



**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**  
Regular Meeting Agenda  
September 30, 2013, 6:30 pm  
Municipal Center - 421 Main Street, Council Chamber

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*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

**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 08/26/12.

- 2.2. Permit Application for Catalyst's "Raising Voices of Hope" Public Arts Display, October 7-11, 2013

Catalyst Domestic Violence Services requests a permit to host a public arts display entitled "Raising Voices of Hope" in Children's Playground. The Commission is considering the application because it multiple day. **Recommendation:** Approval of permit with conditions.

- 2.3. Permit Application for the Jack Frost 10K Race, December 15, 2013

Fleet Feet requests a permit to host the Jack Frost annual 10K race. The Commission is considering the application because event it uses trails in Middle Park that are not considered intensive use trails. **Recommendation:** Approval of permit with conditions.

- 2.4. Permit the Gobble Wobble 1 Mile, 5k and 10k, November 9, 2013

CSU, Chico Department of Kinesiology requests a permit to host a run in Middle and Upper Park. The Commission is considering the application because the event uses trails in Bidwell Park that are not considered intensive use areas. **Recommendation:** Approval of permit with conditions.

- 2.5. Installation of the Chanukah Menorah at City Plaza with a Celebration on December 3, 2013

This is the 8<sup>th</sup> year that the Chabad Jewish Center has requested to hold a Menorah lighting celebration and to have it installed on the City Plaza restroom. Due to budget and staff reductions, the applicant has been asked to have their own contractor install the Menorah with direction from Park staff. It is coming before the BPPC because it is multi-day. **Recommendation:** Approval of permit with conditions.

- 2.6. Consideration of a Permit Application for the Chico Artisans Faire, May 3-4, 2013

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

**ITEMS REMOVED FROM CONSENT** – if any

**3. NOTICED PUBLIC HEARINGS** - None

#### 4. **REGULAR AGENDA**

4.1. Permit Application for the Endangered Species Faire at One Mile Recreation Area on May 3, 2014

The Butte Environmental Council has held this event for 34 years at Cedar Grove. They are changing the venue to One Mile Recreation area and expect approximately 3,000 participants. The BPPC is considering the application because the event is longer than 10-hours. **Recommendation:** Approval of permit with conditions.

4.2. Permit Application for the Orchard Church to Hold Weekly BBQ in City Plaza, Multiple Days

Orchard Church requests a permit to holding its Church BBQ to feed the hungry events on each Sunday from 5:45 pm to 8:15 pm. The applicant requests use of the Plaza on that day and at that time slot for 1 year. The BPPC is considering the application because it is held on multiple days. **Recommendation:** Approval of the permit use application with conditions.

4.3. Discussion about Volunteer Partnerships with the City of Chico to Help the Park (Verbal Report)

At its 08/26/13 meeting, the BPPC moved to agendize a public discussion of options for public and private entities to partner with the City to help the Park. With the temporary closure of Caper Acres, several groups have stepped forward with varying remedies of how to help the Park Division take care of the City's parks. Commissioner Ober will lead a public discussion on the issue. **Recommendation:** None.

#### 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. Policy Advisory Committee Report – Commissioner Ober

6.2. Special Report 2012 Year End Monitoring Report for the Peregrine Point Disc Golf Long Course

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 October 28, 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  
August 26, 2013 Regular Meeting

**1. REGULAR COMMISSION MEETING**

**1.1. Call to Order**

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

**1.2. Roll Call**

**Commissioners present:**

Mary Brentwood  
Lisa Emmerich  
Mark Herrera  
Jim Moravec  
Richard Ober  
Drew Traulsen

**Commissioners absent:** Janine Rood

**Staff present:** Dan Efseaff (Park and Natural Resource Manager), Ruben Martinez (General Services Director), 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.

**2.1. Approval of Meeting Minutes**

**MOTION:** Approve minutes of BPPC held on 07/29/13 as submitted. **MADE BY:** Ober. **SECOND:** Traulsen. **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0. **ABSENT:** Rood.

**ITEMS REMOVED FROM CONSENT – NONE**

**3. NOTICED PUBLIC HEARINGS - NONE**

**4. REGULAR AGENDA**

**4.1. Consideration Of Commissioner Ober's Request To Agendize The Discussion Of The Option For A Public/Private Non-Profit Partnerships With The City To Help The Park.**

Staff received an email on August 20, 2013 from Commissioner Ober asking that the BPPC consider agendizing his request to discuss a public/private non-profit partnership to help care for the Caper Acres play area. The Bidwell Park and Playground Commission follows Council rules (Policy AP&P 10-10 and Board and Commission Policy 10-1). Commissioner Ober addressed the BPPC regarding the request to agendize the item stating that:

1. The BPPC workplan lists Caper Acres.
2. Budget cuts have resulted in closures of Caper Acres and gates.
3. The City and BPPC have a long tradition of working with public/private entities on park issues (for example, work with the Chico Cat Coalition).

4. There are future policy implications for any arrangements the city may end up making with the Caper Acres group that could become a model for supporting other public/private partnerships in parks and greenspaces.
5. There are questions around the status of this potential city partner. What are they prepared to do? Are they a 501(c)3? Do they have a funding source? Are they organizationally prepared to play a role in the park? What are the limitations of that role?

Commissioner Emmerich explained the process of agendizing the item for a future meeting. Parks and Natural Resources Manager Efseaff stated that there are 3 pathways to look at: 1) refer to a committee, 2) have it heard by the full BPPC, and 3) have staff provide more information and work on the issue.

