



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
May 28, 2013, 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 Recognition of former Supervising Ranger Jessica Erdahl.
- 1.4. Special Presentation (video): Rules of Bidwell Park (a CSUC Project Management Class Project) – Mary Brentwood, Commissioner.

2. CONSENT AGENDA

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

- 2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC held on 04/29/13.

- 2.2. Consideration of a Permit for the Annual “Frost or Fog” 5k, 1/4 Marathon and 10 Mile Race in Middle and Upper Park - Under the Sun Events requests a permit to host a race that starts in Middle Park and extends into Upper Park on 01/25/14. Applicant has held similar events for the past nine years and anticipates approximately 500 people. In addition to the 5k and ¼ marathon, the applicant has also added a 10 mile race to the event—see attached description and map.
Recommendation: Approval of the permit with conditions.

ITEMS REMOVED FROM CONSENT – if any

3. **NOTICED PUBLIC HEARINGS** - None

4. REGULAR AGENDA

- 4.1. Consideration of Park Related Community Organization Funding Requests - Artists Proposals.
The City of Chico annually considers applications from non-profits for Community Organization Funding. The Arts Project Coordinator will present information on two art project proposals that desire use of the Park. **Recommendation:** Conditional acceptance of the applications.

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 Report – Chair Ober
- 6.2. Urban Forest Manager’s Report - Denice Britton, Urban Forest Manager
- 6.3. Park and Natural Resources Manager’s Report - Dan Efseaff, Park and Natural Resource Manager.

7. **ADJOURNMENT**

Adjourn to the next regular meeting on June 24, 2013 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
April 29, 2013

1. REGULAR COMMISSION MEETING

1.1. Call to Order

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

1.2. Roll Call

Commissioners present:

Mary Brentwood
Lisa Emmerich
Mark Herrera
Jim Moravec
Richard Ober
Janine Rood (arrived at 6:40 pm)
Drew Traulsen

Commissioners absent:

Staff present: Dan Efseaff (Park and Natural Resource Manager), Denice Britton, Urban Forest Manager, and Lise Smith-Peters (Park Services Coordinator).

2. CONSENT AGENDA

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

2.4 Consideration of a Permit for a Vacation Bible Experience.

Bidwell Presbyterian requested a permit to host a Vacation Bible Experience at Children's Playground, June 17th - 21st. The BPPC considered the permit because Children's Playground is exclusive use of a non-exclusive use area.

MOTION: Approve the permit use application with conditions. **MADE BY:** Ober. **SECOND:** Moravec. **AYES:** 7 (Brentwood, Emmerich, Herrera, Moravec, Ober, Rood, and Traulsen). **NOES:** 0. **ABSENT:** 0.

ITEMS REMOVED FROM CONSENT –

The following items were removed from the Consent agenda:

2.1. Approval of Meeting Minutes

Chair Emmerich requested removal of the Minutes from 03/25 and asked that a correction be made on her vote against proceeding with the Bidwell Bowl demonstration project for bench tops and stage coating taken. The Minutes have been corrected and changed to:

MOTION: Move to proceed with the feasibility of the demonstration project for the bench tops and coating on the stage with the stipulation that the bench color reflect the aesthetic and historical integrity of the site and approval of the concept to develop a design plan for the entire site that would return to the BPPC for review and for ample public input. **MADE BY:** Ober. **SECOND:** Rood. **AYES:** 5 (Brentwood, Moravec, Ober, Rood, and Traulsen). **NOES:** 1 (*Emmerich - revised per April 29, 2013 Regular Meeting*). **ABSTAIN:** 1 (Herrera) **ABSENT:** 0.

Commissioner Traulsen requested the removal of items 2.2 and 2.3:

2.2. Consideration of a Permit for the Bidwell Bump Mountain Bike Race.

North Rim Adventures requests a permit to host a mountain bike race in Upper Park on established trails on 08/24/13. Routes would be on the north and south side of the park.

Commissioner Traulsen asked that a condition be added to both the Bidwell Bump and the CCAA Cross Country Championship permits stating that "no unauthorized trail work can be undertaken."

Parks and Natural Resources Manager Efseaff stated that this type of protection of natural resources is included in the Bidwell Park Master Management Plan and can be cited in the Report conditions for the applicant. The BPPC considered the application because the group is requesting the use of trails in Bidwell Park that are not considered intensive use areas. The applicant expects to have 175 participants.

From the public:

Tom Barrett asked about holding a for-profit event by a private business. In the past, he understood that such events should be held by nonprofits to benefit the Park.

Katherine Ketterer from North Rim Adventures stated that their company is taking over the Bidwell Bump coordination. They will adhere to the conditions as presented and that a portion of the proceeds will be donated to the Park.

MOTION: Moved to approve the permit use application with conditions for the Bidwell Bump. **MADE BY:** Ober. **SECOND:** Traulsen. **AYES:** 7 (Brentwood, Emmerich, Herrera, Moravec, Ober, Rood, and Traulsen). **NOES:** 0. **ABSENT:** 0.

2.3. Consideration of a Permit for the CCAA Cross Country Championship.

Chico State Cross Country Team requests a permit to host a Cross Country Championship race in Middle Park on established trails on 10/26/13. Coach Gary Towne said that CSUC has the opportunity to host this event once every 8 years. Most of the race area is in Hooker Oak Recreation Area. The BPPC considered the permit because the group is requesting the use of trails in Bidwell Park that are not considered intensive use areas.

MOTION: Moved to approve the permit use application with conditions for the CCAA Cross Country Championship. **MADE BY:** Moravec. **SECOND:** Traulsen. **AYES:** 7 (Brentwood, Emmerich, Herrera, Moravec, Ober, Rood, and Traulsen). **NOES:** 0. **ABSENT:** 0.

3. NOTICED PUBLIC HEARINGS - None

4. REGULAR AGENDA

4.1. Revision to the Park Division Fees – Fee Schedule 80.020.

Staff explained that the Park Division Fees are made up of park reservation permit fees and other fees related to the use of Bidwell Park and other City parks. Except for minor adjustments, staff has not revised the fees in several years. Staff's proposed changes better reflect the increase in staff costs for administering permits, preparing a site and cleanup. Staff is also implementing a new online reservation system, which a simplified schedule will enhance. Parks and Natural Resource Manager Efseaff stated that this was a pre-liminary transition period and that additional items such as special use permits would need more analysis and discussion, which could take place at a later time.

Commissioners discussed the difference between public and private events and expressed concern that a private event with a large number of people could be just as impactful to the Park as a public event and yet the fees would be based on a flat rate. Staff stated that historically private events have been smaller and the facility site would determine how large

the number of visitors would be. The group also discussed whether for-profits should be charged more or have some of their proceeds returned to the park. Staff said they would bring back the definition of public events and look at the language in the Chico Municipal Code. They also noticed some corrections needed on numbering.

From the Public:

Tom Barrett suggested that the Park Division charge more for filming in the Park and that the City had looked at this before when a company wanted to film in the Park. The distinction between events that charge and those that don't was an important factor the BPPC took into account in the past. Some entities that provide a public event and don't charge, such as the Endangered Species, offer an educational experience to park users and so is of benefit to the community. He recommended that for profits that have vendors selling items should have to pay the Park more since they are making money on the vendors and that events that charge participants should also pay more.

Chair Emmerich asked whether other cities have a separate fee schedule for profit and non profit entities. The BPPC requested that the fee revision issue be taken back to the Policy Advisory Committee for further review and input. The BPPC asked that the item go back to the Policy Advisory Committee for further discussion and reworking.

5. BUSINESS FROM THE FLOOR

Tom Barrett said the BPPC has had policies that were taken into account but never written down. He wishes to recommend that that a policy should be set for dealing with for profits that hold events that do not directly benefit the Park.

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 on a subsequent posted agenda.

6.1. Tree Committee Report

Chair Ober and Urban Forest Manager Britton gave an update on the Urban Forest Management Plan progress and stated that are word-smithing. Two items were discussed by the Committee are 1) should Black Walnut trees be added to the approved species list and 2) whether public notification should be made for trees to be removed. These items will be discussed further at the Committee level in May.

6.2. Policy Advisory Committee

Chair Herrera gave a brief update of staff's work with the CSUC Parks and Recreation 323 class who have been helping with logistical support for holding a special event in Bidwell Park on July 20th in honor of the Park's birthday. The Birthday Bash will have several events tied in with it, including a walk or run, an open house for our Park partners, a plein aire painting event, late afternoon games and booths at One Mile and a CARD movie. The Committee also was updated on staff's progress of finalizing the Park's donations policy and that the cost of Memorial benches would be increasing to cover the costs involved with materials, and installation.

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

Urban Forest Manager Britton then gave the Manager's Report, stating that one of the City's largest red maples was removed because it was diseased and posed a threat of failing. She also said that several trees were removed from downtown Chico due to the Kona's sidewalk reconstruction and a tree at Main and 2nd which was leaning precariously over the street. The bids have been received for the City's tree removal contract.

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

Parks Services Coordinator gave a report on Earth Day in Bidwell Park with 259 volunteers working in the area of the World of Trees and Cedar Grove on April 20 and the CA Native Plant Society, Mt. Lassen Chapter's Teichert Ponds olive and privet removal project with over 600 hours logged in work sessions led by Susan Mason.

Natural Resources Manager Efseaff reported that the Outsiders had given the Park Division their annual exclusive use days listed in the report, and that he had met with Chair Emmerich, City Planner Bob Summerville and members of Chico Historical Society and Chico Preservation about the Bidwell Bowl Amphitheater. He explained that if the project met the Secretary of the Interior's guidelines then it would be considered maintenance. Park staff included a chart with the repair costs over the past few years due to vandalism of the Bowl.

Park staff will return to a fixed regular schedule Monday through Friday and that the General Services Office hours will be moved to 7 am to 4 pm, which will better match our crew schedules.

Park Watch volunteers and Rangers conducted a "saturation patrol" on March 23rd to help share information about Park rules and information with visitors and to provide an increased presence and build camaraderie between staff, visitors and volunteers.

The Upper Park Road is now open after staff repositioned material that had been washed out from the road during the January rain storm. The road is more narrow and visitors will need to drive slower.

The Bidwell Ranch mitigation bank will go to the Council in January and prior to that the Citizen Working Group will be restarted probably in the early Fall. The Parks and Natural Resources Manager will keep the BPPC updated on that project as well as the Iron Canyon Fish Ladder.

7. ADJOURNMENT

Adjourned at 8:15 p.m. to the next regular meeting on May 28, 2013 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, Park Services Coordinator

Date

Distribution: BPPC



DATE: May 6, 2013
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Permit Application for the "Frost or Fog" 5k, 1/4 Marathon and 10 Mile Race in Middle and Upper Park.

Recommendation

Staff recommends conditional approval of the permit.

Report in Brief

Under the Sun Events requests a permit to host a race that starts in Middle Park and extends into Upper Park on Saturday, January 25, 2014. Applicant has held similar events for the past nine years and anticipates approximately 500 people. In addition to the 5k and 1/4 marathon, the applicant has also added a 10 mile race to the event—see attached description and map.

