation Insurance

B. Has any audit of your organization found discrepancies or problems? Yes No

If yes, please explain: _____

11. ADDITIONAL CITY ASSISTANCE:

Has your organization received any other form of assistance from the City of Chico (such as subsidized rental/lease of City property, waiver of fees, etc.)?

Yes No

If yes, please indicate nature and amount/value of assistance: The Chico Creek Nature Center has a no-cost lease agreement in exchange for park information and educational services. We currently have a loan with the City of Chico for \$185,000 that provided assistance for the construction of the newest city-owned interpretive facility.

12. ESSENTIAL SERVICES:

Does your organization provide essential services (defined as services which otherwise the City might directly provide or services which directly assist City departments)?

Yes No

Please explain: Twelve months a year, the Chico Creek Nature Center facilities are open to the public to showcase the unique features, resources and attractions of Bidwell Park. Located in the heart of the park, directly off of Highway 99, the Nature Center refers local community members and tourists to downtown and outlying businesses and services. Currently, the Nature Center is the only visitor services in the City of Chico that are available on weekend days and some holidays. Our information center and museums are free to the public and provide educational and awareness information. Visitors have the opportunity to become aware of the park rules as well as learn park stewardship practices. Students and campers who participate in our programs gain educational lessons in an outdoor, natural setting and college interns utilize the Nature Center to further their educational paths in a variety of disciplines. Special needs populations as well as seniors utilize the Nature Center for job readiness training, outdoor experiences, educational purposes and more. We are a central meeting point for many groups who are offering programs in the park and visitors who are unable to hike in the interior of the park can experience many of our native species right here at the Nature Center. Bathrooms and staff are regularly open and available for emergency referrals which benefits park visitors, other city service providers and the community as a whole. The Nature Center is a reference point and directory for other services available to the public and we provide wildlife rehabilitation referrals on a regular basis.

13. FUNDRAISING EFFORTS:

Describe your organization's fundraising efforts during the past year (include annual events, specific campaigns and any other relevant information demonstrating community fiscal support).

In late 2011, the second annual People for the Park membership and fundraising event was held. Sponsorships and donations were solicited to the community which resulted in a net income of \$1,500, increased membership and increased awareness of the Nature Center. In December 2011, the board of directors solicited applications for a new executive director. In January 2012, Courtney Farrell took on the position and is currently working toward completing a strategic plan, resource development plan and a human resource plan. Additionally, the goal of the 2012-13 year is to increase membership by 100%, increase the quality and amount of programs and services to youth, increase and diversify its funding base, improve awareness of the Nature Center and provide more resources related to Bidwell Park. On April 21, the Nature Center will hold an event titled, "Celebrate the Jewel," a fundraising event for the Nature Center

and an awareness event for park activities and services. This event will also showcase the new programs and camp activities that will be available in the next couple of months, improve awareness and increase membership. A fall formal event will be held that will include dinner, a silent auction and program. Face-to-face visits with past and potential donors has already begun to take place under the direction of the new executive director. This will be an on-going activity for the Nature Center. Grant requests will be solicited also on an on-going basis from private and public entities. The Nature Center will continue to participate in the North Valley Community Foundation's Annie B's drive as well as the annual Snow Goose Festival. The Nature Center has already begun new partnerships with the Butte Environmental Council Endangered Species event, KZFR's Bocce Ball Tournament, and will continue to look for events and activities that will support other agencies as well as benefit the Nature Center. Our ACH account is active and we have donors contributing through this option.

14. SUPPORT OF CITY DIVERSITY ACTION PLAN GOALS:

Describe outreach efforts or programmatic elements which foster access to your organization's services by underrepresented groups in our community.

The Chico Creek Nature Center will continue its outreach efforts through the various media sources in our community. Additionally, we will strive to obtain funding from grant sources that will allow us to directly partner with agencies such as the Work Training Center, ARC, the Boys & Girls Club to name a few. Many individuals and groups who live in our community have never truly experience the beauty of our natural surroundings, nor have they had the opportunity to learn about our native plant and animal life. We will continue to provide volunteer and paid opportunities for special needs populations and seniors.

ORGANIZATION NAME: Chico Creek Nature Center

**2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

INCOME INFORMATION SHEET

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

<u>INCOME SOURCES:</u>	<u>FY 2011-12</u>	<u>Estimated 2012-13</u>
1. BEGINNING BALANCE (July 1)	\$ <u>68,000</u>	\$ <u>71,616</u> ¹
2. Federal Grants (Specify)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
3. State Grants (specify)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
4. City of Chico Community Organization Funding	\$ <u>46,116</u> ²	\$ <u>46,500</u> ³
5. Community Donations	\$ <u>19,400</u>	\$ <u>20,000</u>
6. Fees for Services	\$ <u>11,000</u>	\$ <u>12,000</u>
7. Fund Raising	\$ <u>8,000</u>	\$ <u>15,000</u>
8. Other Income Sources:		
Retail _____	\$ <u>8,500</u>	\$ <u>8,500</u>
Camps _____	\$ <u>16,000</u>	\$ <u>16,000</u>
Paradise Community Foundation _____	\$ <u>11,300</u>	\$ <u>11,300</u>
Grants _____	\$ <u>5,000</u>	\$ <u>25,000</u>
9. TOTAL INCOME (Add Items 2-8)	\$ <u>125,316</u>	\$ <u>154,300</u>
10. TOTAL FUNDS AVAILABLE (Item No. 1 plus Item No. 9)	\$ <u>193,316</u>	\$ <u>225,916</u>

¹ Should match No. 12 "Ending Balance" (2011-12 Column) on Expenditure Information Sheet (Page 5).

² Should match actual City funding for 2011-12.

³ Should match "Total City Funds Requested" for 2012-13 as shown on Page 6.

**2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

EXPENDITURE INFORMATION SHEET

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

	<u>FY 2011-12</u>	Estimated <u>2012-13</u>
<u>TOTAL FUNDS AVAILABLE:</u>	\$193,316 ¹	\$ 225,916 ¹
<u>EXPENDITURES:</u>		
1. Salaries/Employee Benefits 2	\$ 80,000	\$97,695
2. Consultant Expenses	\$8,000	\$1,000
3. Travel Expenses	\$ _____	\$ _____
4. Office Space Expense	\$ _____	\$ _____
5. Consumable Supplies	\$8,000	\$9,000
6. Equipment Expense	\$1,000	\$4,000
7. Utilities Expense	\$8,000	\$8,000
8. Insurance Expense	\$6,100	\$8,100
9. Other Operating Expenses:		
<u>Retail Costs</u>	\$6,000	\$7,000
<u>Exhibit & General Repairs</u>	\$2,000	\$3,000
<u>Fees & Permits</u>	\$ 1,750	\$2,000
<u>Taxes</u>	\$850	\$975
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
10. Capital Expenses (show detail on separate sheet and attach)	\$ _____	\$ _____
11. TOTAL EXPENDITURES	\$121,700 _____	\$140,770
12. ENDING BALANCE (Total Funds Available Minus Total Expenditures)	\$71,616 _____ ³	\$85,146

1 Should match No. 10 "Total Funds Available" on Income Information Sheet (Page 4).

2 Should match "Total Annual Personnel Cost" on Employee Information Sheet (Page 7).

3 Should match No. 1 "Beginning Balance" (July 1 on 2012-13 Column) on Income Information Sheet (Page 4).

ORGANIZATION NAME: Chico Creek Nature Center

2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

PROPOSED USE OF CITY OF CHICO FUNDS

1. Describe services, programs or events to be provided with requested City funding:

Funding will be used for Nature Center staff salaries.

2. City funds will be used specifically for the following itemized expenditures:

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

<u>Expenditure</u>	<u>Amount</u>
<u>Wages, Salaries, & Benefits</u>	<u>\$46,500</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
TOTAL CITY FUNDS REQUESTED	<u>\$ 46,500</u>

3. Will fees be charged for the services or program listed above? Yes No

If yes, please list (attach fee schedule, if additional space required):

Currently we offer science-standards aligned K-6 programs to regional schools for the following prices: 30 minutes \$45; 60-minute programs are \$70; and 90-minute programs are \$95. We offer camps at the price of \$70 per child for one-week sessions.

4. Describe the eligibility criteria for qualification of recipients for services listed above (attach additional sheet(s), if more space required): N/A

ORGANIZATION NAME: _____

**FISCAL YEAR 2012-13
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

EMPLOYEE INFORMATION SHEET

Position Title	Status of Position ¹	Hours Worked Per Week Per Position	Annual Salary/ Benefits Per Position	Number of Positions ²	Total Annual Personnel Cost ³
Executive Director	Perm	40	45,930	1	45,930.00
Education Coordinator	Seasonal	16	13,899.98	1	13,899.98
Office Mgr/Camp Director	Seasonal	17	12,393.92	1	12,393.92
Animal Care Technician	Seasonal	18	10,526.84	1	10,526.84
Camp Counselors	Temp	5	813.90	5	4,069.51
Purchasing Outreach	Seasonal	5	4,209.84	1	4,209.84
Bookkeeper	Perm	6	6,665.58	1	6,665.58
TOTAL					\$97,695.68⁴

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

- ¹ Permanent (P), Temporary (T), Volunteer (V), Intern (I), etc.
- ² Total number of positions in the organization with the same title, status, and salary.
- ³ Multiply Annual Salary/Benefits by Number of Positions.
- ⁴ Should match No. 1 "Salaries/Employee Benefits" on Expenditure Information Sheet (Page 5)

ORGANIZATION NAME: Chico Creek Nature Center

FISCAL YEAR 2012-13
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

NARRATIVE

Please provide a brief (no more than one page) narrative statement regarding your organization that will assist the City Council in evaluating your funding request.

New applicants **must** attach a current list of Board of Directors or Advisors (names and mailing addresses) and a business plan for the organization.