Chair Ober stated that with the Caper Acres Master Management Plan being initiated soon with staff, that he would be fine with referring it to a committee, but stated concern over time period since the ServePro partnership would cease at the end of September. He would like to see some other options proposed for Caper Acres before then. He wants the group to have an opportunity to share their ideas.

#### FROM THE PUBLIC:

Abigail Lopez (Caper Acres Volunteers) stated that she understood the Caper Acres issue as one of infrastructure condition, lots of necessary maintenance and low staffing. She feels that the volunteer group could offer to fundraise and work with the Park Services Coordinator through the existing volunteer program and or work through another nonprofit.

Michelle Mittman (Caper Acres Volunteers) recommended keeping the discussion public on how volunteers can help in Caper Acres and in the Park.

Chris Bolshazy stated that the BPPC under Boards and Commission 1006.8 have the ability to agendize and they are empowered to oversee and govern City Parks, and as a chartered commission, they have a lot of power. He asked why the BPPC wasn't involved in making the hour changes and the closing of Caper Acres.

The BPPC discussed the merits of agendizing the Commissioner Ober's request. Parks and Natural Resources Manager Efseaff requested that a Commissioner take the lead on the item. Commissioner Brentwood nominated Commissioner Ober to serve as a liaison.

**MOTION:** To agenize the discussion of options for public and private entities to partner with the City to help the Park. **MADE BY:** Brentwood. **SECOND:** Herrera. **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0. **ABSENT:** Rood.

## 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.

Doug Laurie asked that access to Upper Park Road for vehicles past the Diversion Dam be made available again. He would like to see it in good working order for emergency vehicles and visitors. He shared brochures with the BPPC about fresh water fishing, and would like the road open especially from November 1 to April 30 for the fishing season.

Chris Bolshazy (representative of the City's Trades and Crafts workers) asked whether the BPPC has been consulted over contracts such as for pruning and tree removals. He said that the City has lost employees due to contracts and he advised that volunteers are helpful but that city employees have the knowledge basis and investment in caring for city property. He said using the contract money to hire back a tree crew member would be cheaper.

Michelle Mittman asked about transient activity in Caper Acres and asked about how long it takes staff to prepare Caper Acres for the day. Park and Natural Resources Manager Efseaff stated that it can take between 3 to 6 hours on the peak days. Ms. Mittman asked if CARD could take care of Caper Acres. General Services Director Ruben Martinez responded that both CARD and the City are challenged budget wise. CARD does care for other areas in Bidwell Park but that they acquire revenue through programs run at the site, which allows their staff to care for the property. Caper Acres would not be able to generate revenue for CARD.

Liz Gardner stated that it is important to have the permanent restrooms at Cedar Grove open since the porta potties can only accommodate a limited number of people a day. She also supports park fees especially in Upper Park and suggests that extra police be hired to patrol Lower Bidwell 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 to a subsequent posted agenda.

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

Parks and Natural Resources Manager Efseaff reported that the Bidwell Challenge was last weekend and that the event was smaller than planned with few issues. The Bidwell Park Birthday Bash raised about \$1,800 (after expenses) and staff will do an evaluation of the event. Staff is also considering changing the time of year for the event in order to have students involved and cooler weather.

Park Services Coordinator Lise Smith-Peters gave an update of the Wildcat Welcome creek cleanup last Sunday with 60 CSUC students removing trash and clutter from the One Mile dam through Bidwell Bowl Amphitheater area. The Associated Students' Community Action Volunteers in Education partnership with the Volunteer Program will start their Fall semester of 30 hours each in the Park (8<sup>th</sup> year for the program). The Adopt-A-Site program continues with 3 groups renewing their commitment to work in their sites: Sigma Chi at #40; Sierra View Elementary at #27 and Blue Oak Elementary at #6. Friends of Bidwell Park has adopted Lost Park to work regularly in.

Local artist Jake Early produced a unique rendition of the Monkey Face print for fundraising T-shirts for Bidwell Park. Their cost is \$20 and they are on sale at the Park office.

Staff received a request for the BPPC from City Council on Councilor Randall Stone's request to consider the issue of selling and consuming alcohol at the Bidwell Municipal Golf Course. The Policy Advisory Committee will consider this request in September.

A Master Management Plan for Caper Acres is in its initial formation stage and will soon be publicized to gather input from the community over the next few months. The plan will help guide a Capital Campaign to raise money for the renovation.

The BPPC reviewed the staff memo on impacts of the Park Division's reduced staff. Commissioners appreciated the effort to provide detailed information on how the division is handling the reduced budget and staff members.

The Draft of the Peregrine Point Disc Golf Course Monitoring Report is available for review and comment. It will return to the BPPC for consideration next month.

## FROM THE PUBLIC

Woody Elliott inquired as to whether the 2013 monitoring at the Disc Golf had taken place and why it was not in the current draft report. Staff stated that the 2013 botanical report had not been finalized and the oak monitoring has not been completed. The 2012 reports were forwarded to the BPPC as they were completed. The 2012 report will be completed by the next meeting.

## 7. ADJOURNMENT

The meeting was adjourned at 8:35 to the next regular meeting on September 30, 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: September 17, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application for Catalyst Domestic Violence Services' Raising Voices for Hope

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## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Catalyst Domestic Violence Services requests a permit application to feature their "Raising Voices for Hope" public art display at Children's Playground on October 7 – 11, 2013. This will be the event's 5<sup>th</sup> year for the display.