This application requires BPPC consideration as the group is requesting the use of non-intensive use areas in Middle and Upper Park.

While running/walking is a permissible use under the Bidwell Park Master Management Plan (BPMMP), there is the potential that a large event could become incompatible with other activities. The numbers under this application are comparable to last year's event. Staff did not observe any damage or safety concerns and has not fielded any citizen complaints associated with this event in the past. Staff recommends that the applicant cap the number of participants to that of previous years -- 500. The plan also notes that Middle and Upper Park are protected areas for primarily non-intensive recreational uses (O.Middle-1; O. Upper-2; O. Upper-4).

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Close Upper Park gravel road to vehicle traffic during the event.
- The applicant must provide sufficient monitoring to keep racers on the established route as well as direct traffic where the route crosses the road. Adequate free standing signage must also be in place in order to ensure racers follow the established routes and also to notify other park users of the event.
- Much of the route is along paths or trails that can accommodate use during wetter conditions (Middle Park trails south of Upper Park Rd to Five Mile Way). The applicant has agreed to move the route to paved paths and roads in the case of a wet weather closure of the trails. The revised course will be subject to Park Division approval.
- The applicant will need to do a final inspection of the race courses at the conclusion of the event and remove all signs and course markings as well as pick up any associated trash.

Distribution:

Nikki Stadler

Attachments:

Application and permit for a 5k, 1/4 Marathon and 10 Mile Race in Middle and Upper Park



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

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

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: in 10-mile

Name of Applicant/Contact Person Nikki Stadler

Description of Event: Frost or Fog 5K, Quarter Marathon
(family BBQ, walk/run, describe below if needed)

Organization Name (if applicable) Under the Sun Events

Day and Date of Event: Saturday, Jan. 25, 2014

[Redacted]

From: 6:00 AM To: 1:00 PM

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

From: 9:00 AM To: 12:00 PM 500
Time of Event Only Number of people

[Redacted]

E-mail address: [Redacted]

Contact Phone # Alternate Phone #

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

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area Meadow
 - Electricity (15 amp) 100 amp Electrical Service tables, restroom area (circle) Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ between 8:00 AM-4:30 PM
 - Water (public events only) 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp) 100 amp Electrical Service
 - Event Restrooms Water (public events only)
 - Fountain - On Fountain - Off
 - Meter Bags # _____ Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) 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): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: 6.55 mile, 10-mile, and 3.1 mile distance run. Starts at 5-mile Rec Area toward 1 mile passed Bear Hole.

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

SECTION 2 - PERMIT FEES

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

- Application Fee \$ 18.50 (Non-Refundable)
- Reservation Fee \$ 174.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.00 (\$39.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ 31.50 (\$31.50/hr, public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:	
Event Restrooms _____ x (\$92.00) = \$ _____	#days
100 amp Electrical _____ x (\$29.00) = \$ _____	(electrician required) #days

Total Fee Required: \$ 363.00

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

City of Chico Cash Receipt No. CR264185 Payment Method: ck 2120 Date: 5/3/13 Received By: CH

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Email(various) 920 Fund
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SECTION 3

CONDITIONS FOR PARK USE

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

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek.
Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp
- Glass** No glass 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 1st. 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: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

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

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

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

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

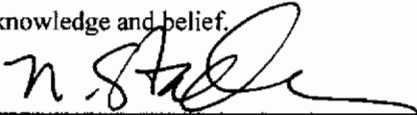
Please Note: Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X



Signature of Applicant

X

3 May 13

Date

RETURN THIS FORM TO:

City of Chico - Park Division
965 Fir Street
Chico, CA 95928

FAX 530-895-4731 or email to Parkinfo@ci.chico.ca.us

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: _____

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>9</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is there a patron admission, entry, or participant fee(s) required for your event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>microphone, PA system</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
When will amplified sound/music be heard? Time from: <u>8:30</u> until: <u>NOON</u> amps needed (<u>15 or 100</u>) Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	<input checked="" 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: _____	<input checked="" type="radio"/> Yes	<input checked="" 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 checked="" 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: <u>6 am</u> until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	<input checked="" type="radio"/> 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 checked="" 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 <u>Johnny on the Spot</u> Phone Number <u>893-5687</u> Location of portable restrooms <u>Parking Lot</u> Note: Restrooms shall be removed within 24 hrs after conclusion of event.	<input checked="" type="radio"/> 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. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>2</u> Number of Recycling Containers <u>2</u> Sanitation Company <u>Recology</u> Phone Number <u>342-4444</u> Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>mile markers, cones along course</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. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	<input checked="" type="radio"/> No
Do you request irrigation to be turned off before and during your event?	<input checked="" type="radio"/> 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 for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	<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

May 3, 2013

To: City of Chico

From: Nikki Stadler, Race Director

Re: Course information for 10th Annual Frost or Fog: 10 Mile, ¼ Marathon, 5K

Course start and finish lines will be at 5-Mile Recreation Area.

The run will begin at the west side of 5-Mile Recreation Area on the north side of the bridge that separates 5-Mile and Hooker Oak. The run will continue north on the levee and out the gate. Runners will turn right and stay on the trail that is parallel to Wildwood Avenue and Upper Park Road. (The run will be on trail unless trails are closed due to weather. If weather is a factor, runners will run on the pavement.) Runners will cross Upper Park Road at the first parking lot (North Rim parking lot) and continue on the trail that connects to the bike path. We will have volunteers directing runners where to go. Runners will use their own discretion for crossing the road when it is safe. We will not close the road for car traffic. Runners will continue on the bike path to the shooting range. 5K runners will turn around at the shooting range; this is where one water station will be located. Quarter marathon and 10-mile runners will continue on the road back to Bear Hole (1/4 marathon turnaround point and second water station) and past Salmon Hole (10-mile turnaround) and continue back along the same course they came out on. All runners will continue back on the bike path and cross over at 5 Mile Way. All runners will continue on 5 Mile Way to the bridge at 5-Mile Recreation Area. The run will finish for all runners at the end of the bridge. We will have refreshments, music, etc. for all participants.

Trails of Upper Bidwell Park

- Parking
- ⚡ Powerlines
- ⊙ Swimming
- ⚡ Improved Roadway - Varying Types
- ⚡ Minor Trails

Draft Map - Printed March 13, 2003.

TRAIL DISTANCES

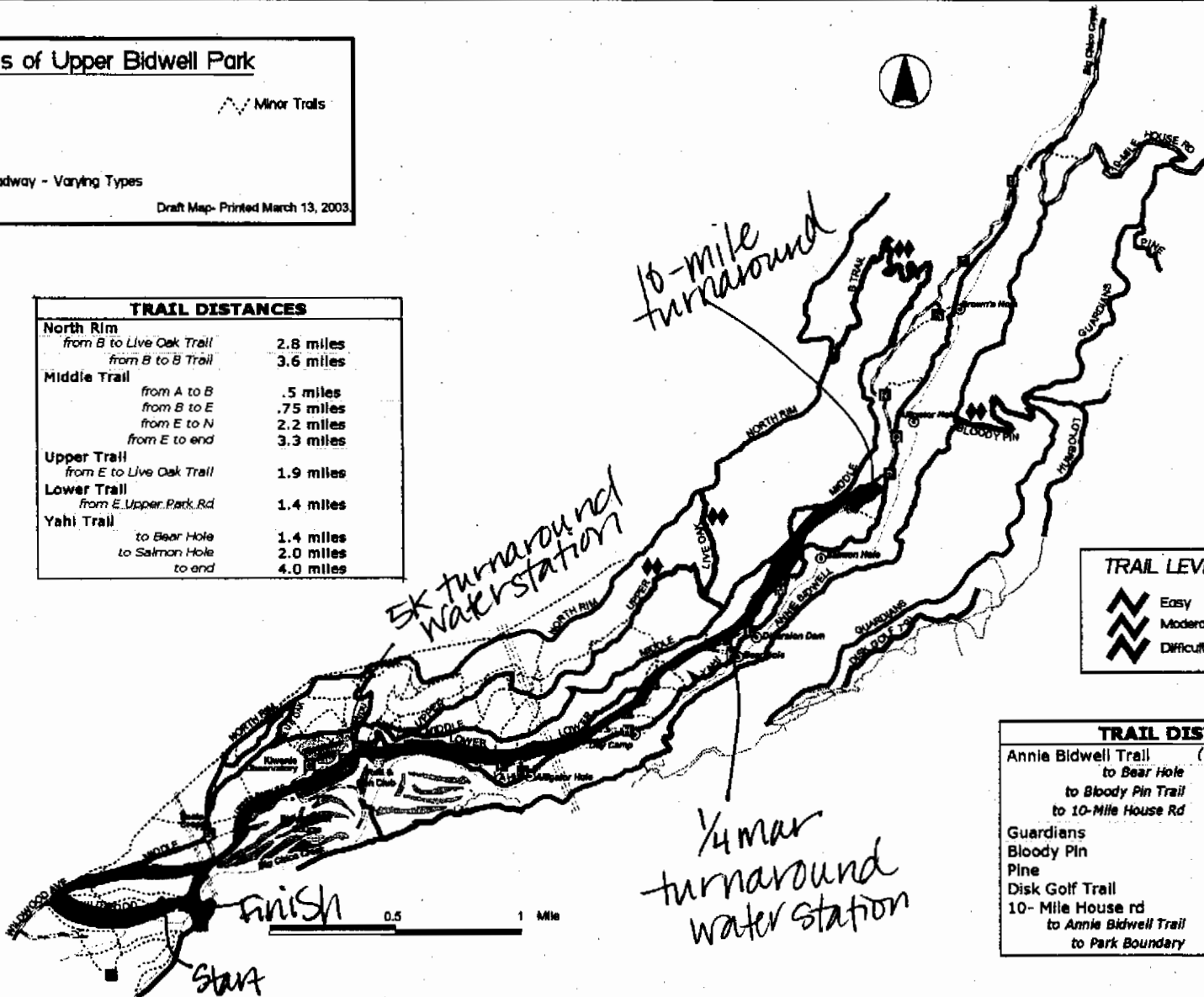
North Rim		
from B to Live Oak Trail	2.8 miles	
from B to B Trail	3.6 miles	
Middle Trail		
from A to B	.5 miles	
from B to E	.75 miles	
from E to N	2.2 miles	
from E to end	3.3 miles	
Upper Trail		
from E to Live Oak Trail	1.9 miles	
Lower Trail		
from E, Upper Park Rd	1.4 miles	
Yahi Trail		
to Bear Hole	1.4 miles	
to Salmon Hole	2.0 miles	
to end	4.0 miles	

TRAIL LEVEL OF DIFFICULTY

- ⚡ Easy
- ⚡ Moderate
- ⚡ Difficult
- ⚡ Most Difficult

TRAIL DISTANCES

Annie Bidwell Trail	(from old pistol range)	
to Bear Hole	2.2 miles	
to Bloody Pin Trail	3.7 miles	
to 10-Mile House Rd	4.7 miles	
Guardians	3.4 miles	
Bloody Pin	0.9 miles	
Pine	0.3 miles	
Disk Golf Trail	0.8 miles	
10-Mile House rd	(from Highway 32)	
to Annie Bidwell Trail	1.2 miles	
to Park Boundary	2.0 miles	





BPPC Staff Report

Meeting Date May 28, 2013

DATE: 5/21/13
TO: Bidwell Park and Playground Commission
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Park-Related Community Organization Funding Requests (FY 2013-14)

REPORT IN BRIEF:

As part of the City's Community Organization Funding Program, any application which proposes use of City park facilities or operates in City parks are provided to the Bidwell Park and Playground Commission (BPPC) for review and acceptance.