The Chico Creek Nature Center is the City of Chico's information and interpretive center for Bidwell Park, a local treasure and the most alluring year-round draw of visitors for our city. Due to its location, associated with heavy foot traffic and established relationships with local school districts, the Nature Center offers an efficient means through which the City can provide maps, park information and rules, and interpretive programs on its natural systems. These programs are designed to teach responsible park use through increased awareness of the park's flora and fauna. The Nature Center plays an important role in efforts to protect and preserve our park, which reduces costs associated with enforcement of park rules. In addition to its role as the gateway to the park, the Nature Center's close proximity to Highway 99 means it serves as a source of general tourist information about Chico. For locals and tourists, the Nature Center's living animal museum, exhibits, lab and native plant garden serve as an introduction to the splendors of the park.

The Nature Center has a long history of providing science programs, services and camps particularly to the youth of our community. Walks, guides and tours educating the general public of the uses, resources and joy of Bidwell Park has also been a staple of what we do. The Chico Creek Nature Center has recently undergone significant changes in its executive and board level of leadership. The Nature Center is committed to expanding its membership base, increasing the breadth and depth of its programs, building and sustaining diverse funding streams, and ensuring that the Nature Center is here for future generations to enjoy. Partnerships and collaborations will be critical to this process. The Nature Center is committed to fulfilling its mission and being a true resource to the community and its partners.

One of the first solutions to increasing funding for the Nature Center will be to pursue grants that are in alignment with our mission. Not only will this allow for the Nature Center to add more science-based programs and services to youth, it will expand our free programs that are offered on evenings and weekends to all ages. The Nature Center would like to increase its hours so that we are open 6 days a week, year-round. It is important for the Nature Center to promote the City of Chico and Bidwell Park to continue to draw visitors from all over even beyond the state of California. In this next year, the Nature Center will hold special events that will increase awareness of the Center and Bidwell Park as well as draw a great pool of donors and members that will support our mission.

The Nature Center will also expand its internship and volunteer programs to provide practical work experience for students and the community. While educating interns and volunteers, the Nature Center will also help to build their skill set to encourage greater academic gains in the classroom and also to help them succeed once they enter the work force. In addition to volunteers and interns, the Nature Center plans to increase funding so that we can provide more paid positions for our community to support the City's economic development efforts.

Overall, the Chico Creek Nature Center will strive to be the heart of Bidwell Park. It will strive to be the connector between agencies, groups and service providers who work every day to educate about and appreciate the natural wonder we have in our own backyards.

**CITY OF CHICO
GENERAL/CDBG ORGANIZATIONS – SUPPLEMENTAL**

Organizations requesting City funding for general community services or services to low and moderate income clients must also answer the following Supplemental Questions.

1. **OUTCOME MEASUREMENT:** Address the following two factors (BE SPECIFIC):
 - a. **Outcomes:** What changes or benefits will the funded program/service provide?
 - b. **Indicators:** What measurement technique will you use to report on your outcomes?
 - a. Our services will provide educational information to promote responsible park use and a respect and understanding for our native plant and animal life. It will also complement science curriculum taught in our local schools, but utilizing the Park as an outdoor laboratory. This program will continue to draw local and out-of-town visitors and will be a connecting resource to other agencies and service providers. The Nature Center is also looking to help promote economic development by having more paid positions, offering college credit and experience and by teaching youth the wonders of the outdoors.
 - b. The Nature Center will record the number of visitors, program participants, maps distributed, camp enrollments, partnerships created and sustained and additionally funding secured to support our efforts.

2. **COMPLETE SECTION A OR SECTION B**

- A. **DIRECT SERVICES:** Explain the specific benefits your organization will provide to City of Chico residents during the 2012-13 fiscal year by describing the services, including quantifiable goals (units of service).

Define your organization's unit of service:

The Nature Center provides direct services through our educational programs, camps and workshops. As well as being a resource for information related to the park. We plan on increasing attendance, programs offered, free workshops one evenings and weekends by 50% in the 2012-13 year.

	Actual 2010-11	Estimated 2011-12	Estimated 2012-13
1. Total Units of Service	Approx. 10,000	Approx. 11,000	Approx. 12,000
2. Units of service provided to City of Chico residents with City Funds	50%	50%	50%

- B. **INDIRECT SERVICES:** If your organization does not provide direct client services, please explain the benefits of your program to the Chico community.

The Nature Center will continue to have an impact on the Park's natural systems by educating the public on proper usage of the park (e.g., trails, etc.) and the resources that are available.

3. **DIRECT CLIENT INFORMATION (Complete only if Section A of Question 2 Completed):**

	Actual 2010-11	Estimated 2011-12	Estimated 2012-13
A. Total Direct Clients Served	Approx. 10,000	Approx. 10,000	Approx. 10,000
B. Total Direct Clients served who reside within incorporated City limits	50%	50%	50%
C. Total Low Income Clients Served	N/A	N/A	1%
D. Total Disabled Clients Served	N/A	N/A	1%

Does the Organization serve primarily low/moderate income or disabled clients?

Yes No

We do provide scholarship opportunities for youth camp attendees who qualify as low-income clients.

4. **IDENTIFIED PRIORITY SERVICE NEEDS:** The following priority needs, which may be eligible for Community Development Block Grant funding, have been identified in the Priority Needs Identified" section of the City's Adopted Five Year Consolidated Plan (2010-2015).

- * Services which support low-moderate income persons living in transitional or supportive housing, including but not limited to: mental health services, drug/alcohol services, independent living skills, job training, parenting skills/support, etc.
- * Provision of emergency shelter for homeless individuals and families, along with case management services, including an individualized service plan. Homeless subpopulations with the greatest need are chronic substance abusers and the seriously mentally ill.
- * Services to other low-moderate income persons and households including: provision of food staples/meals, counseling services, independent living skills, job training, health care, affordable day care, legal aid and shelter for victims of domestic violence.

Please check the box below that most appropriately applies to your proposed program:

- a. Our program targets low-moderate income persons or households who have a documentable income that is less than \$46,300 (80% of the area median income for a household of 4 persons).
- b. Our program targets a special needs population (presumed to be low-income) who may not have documentable income, including abused children, elderly, homeless or persons with disabilities (physical or developmental).
- c. Our program targets persons or households living in a low-moderate income census tract.
- d. None of the above applies, our program targets the following clientele base:

A. If you checked box a, b, or c above, how does your program address one or more of the priority needs identified for CDBG funding?

B. If you checked box d above, and your primary services are not targeted to low and moderate income clients, please indicate how services to your targeted clientele support general community services or needs in Chico.

It is our mission to promote responsible park usage, provide information and resources about the park and provide educational and informative programs to the youth of our community as well as adults. We help to increase the number of visitors and tourists to the city of Chico and educate them on native plant and animal life as well as responsible outdoor recreation.

NOTE: Programs using a Fiscal Receiver must have signatures by both the program director and a representative authorized to sign on behalf of the Fiscal Receiver.

Courtney Farrell
Name of Non-Profit Representative
Or Fiscal Receiver Representative

2/23/12
Date

Courtney Farrell
Signature
(Fiscal Receiver or Organization Representative)

Name/Signature of Program Director
(If different from above)



Chico Creek Nature Center

Founded in 1982, the Nature Center has evolved into one of Chico's vital community resources. We provide quality environmental education programs including field trips, nature camps for youth, native plant and animal workshops, birthday party programs, and weekend activities to thousands of visitors annually.

The Chico Creek Nature Center serves as the interpretive and information center for Bidwell Park. Our organization offers free exhibits, a native plant garden, a fresh water pond, a living-animal museum, and a gift shop. The Nature Center provides park maps and other information regarding Bidwell Park and its many uses.

Board of Directors – 2012

Chuck Nelson – President

Jeanne Boze – Vice President

John Merz – Treasurer

Kathy Jones – Secretary

Marilyn Gamette – Member at Large

Todd Hall – Member at Large

Michael Harris – Member at Large

Colette Roberts – Member at Large

Jason Schwenkler – Member at Large

Scott Torricelli – Member at Large

Chico Nature Center Contact Information

1968 E. 8th Street

Chico, CA 95928

Phone: 530-891-4671

Fax: 530-891-0837

Web site: bidwellpark.org

Email: info@bidwellpark.com



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Chico Creek Nature Center 2012 Resource Development Plan

Marketing

Marketing for the Nature Center will be an ongoing and continuous effort that will create greater awareness and education about the work and purpose of the Nature Center. The overall goal is to provide opportunities for the community to embrace the Nature Center and utilize its resources and setting to its fullest potential. It will be imperative to increase partnerships and collaborations so as it is in alignment with the Nature Center's mission.

Branding

All materials distributed by the Nature Center should contain, at the minimum, the Chico Creek Nature Center's logo. All printed correspondence should be on letterhead or have the Nature Center's information contained in the signature of emails.

Suggested Tag line: The Chico Creek Nature Center located in the Heart of Bidwell Park.

Print Materials

- Newsletter (copies at the Nature Center, copies provided to those without email address)
- Envelopes, notepads, letterhead, cover sheets, business cards
- Brochures
 - General
 - Camp
 - Programs
- Posters
 - Birthday Posters
 - Workshop
 - Program
 - About the Live Animal Museum
 - About Howard S Tucker Hall
 - About Kristie's Lab
- Maps
 - General Bidwell Park
 - Bidwell Park Hiking Trails
 - Bidwell Park Bike Trails
 - City of Chico
 - County of Butte



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Electronic

- Web site
- Constant Contact (E-blasts, surveys, newsletters)
- Facebook
- E-mail campaigns
- Newsletter

Media & Press

- Press Releases & PSAs
 - KNVN, KHSL, News & Review, Parent Magazine, Chico Enterprise Record, Oroville Mercury Register, Paradise Post, Chamber of Commerce, DBA, KCHO, KZFR,

Marketing Ideas

- Highlight Nature Center animal once a month
- Showcase popular nature or animal artist – host showing at Nature Center
- Highlight changes and new additions for birthday parties
- Better promotion of all programs
- New programs added to the menu of options
- Others?

Membership

It is the goal of the Chico Creek Nature Center's staff and board of directors to increase the number of members who annually renew their status, attend special events hosted and partnered by the Nature Center, attend annual membership meeting (s), and are advocates for the Nature Center.