This application requires BPPC consideration because the event will take place over several days. Catalyst will set the event up each day by 9:30 am and will take the figures down by 4:30 pm to store overnight. It is meant to provoke thought and create dialogue about domestic violence for passers by. According to organizers, it has been met with enthusiasm and positive commentary from the community in the past.

The Evaluation from the 2012 event is attached. Staff recommends that the organization continue adherence to all park rules and to follow the process of taking down the display pieces for overnight storage.

**Distribution:** Alyssa Cozine

**Attachments:** Application and permit for a public art display at Children's Playground



# 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:

[Redacted]

Name of Applicant/Contact Person

[Redacted]

Organization Name (if applicable)

[Redacted]

Home, Organization, or Company Address

[Redacted]

City, State, Zip

[Redacted]

Contact Phone #

Alternate Phone #

Public Art Display

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

Oct. 7<sup>th</sup> - 11<sup>th</sup>, 2013

Day and Date of Event:

From: 9:30 To: 4:30

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

From: 10 am To: 4 pm less than 100

Time of Event Only

Number of people

E-mail address

[Redacted]

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

#### AREA REQUESTED: (Please check if requested)

Bidwell Bowl Amphitheater

Electricity (15 amp)

Note: Special conditions apply for amplified sound (12R.08.263 CMC)

Cedar Grove Picnic Area

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) parking area, restroom area (Pick up key)

Band Stand (15 amp)

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: Raising Voices for hope is an art display that draws

awareness for Domestic Violence Awareness Month

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

### SECTION 2 - PERMIT FEES

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

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

#### Additional fees for City Plaza use:

Event Restrooms _____ x (\$95.00) = \$ _____
#days
100 amp Electrical _____ x (\$30.00) = \$ _____
(electrician required) #days

Total Fee Required: \$ 130.00

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

City of Chico Cash Receipt No. CR369576 Payment Method: CK32007 Date: 7/22/13 Received By: LJ

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 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](mailto: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: Sept 20, 2013

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 7-19-13  
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](mailto: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: Free Speech Event
- 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>3</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ 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	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>table, Art displays (life sized plywood cutouts)</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St. Chico. (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico. (530) 879-6900.	Yes	No



# Raising Voices for Hope



A Community Art Demonstration Presented by:



This is a public awareness art display with the intent of raising awareness regarding the impact domestic violence has on our community. Please join us in remembering the victims, celebrating the survivors, speaking out against abuse, and providing information about domestic violence. The event will be held in Children's Park where passersby will observe 30 free-standing, life-sized red and purple wooden figures, each one bearing the name and story of a person who lived, worked, had neighbors, friends, family, children—whose life was severely impacted by intimate partner abuse.

**There is no excuse for  
domestic violence!**

**When: 10/07/13—10/11/13**

**Where: Children's Park, Broadway &  
1st Street**

**Contact: Alyssa Cozine @ 530-343-7711  
or @ Alyssa@catalystdvservices.org**

Support provided by: Child Abuse Prevention Network, Chico State GSEC, the Transgender Taskforce, and Stonewall Chico. Special thanks to Chico Presbyterian Church and the City of Chico Parks Division





DATE: September 17, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application for a "Jack Frost" 10K in Lower and Middle Park.

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Fleet Feet Sports requests a permit to host a race that starts in Lower Park and extends into Middle Park on Sunday, December 15, 2013. Applicant has held similar events for the past 5 years and anticipates approximately 400 people. Much of the route is along paths or trails that can accommodate use during wetter conditions. The course route will be moved to paved paths and roads in the event of a wet weather closure. Additionally, the pedestrian underpass at Manzanita will be utilized, therefore minimizing pedestrian/vehicle interactions. In the event that the underpass is closed, monitors will be utilized to direct traffic and participants across the road.

This application requires BPPC consideration as the group is requesting the use of non-intensive use areas in Lower and Middle 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 plan also notes that Middle Park is an area protected primarily for non-intensive recreational uses (O.Middle-1). The numbers under this application fall below the cap on other similar events (500).

The Evaluation from the 2012 event is attached. The Park Ranger evaluating the event made several recommendations which are included in the conditions below.

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Maintain participants at 400 and below the participant cap of similar events (500).
- Set-up vehicles shall be restricted to one vehicle in closed areas and must travel on established gravel and paved roads and comply with all laws.
- The applicant must provide sufficient monitoring to keep racers on the established route as well as direct traffic where the route crosses the road. (Per 2012 evaluation: *Signage "should be designed to be more visible and located in several places."*) 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.
- In the event that the Middle Park trails are closed due to wet or unsafe conditions, the race course will need to be altered accordingly and approved by the Park Division. The applicant has agreed to move the route to paved paths and roads in the case of a wet weather closure of the trails. Applicant will be asked to submit an alternative wet weather compliant route to the Park Division.
- Per 2012 evaluation: *"If the event grows in size, alternative parking solutions should be considered."* The event is predicted to be larger by 200.
- 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:** Brendan Scanlon

**Attachments:** Application and permit for a 10k in Lower and Middle 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**  **PRIVATE**

### 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:

[Redacted]  
Name of Applicant/Contact Person

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

[Redacted]  
Organization Name (if applicable)

December 15<sup>th</sup>, 2013 Sunday  
Day and Date of Event:

[Redacted]  
Home, Organization, or Company Address

From: 6:30 AM To: 10:00 AM  
Total Time Needed for Set-up, Event, and Clean-up

[Redacted]  
City, State, Zip

From: 8 AM To: 10 AM 400  
Time of Event Only Number of people

[Redacted]  
Contact Phone # Alternate Phone #

E-mail address [Redacted]

**Note: Park gates will 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, 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: 10K Race

**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 \$ OnFile (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$5.50 per vendor)
- Damage Deposit \$ 100.50 (\$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: \$ 324.50

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

City of Chico Cash Receipt No. CR 367211 Payment Method: CK 9389 Date: 5/30/13 Received By: TR

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

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](http://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 1<sup>st</sup>. 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:

- (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.