Recommendation: Conditional acceptance of the mini-grant proposals with the understanding that the applicants' access of staff time is restricted to review installation details and content.

BACKGROUND:

The applications were recommended by the Arts Commission on April 10, 2013 contingent upon approval by the BPPC. A report from the Arts Project Coordinator and details from the applicants are attached. Parks staff analyzed whether the activities are consistent with the Bidwell Park Master Management Plan and other park directives and priorities. Staff met with the project proponents separately, and provided input strongly suggesting that the work that provides an opportunity for educational interpretation of park resources or management approaches. Staff also discussed the potential for the events to coincide with the upcoming Bidwell Park birthday celebration in July.

While the Bidwell Park Master Management Plan (EDAW 2008) does not specifically address art goals, notable objectives are found in the section regarding interpretive and educational resources:

- O. I/E-4. Create partnerships with other groups whose goals are consistent with that of the Vision and BPMMP for Bidwell Park in their educational efforts for the Park.
- O. I/E-6. Provide child- and family-friendly opportunities to learn about Park resources and appropriate uses.
- O. I/E-7. Utilize Bidwell Park as a setting for natural resource education, health and wellness, art, historic and cultural knowledge, and social gatherings.
- O. I/E-8. Guide community groups, students, and businesses in establishing responsibility and providing stewardship for Bidwell Park.

DISCUSSION:

Although discussions had occurred early on the projects, Parks Staff received the written applications and report on May 16th, which was an inadequate amount of time for a proper review. Staff recommends that future reviews are built into the mini-grant calendar to allow adequate time for consideration.

We suggest that the BPPC consider the proposals separately.

1. Invasive Nature. A mini-grant Project inspired by the work of artist Andy Goldsworthy, by Erin Wade.

Staff suggested that the artist utilize invasive plant material that could coincide with a volunteer work day. The project has the potential to educate the public on the removal of invasive plants and the role and renewal of native plants for a healthy park.

In our meeting, staff noted concern about the location, footprint, materials used and potential of spreading propagules, duration of the installation, potential fire hazard (and creation of ladder fuels), potential to attract nuisance behavior, disposal, and the potential for damage to existing plants and vegetation. Staff suggested that the applicant volunteer with the Parks Division to understand some of the issues related to invasives, gain more insight into Bidwell Park plants and reasons for restoration, and provide training for material collection.

Some of the concerns have been addressed in the submitted materials, although many details are lacking (actual locations, details of the sculptures, etc.). The applicant has been responsive to questions, for example she indicated

that the artist's reception will not need a reservation area and that she would haul the material off-site to dispose. Applicant has indicated a willingness to address issues as the project evolves.

Staff can work with the applicant on review of the sites and sharing of existing educational information, but expressed concern of the burden on staff time to address the issues and craft the message for interpretive portions of the installation. Staff instructed the applicant to utilize external resources to provide interpretive material or for the applicant to provide for cost reimbursement for staff review to minimize staff time.

Based on these concerns, staff cannot recommend acceptance of the application at this time. The applicant may be able to provide details and address these issues, in which case staff would recommend conditional acceptance.

2. Development of unique trail guides for Lower Bidwell Park ("The Poet's Park" and "The Sketcher's Park"), by Hannah Hinchman.

The installation of markers will be temporary and coincide with "trail guides" that would be obtained from other locations. Depending on content, the items could provide an interpretive opportunity to engage the public. Staff anticipates that the proponent will be able to access existing information on the Park, utilize existing Park interpretive material, or tap into external resources (the Nature Center) to develop the content and rely minimally on staff time. Staff does anticipate review of locations, sign material, installation, and content, but this is likely to be minimal and does not rely on changing of existing resources.

For both projects, staff time will be necessary to review the installations and content of interpretive materials, but should not be used to develop content. If staff time exceeds 2 hours, then staff recommends applicant reimburses the costs of supporting the project associated with staff time.

1. ATTACHMENTS:

- 1) BPPC agenda report from the Art Projects Coordinator with applicant funding requests attachments
- 2) Email correspondence from Erin Wade.

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5/22/2013



BPPC Agenda Report

Meeting Date: May 28, 2013

TO: Bidwell Park and Playground Commission
FROM: Art Projects Coordinator (896-7214)
RE: Acceptance of Park-Related Community Organization Funding Requests (FY 2013-14)

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 were recommended by the Arts Commission on April 10, 2013 contingent upon approval by the BPPC.

Recommendation:

Recommend acceptance of the applications.

BACKGROUND:

The City Council annually considers applications from non-profit organizations and individual artists for City funding as part of the Community Organization Funding Program. Funding requests which propose use of City park facilities are referred to the BPPC for consideration and acceptance. 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 applications for Fiscal Year 2013-14 funding (copies attached). Revisions to the proposals based on staff input are also included with this report.

- Erin Wade - \$2,000 recommended by Arts Commission for an arts mini-grant project**
The artist proposes to install 3-6 temporary art works constructed in the spirit of internationally acclaimed artist Andy Goldsworthy who works in nature using found materials that are allowed to disintegrate back into nature. The project would be located in Lower Park and occur during the Park's birthday celebration.
- Hannah Hinchman - \$2,000 recommended by Arts Commission for an arts mini-grant project**
The artist proposes a pair of unique trail guides for Lower Bidwell Park, one from the poet's point of view ("The Poet's Park") and the other from the artist's point of view ("The Sketcher's Park"). The guides would begin as printed booklets; later the content would be accessible online. The premise is based on the classic trail guide, which follows a marked route with designated stops along the way.

If Commission members have further questions about the Community Organization Funding Program in advance of the meeting, please contact me at mgardner@ci.chico.ca.us or 896-7214.

PUBLIC CONTACT:

The applicants have been provided with a copy of today's agenda and this report.

Prepared by:


Mary Gardner, Art Projects Coordinator

DISTRIBUTION:

BPPC Agenda Distribution - original
Applicants (2)
Asst. City Manager
Art Projects Coordinator Desk

ATTACHMENTS:

Applicant Funding Requests/Analysis Sheets

FILE: D -27-3

CITY OF CHICO
COMMUNITY ORGANIZATION FUNDING REQUEST FORM

FISCAL YEAR 2013-14
MINI-GRANT APPLICATION FOR INDIVIDUAL ARTISTS

Mini-Grants for Individual Artists

1. Funding available in \$500, \$1,000, \$1,500 or \$2,000 allocations.
2. Funding will be reimbursed to the artist after submittal of documentation of completion.
3. Artists limited to one funding request per fiscal year.
4. Funding will not be recommended for more than two consecutive years to the same artist.
5. Submittal of this funding request does not guarantee funding.
6. Request for funds must be for original and new projects/programs to be completed within the 2013/14 fiscal year.

PLEASE TYPE

CONTACT INFORMATION:

Artist's Name: Hannah Hinchman

Mailing Address:

Telephone:

E-Mail Address:

Fax Machine: _____

1. Amount of Request: ___ \$500 ___ \$1,000 ___ \$1,500 ___X___ \$2,000

2. Have you previously been funded by the City for a mini-grant? ___ Yes ___X___ No
If yes, indicate the project and fiscal year(s) funded:

3. Have you ever been awarded a Mini-Grant and failed to complete it? ___ Yes ___X___ No
If yes, why not?

4. Describe in detail the new services, programs or events to be provided with requested City funding:
Note: The funded services, programs or events must be new and original, and initiated and completed between July 1, 2013 and June 30, 2014.

I'm proposing a pair of unique trail guides for Lower Bidwell Park, one from the poet's point of view ("The Poet's Park") and the other from the artist's point of view ("The Sketcher's Park"). The guides would begin as printed booklets; later the content would be accessible online.

The premise is based on the classic trail guide, which follows a marked route with designated stops along the way.

The sketch-artist/author (me) would provide a drawing, as well as written hints and prompts for the potential artist, for each designated stop. For instance, the text might read, "A huge old valley oak has fallen here, opening up the canopy. Light now pours into this opening, creating many dramatic possibilities for a sketch..." and proceed to suggest ways to interpret the scene and translate it into a satisfying drawing. An annotated sketch would accompany the text for each stop, showing what techniques were used, and how the drawing was constructed. The guide would include drawing opportunities on various scales, from whole landscapes to small details.

The poet/author (Susan Goldsmith Wooldridge, author of *Poemcrazy*) will have a similar series of

interpretive stops in her trail guide, spots that inspired her to write a poem. She will talk about the inspiration for each poem, how she crafted it, and might also provide writing prompts or short guided writing exercises for the potential poet.

What makes this project exciting to me is that the person using the guide will be face to face with the very same landscapes that elicited a work of art from two practicing artists. As the poet and the artist explain what attracted them to each location, and how they approached their subject, users of the guide will have a window into the creative process that can appear so mysterious. Each walker will be able to ask him or herself, "What do I see? What would I focus on?" This could easily be a shared family activity, too.

Elements of this project include printing 250 copies of each trail guide, which will be distributed free at Chico Creek Nature Center, Gateway Science Museum and various other venues around town. I have discussed the project with Bidwell Park director Dan Efseaff, and am sending him a copy of this application; both he and the staff of the nature center seem open to the idea. Dan suggested the possibility of an e-guide, using GPS coordinates or QR scan codes for mobile devices, linking the walker to an online version of the trail guides.

I am working on ways to fabricate small rustic-style-countertop displays for the trail guides, made of salvaged wood and natural-material embellishments. I'm hoping to partner with either the Work Training Center or the Boy Scouts, encouraging them to donate some or all of their time for this project.

The stops along each trail will be marked by attractive garden-style plant labels, inexpensive enough that any missing markers can easily be replaced (this has already been tentatively approved by the park director). I am a graphic designer as well as an artist, so I would design the labels for these small markers, giving them a distinctive look related to the design of each trail guide booklet.

The guides themselves would be 12 pages (3 sheets folded), with a card-stock color cover, size 8.5 x 11, folded in half and spine-stapled (see printing estimates in budget).

I assured the park that this would be a temporary project, at least as far as the physical markers indicating the interpretive stops are concerned. While the markers are in place, the content can also be accessed as a link to an online site. To make this a more permanent undertaking once the markers are removed, we would shift all content to the internet, using a series of GPS coordinates for each stop on the trail guide route. In fact, if this proves popular, it could become something of an online community (Facebook page or blog), where people upload their own poems and drawings to share and discuss!

4. Documentation of the funded mini-grant is required. How will you document completion of your project, program or event? (Examples of documentation: video, photography, DVD, publications, promotional materials, reviews)

The timeline and documentation I envision for this project are as follows:

July through October 2013:

Collaborative partners select routes, generate content, and begin editing/selection process. Designer works concurrently on trail marker and display-stand designs. Partners discuss and determine ways of publicizing this effort.