Membership recruitment activities should take place year round. This includes, but is not limited to, current board members and staff reaching out through written and verbal communication to educate potential new members on the Nature Center's mission and purpose, to invite them to Nature Center events, to solicit support in fundraising efforts and ultimately to succeed by growing the Nature Center's membership base.

As of February 2012, membership levels are as follows:

Annual Membership

- \$10 Student/Senior
- \$30 Individual
- \$50 Family

Membership Benefits

- 10% discount on summer camp registration
- 10% discount on birthday parties
- Invitation to "members only" special events
- T-shirt with initial membership
- Organizations receive discounts on facility rental/usage

Lifetime Membership

- One Mile - \$500
- Five Mile - \$1,000
- Sycamore - \$5,000



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Fundraising

Fundraising efforts occur year round through the following methods:

- Membership fees
- Retail
- Individual and business donations
- Special event sponsorships and attendees
- Grants
- Planned Giving
- Endowment

Membership Fees – See the above section.

Retail – Currently, the Nature Center has a small retail shop located in the Live Animal Museum. Retail items include t-shirts, children’s toys, puzzles, books, maps, and stuffed animals. Currently, revenue from retail sales total approximately \$5,000 (to date) for fiscal year 2011-2012. Moving forward, the staff must evaluate past retail sales and determine what the current and potential future demand will be in terms of items to stock within the shop. The suggested goal for retail sales for the 2012-13 year is \$8,500.

Individual and Business Donations – The executive director, with the support of the board of directors, will be responsible for securing meetings with individuals and local businesses for the opportunity to educate them about the goals and objectives of the Nature Center as we work toward fulfilling the mission each year. Individuals and businesses should be selected based on their interests and passions as they correlate with the Nature Center.

Donors should be solicited every year through a variety of methods:

- Letter writing campaigns
 - Annual membership renewal appeal
 - Spring special event appeal
 - Fall special event appeal
 - Special projects appeals – ponds, native plant gardens, animal shelters, etc.
 - End of the year appeal
- ACH – monthly contributions
- Online contributions
- Special event tickets, sponsorships, auctions, raffles

Special Events

The Nature Center will host various events such as, but not limited to the following: fundraising, membership, animal previews, art shows, guest speakers, guest groups, meetings and facility rentals.

Fundraising – The Nature Center will host two fundraising events each year: spring (April) and fall (September). The spring event will be titled, “Celebrate the Jewel” which will include a community activity, preview of activities, and a barbecue. The goal will be to showcase the Nature Center to



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members, donors, sponsors and potential participants and to raise \$5,000 in April 2012. The spring event will also be the renewal date for current members. Current members will receive information in the package about the spring event. This will save postage and material costs by combining promotions for membership renewal and the upcoming fundraising event.

The fall event will be a formal dinner, hosted at the Nature Center. The executive director will apply for a permit to provide beer and wine at this event, as a one-time per year exception. The goal of this event will to provide a formal evening that will highlight the year's accomplishments, promote the upcoming year's goals and objectives, honor supporters and volunteers, provide an elegant dining experience and raise \$20,000.

Membership – The Nature Center will host at least one annual membership meeting. This will provide members the opportunity to receive the annual goals and objectives as well as learn the events and other activities they can become involved in. This meeting will also serve as the election for the upcoming year's board members.

Community Events and Open Houses – The Nature Center will host various events that will serve as outreach and open house events to educate the community on the activities, programs and resources that the Nature Center provides. These events will generally be free to the community.

Volunteers & Interns

The Nature Center relies heavily on volunteers. Volunteers enable the Nature Center to keep Tucker Hall open on the weekends, to provide spring and summer camp services, to deliver quality care to our animals, and to help out with every day functions of the facility.

A volunteer committee is being established at this time. Individuals and groups will be identified and approached to become involved at the Nature Center. Groups or organizations that have been identified include, but are not limited to, the following:

- Park Watch
- Friends of Bidwell Park
- Soroptimist Club
- Rotary
- Omega Nu
- National Charity League
-

Nature Center staff is planning to implement an internship program to begin fall 2012. The staff will identify areas that are in need of assistance and will identify projects that will be a worthwhile and educational experience for the student. Internships will serve as an extension of their academic curriculum and will give them practical experience to complement what they are learning in the classroom. Students from CSU, Chico and Butte College will be given the opportunity to apply for a number of internships each semester. The number of available positions will be determined each semester and on an as-needed basis. The following departments at each school will be targeted for outreach efforts:



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- CSU, Chico Departments
 - Natural Sciences
 - Parks & Recreation
 - Biology
 - Geology
 - Recreation
 - Education
 - Child Development
 - Graphic Design
 - Public Relations
- Butte College
 - Environmental Studies/Parks & Recreation
 - Natural Resources
 - Child Development
 - Environmental Horticulture

2012-13 COMMUNITY ORGANIZATION FUNDING REQUEST
ORGANIZATION SUMMARY

ORGANIZATION: CALIFORNIA URBAN STREAMS ALLIANCE
(STREAM TEAM)

SERVICES PROVIDED: Conduct monthly water quality monitoring and data collection at sites on Big Chico Creek and offer pollution prevention education and volunteer training for monitoring efforts.

2011-12 FUNDING: N/A

2012-13 FUNDING REQUEST:

\$7,200

Requested City funding comprises 52% of projected program income for 2012-13.

PROPOSED USE OF CITY FUNDS: Water quality training events for the public; monthly water quality monitoring and data collection at sites on Big Chico Creek; costs of lab fees/analysis and monitoring/lab supplies

UNITS OF SERVICES: Indirect services providing opportunities for public and volunteer education and training in water quality monitoring and water pollution prevention; services also provide baseline information and data collection from monitored sites which augments park and engineering activities relating to water quality.

OUTCOMES AND INDICATORS:

Outcomes: Increased community participation in monitoring program and increased public use of anti-pollution measures through education; increased data collection relating to water quality in Big Chico Creek.

Indicators: Monitoring data reports and analysis; surveys and numbers of community participants reached for education and training, including youth and teachers.

AUDIT FINDINGS: N/A

COMMENTS: The monitoring services and volunteer/training efforts proposed are not required by the City at this time, but would augment the required water monitoring at One-Mile and general public education efforts for the federal NPDES requirements. These required services are either being done in-house or through a contract awarded for professional services. Neither the Park Department nor the Engineering Department currently have funds budgeted for supplementary services to the City's required water monitoring or public education efforts, although both departments have partnered with this agency or its president in the past..

Although the applicant indicates its services primarily target low income youth/neighborhoods, the primary purpose of their organization is not service to low/moderate income clients but environmental stewardship. However, the applicant does provide opportunities for training/education to local school children and interested members of the public which may include lower income youth.

ESSENTIAL SERVICES: Applicant indicates monitoring services and public education regarding water quality and pollution prevention expand the City's NPDES and park protection efforts, creates opportunities for community service and public education, and provides monitoring to track success of parks' restoration sites (Bidwell and Verbena Fields).

CITY OF CHICO
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

FISCAL YEAR 2012-13

In completing this application for funding, please include information on the organization's entire operation, including the overall organization budget. If necessary, attach additional pages to include information on specific programs within the organization.

Applicants who have funding approved by the City Council will be required to provide evidence of comprehensive general liability insurance as set forth in the instructions provided with this funding request.

FEB 24 2012

PLEASE TYPE

GENERAL INFORMATION:

1. NON-PROFIT ORGANIZATION NAME: California Urban Streams Alliance-The Streams Alliance
MAILING ADDRESS: 1282 Filbert Ave. Chico CA 95926
TELEPHONE: 530 342-6620
E-MAIL: thamill@sunset.net FAX NO. 530 342-6620

2. PROGRAM DIRECTOR: Timmarie Hamill, President
(Name and Title)
MAILING ADDRESS, E-MAIL, AND PHONE IF DIFFERENT FROM ABOVE:
Same

3. A. Is the Organization or fiscal receiver a California non-profit corporation? XYes No
(If "no," organization is ineligible)
B. Has the Organization filed current certified Articles of Incorporation and Bylaws with the City?
Yes XNo If "no," attach to this funding request form.

4. AREA SERVED BY NON-PROFIT ORGANIZATION:
City of Chico (only) X Greater Chico Urban Area _____ Butte County _____
Other areas outside of Butte County (specify) _____

5. What overall services will the organization or program provide in the 2012-13 fiscal year?
Water Quality Monitoring, Urban Water Pollution Prevention Education, and Youth Development

6. OTHER FUNDING SOURCES:

Has your organization applied for private, county, state or federal funding assistance for the 2012-13 Fiscal Year?

Yes No

Please explain:

(Project-based only: does not cover monitoring program or organizational expenses, or duplicate this request)

- 1) Prop 84 Urban Greening Grant Submitted (If awarded provides \$75K for Bidwell Park restoration activities involving low-income neighborhoods). Timeline if awarded Sept. 2012 to December 2013.
- 2) Rose Foundation (received \$5K award to support development of organizational strategic plan including funding strategy, and paid for organizational insurance through June 2012. Grant ends June, 30 2012.

7. Has the proposed activity been funded by another public agency (eg, County, State, School District) in the last 12 months?

Yes Will the proposed activity increase the level of service or provide a new service component?

No Please explain why the previous funding is no longer available.

During 2004-2010, The Stream Team has been awarded \$400K worth of grant funding (Prop 40 and 50, Stewardship Council, Sierra Nevada Alliance, Rose Foundation and others) to support citizen-based water quality monitoring efforts in the Chico area. This funding provided training and coordination for volunteers (30,000 hours) to collect water quality and habitat data and conduct bioassessment and bacterial monitoring in Big Chico Creek.

Unfortunately, appropriate grant funding sources have become scarce, and as a result, The Stream Team relied on all-volunteer staff during 2011, and had to reduce the associated public outreach and education efforts accordingly.