[X] Insurance Required [ ] Not Required

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 Fleet Feet Chico

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X [Signature] Signature of Applicant

X 5/20/13 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.
[X] Approved subject to listed additional condition(s) Applicant to provide 1 Portable Restroom per 200 PARTICIPANTS AND the same for additional GARBAGE receptacles

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

Date:

Signature of General Services Director

Date

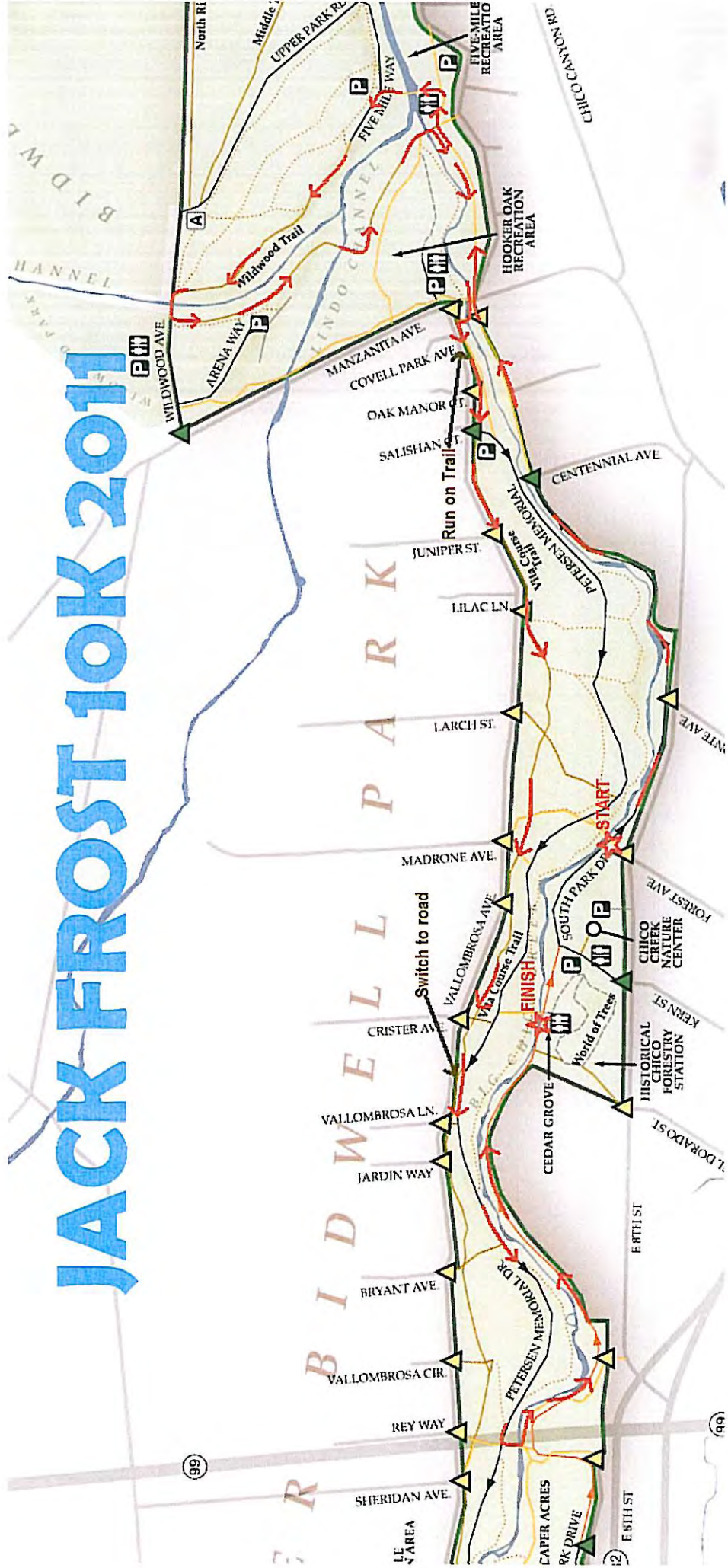
# EVENT INFORMATION

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>4</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>PA System</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>8 AM</u> until: <u>10 AM</u> amps needed (15 or 100) <u>15</u> <b>Note: 100 amp electrical service requires a certified electrician to operate.</b>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <b>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.</b> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6:30</u> until: _____ <b>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</b>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <b>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</b>	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <b>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</b>	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Finish line chute, mile markers, signs</u> <b>Note: All signs and banners shall be free standing and not affixed to Park property.</b>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <b>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</b>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <b>If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.</b>	Yes	No
Will City street closure(s) be needed? <b>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</b>	Yes	No



# JACK FROST 10K 2011





DATE: September 17, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application for the "Gobble Wobble" Fun Run, 5k and 10k in Middle and Upper Park.