Documentation: sketches, drafts, samples and progress reports.

November/December 2013:

Partners finalize content selection. Editing, design and layout for each booklet is underway, as well as production for labels and ID panels. Public relations materials and events are in development.

Documentation: PDFs of developing design options and final design for booklets and website. Photos of trail markers and display-stands. Samples of PR materials submitted.

January through March 2014:

Booklets are printed. Label and ID cards for display stands are complete. Display stands are in production. In March, trail markers are installed, booklets and display stands are delivered to distribution venues. Press coverage, posters and "opening" events, social media activity.

Documentation: press clips, PDFs and photos. Links provided for social media sites and events.

April through June 2014:

Trail guides are filtering into community, online content being accessed, trail guide users begin to upload their own poems and sketches. Collaborators act as moderators and respond to online community contributions. Project takes on a life of its own.

Documentation: Final report to Arts Commission.

October 2014:

Physical trail markers removed, content for trail guides now accessed only online.

5. Provide your estimated budget for this proposal in the space below. Include total estimated project costs and list all funding sources, such as any in-kind support, other support/funds from local businesses or private corporations, or grants from state or federal agencies such as California Arts Council or the National Endowment for the Arts (e.g., total budgeted income/expenditures for project, not just those costs to be funded by City funds).

Labor:

Hannah Hinchman, artist for "The Sketcher's Park", designer and editor for project:

100 hours x \$20/hour = \$2000, minus in-kind donation of \$1200 \$800

Susan Wooldridge, content creator for "The Poet's Park":

40 hours x \$20/hour = \$800, minus in-kind donation of \$400 400

Candidate display-stand fabricators:

\$10 apiece, x 12 120

Printing:

2 booklets, 8.5 x 11, card stock color printed cover,

3 interior b&w sheets, folded and

stapled on spine, 250 copies of each

\$509, minus in-kind donation of \$100 409

Materials:

Tall single-staff plant markers, metal with zinc label plate, 100 ct. 40

Labels to fit plant marker stakes (home printed) 23

Matte card stock for display stand ID (home printed) 13

Incidentals (printer cartridges, paper for flyers, copy costs) 50

Total: \$1855

6. Explain how your proposal relates to any of the following goals of the Arts Master Plan
(*Note: Your proposal is not required to meet all or any certain number of these goals; choose only those that fit.*)
- Provides opportunities for artistic or cultural development of Chico citizens.
 - Facilitates citizen education in development of creative skills or art appreciation.
 - Supports development of artists and their exposure to the community.
 - Demonstrates artistic merit and high degree of artistic standard.
 - Supports diversity in the arts.
 - Enhances, encourages and/or promotes tourism and economic development.

Explanation:

Because these trail guides are made to trigger an active, aesthetic response to the Bidwell Park landscape, their use will encourage participation instead of passive consumption. (goal a, goal b).

One of the objectives in my "Illuminated Journal" workshops is to get people to slow down and

savor, go beneath the surface of a landscape. Any activity that persuades a park visitor to linger and absorb her surroundings contains the possibility of a "bonding" experience with the place. Bonding engenders a sense of personal connection and allegiance, and benefits both the park and the person.

Since users of these trail guides will be encouraged to submit their own poems and drawings to an online site, to share, appreciate and discuss, this project definitely develops skills and appreciation for the arts (goal b). The community of people who become engaged with these guides, and who respond with efforts of their own, will feel a new sense of connection to Chico, the city that is lucky enough to have this park in its midst (goal c).

These little guides could be a novel experience for visitors to the town as well, so they could be seen as promoting tourism by inviting visitors to linger and explore (goal f).

If this project is funded, it will allow me, as a relative newcomer, to get to know and become known in the community, and possibly help me construct a livelihood here, so that I don't have to leave to find work! I know that Susan Wooldridge is devoted to this place and already has a large following; she considers this a chance to collaborate on a project with a high life-enhancement quotient, a give-back to a place she loves (goal c).

Because I bring a high standard to any artistic project I undertake, this will be no exception. I trust that the Arts Commission will be proud of the results (goal d).

If I can bring the Work Training Center on board to help, the project will then include a group of disabled adults (goal e). (I am hoping this happens, because I have in mind a future project in which I mentor a group of WTC clients to create a line of decoratively-painted recycled furniture).

7. What is the artistic intent of the project or program and how does it promote your growth as an artist?

The artistic intent of the project is to bring a new interpretive lens to the experience of our beautiful park. Since I'm new to Chico, this will be a way for me to respond to an extraordinary place, engage my new community, and allow me to feel that I'm beginning to belong here. I want these trail guides to be something novel and useful, and I'm eager to see what kind of community emerges from the process of sharing drawings and poetry.

8. How did you become aware of the City's mini-grant program?

I heard the announcement on KCHO.

9. Attach artistic resume.

Please see PDF attached to e-mail.

10. Read attached conditions/guidelines for a project-ready funding request and sign certification statement:

11. **Guidelines for Mini-Grant Proposals**

NOTE: The following Arts Commission guidelines apply to all arts applications:

1. The Arts Commissioners will only consider recommending funding for typed applications.
2. Applicant must submit the request on the form provided (eg, no attachments to blank form are accepted)
3. Failure of applicant to attend the April Commission meeting(s) will adversely affect your request.
4. It is highly recommended that artists bring samples of art, if relevant to the funding request, or an example that demonstrates the concept or project for which a request for funding is being submitted to the April meeting(s).
Do not attach art samples to this application.

A successfully completed funding request should leave few questions about the requested information so that Arts Commission review and discussion can focus on the merits of the proposed project. Following are some guidelines for completed work by the artist:

Budget Information:

Question 5 of this form deals with the total budgetary details of the proposed project.

Be sure to include all anticipated expenses for your project (labor, materials, fees, in-kind) and all other income (donations, in-kind, City request, other grants) so a complete picture of the total cost of your project is provided.

You should include the value of your time/labor (either as lump sum amount or total of hourly rate X estimated hours to complete the project).

Project Site:

The project must be located in the Chico Urban Area and be viewable by the public.

If located on private property which is not owned by the artist, a letter of permission from the property owner must accompany the funding request.

If the proposed sitting is on public property (eg, a government or school property, for example), the artist is responsible for obtaining the necessary approvals from that public agency prior to consideration by the Commission.

For example, projects proposed in Bidwell Park must receive review by City staff and a recommendation by the Park Commission. The applicant is responsible for contacting City park staff in advance to determine any requirements which can be met or planned out prior to scheduling review of the request by the Park Commission.

Projects proposed for sitting in the public right of way or involving blocking the public right of way (streets, bicycle paths, sidewalks etc.) or proposed as additions to structures may involve additional approvals from the City's Building or Engineering departments. It is important to contact City staff well in advance of submittal to understand the restrictions, any possible fees or other requirements which may have costs to the applicant, and any other approvals needed before submitting a funding request which would have impacts on public access even temporarily. In completing this preliminary review, the artist may then be able to evaluate if the project is feasible and can be covered by the budget submitted.

I, the undersigned, understand that if funding is granted for this request, funds will be released on a reimbursement basis pursuant to submittal of reports required by an agreement specific to this application. I further understand that any event, program or project funded by the City as a mini-grant must be new and original and initiated and completed during Fiscal Year 2013-14 (July 1, 2013 - June 30, 2014).



February 27, 2013
Date

Signature of Applicant

Hannah Hinchman

Typed/Printed Name

HANNAH J. HINCHMAN

PHONE: HOME

ENVIRONMENTAL EDUCATOR • WRITER • ARTIST/ILLUSTRATOR • DESIGNER

EMPLOYMENT HIGHLIGHTS

AS AN EDUCATOR:

I am a pioneer in the field of illustrated natural history journals, and have helped create curricula for environmental education programs. For the past 20 years I have devoted summers to teaching workshops and seminars on the art of illustrated journals, which include imagery, writing, detailed observation, field naturalist skills, and graphic design.

Recent Teaching History:

Mono Lake Bird Chautauqua, presenter, June 2012

Workshop through Sublette County Library System, Pinedale WY, July 2012

Yellowstone Association Institute, Yellowstone National Park, 1990 - 2012 (upcoming 2013)

Jackson Hole Writers Conference "Writers in the Park" series, July 2012

Other teaching venues:

Nadine Carter Russell Endowed Chair in Architecture, Louisiana State University, 2007

Associate Instructor in Graphic Design, Indiana University, 2005-2007

Artist in Residence, Buffalo Bill Historical Center, Cody, WY 2003

Albertson College ID, Summer Writing Intensive, 2000-2001

Master Teacher at the Utah Humanities Council teachers' convocation, UT, July 2001

Pine Butte Preserve, MT, and Tensleep Preserve, WY, The Nature Conservancy, 2001-2004

Sun Valley Center for the Arts and Humanities, 1992-2000

Teton Science School, Jackson, WY 1987 - 2006

(including 10-day winter ecology intensive for HS students)

Haystack Mountain School of Crafts, ME, 2002

"Hannah's workshops for the Yellowstone Institute always fill immediately, with some students returning year after year to study with her. She brings to her teaching a deep knowledge of Yellowstone's ecosystems, and has an exceptional gift for getting amazing work from participants." - Jenny Golding, Program Director, Yellowstone Association Institute

AS AN AUTHOR/ILLUSTRATOR:

*Three of my illustrated books about keeping illustrated journals have been published; one of them, *A Trail Through Leaves*, is used as a text in university courses, including Harvard's 'History of Landscape' program. My illustrations and maps have been included in many other books and publications, including an illustrated column for *Sierra Magazine* which ran from 1990-1994. (publication list upon request).*

Books (ordering information and reviews on Amazon.com):

Little Things in Big Country: an Artist and Her Dog on the Rocky Mountain Front, W. W. Norton & Co., June 2004, paperback June 2006

A Trail Through Leaves: the Journal as a Path to Place, W. W. Norton & Co., 1997, paperback 1999

A Life in Hand: Creating the Illuminated Journal, Peregrine Smith Books, 1992, paperback, 2001, e-book 2011

Awards, fellowships:

Winner, non-fiction, Mountains and Plains Booksellers Association, 2005, for *Little Things in a Big Country: an Artist and Her Dog on the Rocky Mountain Front*
Montana Book Awards Honor Book, 2004, for *Little Things in a Big Country: an Artist and Her Dog on the Rocky Mountain Front*
Wyoming Arts Council Literary Fellowship, 1994
Neltje Blanchan & Frank Doubleday Award, Wyoming Arts Council, 1990

Anthologies which include my work:

An Illustrated Journey: Inspiration from the Private Art Journals of Traveling Artists, Illustrators & Designers, Danny Gregory, HOW Books, February 2013
Artist Journal Workshop, Cathy Johnson, North Light Books, 2011
Drawing from Life: the Journal as Art, edited by Jennifer New, Princeton Architectural Press, 2006
Mother Earth: Through the Eyes of Women Photographers and Writers, edited by Judith Boice, Sierra Club Books, 2002
Sisters of the Earth, edited by Lorraine Anderson, Scribners, 1997 & 2002

AS A GRAPHIC ARTIST:

Free-lance illustrator and graphic designer, 1987 to present (Portfolio available on request)
Graphic designer for "Jackson Hole News", 1987-1989
Production Manager, Art Director for "Dubois Frontier", WY, 1985-1987

EDUCATION:

MFA candidate in Graphic Design, Indiana University, '04 to '08
(withdrew to care for elderly mother)
BFA Maine College of Art, '84
Earlham College, Richmond, Indiana, '74-'76 BA English
Western College, Oxford, Ohio, '72-'74

PERSONAL:

FOOTPRINT AND TIMELINE

Hannah Hinchman's Mini-Grant Project: *The Poet's Park and The Sketcher's Park*

My project involves overseeing the creation of two trail guides for Bidwell Park. One will be from the point of view of a poet, Susan Goldsmith Wooldridge. The other will be from the point of view of a sketcher (Hannah).