8. Explain how this program or project would be affected if City funding is not available:

The Stream Team will be unable to continue the monitoring efforts without your support, because we have not been able to secure alternative funding for the 2012-2013 monitoring season. Our strategy for maintaining the monitoring frequency consistency during the 2012-2013 monitoring season is to seek funding for site-specific monitoring costs from those entities that stand to gain the most from the information collected. Although The Stream Team is dedicated to sustaining this effort, and maintains most of the equipment and supplies necessary, we need your help to replenish outdated chemicals and supplies, and to facilitate community involvement in the Chico area. Funds requested provide for monthly monitoring at two (2) established monitoring sites located within the Chico urban area where the information is most important for tracking effects of City efforts, and conditions for recreational activities during summer months. The strength of this effort lies in our ability to maintain a consistent monitoring approach over a long period of time, and the longer the data is collected, the more useful it becomes. It is very important that the data be collected uniformly and consecutively throughout the years. Eight years of baseline information has been collected to date. The data collected provides an important tool for the City to track the outcomes of their efforts in protecting water quality, which is an indicator of the success of City efforts (such as, the Park Master Management Plan, and NPDES storm water management program), and other local resource protection efforts (Verbena Fields/Bidwell Restoration sites). Also, if City funding is awarded, The Stream Team will be able to leverage these funds to bring additional funding to the Chico area for monitoring at subsequent sites and during upcoming monitoring seasons. Also, if unfunded, citizens and students will have reduced opportunities for participating in resource management efforts in the Chico area.

9. Will this program or project require additional City funding in future program years? If yes, describe reason(s): Please see attachment #1.

CITY OF CHICO
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

FISCAL YEAR 2012-13

Attachment 1

9. Will this program or project require additional City funding in future program years? If yes, describe reason(s):

The Stream Team has a proven track record for securing outside funding to support citizen monitoring efforts, and other resource protection efforts in the Chico area, which help increase public awareness of water pollution prevention measures and volunteer involvement in restoration and other related community events. To date The Stream Team has collaborated in bringing over \$400K in grants to the Chico area, to compliment City actions.

We believe strongly that The Stream Team will be successful in securing alternative sources of funding in the future, but also believe that because The Stream Team and the City have common goals that the City should support citizen-monitoring efforts (in part) because they provide a vehicle for cost effective services that directly benefit the City (either through collaborative grant proposals The Stream Team prepared, the useful data generated, and/or through direct funding for low cost professional services associated with water quality monitoring, restoration, storm drain marking, public outreach and education, etc.). We have the capacity to facilitate greater public involvement in City endeavors, as well as the capacity to increase the funding opportunities for the Chico area (by leveraging City funding to land additional grants to expand outcomes in the Chico area).

10. FINANCIAL/COMPLIANCE AUDITS:

A. Has your organization been audited in the past year by an individual or firm other than the City of Chico?
_____ Yes No

If yes, by whom? _____

B. Has any audit of your organization found discrepancies or problems? _____ Yes No

If yes, please explain: _____

11. ADDITIONAL CITY ASSISTANCE:

Has your organization received any other form of assistance from the City of Chico (such as subsidized rental/lease of City property, waiver of fees, etc.)?

Yes No

If yes, please indicate nature and amount/value of assistance: The Stream Team has not been subsidized by the City of Chico, but their President has provided professional services for the City's Storm Water Program (storm drain marking and monitoring services over the past several years). As an in-kind service associated with these professional service contracts, The Stream Team provided in-kind (no cost) education and outreach and distributed materials to inform their volunteers of storm water protection measures and provided opportunities for volunteers to participate in storm drain marking events.

12. ESSENTIAL SERVICES:

Does your organization provide essential services (defined as services which otherwise the City might directly provide or services which directly assist City departments)?

Yes _____ No

Please explain: The Stream Team provides urban pollution prevention education that compliments and expands the outcomes of the City's Storm Water Management and park protection efforts. They facilitate 6,500 hours of additional community service each year in addition to the baseline data collected. They also provide in-kind photo monitoring to track the success of the Bidwell and Verbena Fields restoration sites.

13. FUNDRAISING EFFORTS:

Describe your organization's fundraising efforts during the past year (include annual events, specific campaigns and any other relevant information demonstrating community fiscal support).

The Stream Team has been actively seeking grant support and has prepared and submitted five (5) resource agency and private foundation grant proposals in the past year. Two were awarded (Rose Foundation, \$5K to support development of strategic plan, and Butte County Fish and Game Commission, \$800 dollars to provide services for disabled students).

In addition, The Stream Team is finalizing a strategic plan including a funding strategy to promote local support. This is the first year The Stream Team has begun actively seeking community donations (other than the 30,000 hours of community service donated by local volunteers). In 2011, The Stream Team received \$1,640 in donations from local citizens without even asking, which indicates community support for their efforts. We also maintain regular contact with funding agencies, agencies, and attend forums, and conferences to stay current on funding cycles, and to highlight the merits of citizen monitoring efforts.

SUPPORT OF CITY DIVERSITY ACTION PLAN GOALS:

Describe outreach efforts or programmatic elements which foster access to your organization's services by underrepresented groups in our community.

The Stream Team targets families and students from low-income neighborhoods. Flyers, announcements, emails, website postings, public presentations, workshops, events are provided including on-on-one outreach to targeted to schools, and families to recruit volunteers and on-going participation.

ORGANIZATION NAME: California Urban Streams Alliance-The Stream Team

2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

INCOME INFORMATION SHEET

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

	<u>FY 2011-12</u>	<u>Estimated 2012-13</u>
<u>INCOME SOURCES:</u>		
1. BEGINNING BALANCE (July 1)	\$ <u>0</u>	\$ <u>815</u> ¹
2. Federal Grants (Specify) _____	\$ <u>0</u>	\$ <u>0</u>
3. State Grants (specify) <u>Fish & Game Commission</u> <u>other grant</u>	\$ <u>800</u>	\$ <u>1500</u>
4. City of Chico Community Organization Funding	\$ <u>0</u> ²	\$ <u>7200</u> ³ pending
5. Community Donations	\$ <u>1320</u>	\$ <u>1800</u>
6. Fees for Services	\$ <u>0</u>	\$ _____
7. Fund Raising <u>Annual Bs</u>	\$ <u>320</u>	\$ <u>600</u>
8. Other Income Sources: <u>Rose Foundation</u> <u>other small grants</u>	\$ <u>5,000</u> \$ <u>0</u> \$ <u>0</u>	\$ <u>0</u> \$ _____ \$ <u>2,000</u>
9. TOTAL INCOME (Add Items 2-8)	\$ <u>7440</u>	\$ <u>13915</u>
10. TOTAL FUNDS AVAILABLE (Item No. 1 plus Item No. 9)	\$ <u>7440</u>	\$ <u>14730</u>

¹ Should match No. 12 "Ending Balance" (2011-12 Column) on Expenditure Information Sheet (Page 5).

² Should match actual City funding for 2011-12.

³ Should match "Total City Funds Requested" for 2012-13 as shown on Page 6.

**2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM**

EXPENDITURE INFORMATION SHEET

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

	FY 2011-12	Estimated 2012-13
TOTAL FUNDS AVAILABLE:	\$ <u>7440</u> ¹	\$ 815 ¹ 14,730
EXPENDITURES:		
1. Salaries/Employee Benefits	\$ <u>0</u>	\$ <u>5,000</u> ²
2. Consultant Expenses	\$ <u>5500</u>	\$ <u>5,500</u>
3. Travel Expenses	\$ <u>0</u>	\$ <u>0</u>
4. Office Space Expense	\$ <u>0</u>	\$ <u>0</u>
5. Consumable Supplies	\$ <u>0</u>	\$ <u>0</u>
6. Equipment Expense	\$ <u>200</u>	\$ <u>1500</u>
7. Utilities Expense	\$ <u>0</u>	\$ <u>0</u>
8. Insurance Expense	\$ <u>500</u>	\$ <u>900</u>
9. Other Operating Expenses:		
<u>internet</u>	\$ <u>425</u>	\$ <u>1045</u>
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
10. Capital Expenses (show detail on separate sheet and attach)	\$ <u>0</u>	\$ <u>0</u>
11. TOTAL EXPENDITURES	\$ <u>6625</u>	\$ <u>13945</u>
12. ENDING BALANCE (Total Funds Available Minus Total Expenditures)	\$ <u>815</u> ³	\$ <u>785</u>

1 Should match No. 10 "Total Funds Available" on Income Information Sheet (Page 4).
 2 Should match "Total Annual Personnel Cost" on Employee Information Sheet (Page 7).
 3 Should match No. 1 "Beginning Balance" (July 1 on 2012-13 Column) on Income Information Sheet (Page 4).

California Urban Strams Alliance-The Stream Team			
Income Info Sheet			
Income Sources			
Item	FY 2011-12	FY 2012-13	
1	0	815	
2	0	0	
3	800	1,500	
4	0	7200	
5	1320	1800	
6	0	0	
7	320	600	
8	5,000	2000	
9	7440	13915	
10	7440	14730	
Expendature Info Sheet			
Item	FY 2011-12	FY 2012-13	
Total Funds Available	7440	14730	
1	0	5000	
2	5500	5500	
3	0	0	
4	0	0	
5	0	0	
6	200	1500	
7	0	0	
8	500	900	
9	425	1045	
10	0	0	
11	6625	13945	
12	815	785	

2012-13 FISCAL YEAR
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

PROPOSED USE OF CITY OF CHICO FUNDS

1. Describe services, programs or events to be provided with requested City funding:

Volunteer recruitment, coordinate and facilitate public water quality monitoring events, collect and compile useful baseline watershed data, provide public urban pollution prevention education, and youth development activities. *Collection activities are targeted within Bidwell Park that have the greatest ability to track city effort.*

2. City funds will be used specifically for the following itemized expenditures:

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

<u>Expenditure</u>	<u>Amount</u>
<u>Youth / public water quality training events</u>	\$ <u>1,000</u>
<u>Water Quality Monitoring/Data collection</u>	\$ <u>2400</u>
<u>Lab analysis and data summary</u>	\$ <u>3180</u>
<u>Outside lab fees and monitoring supplies</u>	\$ <u>620</u>
TOTAL CITY FUNDS REQUESTED	\$ <u>7200</u> ✓

3. Will fees be charged for the services or program listed above? Yes No
If yes, please list (attach fee schedule, if additional space required):

4. Describe the eligibility criteria for qualification of recipients for services listed above (attach additional sheet(s), if more space required): None

FISCAL YEAR 2012-13
 COMMUNITY ORGANIZATION FUNDING REQUEST FORM

EMPLOYEE INFORMATION SHEET

Position Title	Status of Position ¹	Hours Worked Per Week Per Position	Annual Salary/ Benefits Per Position	Number of Positions ²	Total Annual Personnel Cost ³
Coordinator	P/V	30	0	1	5,000
Volunteers	V	10	0	300	0
Interns	V	10	0	4	0
TOTAL					\$ 5,000⁴

Note: Please attach adding machine tape or spreadsheet to end of request form to math-check this page.