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

CSU, Chico Department of Kinesiology requests a permit to host a race that starts at Horseshoe Lake in Middle Park and extends into Upper Park on Saturday, November 9, 2013. Applicant has held similar events for the past thirteen years and anticipates approximately 100 – 150 people.

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. Last year, staff did recommend moving the start/finish line to the Rod and Gun parking lot and the applicant was agreeable. Previous years start/finish line was near Horseshoe Lake in an area susceptible to potential damage during wetter conditions. The numbers under this application are comparable with last year's event, and fall below the cap on other similar events--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.
- Upper Park Road is closed to vehicle traffic past Horseshoe Lake in the event that the route is moved to the road due to a wet weather closure of the trails.
- 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 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.
- In the event that the Middle and Upper Park trails are closed due to wet or unsafe conditions, the race course will need to be altered accordingly and approved by the Park Division. 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 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.
- Staff should call Rod and Gun Club and let them know of the event a few weeks before the race because their parking lot is impacted the day of the event.

## Distribution:

Traci Ciapponi

## Attachments:

Application for the "Gobble Wobble" 1 Mile, 5k and 10k 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  PRIVATE

### 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:

Name of Applicant/Contact Person

CSO Chico 14<sup>th</sup> Annual Gobble Wobble

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

Organization Name (if applicable)

Saturday November 9<sup>th</sup>, 2013

Day and Date of Event:

Home, Organization, or Company Address

From: 6:00 am To: 12:00 pm  
Total Time Needed for Set-up, Event, and Clean-up

City, State, Zip

From: \_\_\_\_\_ To: \_\_\_\_\_  
Time of Event Only Number of people

Contact Phone # ( ) Alternate Phone #

E-mail address: \_\_\_\_\_

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

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
- Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area  Meadow
- Electricity (15 amp)  100 amp Electrical Service tables, restroom area (circle)  Water (public events only)
- Children's Playground
- Electricity (15 amp)-Pick up key on: \_\_\_\_\_ 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) parking area, restroom area (Pick up key)
- Band Stand (15 amp)
- 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: Trail Run, Cross Country 5k, 10k, and fun run

Standard Race Map

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

### SECTION 2 - PERMIT FEES

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

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 60.50 (\$11.00 minimum, please call for quote)
- Insurance Fee 40.00 ~~on file~~ (\$40.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$32.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

Additional fees for City Plaza use:

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

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

Total Fee Required: \$ 219.50  
pd 179.50 ck # 3605  
Date: 9/4/13 Received By: JK

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

City of Chico Cash Receipt No. CR371049 Payment Method: CK 3605 Date: 9/4/13 Received By: JK

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.
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- 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.**
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- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** No smoking in Upper Park from May 1st - November 1<sup>st</sup>. 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: \_\_\_\_\_

*J. Cappani*

**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](mailto: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: On file October 25, 2013

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 J Crispini  
Signature of Applicant

X 9/4/13  
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](mailto: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: \_\_\_\_\_

Signature of General Services Director

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>13</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event? <u>\$15</u>	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____ _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? 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. <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6 am</u> until: <u>12 pm</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Directional Signs Posted by Cone</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No

Gobble Wobble

10-9-13

**Course Design:**

**-5K Race-**

Begins at Horseshoe Lake, run through the gate to (upper Park Road) take the 1st trail to the left (lower trail) follow lower trail 3.1 miles - head down trail, which correlates to Day Camp-run up upper Park Road (up .15 miles and switch back .15 miles) Dive onto Yahi Trail at Day Camp- Follow such a Yahi Trail to the end (Head up the stairs) crossover Upper Park Road again- get onto Lower Trail go back toward the start – go thru the gate again- back to the starting line which is now the new finish line.

**-10K Race-**

Begins the same as 5K, when going thru to switch backs (.15 mile) at Day Camp- continue up Upper Park Road (1.5 miles) -turn around at the 1.5 mile marker at Bear Hole- drop onto Yahi Trail at bear hole follow Yahi Trail ends (up the stairs) Crossover Upper Park Road again- get onto Lower Trail go back toward the start – go thru the gate again- back to the starting line that is now the new finish line.

**-Fun Run-**

One lap around Horseshoe Lake just for fun!!!

# Trails of Upper Bidwell Park

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

Draft Map- Printed March 13, 2003.