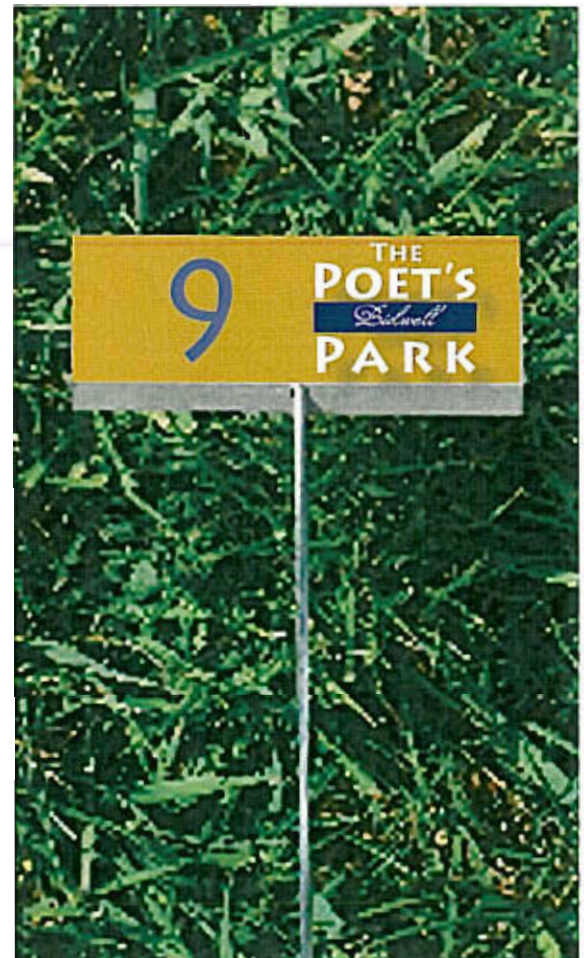
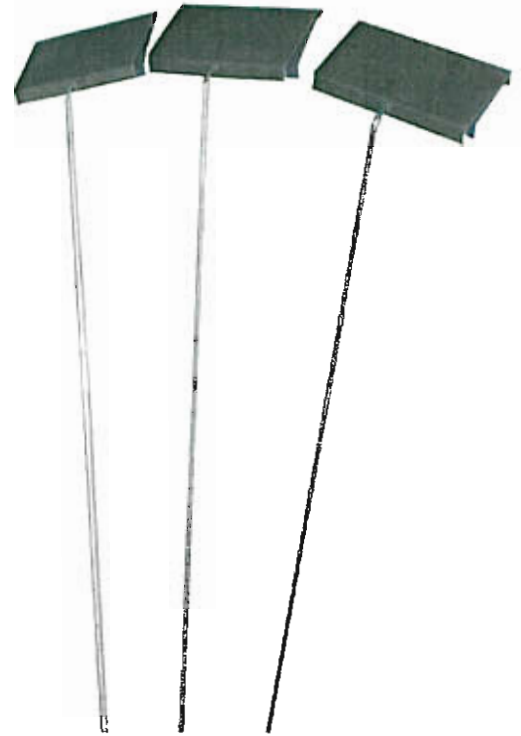
Susan's *Poet's Guide* will include poems inspired by particular spots in the Park, which correspond to numbered stops in the trail guide. She will provide the poems, plus insightful commentary about her approach to writing them. The *Sketcher's Guide* will include drawings in various media, keyed to numbered points in the trail guide, with notes about how I approached each drawing and what attracted me to the site. The idea is that users of the trail guides will join us in responding to the places with their own poems and sketches.

Right now, we envision that the guides will pertain only to the Lower Park, but this is still under discussion. So is the idea of combining these two guides into one publication. So far, we plan to include between 8 and 12 sites in each guide, depending on how the content fits into the projected layout for the publications.

To identify each site, we would use the zinc plant-markers you see at top right, one at each location we select for the trail guides (between 16 and 24 total). We want them to be discreet, but visible to people who are following the guides. They are 24" tall, and the label area measures 1.25" x 3.5". In the image at lower right, I have created a mockup of how the marker might look in the landscape. The labels will be printed on weather- and fade-resistant material, with a peel-off adhesive backing. We recognize that some of these markers might disappear, so the budget covers a quantity that allows for replacement.

As the timeline stands now, these markers would be placed in March 2014, to remain through October of 2014, a duration of 7 months. But I'm happy to discuss either extending or compressing the length of time they're present. I am also flexible about when they might be put in place. If either the Park or the City would like to coordinate the project's debut with an important event, I'm sure we can accelerate the timeline.

The booklet(s) will also contain GPS coordinates for each location, as well as fairly detailed maps. So when the actual markers are removed, people using the guides will still be able to locate the selected sites. We also plan to create a social media site where participants can post their own work for appreciation and discussion.



Top: single-stake zinc plant markers.

Bottom: mockup of how a marker with label might look when it is in place in the Park landscape.

CITY OF CHICO
COMMUNITY ORGANIZATION FUNDING REQUEST FORMFISCAL YEAR 2013-14
MINI-GRANT APPLICATION FOR INDIVIDUAL ARTISTSMini-Grants for Individual Artists

1. Funding available in \$500, \$1,000, \$1,500 or \$2,000 allocations.
2. Funding will be reimbursed to the artist after submittal of documentation of completion.
3. Artists limited to one funding request per fiscal year.
4. Funding will not be recommended for more than two consecutive years to the same artist.
5. Submittal of this funding request does not guarantee funding.
6. Request for funds must be for original and new projects/programs to be completed within the 2013/14 fiscal year.

PLEASE TYPECONTACT INFORMATION:Artist's Name: ERIN WADEMailing Address: [REDACTED]Telephone: [REDACTED]E-Mail Address: [REDACTED]

Fax Machine: _____

1. Amount of Request: ___ \$500 ___ \$1,000 ___ \$1,500 __X__ \$2,000

2. Have you previously been funded by the City for a mini-grant? X Yes ___ No
If yes, indicate the project and fiscal year(s) funded: **2008-2009**3. Have you ever been awarded a Mini-Grant and failed to complete it? ___ Yes X No
If yes, why not?4. Describe in detail the new services, programs or events to be provided with requested City funding:
Note: The funded services, programs or events must be new and original, and initiated and completed between July 1, 2013 and June 30, 2014.

I am requesting funds for an event tentatively entitled "Goldsworthy Days." This would be a two-day public art-making event that would be a tribute and homage to British artist Andy Goldsworthy. The event would coincide with Goldsworthy's birthday (July 26, which is a Friday in 2013).

The work of Andy Goldsworthy is created entirely from natural materials, assembled in the setting where they are found. No tools are used. His works are temporary and fleeting, and the materials return to the environment as the pieces age and decompose.

Goldsworthy Days will include the creation of approximately 3 large sculptural pieces in lower Bidwell Park. I have contacted the Bidwell Park Commission regarding the project. Due to the nature of the project, NO foreign materials tools, machinery or vehicles will be brought into the park, and no permanent installation will be made. The project should not interfere with public use of the park in any way.

4. Documentation of the funded mini-grant is required. How will you document completion of your project, program or event? (Examples of documentation: video, photography, DVD, publications, promotional materials, reviews)

***Goldsworthy Days* will be documented with photography and video, including time-lapse video of the pieces being created.**

Project location(s) will be shared via social media so that the public can find the in-progress and finished works.

Detailed project information including a project blog will be available on my personal website (erinwade.com) and the project/event will be promoted via announcements around town, press releases provided to local media, and Facebook.

5. Provide your estimated budget for this proposal in the space below. Include total estimated project costs and list all funding sources, such as any in-kind support, other support/funds from local businesses or private corporations, or grants from state or federal agencies such as California Arts Council or the National Endowment for the Arts (e.g., total budgeted income/expenditures for project, not just those costs to be funded by City funds).

Creative Fee	\$1500
Documentation costs (photography and video)	\$250
Advertising and promotion	\$150
Project assistants	\$600
<hr/>	
Total Estimated Budget:	\$2500

Erin Wade



solo exhibitions

2011

The Earth Day Origami Project. Butte College, Oroville, CA

2008

Fruits of Refuse. Bidwell Park, Chico CA.

2007

Bodies of Work. The 46, Chico CA.

group exhibitions

2012

Faculty Exhibition: Creative Placemaking. Butte College Art Gallery. Oroville, CA.
Re: Home. 1078 Gallery, Chico, CA.

2011

The Real Erotic Art Show. RayRay Gallery, Chico, CA.

2010

Sustainable Art & Architecture Show. Butte College Art Gallery, Oroville, CA.
Ekphrasis: A Collaboration Between Poets & Artists. 1078 Gallery, Chico, CA.

2009

Jtown. 1078 Gallery, Chico, CA.

2007

Maiden Voyage. The 46, Chico CA.

2002

Girl Talk. Encina Art Gallery, Sacramento, CA.

(continued)

2000

Studio 37 Open Studios. Studio 37, New York, NY.

1999

Studio 37 Open Studios. Studio 37, New York, NY.

Size Matters. GAle GAtes, Brooklyn, NY. Curated by Mike Weiss.

1998

Studio 37 Open Studios. Studio 37, New York, NY.

1995

Current Artists of the Printmaking Workshop. Winslow Boathouse Studio, Provincetown, MA.

1993

Hunters and Gatherers. Hunter College, New York, NY.

1988

Watkinson Invitational Art Exhibit. Joseloff Gallery, University of Hartford, West Hartford, CT.

Artbeat. Salt Box Gallery, West Hartford, CT.

commissions

- 2001: Commissioned to create 200 square feet of handmade tile, two ceiling mosaics and a fountain in the home of Amy Ray.
- 1988: Commissioned to create 6 sculptures for the Consumer Credit Corporation, Hartford, CT.

bibliography

- Lin Jensen, "Fruits of Refuse," in *Deep Down Things: The Earth in Celebration and Dismay*. Wisdom Publications, 2010.
- Erin Wade, "The Messenger is the Medium," *Ms.*, July/August 1995.
- Erin Wade, "Feminist Art Gets its Due," *Ms.*, September/October 1994.

education

- Hunter College, New York, NY. Bachelor of Arts degree.
- Centro de Estudios Hispánicos, Madrid, Spain. Program in Spanish Language, Art, and Civilization.
- New York University, New York, NY. Gallatin Division.
- Parsons School of Design, New York, NY. Drawing program.