- ¹ Permanent (P), Temporary (T), Volunteer (V), Intern (I), etc.
- ² Total number of positions in the organization with the same title, status, and salary.
- ³ Multiply Annual Salary/Benefits by Number of Positions.
- ⁴ Should match No. 1 "Salaries/Employee Benefits" on Expenditure Information Sheet (Page 5)

FISCAL YEAR 2012-13
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

NARRATIVE

Please provide a brief (no more than one page) narrative statement regarding your organization that will assist the City Council in evaluating your funding request.

New applicants **must** attach a current list of Board of Directors or Advisors (names and mailing addresses) and a business plan for the organization. * **We are in the process of finalizing a 2 year business plan by April 2012, and can provide a copy once completed.**

The Stream Team's mission is to gather technically robust environmental information needed to protect the ecological health of the Big Chico Creek watershed, while engaging the local community in effective watershed stewardship.

The Stream Team began assessing water quality and habitat conditions within the Big Chico Creek watershed in 2004. Efforts utilize a multi-pronged approach which engages community members in monitoring efforts, compiles and analyzes data collected, and provides education and outreach to promote understanding and action related to watershed health.

Physical, chemical, and biological data are collected at ten (10) monitoring stations within the Big Chico Creek watershed to track stream conditions from near the headwaters to the mouth. Land use in the upper mountain zone consists primarily of fire prevention and forest management practices. Land use in the foothill zone consists of rural residential, fire prevention, an ecological reserve, and recreational use. Land use in the valley zone consists primarily of urban residential, recreational uses, flood control, and a small portion near the mouth managed for agricultural purposes.

Monitoring is conducted monthly, and additionally during storm events, and bioassessment surveys. In addition, stream temperature is monitored continuously from April through October.

Monitoring Program Goals

- Implement a watershed scale, citizen-monitoring program, which documents long-term trends in watershed condition cumulatively resulting from restoration activities, land management changes, and natural processes.
- Involve student and community volunteers in monitoring efforts to encourage an understanding of watershed ecological functions and the intrinsic values of natural resource protection.
- When possible, build on prior monitoring efforts to facilitate data sharing and to improve data analysis.

The Stream Team continues to take a leadership role in facilitating public involvement in community-based environmental education and natural resource protection efforts in the Chico area. Through environmental education and outreach, we engage local volunteers in effective watershed stewardship to protect the ecological integrity of the Big Chico Creek Watershed, which provides important spawning and rearing habitat for endangered Spring-run Chinook salmon, as well as other sensitive fish and wildlife species.

Volunteers are trained and engaged in hands-on watershed monitoring and creek-side habitat restoration efforts. Their efforts directly result in a reduction of urban pollution entering our waterways by increasing public understanding of watershed processes and public awareness in personal pollution prevention measures. Volunteer efforts include:

- Classroom and field trip instruction for 300 Chico Unified School District students/year
- Twelve to fifteen training and monitoring workshops and events annually
- Outreach and education for Chico residents, CSU Chico and various community organizations (e.g. National Charity League's mother daughter program, etc.)

**CITY OF CHICO
GENERAL/CDBG ORGANIZATIONS – SUPPLEMENTAL**

Organizations requesting City funding for general community services or services to low and moderate income clients must also answer the following Supplemental Questions.

1. **OUTCOME MEASUREMENT:** Address the following two factors (BE SPECIFIC):
- a. **Outcomes:** What changes or benefits will the funded program/service provide?
 - b. **Indicators:** What measurement technique will you use to report on your outcomes?

Outcomes	Indicators
Increased public participation	# participants
Baseline Data collected	Summary Data Report
Water Quality Protected	Data meets basin plan objectives for clean water
Increased Youth Participation	# of Students and Teachers
Increased public use of pollution prevention measures	Pre and post surveys

2. **COMPLETE SECTION A OR SECTION B**

- A. **DIRECT SERVICES:** Explain the specific benefits your organization will provide to City of Chico residents during the 2012-13 fiscal year by describing the services, including quantifiable goals (units of service).

N/A

Define your organization's unit of service:

N/A

	Actual 2010-11	Estimated 2011-12	Estimated 2012-13
1. Total Units of Service			
2. Units of service provided to City of Chico residents with City Funds			

- B. **INDIRECT SERVICES:** If your organization does not provide direct client services, please explain the benefits of your program to the Chico community.

Providing opportunities for the public to be directly involved in resource protection actions leads to a more informed public and cleaner water. Healthy creek systems like Big Chico Creek are integral to the overall function of the Sacramento River ecosystem and are important for providing safe drinking water, ground water recharge, flood control, critical habitat for listed and endangered fish and wildlife, and provide intrinsic scenic value to the Chico community.

Population growth in the Sacramento Valley is projected to double in the next 30 years, which implies associated sources of urban runoff pollutants from small tributaries such as Big Chico Creek, will become increasingly important to pinpoint and control. Creek monitoring provides useful baseline information that can be used to track potential impacts. Baseline information collected now will facilitate the ability to track changes over time and help prioritize efforts for identifying sources of pollutants, and appropriate land use changes needed to minimize impacts.

Citizen monitors also have specific knowledge and expertise about our local environment, and their involvement has an important impact in reducing urban pollution from entering our waterways through an improved understanding of the ecological function of creek systems in general and increased use of pollution prevention measures, and also leads to improved participation in watershed stewardship efforts. Citizen volunteers are also very dedicated and have a proven capacity to accurately and precisely perform monitoring tasks and ensure the water quality data collected is useful for the City of Chico, as well as state-wide water resource protection efforts. In addition, through their passionate, informed dedication an amazing amount of information is collected that would not otherwise be possible.

3. **DIRECT CLIENT INFORMATION (Complete only if Section A of Question 2 Completed):**

	Actual 2010-11	Estimated 2011-12	Estimated 2012-13
A. Total Direct Clients Served			
B. Total Direct Clients served who reside within incorporated City limits			
C. Total Low Income Clients Served			
D. Total Disabled Clients Served			

Does the Organization serve primarily low/moderate income or disabled clients?

Yes No

4. **IDENTIFIED PRIORITY SERVICE NEEDS:** The following priority needs, which may be eligible for Community Development Block Grant funding, have been identified in the Priority Needs Identified" section of the City's Adopted Five Year Consolidated Plan (2010-2015).

- * Services which support low-moderate income persons living in transitional or supportive housing, including but not limited to: mental health services, drug/alcohol services, independent living skills, job training, parenting skills/support, etc.
- * Provision of emergency shelter for homeless individuals and families, along with case management services, including an individualized service plan. Homeless subpopulations with the greatest need are chronic substance abusers and the seriously mentally ill.
- * Services to other low-moderate income persons and households including: provision of food staples/meals, counseling services, independent living skills, job training, health care, affordable day care, legal aid and shelter for victims of domestic violence.

Please check the box below that most appropriately applies to your proposed program:

- a. Our program targets low-moderate income persons or households who have a documentable income that is less than \$46,300 (80% of the area median income for a household of 4 persons).
- b. Our program targets a special needs population (presumed to be low-income) who may not have documentable income, including abused children, elderly, homeless or persons with disabilities (physical or developmental).
- c. Our program targets persons or households living in a low-moderate income census tract.
- d. None of the above applies, our program targets the following clientele base:

A. If you checked box a, b, or c above, how does your program address one or more of the priority needs identified for CDBG funding?

The Stream Team targets families and students living in low-income neighborhoods. In addition, our school-based efforts serve economically disadvantaged, racial and ethnic minorities, and English language learners from middle school, high school, continuation juvenile court, and tribal schools in the Chico area. Large portions of the targeted youth are homeless, and attend alternative schools. The Stream Team also offers an unusual diversion from typical school academic formats, and specific training that can be directly transferred to gaining paid scientific-aid summer internship positions.

Environmental sciences also lack diversity in the community of practitioners. This shortcoming is recognized in the burgeoning environmental justice movement, where people of color and varied socioeconomic backgrounds are underrepresented.

Also, alternative outdoor education programs in the Chico area primarily serve elementary school children and rarely offer opportunities for disadvantaged teens to participate on an on-going basis in outdoor learning environments.

In addition, we provide opportunities for special needs and disabled students through collaborations with special education teachers in Chico Unified School District.

B. If you checked box d above, and your primary services are not targeted to low and moderate income clients, please indicate how services to your targeted clientele support general community services or needs in Chico.

NOTE: Programs using a Fiscal Receiver must have signatures by both the program director and a representative authorized to sign on behalf of the Fiscal Receiver.