## TRAIL DISTANCES

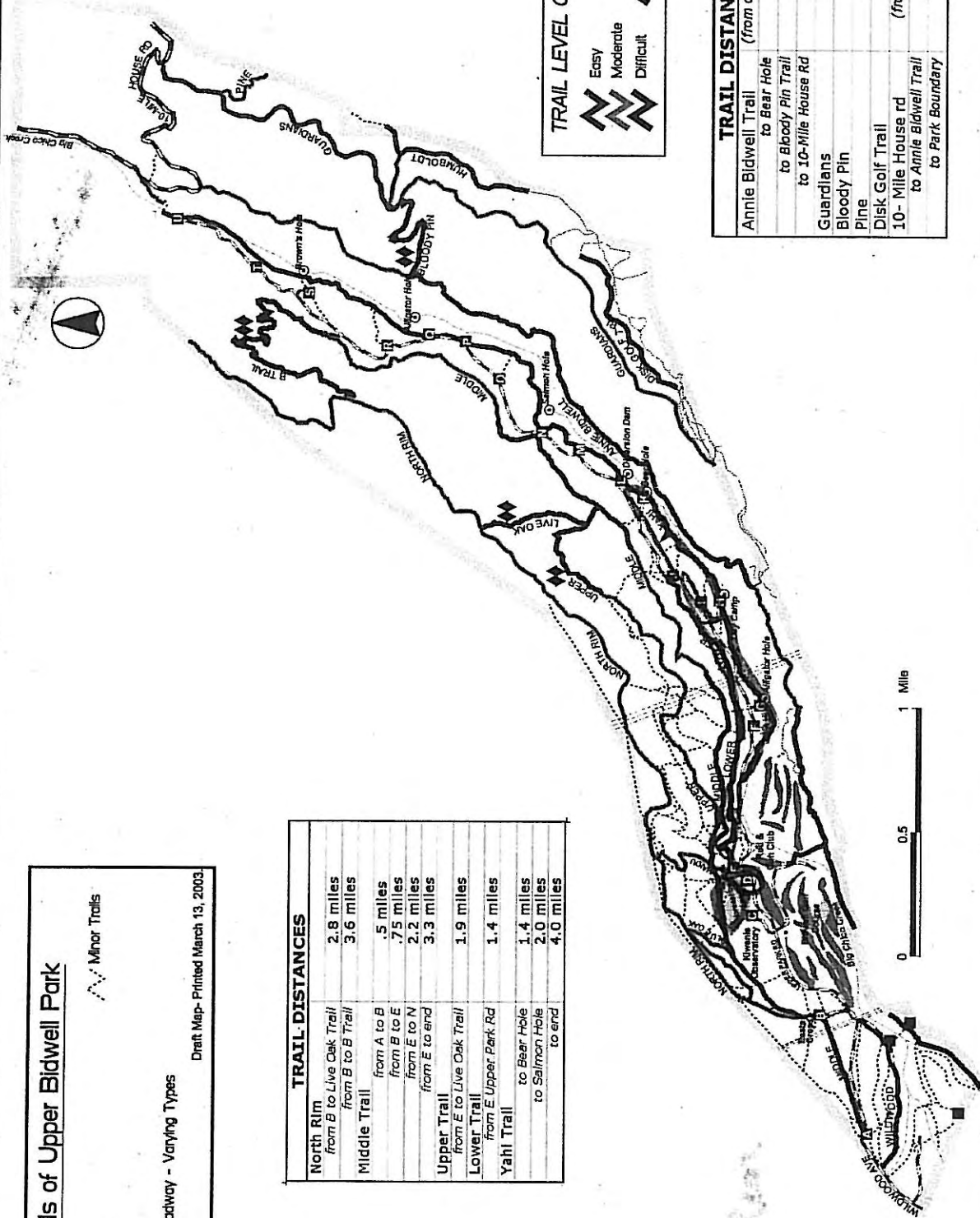
North Rim from B to Live Oak Trail	2.8 miles
from B to B Trail	3.6 miles
Middle Trail from A to B	.5 miles
from B to E	.75 miles
from E to N	2.2 miles
from E to end	3.3 miles
Upper Trail from E to Live Oak Trail	1.9 miles
Lower Trail from E Upper Park Rd	1.4 miles
Yahi Trail to Bear Hole	1.4 miles
to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

### TRAIL LEVEL OF DIFFICULTY

- Easy
- Moderate
- Difficult
- Most Difficult

## TRAIL DISTANCES

Annie Bidwell Trail 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 to Annie Bidwell Trail	(from Highway 32) 1.2 miles
to Park Boundary	2.0 miles



-5K  
-10K  
-for Park





DATE: September 18, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application to Place a Menorah at City Plaza during Chanuka

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

The Chabad Jewish Center requests a permit to install a Menorah on top of the City Plaza restroom. The Menorah will remain lit from November 27 to December 4, 2013. Since 2007, the BPPC has approved requests from the Chabad Jewish Center to erect an 8 foot wide and 9 foot tall Menorah on the City Plaza restroom in observance of Chanukah. Except for the base, the Menorah is made of lightweight material and is powered by regular 110 volt electricity. The Menorah installation location is depicted on the photo below. Staff has not experienced any difficulties or damage problems with the Menorah over the past five years. Visitor use of the Plaza is not impacted by the installation. A public lighting ceremony of the Menorah will take place on December 3.

This application requires BPPC consideration as the group is requesting the use of City Plaza for multiple days and for more than 10-hours. In last year's report on the request for a permit, Parks Staff noted that though we have

“historically completed the installation; we anticipate that all similar requests next year [2013] will be subject to fees to cover the costs of installation (estimated at \$405). Alternatively, the applicant may arrange to have an insured contractor complete the installation according to a Park Division approved work plan.”

Due to staff reductions, the Park Division does not have staff available to install the menorah except perhaps in an overtime situation.

Staff recommends the following conditions:

- Chabad Jewish Center hire or obtain a in-kind donation of an insured contractor to install the Menorah according to the Park Field Supervisor's instructions.
- Pay for time in which a Park staff member must be on site to give brief installation directions.
- Continued adherence to all park rules.
- Applicant to pick up Menorah on December 9, 2013.

Staff strongly recommends that for future events the applicant submit a complete application for park use to the Bidwell Park and Playground Commission at least 85 days prior to the date of such event in order to ensure adequate time for approval and/or an appeal of a decision of the Commission.