(continued)

EW Mini Grant Letter to BPPC

Erin Wade



May 9, 2013

To the members of the Bidwell Park & Playground Commission:

Hello! My name is Erin Wade, and I'm an artist, designer and teacher living in Chico.

Recently I was fortunate to have the City of Chico Arts Commission award me a mini-grant for a project I am hoping to complete this summer. The project would take place in lower Bidwell Park—thus I am coming to the BPPC in hopes of your support for the project as well.

Attached you will find a presentation detailing the scope and parameters of the project I hope to complete. Over the past several months I have met with several members of the Parks staff, who have provided very helpful information that has guided me in my conception of the project. I understand the delicate nature of the park ecosystem, the problems with moving/removing plant material and potentially causing damage, and the issues with presenting artwork in this public space. I am very open to working together to create a project that will benefit the park, the public, and myself as an artist.

I understand that there is a birthday celebration for the park happening on Saturday July 20. I believe my project would be a valuable addition to this event, for the educational component as well as for a fun, visual activity that would be great for social media promotion for the park.

In 2008, I was also awarded a mini grant for a project in Bidwell Park called *Fruits of Refuse*, which I completed in October 2008. As part of this project I collected and removed over 100 lbs. of trash from the park. This project was quite successful, and was covered in local news media and written about in the book *Deep Down Things: The Earth in Celebration and Dismay* by Lin Jensen.

I hope that you will support this project. Thank you for your time, and your service to Chico!

Sincerely,

Erin Wade

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Invasive Nature

A mini-grant project
inspired by the work of
artist Andy Goldsworthy

Artist: Erin Wade

Proposed completion: July, 2013

My Project: Goldsworthy with a Twist...

Proposed location: Lower Bidwell Park

- An urban park
- Invasive plant species are a serious problem
- Ongoing work is being done to remove invasives and educate the public about invasives

Project Specifics

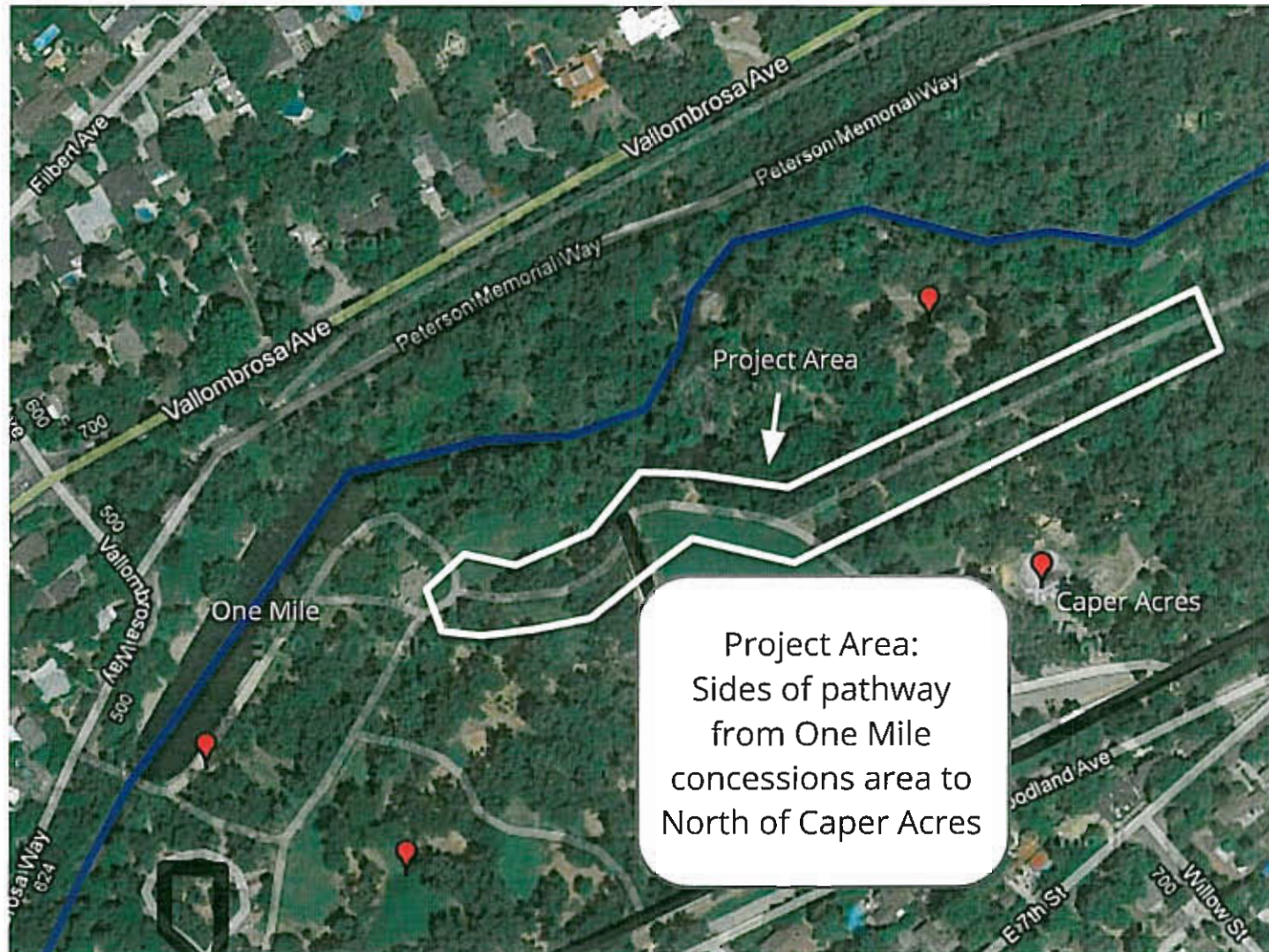
- Three-to-six temporary, site-specific sculptures from natural materials
- Human-sized
- Tools used: clippers only
- No hardware used

Proposed Materials

- Plant material from invasive plant species found in the park:^{*}
 - leaves
 - vines
 - sticks

^{*} Materials used will depend on what is naturally seasonally available (and safe to use) when the project is completed in late July.

Project Location



Precautions

- Artist will work with park staff to identify and utilize invasive species only and handle them in a manner that will not spread seeds or otherwise damage the environment.
- No branches larger than 1 inch in diameter will be used.
- Works would be removed from the park after a period of two weeks and disposed of properly.

Proposed Schedule of Events

Saturday July 20 (Park birthday)	Project initiated
Saturday July 20 to Friday July 26	Sculptures created
Friday July 26 (Goldsworthy's birthday)	Evening artist's reception in park
Sunday August 4	Sculptures removed

Ideas



From: Erin Wade <erin@erinwade.com>
To: Dan Efseaff <DEfseaff@ci.chico.ca.us>
CC: Lise Smith-Peters <LSPeters@ci.chico.ca.us>, Mary Gardner <MGARDNER@ci.chico.ca.us>
Date: 5/22/2013 9:31 AM
Subject: Re: Question regarding a proposed Mini-Grant project to take place in Bidwell Park

Dan,

Thanks for your time in speaking with me on the phone this morning.

To clarify, here are my thoughts on the issues we discussed:

***Removal:** *I would remove all material used in the pieces from the park on the evening of Sunday August 4 (two weeks after completion). I would place material in garbage bags or bins and take to a composting facility.

***Reception:** * This would be a small event consisting of a small (2'x2') table situated near the artwork, with info on the project, the artist available for questions, and light refreshments (lemonade and cookies).

***Interpretive materials:** *I would create small (8.5 x 11) signs that could be staked into the ground at the sites of the sculptures, including info on the project, the invasive plants used, and where to go for more info (QR code to website). As a professional graphic designer, I will assure that the signs are aesthetically pleasing and clear.

***Use of trees/potential "ladder" fire hazard:** * I am open to adhering to guidelines about what trees my project may interact with and how. I do not intend to use (actual) ladders in creating the artwork, so that will limit the height of the pieces I create.

I look forward to discussing the project with the BPPC on Tuesday!

Thanks
Erin Wade

On Tue, May 21, 2013 at 5:34 PM, Dan Efseaff <DEfseaff@ci.chico.ca.us>wrote:

> Erin,
>
> Please give me a call (519-0277), as it stands right now. I don't have
> the information to be able to recommend acceptance of your project.
>
>
>
> 1. Invasive Nature, A mini-grant Project inspired by the work of
> artist Andy Goldsworthy, by Erin Wade.
>
> Staff suggested that the artist utilize invasive plant material that could
> coincide with a volunteer work day. The project has the potential to
> educate the public on the removal of invasive plants and the role and
> renewal of native plants for a healthy park.
>
> *** **
>
> In our meeting, staff noted concern about the location, footprint,
> materials used and potential of spreading propagules, duration of the
> installation, potential fire hazard (and creation of ladder fuels),
> potential to attract nuisance behavior, disposal, and the potential for
> damage to existing plants and vegetation. Staff suggested to that the
> applicant volunteer with the Parks Division to understand some of the
> issues and gain an understanding of the plants and reasons for restoration.
>