Timmarie Hamill

Name of Non-Profit Representative
Or Fiscal Receiver Representative

J. Hamill

Signature
(Fiscal Receiver or Organization Representative)

2-24-12

Date

Name/Signature of Program Director
(If different from above)

California Urban Streams Alliance-The Stream Team Board of Directors

Timmarie Hamill, President

Timmarie holds a B.S. in Biology and a Secondary Math and Science Teaching Credential from California State University at Chico. As a biologist, she has planned and conducted water quality inventories as they relate to fish and wildlife in the private and public sectors for over 20 years. She has served as an Industrial Waste Inspector for the City of Chico, Pretreatment Plant Operator for the City of Oroville, HAZMAT biologist for Army Corp. of Engineers, consultant preparing CEQA and NEPA reports, science teacher for a small Charter School, and most recently, project manager for watershed assessment, and storm water education grants

Joe Gleason, Treasurer

Joe is a North State native, and holds a Master's Degree in Theology from Fuller Theological Seminary. He has been a Stream Team volunteer and team leader since the program's inception in 2004. While he currently works in the construction trades, over the years he has been an olive grower and a grower liaison for an olive packing company. His interests in water quality and conservation issues have stemmed from this agricultural background.

Kristin Johnsen, Secretary

Seth Meyers, Board Member

Seth is an environmental planner and air quality/greenhouse gas analyst in Chico. He is involved in the preparation of air quality and greenhouse gas emissions analysis. In addition, Seth is a Certified Arborist (ISA #WE-7501A) and has involved himself in invasive weed eradication programs, natural resource delineations and habitat-loss mitigation for a variety of institutions including the National Parks Service.

Geri Mahood, Board Member

Geri holds a Master's degree in English from CSU Chico as well as Single Subject English and Multiple Subject (elementary) teaching credentials. She has taught at Butte College, CSU Chico, and Willows High School for the past 25 years. She has served on the Board of Directors for the California Park Homeowner's Association and Lake Committee and is currently serving on the City of Chico Art Commission. She also draws, paints, writes poetry and has been involved with local theater and choirs.

Geir Vollsaeter, Board Member

Geir is the Director of Green World Advisors, a small consultancy in Arlington, Virginia. In his career, Geir has worked in Europe and the US in the oil and gas industry, waste management and renewable industries with business and technology development, project management and regulatory affairs. Geir has served on the boards of several engineering and renewable companies as well as government, NGO and industry task forces for technology strategies and CO2 management. Geir currently assists NGO's, governments and multinational corporations on strategies for greenhouse gas reductions and project development

Rick Bair, Board Member

Rick is a retired businessman who managed the trucking business for Stash distributing. He is a long-time Chico resident who raised his son and daughter here and enjoys spending time on the Sacramento River. He is an advocate for clean water and volunteers his time on fund raising for various organizations.

Britt Lobdell, Board Member

Britt holds a B.S. in Biology from California State University at Chico. He worked for years monitoring salmon production on the Taku River for the Alaska Department of Fish and Game, and most recently serves as an observer for the National Marine Fisheries Service (NOAA Fisheries) collecting catch and bycatch data. He is also a native of Chico, and interested in watershed protection efforts.



DATE: 3/12/12
TO: BPPC
FROM: Denice Britton, Urban Forest Manager
SUBJECT: Heritage Tree Applications – Item 4.3

RECOMMENDATION:

The Urban Forest Manager recommends the Bidwell Park and Playground Commission approve an application for Heritage Tree status of a private 46" diameter valley oak and forward it to City Council for final approval.

BACKGROUND

In March 2010 the Chico Municipal Code was amended to establish a Voluntary Heritage Tree Program (CMC Section 16.68.010). As of this date 8 heritage trees have been approved, only 1 of which is located on private property.

Staff has received an application from Mr. and Mrs. Don Lieberman of 2135 East 8th Street to designate a tree on their property as a Heritage tree. The Tree is visible from East 8th Street. It has received regular care and is in good condition at this time.

CMC 16.68 requires the Property Owner's consent to the Tree's being declared a Heritage Tree, and that they be involved in the process. The application form is complete and the application fee has been received.

The Heritage Tree designation will need to be reviewed and approved by the City Council to complete the approval process.

Attachments: Heritage Tree Applications

Distribution: BPPC, GSD Director, D Efseaff

S:\BPPC\AGENDA\MONTHLY\2010 mtgs\10_0726\Urban Forester Report\Heritage Trees\StaffReportItem4.3.doc
3/16/2012



GENERAL SERVICES DEPARTMENT

965 Fir Street
P.O. Box 3420
Chico, CA 95927-3420

(530) 896-7800
Fax (530) 895-4731
http://www.ci.chico.ca.us

CITY OF CHICO

APPLICATION FOR HERITAGE TREE

Property Owner: Don & Kim Lieberman Applicant (if different): _____

Owner's Name: " " " Applicant's Title: _____

Owner's Address: 2135 E 8th St. Chico 95928

Owner's Phone Number: (530) 894-7898 Applicant's Phone Number: (same)

TREE INFORMATION

Location of tree(s): CENTRAL - West side
Northwest corner of property
(Address) 2135 E 8th Street, Chico

Diameter of tree(s): 46" BDH Species of tree(s): Valley Oak

Tree Description and Reason for Request: (Enclose a map showing the exact location of the tree(s) and any proposed improvements along with any other documents which will help explain your request)

We were part of the city committee that helped
get the tree ordinance passed. We believe this oak
qualifies as a heritage tree and would like to see it sustained &
protected from harm.

HAS THE TREE BEEN INSPECTED BY AN ARBORIST?

Tree Service or Arborist: Tom Bettencourt certified Phone #: 893-9649

Assessment of Tree: arborist

Tree is in good health. Tree is inspected and any necessary
work done every 2-3 years.

Date: 2/9/12

Signature of Property Owner: [Signature]

Date: _____

Signature of Applicant (if different from Owner): _____

\$150 Fee Enclosed?

✓ Yes _____ No

CITY OF CHICO
HERITAGE TREE APPLICATION

TO: Don and Kim Lieberman DATE: 2-17-12
2135 East 8th Street
Chico, CA 95928

Your application requesting Heritage Tree Status
at (location of tree) 2135 East 8th Street

has been Inspected by the Urban Forest Manager and Found to be:

- An Oak or Sycamore 36" or larger
- An Outstanding Specimen of a Desirable Species in Good Health and Structure
- Of Historical Interest
- An Unusual Species, of distinctive form, part of a significant grove, or otherwise unique
- Other Information:

Tree is in good health, structure is good,
with cables supporting long horizontal limbs

Approved and will be forwarded to the Bidwell Park and Playground Commission

on: March 26, 2012

and Council Agenda April 17, 2012

Denied for the following Reason(s):

2-17-12
(Date)

Denis F. Butler
Urban Forester or authorized City Representative

BPPC Finding Approved Denied

Deed Recorded on _____ Date

Distribution: (When fully executed)

GSD BO ADPW-ENGR PL DIR CM

City of Chico Public Site







46" VALLEY OAK – LOCATED AT 2135 EAST 8TH ST

City of Chico Heritage Trees

Eaton Rd.
78" Valley Oak



0 1,000 2,000 4,000 Feet

Upper Bidwell Park

Park Forest
69" Bastonge Walnut

Heritage Oak Dr.
66" Valley Oak

Children's Playground
52" Sweetgum
(Liquidambar)



Lower Bidwell Park

Annie's Glen
67" Valley Oak

Card Community Park
74" Black Walnut

Hillview Terrace
53" Blue Oak

Card Community Park
62" Valley Oak



DATE: 3/13/2012
TO: Bidwell Park and Playground Commission
FROM: Natural Resources Committee/Park Division Staff
SUBJECT: Staff Report from NRC 3-8-12 Meeting

1. CALL TO ORDER

Chair Mary Brentwood called the meeting to order at 6:00 pm.

Attendees: Commissioners present: Mary Brentwood, Lisa Emmerich, and Jim Moravec. Staff present: Dan Efseaff, and Lise Smith-Peters. Public: Neil Cronin, Janine Rood, and Woody Elliot.

2. REGULAR AGENDA

2.1. Continues Discussion On Natural Resources Management Plan – Draft Management Units, Middle Bidwell Park.

The NRC has met twice (1/12/12 and 3/8/12) to receive public input on proposed draft management units for Lower and Middle Park as the start of updating of the Bidwell Park Natural Resources Management Plan. It was recommended that parking lot letter designations be added to the map and a change in the coloring of the zones will make more of a distinction between the areas. The Committee will continue to seek public input to identify Upper Park landmarks and names. At future meetings, the NRC will consider the priorities of work needed in the various management units in Lower, Middle and Upper Park.

2.2. Continues Discussion on Trails Plan - Public Input on Middle Bidwell Park Trails.

The NRC discussed problems, needs, and attributes of trails in Middle Park. Staff provided a brief overview and staff has used 2009 aerials for creating a good inventory of trails in Lower and Middle to start the process. This is an early step in the development of information for a finalized Trails Plan for the Park. The Park and Natural Resource Manager stated that once the conditions of both official and unofficial trails is determined, that there will be probably an overall net reduction in the amount of trails but an increase in the number of designated trails. There may be seasonal trails that are closed during the wet season, such as in the instance of trails located in vernal pool areas. The objective is to have a trail system that is sustainable and of interest to multi-user groups, who possess varying skill levels. The trails will naturally become more challenging the farther out you go and there will be the addition of more informative kiosks to help people plan their trail trips for duration and intensity, etc.

Once a trail inventory and assessment of the trails is completed, the Committee will prioritize the tasks and create project timelines so that work can take place as grants and Park Division funding becomes available. Future meetings will follow a similar information gathering process for Upper Park. Public input will be utilized for creating a draft trail plan for the NRC to review and consider.

Janine Rood, Executive Director from Chico Velo, inquired as to whether staff has met with bicycle enthusiasts. Staff reported that mountain bikers and equestrians have attended NRC meetings as well as the field hikes along the Middle Trail prior to work being done and the trail hike to review work after completion. Last fall, NRC meetings focused on input on the Middle Trail and more recently, input on the Monkey Face Trail re-route.

3. BUSINESS FROM THE FLOOR

Woody Elliot inquired about Bidwell Ranch. Staff reported that he had given City Council a report last Fall on the progress on Bidwell Ranch. Staff is still in the process of collecting information on the cost of restoring land containing vernal pools.

4. ADJOURNMENT

The meeting was adjourned at 7:05 p.m.