**Distribution:** Chana Zwiebel

**Attachments:** Application and permit for park use for a Menorah at City Plaza during Chanuka



# 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**  **PRIVATE**

### 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:

[Redacted]  
Name of Applicant/Contact Person

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

[Redacted]  
Organization Name (if applicable)

Tuesday, Dec 3  
Day and Date of Event:

[Redacted]  
Home, Organization, or Company Address

From: 5:00 To: 8:00  
Total Time Needed for Set-up, Event, and Clean-up

[Redacted]  
City, State, Zip

From: 6:00 To: 7:30 75  
Time of Event Only Number of people

[Redacted]  
Contact Phone # Alternate Phone #

E-mail address [Redacted]

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

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)**
- Cedar Grove Picnic Area  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 # 4  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: menora lighting  
traditional holiday treats

music small craft for kids  
Menora Install Nov. 26 - Dec. 5 Whenever Possible

**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 \$ 10.50 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.50 (\$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/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) = \$ \_\_\_\_\_ #days  
**(electrician required)**

Total Fee Required: \$ 168.00

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

City of Chico Cash Receipt No. CL368166 Payment Method: CL1111 Date: 6/25/13 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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Nov. 27 - Dec. 4 - Menorah  
lit

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](http://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 1<sup>st</sup>. 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: \_\_\_\_\_

C. Zwiibel

SECTION 4 - INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

[X] 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

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] Signature of Applicant

X [Date] 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:

Signature of General Services Director

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>8</u> (this will be 8th yr.)	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type ( <u>microphone</u> , <u>band</u> , radio, PA system etc): <u>Band</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>6:15</u> until: <u>7:30</u> amps needed (15 or 100) <u>15</u> <b>Note: 100 amp electrical service requires a certified electrician to operate.</b>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <b>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.</b> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <b>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</b>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required? <b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <b>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</b>	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <b>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</b>	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ <b>Note: All signs and banners shall be free standing and not affixed to Park property.</b>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <b>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</b>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <b>If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.</b>	Yes	No
Will City street closure(s) be needed? <b>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</b>	Yes	No



DATE: September 30, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Consideration of a Permit Application for the Chico Artisans Faire, May 3-4, 2013.

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## Recommendation

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

1. All trash and litter will be cleaned up immediately after the event
2. Signs to be removed immediately after the event.
3. No signs to be attached or hung from trees, tree barriers, or vegetation
4. No vehicles shall be permitted within the interior of the City Plaza.
5. Applicant to arrange for a California Contractors State Licensed electrician to hook into 100 amp electrical.
6. Applicant to contact the Department of Public Works/Park Division to obtain bags for parking meters for vendor loading and unloading only.
7. Applicant to pay vendor fee (\$5.50 per vendor) to the Park Division at the conclusion of the event.

## Background

Applicant requests a permit to host the annual "Artisans Faire" in City Plaza from 10 am to 5 pm on May 3 and 4, 2013. Cycle Productions has held this event for 43 years and they anticipate approximately 700 participants per day. This application requires BPPC consideration as the applicant is requesting to host a multiple day event, therefore requesting the use of the reserved area for multiple days and for more than 10-hours. Additionally, they have requested to stage a security guard at the Plaza overnight.

## Attachments:

Application and permit for park use for the 43rd Annual Chico Artisans Faire



# 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** [X] **PRIVATE** [ ]

### 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:

[Redacted]

Name of Applicant/Contact Person

[Redacted]

Organization Name (if applicable)

[Redacted]

Home, Organization, or Company Address

[Redacted]

City, State, Zip

[Redacted]

Contact Phone #

Alternate Phone #

43<sup>rd</sup> annual Chico Artisans Fair  
Description of Event: (family BBQ, walk/run, describe below if needed)

May 3 & 4 / set up May 2  
Day and Date of Event:

From: 3pm May 2 To: 8pm May 2  
Total Time Needed for Set-up, Event, and Clean-up

From: 10am To: 5pm  
Time of Event Only

700 total  
Number of people

E-mail address

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

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
  - Electricity (15 amp)
- Meadow
  - 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
  - Sycamore Way Parking Lot Closure-Public Events ONLY
- Oak Grove B
  - 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: \_\_\_\_\_

**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 \$ 300.50 (Fri 10.50 Sat/Sun 145.20) (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 39.00 (\$39.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$5.50 per vendor) TBD pd after event
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ \_\_\_\_\_ (\$31.50/hr, public events only)
- Additional Park Use Fees \$ 242.00 (see fee schedule) add'l plaza total

**Additional fees for City Plaza use:**

Event Restrooms 2 x (\$92.00) = \$184.00  
#days

100 amp Electrical 2 x (\$29.00) = \$58.00  
(electrician required) #days 242.00

Total Fee Required: \$ 700.00 + vendor

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

City of Chico Cash Receipt No. CR 366405 Payment Method: CA (100.00) Date: 5/8/13 Received By: JR

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:**

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQ's</b>	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
<b>Bicycles</b>	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.
<b>Bounce Houses</b>	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.
<b>Campfires</b>	No campfires allowed.
<b>Camping</b>	No overnight camping allowed. Bidwell Park is a "day use park" only.
<b>Clean up</b>	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)
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times <b>dogs must be on a leash</b> . 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. <b>Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.</b>
<b>Electrical</b>	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.
<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Game Regulations, <a href="http://www.dfg.ca.gov/regulations/">http://www.dfg.ca.gov/regulations/</a> , Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek. <b>Horseshoe Lake:</b> Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
<b>Gate Closures</b>	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 <a href="http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp">www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp</a>
<b>Glass</b>	No glass beverage containers allowed in any City Park or Playground.
<b>Horses</b>	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.
<b>Noise</b>	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.
<b>Park Closures</b>	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.
<b>Signs/Defacing</b>	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.
<b>Smoking</b>	No smoking in Upper Park from May 1st - November 1 <sup>st</sup> . No smoking in City Plaza or Caper Acres any time.
<b>Swimming</b>	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.
<b>Vegetation</b>	No taking, cutting or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