> ** **
>
> Some of the concerns have been addressed in the submitted materials;
> although staff does not feel that we have enough detail to fully evaluate
> the proposal. For example, the actual locations and size and nature of
> the sculptures; the details on the artist's reception (will it use
> reservable areas or will it simply be related to the sculptures?), and how
> the material will be removed and disposed (we are unclear if the proponent
> intends to let the material decay, or hauled off). We are concerned
> that as presented, the project requires considerable Staff time to address
> the issues and craft the message for interpretive portion of the
> installation. For example, there may be ways to minimize staff time such as
> utilizing external resources to provide interpretive material or for the
> applicant to provide for cost reimbursement for staff review. We would
> recommend that the applicant complete a permit request for the facilities
> needed.
>
> ** **
>
> Because of the short time period that we received the information, staff
> did not have adequate time to raise these questions before the agenda could
> be sent out. Staff is also concerned that these items may not be
> addressed with sufficient time for the July timeline.
>
> ** **
> Based on these concerns, Staff cannot recommend acceptance of the
> application at this time. The applicant may be able to provide details and
> address these issues, in which case Staff would recommend conditional
> acceptance.
>
>
>
> Sincerely,
>
>
>
>
> Daniel Efsseff | Park and Natural Resource Manager****
>
> General Services Department | City of ****Chico*****
>
> ****965 Fir Street**** | ****PO Box** 3420** | ****Chico**, **California**
> **95927*****
>
> o 530.896.7801 | f 530.895.4731 ****
>
> *defseff@ci.chico.ca.us* | www.chico.ca.us ****
>
> ** **
> >>> Dan Efsseff 3/11/2013 10:23 AM >>>
> Hi,
>
> Yes, a written proposal is what we would need to analyze it.
>
>
>
> Sincerely,
>
>
>
>
> Daniel Efsseff | Park and Natural Resource Manager****
>
> General Services Department | City of ****Chico*****
>
> ****965 Fir Street**** | ****PO Box** 3420** | ****Chico**, **California**
> **95927*****
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> o 530.896.7801 | f 530.895.4731 ****
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> *defseaff@ci.chico.ca.us* | www.chico.ca.us ****
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> ** **
>
>
>>>> Erin Wade <erin@erinwade.com> 3/4/2013 3:19 PM >>>
> Hi Dan,
>
> Thanks very much for your response.
>
> What should my next step be? Should I prepare something written (with more
> detail) and email that you?
>
>
> On Fri, Mar 1, 2013 at 4:54 PM, Dan Efseaff <DEfseaff@ci.chico.ca.us> wrote:
>
>> Hi Erin,
>> We would have to see more details about the project (location,
>> footprint, materials used, duration, etc.).
>> We would have to evaluate it in terms of our City code (and see if it
>> would be prohibited), and Master Management Plan. My suspicion is that it
>> would require BPPC permission and we'd have to evaluate the impacts.
>>
>> Sincerely,
>>
>> Daniel Efseaff | Park and Natural Resource Manager*****
>>
>> General Services Department | City of *****Chico*****
>>
>> ****965 Fir Street**** | ****PO Box** 3420** | ****Chico**, **California**
>> * **95927*****
>>
>> o 530.896.7801 | f 530.895.4731 ****
>>
>> *defseaff@ci.chico.ca.us* | www.chico.ca.us ****
>>
>> ****
>>
>>>> Erin Wade <erin@erinwade.com> 3/1/2013 10:21 AM >>>
>> Hello,
>>
>> My name is Erin Wade and I am a Chico artist applying for a mini-grant
>> for the 2013-2014 funding cycle.
>>
>> The project I am going to propose would take place (in a very low-impact
>> way,) in Bidwell Park, and I understand that I may need to get permission
>> from the commission for my project.
>>
>> The project I am proposing would involve *NO* tools, machinery,
>> vehicles, or outside materials being brought into the park. The project is
>> intended as an homage to the work of artist Andy
Goldsworthy<

>> Erin Wade

>>

>> PS: In 2008 I completed this very successful mini-grant project at One

>> Mile entitled Fruits of Refuse<<http://erinwade.com/artgallery/fruits-of-refuse-art-from-park-trash/>>.

>>

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>>

>> *Mobile:* (530) 321-7599 | *Website:* www.erinwade.com

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Mobile: (530) 321-7599 | *Website:* www.erinwade.com

BPPC Tree Committee Summary Report

Meeting Date: 5/15/13

DATE: May 17, 2013
TO: Bidwell Park and Playground Commission
FROM: DENICE F. BRITTON, URBAN FOREST MANAGER, 896-7802
RE: Tree Committee Meeting of 5/15/13

CALL TO ORDER: 6:36 pm

ATTENDING: Commissioner Rich Ober, Chair; Commissioner Janine Rood, Commissioner Lisa Emmerich, Denice Britton, Urban Forest Manger; Karen Laslo, Robin McCollum, Kristina Schierenback and Ted Schwartz.

AGENDA Item 2.1 – Consideration of Noticing Requirement for Tree Removals

The Committee reviewed the current policy and discussed the reasons pro and con for public notification of tree removals. The committee decided it was an important enough issue that it should be considered as an item under goals of the Urban Forest Management Plan. Staff suggested that since it would potentially be a requirement of the Urban Forest Manager, permittees or Developers that it be considered during the review of CMC 14.40. That review is Goal #1, under Management.

The Committee agreed and asked that it be specifically included in the UFMP under that goal.

AGENDA Item 2.2 – Stott Advertising Application for Tree Removal and Replacement

A permit request by Stott Advertising for pruning or removal and replacement of several street trees to allow better viewing of their billboard signs was discussed. Staff suggested that a general policy be developed for future potential applications. The committee suggested the policy developed be brought for review and adoption at its next meeting. They also suggested that once complete, the policy be included in the future revision of CMC 14.40. After significant discussion, the general consensus included the following items;

1. Whenever possible trees should be pruned rather than removed. Pruning should not, however, be so severe as to significantly disfigure or compromise the health of the tree.
2. Removal or pruning should allow for reasonable viewing of signs up to 100' away.
3. When removal is necessary, trees should be replaced with shorter growing vegetation at their original location, plus additional trees shall be planted on a ratio of 1 tree per inch of tree diameter removed in another appropriate location as near as possible to the site in question.
4. Replacement species should favor native trees, while allowing for species appropriate to the growing conditions of the site.
5. Any application which refers to significant trees or a significant number of trees shall be considered by the BPPC, and not approved administratively.

Meeting adjourned at 7:50 PM

Adjourn to the next regular meeting tentatively scheduled for June 12, 2013 at 6:00 p.m. in Conference Room No. 2, Chico Municipal Center building (421 Main Street, Chico, California).

Distribution: BPPC



DATE: 5/28/13
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 for March is included below. Formative pruning was the main focus in the neighborhoods north of East Avenue and Eaton Road. Service requests, down limbs and hangers took up most of the crews' remaining time. Windy conditions kept them moving, although no major tree failures occurred as a result of the wind.
- b. Couplet Project – The trees along the east side of Ringle Park were removed because their root systems were seriously compromised by the cutting back of the pavement for parking spaces. The trees are to be replaced with new trees of the same variety, as well as barberry shrubs. There will also be new planted along the south side of 2nd Street at Flume.
- c. Sycamore Glen Subdivision - Staff met with the landscape architects for Sycamore Glen subdivision (off Eaton Road and Ceanothus) to discuss the landscape plans and design for the new westerly extension of Eaton Road. The project to build the road is expected to proceed in the near future.
- d. Landscapes – Husa Park had several communication errors with a new controller that led to the browning of the lawn and several complaints regarding the condition of the park. A complete irrigation inspection was performed by staff that resulted in immediate repairs made by the contractor. The park is recovering.
- e. Mom's Restaurant – Staff met with Mom's restaurant to discuss landscape and tree improvements at the site of a proposed outdoor dining area. One tree on 2nd Street will be removed and replaced with another tree on the Salem Street side of the building. The project went before the Architectural Review and Historic Preservation Board (ARHPB), and was approved with several conditions, including adding more landscaping to the area.

2. Service Requests and Tree Permits

- a. Attached is the summary of street tree maintenance projects and the Log of Tree Maintenance Hours.
- b. Permits received and approved during the previous month:

Lance and Helen Marshall	2512 Pillsbury	Plant 2 trees to replace trees removed by City
Navej Tatla	171 Paseo Haciendas	Plant tree to replace tree that died
Kathy Dias/North Valley Tree Srv	270 E 3 rd Avenue	Prune to remove dead limbs on street tree.

3. STREET TREE MAINTENANCE

A. PROJECTS COMPLETED:

- 1. 53-SERVICE REQUEST- 241 hours, a detailed list is available on request.
- 2. DOWN LIMBS AND HANGERS- 63 hours at numerous locations.
- 3. SAFETY MEETINGS- 7 hours.

4. PREP TIME AND DOT INSPECTIONS- 72 hours.
5. EQUIPMENT MAINTENANCE- 21 hours.
6. IRRIGATION- 86 hours.
7. ROUTINE ELEVATING- 14 hours.
8. FORMATIVE PRUNING- 37 hours pruning 72 trees.
9. BRUSH CHIPPING AND CLEAN UP- 8 hours.
10. CALL OUT CLEAN UP- 14 hours.
11. UNAUTHORIZED CAMP CLEAN UP- 9 hours.
12. GRATES AND CAGES- 4 hours.
13. TRAFFIC SAFETY PRUNING- 49 hours spent pruning to improve visibility and safety.
14. PARK PRUNING- 28 hours.
15. STORM DAMAGE CLEAN UP- 34 hours.

B. CALL OUTS:

1. There were 5 call outs for the month of April that required follow up pruning and clean up.

Attachments:

Monthly Dailies Log of Tree Maintenance Hours - April 2013



DATE: 05/15/13
TO: BPPC
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Park and Natural Resource Manager's Report

NARRATIVE

1. Updates

- a. Trail Season – Park Trail Crew will be working on the Monkey Face Reroute; Middle Trail Rehabilitation Project, Blue Oak and Maidu this Spring season. Recently, Park staff trained 6 new trail volunteers. Trail volunteers are encouraged to participate in the 2013 Spring Trail season and trail work dates are on the City's Park Volunteer Calendar.
- b. Five Mile Septic Tank Replacement – Park and Engineering staff met with Ground Work Construction on April 22 to discuss the process for getting the contract underway to replace the septic system at Five Mile. City engineer Matt Thompson will be helping with inspection and oversight of the project. Construction is scheduled to begin right after the Memorial holiday.
- c. Sycamore Pool Opens Memorial Day Weekend – Sycamore Pool will open on Saturday, May 25.
- d. Obstacle Course (Bidwell Challenge) Update - Immediately after the April 16, 2013 meeting, in which the City Council overturned the Bidwell Park and Playground Commission decision to deny a permit for the Bidwell Challenge obstacle course, Staff contacted the applicant to request additional information and to schedule a course walk-thru. On 5/6/13, staff met with the applicant to discuss details on the route, date, timing, and placement of obstacles. Staff outlined the timing of Council reports, and we are awaiting additional information (notably a revised course map, photograph of locations and limits of the obstacles). Staff will be folding the information into a resolution and follow-up report at the June 4, 2013 Council meeting.
- e. Fee Revisions – the BPPC directed staff to host a discussion at the Policy Advisory Committee (PAC). Park staff sought to implement a fee schedule proposed at the 04/29/13 BPPC meeting in order to stay on the typical Council budget schedule to approve fees before July. Finance staff have indicated that many City fees will be reviewed throughout the year and that they are developing some guidelines to allow for better cost recovery. Staff seeks to explore more extensive revisions to the fee structure, which may include changes to the City Municipal Code and will be based on Finance guidelines. Therefore, Staff will assess this information and provide a recommended approach in June to the BPPC. The issue will be brought back to the PAC for input and discussion in the coming months.
- f. Amendments to Title 12 and 12R – At it's meeting of 5/07/13 the City Council approved a resolution amending various Chapters of the 12R's and introduced an ordinance amending Chapter 12.04 of the Chico Municipal Code (Parks and Playground). Final reading and adoption of the ordinance is scheduled for the City Council meeting of 6/04/13. These amendments: (1) reflect current management practices; (2) provide up-to-date definitions; and (3) clarify certain language in order to ensure that the rules and regulations are enforceable.

2. Planning/Monitoring

- a. Peregrine Point – North State Resources completed field work associated with the rare plant monitoring on 4/29/13 and is planning to have a draft by the end of summer to the Park Division. Staff anticipates to share a draft 2012 monitoring report in the next month.

3. Maintenance Program

- a. Overview - Staff continues daily cleaning and safety inspections of all recreation areas including: grounds, playgrounds, picnic sites, roads and paths, coupled with daily cleaning and re-supplying of all park restrooms. Maintenance and repair of park fixtures, daily opening of gates, posting reservations, unauthorized camp clean up and the constant removal of graffiti from all park infrastructure. Park Staff have started to ramp up for our busy season with accelerated turf and vegetation maintenance programs, likewise many of the park fixtures have or will see new paint and repair to bring them through the summer.