DATE: 3/12/12
TO: BPPC
FROM: Denice Britton, Urban Forest Manager
SUBJECT: Urban Forest Manager's Report

Prepared for verbal presentation at the BPPC meeting.

1. Updates

- a. Field Supervisors Report – The field supervisor's report is attached. Tree crew has focused on formative pruning and routine elevating of trees, plus service request and downed limbs. They also worked on a project with the Park crew in Lost Park to remove additional invasive trees and debris.
- b. Arbor Day –The Chico High School Horticulture class planted native trees in the newly cleared area of Lost Park. Staff worked with Lise Smith-Peters and the tree crew on this event.
- c. Urban Forest Mgt Plan – Staff continues to meet with the Tree Committee on the Urban Forest Management Plan. The staff committee Report for the March 14 meeting will be given verbally by Chair Mikles and Urban Forest Manager Denice Britton. Denice met with staff from the California Urban Forest's Council (CaUFC) on March 8 to go over issues with the toolkit, and how best to work through the Management Plan Process. Staff will be focusing on this project throughout the next few months.
- d. Winco – Tree Removal took place on Monday, March 12 on the Winco project. A Press Release was sent out prior to the work. McMillan's Tree Service has already removed the 4 sycamore trees on Winco property. On 3/14/12 Emerald will remove the concrete walkway marked for removal and McMillan will grind the tree roots that same day. Forming and pouring of the replacement concrete will be complete by days end on 3/15/12. Trenching for irrigation along the edge of the newly poured concrete is tentatively scheduled for 3/23/12 and McMillan will plant the new trees shortly there after.
- e. Tree Planting Workshops – Staff is focusing on handing out flyers to homes without trees in an effort to get more involvement with this program. The door hangers are being distributed by staff and volunteers.

2. Service Requests and Tree Permits

- a. Attached is a list of completed and closed service requests for the month of February.
- b. Permits received during the month of February:
 - North Valley Tree Service – 2752 Keith Hopkins Place – Prune to clean 2 trees
 - 2530 Zanella Way – Prune to clean 3 trees
 - Glen Quail – 5 Arminta Ct. – Prune to improve structure, 2 young trees
 - Dan Swofford – 728 Cherry St. – Remove and Replace 2 liquidambar trees

3. Upcoming Issues

- a. Staff will be meeting with DCBA members in March to discuss downtown tree concerns.

Attachments: Field Supervisor's Report, Monthly Dailies, Search Results



DATE: March 2, 2012
TO: URBAN FOREST MANAGER
FROM: DAVID BETTENCOURT, FIELD SUPERVISOR- STREET TREES
SUBJECT: STREET TREE MAINTENANCE REPORT FOR FEBRUARY, 2012

1. STREET TREE MAINTENANCE

A. PROJECTS COMPLETED:

1. FORMATIVE PRUNING- 280.5 staff hours pruning 393 young trees.
2. ROUTINE ELEVATING- 98 staff hours.
3. 11-SERVICE REQUEST- 70 staff hours, a detailed list is attached.
4. PARK PRUNING & REMOVALS- 28 staff hours.
5. PRIORITY REMOVALS- 36 staff hours.
6. DOWN LIMBS AND HANGERS- 18 staff hours at numerous locations.
7. TRAINING- 31.5 staff hours.
8. SAFETY MEETINGS- 17 staff hours.
9. IRRIGATION- 15 staff hours spent spraying tree wells for weed control.
10. PREP TIME AND DOT INSPECTIONS- 85 staff hours.
11. EQUIPMENT MAINTENANCE- 48 staff hours.
12. UNATHORIZED CAMP CLEAN UP- 9 staff hours.
13. PLANTING- 22 staff hours spent planting in the downtown area.
14. TRAFFIC SAFETY PRUNING- 6 staff hours spent pruning to improve visibility and safety.

B. CALL OUTS:

1. There was 1 call outs for the month of February that required follow up inspection.

Chico Service Request Search Results

Operator	Date Entered	Requestor	Requestor Phone	Tracking No	Location	Assigned To UID	Assigned To Name	Division	Status
dbettenc	02/29/2012	DFB	896-7802	E9E2D16C70	431 W 7th St	tnebel	Nebel, Tim	Trees/Public Landscapes	Closed
Description:	Clean up down limb.								
dbettenc	02/23/2012	DFB	624-8403	2B523B76DE	Caper Acers	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	COMPLETED By the crooked house remove black walnut, remove female ginkgo along path, remove hangers in the 3 liquid ambars by bathroom, formative prune young tree where needed.								
trodrigu	02/23/2012	Anthony Anderson	228-3044	23E878AF52	837 W 2nd Ave	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	INSPECTED Tree needs to be pruned, growing into the power lines, etc.								
dbettenc	02/15/2012	Wyatt West (Engineering Dept)	624-3004 879-6941	011A06FC21	1055 Verde Ct	tnebel	Nebel, Tim	Trees/Public Landscapes	Closed
Description:	REMOVED Remove arborvitae tree next to pole for access to get power to street light across the road.								
trodrigu	02/13/2012	Susan Christensen	342-2204	85362EF6E7	East Ave / Cohasset Rd	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	DUPLICATE Low hanging limb blocking the street sign on the East Ave side of the Walgreen parking lot just west of Cohasset.								
trodrigu	02/13/2012	Elizabeth Shepherd	894-6619	8360831D35	571 E 7th St	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	INSPECTED Branch fell on veh shattering the window and frame around the window. Occurred sometime last night, 2/12/12. RP moved the branch to the street so she could drive veh. R.M. has been notified.								
trodrigu	02/13/2012	Kun Chok Dorjee	893-2146	49E3CB4D46	463 Brookside	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	PRIVATE LEFT NOTICE Tree between his house and the neighbors is hanging pretty low. Also almost hitting the streetlight pole								
dbritton	02/06/2012	Denice Britton		CD4E7A02EA	2318 Alamo	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	PRUNED HIGH PRIORITY: Hanger on tree across from above address. 6" plus limb hanging in ivy vines of the second large valley oak west of the corner of Cussick and Alamo. Remove limb, and vines, plus vines on limb behind the one in question. Also remove fallen limbs on the ground.								
trodrigu	02/03/2012	Fred Weymore	343-0205	68B252B161	1492 East Ave	lsheppar	Sheppard, Linda	Trees/Public Landscapes	Closed
Description:	ASSIGNED TO CONTRACTOR. Water leaking on the west side of prop from one of our watering systems that was installed when East Ave was widened. Linda S has been called.								
dbettenc	02/01/2012	DRB		0247A642E0	331 Wall St	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	PRUNED HIGH PRIORITY Remove large dead branches in F:3 sycamore.								
dbritton	02/01/2012	Denice Britton	896-7802	F71597DEC6	200 W 22 nd St	tnebel	Nebel, Tim	Trees/Public Landscapes	Closed
Description:	PRUNED HIGH PRIORITY: Remove broken hanging limbs from sycamore.								



DATE: 03/13/12
TO: BPPC
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Park and Natural Resource Manager's Report

Prepared for verbal presentation at the BPPC meeting.

Updates

- a. Peregrine Point Monitoring Report – Staffing changes with the consultant performing the blue oak survey delayed the completion of the report. We hope to have the report for the next meeting, and will keep the BPPC posted.

Planning/Monitoring

- a. Trails Planning – Staff is beginning to do some preparation for planning on upcoming Middle Trail work that will start in April.
- b. Natural Resources Management and Trails Plans– The development of inventory information continues, with recent drafts on Middle Bidwell Park management units and trails inventory considered at the Natural Resources Committee.

Outreach and Education

- a. KHSL TV's Wake Up Show – On March 1st Ranger Shane Romain and Volunteer Coordinator Lise Smith-Peters appeared on the show to discuss the March 15th Park Volunteer Training.
- b. Dr. Steve Dennis' Parks and Recreation: Community Involvement Class - Volunteer Coordinator presented information on the volunteer program and current projects in Bidwell Park
- c. Press Releases – The following press releases were released in February: Caper Acres Closure for Maintenance; and Spring Tree Planting Workshops.






Upcoming Issues/Miscellaneous

- a. Hmong Cultural Event – Staff has received a permit application for a Hmong Cultural Event in City Plaza.

MAINTENANCE REPORT

General Activities: In February Park staffs main focus was on Vegetation Maintenance in Lower Park including a training day with the Tree crew at Lost Park, along with this effort staff also spent one week in Caper Acres catching up on some much needed maintenance. Staff continues the daily cleaning and safety inspections of all recreation areas including; grounds, playgrounds, picnic sites, roads and paths coupled with the daily cleaning and resupplying 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.

Table 1 . Summary of Monthly Maintenance Hours.

month #	Category	Staff Hours	% of Total	% Change from Last Month	2012 Trend
2	1. Safety	270	31.6%	81.7%	
	2. Infrastructure Maintenance	206	24.1%	70.6%	
	3. Vegetation Maintenance	200	23.4%	486.6%	
	4. Admin Time/Other	180	21.0%	138.1%	
	Monthly Totals	854	100%	107.8%	

Project

Notable issues for this month include:

a. Lower and Middle Park; One mile has and is continuing to receive tree elevations around the parking areas to create better sight lines for safety. A concentrated effort has been made at Caper Acers to address some long standing issues; for drainage from rain and safety around play equipment, we also removed two trees, one a Black Walnut was storm damaged and unsafe the second was a female Ginkgo that was presenting a problem with fruit dropping into the entrance of Nico play area creating a slip hazard - Description

b. Upper Middle Park; Staff has prepared and planted the five golf course sites along with the one at lot C leaving only the one on the back side of Horseshoe Lake to complete this project. The Five Mile septic leech lines have failed, we are in the investigation part of the process to discover what work has been done in the past so we may decide where to locate the new lines, we expect to complete this work and have Five Mile back up and running by the first part of March.

c. Upcoming Projects; Staff will be starting on the turf program to bring all our lawns up for summer. We hope to do a little catch up, and grade two more of our parking lots before the end of March. Staff is working on getting the last of the One Mile planting sites completed and touching up the previous ones as needed.

- Description [if necessary]



1. Cleaning up at Lost Park.

RANGER REPORT

A. Updates and Announcements

- a. Lifeguards – Recruitment for Lifeguards is underway. Lindsey Anderson, Marissa Anderson and Logan Slack will be returning from last season as the Head and Assistant Head Lifeguards.
- b. Ranger Staff - Permanent Seasonal Park Ranger Lisa Barge will return to duty on April 1st.

B. Monthly Summaries

- a. Park Reservations- The following charts summarize public park permits issued in February, 2012

Ranger Report - Public Park Permits 2012

Date	Location	Organization	Event	Participant #
2/11/2012	One Mile	Habitat for Humanity	5K Walk/Run	500
Totals			1	500

Private Permits- 2 permits/40 participants

- b. Visitation- The following chart summarizes the traffic counts collected in February, 2012 as well as YTD totals.

Ranger Report- Traffic Count 2012

Location	Estimated Daily	Estimated Monthly	Estimated YTD Total
Lower Park			
Petersen Dr	122	3,538	6,793
N One Mile	290	8,410	14,579
S One Mile	318	9,222	14,337
Cedar Grove/S Park Dr	84	2,436	5,102
Estiamted Subtotal	814	23,606	40,811
Middle/Upper Park			
Upper Park Rd	929	26,941	54,717
Estimated Total	1,743	50,547	95,528

- c. Significant Incidents- The following chart summarizes incidents of significance that occurred in February, 2012.







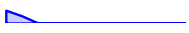

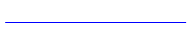


Ranger Report- Incidents 2012

Date	Location	Incident	Disposition
2/2/2012	City Plaza	Parole Hold	Arrest
2/3/2012	Peregrine Point	Vandalism to fence	Report Filed
2/4/2012	Upper Park	Lost Handgun	Report Filed
2/4/2012	Upper Park	Fall off a horse/Medical	Transported by Medics
2/5/2012	City Plaza	Resist a Peace Officer	Arrest
2/5/2012	Lindo Channel	Hazardous Material Spill (Paint)	Report Filed/Material Disposed
2/8/2012	S One Mile	Damage to bollard	Report Filed/Damage Repaired
2/12/2012	S One Mile	Vandalism to restroom	Report Filed/Damage Repaired
2/15/2012	Caper Acres	Vandalism to restroom	Report Filed/Damage Repaired
2/20/2012	City Plaza	Indecent Exposure	Suspect Moved Along
2/22/2012	Horseshoe Lake	Dog caught in fishing line	Dog Rescued
2/22/2012	City Plaza	False Info to Peace Officer	Arrest
2/22/2012	City Plaza	Indecent Exposure	Suspect Moved Along
2/24/2012	City Plaza	Parking Meters Damage	Report Filed
2/24/2012	City Plaza	Stolen Bike	Report Filed
2/25/2012	City Plaza	Parole Hold	Arrest






d. Citations- The following charts summarize citations and warnings issued in February, 2012 as well as annual trends.

Violation	Monthly			Annual			2012 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	29	15%	3	37	9%	3	
Animal Control Violations	77	39%	1	168	42%	1	
Bicycle Violation	41	21%	2	90	23%	2	
Glass	9	5%	6	12	3%	7	
Illegal Camping	8	4%	7	15	4%	6	
Injury/Destruction City Property	0	0%	10	0	0%	11	
Littering	0	0%	10	1	0%	10	
Other Violations	13	7%	4	37	9%	3	
Parking Violations	10	5%	5	27	7%	5	
Resist/Delay Park Ranger	2	1%	9	3	1%	9	
Smoking	6	3%	8	9	2%	8	
Totals	195	100%		399	100%		






Ranger Report - Warnings 2012

Violation	Monthly			Annual			2012 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	29	15%	3	37	9%	3	
Animal Control Violations	77	39%	1	168	42%	1	
Bicycle Violation	41	21%	2	90	23%	2	
Glass	9	5%	6	12	3%	7	
Illegal Camping	8	4%	7	15	4%	6	
Injury/Destruction City Property	0	0%	10	0	0%	11	
Littering	0	0%	10	1	0%	10	
Other Violations	13	7%	4	37	9%	3	
Parking Violations	10	5%	5	27	7%	5	
Resist/Delay Park Ranger	2	1%	9	3	1%	9	
Smoking	6	3%	8	9	2%	8	
Totals	195	100%		399	100%		

Ranger Report - Citations Places 2012

Location	Monthly		Annual			2012 Trend
	Total Citations	%	Total Citations	%	Rank	
Lower Park	15	56%	25	57%	1	
Middle Park	1	4%	6	14%	3	
Upper Park	9	33%	11	25%	2	
Specialty Parks/Greenways	2	7%	2	5%	4	
Totals	27	100%	44	100%		

Ranger Report - Warnings Places 2012

Location	Monthly		Annual			2012 Trend
	Total Warnings	%	Total Warnings	%	Rank	
Lower Park	103	53%	234	59%	1	
Middle Park	31	16%	61	15%	3	
Upper Park	41	21%	66	17%	2	
Specialty Parks/Greenways	20	10%	38	10%	4	
Totals	195	100%	399	100%		

VOLUNTEER REPORT

A. Monthly Highlights

Highlights include:

- Sixty-three Sierra View Elementary students (2 grade 4 classes) along with 5 Community Action Volunteers in Education, Kids and Creeks and Stream Team Volunteers– worked at Site #27 – removing vinca; planting native plants and testing water from Big Chico Creek. Their second time this school year.
- Friends of Bidwell Park volunteers, with lots of support from the Park Division’s Community Action Volunteers in Education students, have made great head-way removing Japanese privets from along the Little Chico Creek Greenway. They are also hosting weed removal sessions along Memorial Way across from Chico Jr. High School.
- The Volunteer Coordinator met with Instructors from the CSU, Chico’s Recreation, Hospitality and Parks Department. The Department is now offering work sessions and training from the Park Division as one of their official offerings entitled Field School Sampler.
- The Volunteer Coordinator is averaging 3 to 4 phone calls a day about volunteering in the Park!

Table 1. Summary of Monthly Volunteer Activity.

February 2012			
Locations	Organizations/ # volunteers	Total hours	Major Tasks
N. One Mile Parking Lot green strip	4 Volunteer Sessions - 46 total volunteers	185.00	Removed vinca/ivy; and elevated grapevine
4th Street Park Entrance	2 Volunteer Sessions - 6 volunteers	18.00	Removed box hedges
Cedar Grove	Alpha Epsilon Pi - 6; Jewish Arbor Day Celebration	6.00	Planted 5 western redbud trees they donated; Denice provided info on planting. Fraternity will water the trees.
Lower Park Trail Pruning	1 Volunteer Session - 3 volunteers	6.00	Pruned back vegetation from the trail.
Chico High School	3 sessions/CHS Horticulture - 6 students and Paula Shapiro	21.00	Transplanting native plants in the green house
Site 32	Rangel Family	1.50	Removed vinca
Little Chico Greenway	John Cervantes	85.00	Removing Japanese Privets
Bidwell Park	Park Watch	725.00	
	Independent Organizations		
Little Chico Creek and Memorial Way Greenways	Friends of Bidwell Park		Trash and privet removal
" " "	CA Conservation Corps	35.00	Privet removal
	TOTAL	1,082.50	

B. Upcoming Events

- a. Woodstock Pizza Chico Creek Cleanup – March 31 from 12:30 pm to 3:30 pm. Focus areas are Little Chico Creek, Lindo Channel Bridges and a family cleanup in Bidwell Park.

- b. Cats in the Community – CSU, Chico students will work at various locations in the City on Cesar Chavez Day, including Bidwell Park.
- c. Earth Day in Bidwell Park – April 21 from 10 am to 1 pm. Cedar Grove and Nature Center environs.
- d. Kids and Creeks – will have numerous schools out at 9th and Hazel Park; the Sycamore Restoration Site and at Five Mile for some restoration and education projects in April and May.

Attachments:

Disc Golf Log

Bidwell Park Disc Golf Log 2012

Trails						
Badge #	Date	Time	Open/Closed	#Vehicles	Weather	Notes
807	02/03/12	9:30 AM	O	3	Good	Trash detail, Apprx. 50 yrds of fence down near hole 18
804	02/03/12	4:30 PM	O	20	Good	5 alc warnings, appx 40 people
804	02/04/12	5:00 PM	O	15	Good	20 people, no violations observed
805	02/06/12	10:45 AM	O	3	Good	No violations observed
805	02/07/12	2:10 PM	O	3	Poor	Sprinkling.
805	02/08/12	8:30 AM	O	0	Fair	No one observed.
807	02/10/12	12:25 PM	O	0	Poor	Intermittent light/moderate rain 1 alc cite, 1 alc warn, and 1 leash warning. Appx 40+
804	02/11/12	4:30 PM	O	30	Good	people
805	02/12/12	12:10 PM	O	8	Good	No violations observed
805	02/13/12	8:00 AM	C	0	Poor	Course closed.
804	02/14/12	5:00 PM	C	10	Fair	Multiple golfers informed of closure.
805	02/15/12	9:45 AM	C	2	Fair	No violations observed
805	02/16/12	10:45 AM	O	4	Fair	Opened course.
807	02/16/12	4:10 PM	O	20	Good	3 glass/alc cites, trash detail
804	02/18/12	4:30 PM	O	30	Good	Lots of people, 1 leash warning
804	02/19/12	4:45 PM	O	25	Good	30 + people, 2 Leash cites, 2 leash warnings, 2 alc/glass
804	02/20/12	4:30 PM	O	15	Good	No violations observed
805	02/21/12	12:45 PM	O	11	Fair	2 dog leash warnings.
807	02/22/12	1:45 PM	O	15	Fair	Lots of people leaving very windy, trash detail
807	02/25/12	10:15 AM	O	9	Good	No violations observed
804	02/25/12	4:45 PM	O	20	Good	No violations observed
804	02/26/12	4:30 PM	O	10	Fair	2 leash warnings