- b. Lower Park: Park staff has started summer vegetation maintenance -- mowing, flail mowing to elevation of trees along bike paths and roadways. Staff removed one of the viewing stations in the World of trees, and installation was completed by staff from Home Depot as a volunteer project for Earth Day program in Bidwell Park.
- c. Middle Park: Park staff treated for Yellow Star Thistle from Horse Arena to Lot E. Invasive Plant removal from the levee at Five Mile is under way and will continue through the summer.
- d. Upper Park: Yellow Star Thistle treatment was completed in target areas from Lot E to Diversion Dam. Middle Trail Grant work proceeded for one week to complete the last bit of infrastructure in sections one and two. Upper Park road has been graded with existing spoils and signs installed to warn of the rough conditions and the need to reduce travel speed.
- e. Upcoming Projects: Preparation and opening of Sycamore Pool; Hooked on Fishing Not on Drugs; Monkey Face Trail Re-route; and the lay out for the ADA connector from Lot C to Lot E (south of Horseshoe Lake).

4. Ranger and Lifeguard Programs

- a. Overview – Rangers continue to work on various projects and outreach items. They are developing a comprehensive educational approach to the Monkey Face restoration; participating in various safety and educational fairs; reviewing the first draft of sign design standards manual; assisting with park reservations; which are starting to pick up; and are drafting the second batch of the “Park Minute.”
- b. Staffing- Senior Park Ranger, Jessica Erdahl, has accepted a full-time Ranger position with US Army Corps of Engineers at Black Butte Lake. She has worked for the City of Chico for the past 11 years, the last 6 of which as a Ranger in the Park Division.
- c. Lifeguards – Recruitment for Lifeguards has closed and 14 guards will be hired. Lindsey Anderson and Marissa Anderson will be returning from last season, and Michael Crow will be joining the team as the second Assistant Head Lifeguard. The lifeguard season begins May 24th and ends September 2nd.
- d. Significant Incidents:
 - i. On 04/28/13 Police and medics responded to a fall victim at S One Mile. The injured female had reportedly fallen from a tree and sustained a serious head injury. She was transported to Enloe where she succumbed to her injuries.
 - ii. On 04/30/13 an individual was injured by a fallen tree limb at Depot Park. He sustained injuries to his wrist and was transported by medics.
 - iii. The Diversion Dam gate lock was removed and the gate left open in mid-May. Five cars were parked beyond the Diversion Dam gate. One truck broke a steering rod just past Brown's Hole and had to be towed out.

5. Natural Resource Management

- a. Volunteer Vegetation Management Efforts– Park Division staff met with Susan Mason to help coordinate joint efforts in volunteers and work sessions devoted to removing yellow starthistle, puncturevine and later in the summer pokeweed. The efforts include sending weed awareness flyers to bicycle shops, landscapers and hanging them up on Park kiosks.

6. Outreach and Education

- a. News Releases for April – Rattlesnake Season; Young Wildlife in the Park; Vehicle Burglaries; Upper Park Road Opening; Tick Season; Alcohol and Graduation; Earth Day in Bidwell Park; Heat Illness and Dehydration; and Comprehensive Smoking Ban.

7. Volunteer and Donor Program

- a. Monthly Highlights
 - i. Bidwell Park and Greenways Recognition – The City of Chico Park Division thanked over 50 volunteers on May 10. Mayor Mary Goloff and Bidwell Park and Playground Chair Lisa Emmerich opened the ceremony. Volunteers were honored for their work in the areas of adopting park sites, trails, vegetation management, litter removal, Park Watch patrol and through the internship program. Groups with long standing partnerships with the Park Division were formally recognized: Community Action Volunteers in Education, Chico High School Native Plant Project; CSUC Upward Bound, CA Native Plant Society, Mt. Lassen Chapter, and Friends of Bidwell Park. Susan Mason received a specialized plaque commemorating her over decade of service to Bidwell Park and its greenways.

- ii. Park Division and Friends of Bidwell Park – Team up for starthistle, puncturevine and pokeweed removal sessions and outreach to the public.
 - iii. Upward Bound High School Program – Park Intern Heidi Ortiz will coordinate the Upward Bound High School students who will work June 17 through July 26 Monday – Thursday in Bidwell Park. This is the Park's 8th year to partner with CSUC's Upward Bound Program to put young people to work in the afternoons
- b. Upcoming Volunteer Opportunities:
- Alpha Sigma Phi – The CSUC fraternity will start their formal adoption of picnic site #39 this spring. The group has worked for several years in Bidwell Park through both the Park Division and with Friends of Bidwell Park.
 - i. Volunteer Weekly Sessions – Will switch to morning hours due to hot temperatures.
 - ii. National Trail Day and Trail Work – Trail work sessions are scheduled for Thursdays throughout May and June. National Trail Day is an annual event and will be held on June 1 from 9 am to noon and volunteers are encouraged to help work with the Park Division on trail projects.

8. Upcoming Issues/Miscellaneous

- a. City Budget Issues - Although the Council and City management team are developing the overall direction and strategies to develop a budget, staff anticipates that budget cuts may result in substantial impacts to City and Park services. These impacts include limited reduced park, restroom, and gate hours or days of service. Because of the short timeline for the adoption of the budget, we expect considerable activity to implement those directives. The changes will likely be in place for the next fiscal year.
- b. Next Meeting – Staff anticipates that the BPPC will meet next after the beginning of the next fiscal year (July).

MONTHLY SUMMARY TABLES

Table 1. Monthly Public Events

Date	Location	Organization	Event	# Participant
4/4/2013	City Plaza	DCBA	Thursday Night Market	250
4/6/2013	City Plaza	Valley Oak Children's Services	Annual Children's Faire	1000
4/6/2013	One Mile	Bridging the Gap	Water Walk	500
4/7/2013	Cedar Grove	SCA	Medieval April Fools Faire	50
4/7/2013	One Mile	The Yellow Door	Walk for Autism	700
4/4/2013	City Plaza	DCBA	Thursday Night Market	250
4/12/2013	City Plaza	CSU, Chico	The Great Debate	200
4/13/2013	One Mile	Peg Taylor Center	Poppy Walk	200
4/13/2013	City Plaza	Chico Toy Museum	Yo-Yo Contest	100
4/14/2013	City Plaza	Chico Corsa Cycling Club	Chico Stage Race	350
4/4/2013	City Plaza	DCBA	Thursday Night Market	250
4/20/2013	One Mile	Center for Nutrition and Activity	Growing Healthy Children	800
4/4/2013	City Plaza	DCBA	Thursday Night Market	250
4/27/2013	City Plaza	NAMI	Walk for the Mind	300
4/27/2013	One Mile	Women's Resource Clinic	Walk for Life	250
Totals			15	5450

Table 2. Monthly Private Permits

Type	# Permits	# Participants
Private	13	4551
Caper Acres	42	1000
Totals	55	5551

Table 3. Disc Golf Log

Status	Total Obs.	Total # Veh.	Avg. # Veh.
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Open	18	185	10.28
Closed	2	17	8.5
Totals	20	202	10.1

Table 4. Monthly Maintenance Hours.

















Category	Staff Hours	% of Total	% Change from Last Month	2013 Trend
1. Safety	247	27.2%	72.6%	
2. Infrastructure Maintenance	280	30.7%	157.5%	
3. Vegetation Maintenance	240	26.4%	120.0%	
4. Admin Time/Other	143	15.7%	42.2%	
Monthly Totals	909	100%	86.1%	

Table 5. Monthly Incidents













Date	Location	Incident	Disposition
4/1/2013	One Mile	Vehicle Burglary	Report Filed
4/6/2013	Cedar Grove	Vehicle Burglary	NFA
4/6/2013	Caper Acres	Vehicle Burglary	Report Filed
4/8/2013	S One Mile	Indecent Exposure	NFA
4/8/2013	City Plaza	Drunk in Public	Arrest
4/9/2013	World of Trees	Damage to Trees	Report Filed
4/11/2013	City Plaza	Warrant	Arrest
4/11/2013	City Plaza	Warrant	Arrest
4/11/2013	City Plaza	Warrant	Arrest
4/12/2013	Horse Arena	Suicide	Report Filed
4/13/2013	Depot Park	Armed Robbery	Report Filed
4/18/2013	City Plaza	Warrant	Arrest
4/18/2013	City Plaza	Assault	Under Investigation
4/18/2013	Monkey Face	Fall/Injury	Assessed and Released
4/19/2013	Deer Pens	Indecent Exposure	UTL
4/20/2013	City Plaza	Fight	NFA
4/21/2013	Picnic Site 13	Indecent Exposure	Under Investigation
4/24/2013	City Plaza	Warrant	Arrest
4/25/2013	Annie's Glenn	Recovered Stolen Vehicle	Arrest
4/27/2013	One Mile	Drunk in Public	Arrest
4/28/2013	One Mile	Fall/Coroners' Case	Report Filed
4/29/2013	N One Mile	Drunk in Public	Arrest
4/29/2013	Depot Park	Warrant	Arrest
4/29/2013	Five Mile	Intoxicated Juveniles (50)	Moved Along
4/30/2013	Depot Park	Tree limb/Injury	Transported by Medics

Table 6. Monthly Citations and Warnings

Violation	Monthly			Annual			2012 Trend
	Total Citations	%	Rank	Total Citations	%	Rank	

Alcohol	9	14%	3	14	9%	4	
Animal Control Violations	7	11%	4	20	12%	3	
Bicycle Violation	0	0%	9	3	2%	7	
Glass	6	9%	5	6	4%	6	
Illegal Camping	19	29%	1	27	17%	2	
Injury/Destruction City Property	1	2%	7	1	1%	9	
Littering	1	2%	7	1	1%	9	
Other Violations	0	0%	9	3	2%	7	
Parking Violations	19	29%	1	74	46%	1	
Resist/Delay Park Ranger	0	0%	9	0	0%	11	
Smoking	4	6%	6	12	7%	5	

Totals	66	100%		161	100%		
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Violation	Monthly			Annual			2012 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	20	6%	5	74	7%	6	
Animal Control Violations	58	17%	3	220	20%	2	
Bicycle Violation	146	42%	1	405	37%	1	
Glass	14	4%	6	41	4%	7	
Illegal Camping	14	4%	6	29	3%	8	
Injury/Destruction City Property	0	0%	10	0	0%	11	
Littering	2	1%	9	6	1%	9	
Other Violations	60	17%	2	118	11%	3	
Parking Violations	12	3%	8	87	8%	5	
Resist/Delay Park Ranger	0	0%	10	2	0%	10	
Smoking	23	7%	4	105	10%	4	
Totals	349	100%		1087	100%		

9. Outreach and Education

Park Staff will work with the Chico Fire Department staff, and other City staff to present the 911 Safety Pals Program to area elementary school students.

10. Volunteer Program

Volunteer hours will be reported on a quarterly basis starting in July.

Attachments: None

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