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

Signed: Steve Rooney

**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](mailto: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: April 18, 2014

Organization Named on Certificate of Insurance Circle Productions

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 Steve Rooney  
Signature of Applicant

X 5/8/13  
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](mailto: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: \_\_\_\_\_

Signature of General Services Director

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>43</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: <u>10am</u> until: <u>5pm</u> amps needed ( <i>15 or 100</i> ) _____ <i>Note: 100 amp electrical service requires a certified electrician to operate.</i>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____	Yes	No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>45-60</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <i>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.</i> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____	Yes	No
Time of closure from: <u>6pm</u> until: <u>9am</u>		
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6am</u> until: <u>close</u> <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required? <u>2-3</u>	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <i>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</i>	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ <u>2</u> <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <i>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</i>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: September 18, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application for the 35th Annual Endangered Species Faire May 3, 2014

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**Recommendation**

Staff recommends approval of the permit with conditions.

**Report in Brief**

The Butte Environmental Council (BEC) requests a permit to host the annual Endangered Species Faire, an educational event at the One Mile Recreation Area on May 3rd 2014. The applicant has held this event at Cedar Grove for the past 34 years but has proposed to hold it at One Mile Recreation Area next spring. They anticipate approximately 3,000 participants.

Unlike past years, this year vendors will set up on the same day of the event and will not need the facility overnight. The BPPC is considering the application because the event is longer than 10-hours.

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. Work with Rangers on access for vendors prior to gates opening at 9 am
3. Provide parking monitors.
4. Provide at least 2 ADA accessible and 5 standard portable restrooms at the event site.

**Distribution:**

Robyn DiFalco

**Attachments:**

Application and permit for park use for the Endangered Species Faire



# 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: <b>PUBLIC</b> <input checked="" type="checkbox"/> <b>PRIVATE</b> <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:

Name of Applicant/Contact Person

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

Organization Name (if applicable)

SAT. MAY 3<sup>rd</sup> 2014

Home, Organization, or Company Address

Day and Date of Event:

Contact Phone #

From: 6:00 AM to 7:00 PM

Alternate Phone #

Total Time Needed for Set-up, Event, and Clean-up  
From: 10 AM To: 5 PM 3,000  
Time of Event Only Number of people

E-mail address

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

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
  - Electricity (15 amp)
  - 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) parking area, restroom area (Pick up key)
  - Band Stand (15 amp)
  - 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: EDUCATIONAL EVENT - ALL AGES - BOOKS, FOOD VENDORS, LIVE MUSIC, PARADE

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

### SECTION 2 - PERMIT FEES

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

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 301 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.- (\$40.00 to process outside insurance)
- Vendor Fee # 4 \$ 24.- (\$6.00 per vendor)
- Damage Deposit \$ 100.- (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ 32.5 (\$32.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

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

Total Fee Required: \$ 516.50

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

City of Chico Cash Receipt No. CR370341 Payment Method: 368308 Date: 8/15/13 Received By: JR

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

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](http://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 1<sup>st</sup> 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:

*Mary B. Barry* 8/15/13  
*Robyn Difalco* 8/15/13



# 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>SINCE 1979</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 type="radio"/> Yes	<input checked="" 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>LIVE MUSIC ON BAND STAND - PRO SOUND</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
When will amplified sound/music be heard? Time from: <u>10AM</u> until: <u>4PM</u> amps needed (15 or 100) <u>15</u> Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>4</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>FOOD VENDOR FROM BOOTHS &amp; VEHICLES</u> <u>HAVE NOT SECURED VENDORS YET - TBA IN 2014</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Time of closure from: _____ until: _____		
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6:00AM</u> until: <u>NECESSARY</u> 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?	<input type="radio"/> 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>BEN TOILETS</u> Phone Number <u>846-4110</u> Location of portable restrooms <u>WHERE YOU RECOMMEND</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. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans <u>6</u> Number of Recycling Containers <u>6</u> Sanitation Company <u>RECOLOGY</u> Phone Number <u>533-4783; 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>ON STAGE ENTRIES &amp; EXITS, TBD</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.	<input checked="" type="radio"/> Yes	<input 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
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	<input type="radio"/> 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.	<input type="radio"/> Yes	<input type="radio"/> No





DATE: September 18, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Lise Smith-Peters, Park Services Coordinator  
SUBJECT: Permit Application to Conduct a Church BBQ at City Plaza on a Weekly Basis

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

Orchard Church has requested a permit to conduct a Church BBQ (feeding the hungry) each Sunday of the month through mid-August 2014. The event with setup and takedown is from 5:45 pm to 8:15 pm. Orchard Church prepares the food at an off-site location.

This application requires BPPC consideration as the group is requesting the use of City Plaza on Sundays each month (multiple days) from the present through August 17, 2014. The event provides food for the hungry and homeless and attracts a number of people to the plaza.

Although some events (Thursday Night Markets, Friday Night Concerts) request multiple days, these events are for limited seasons. Staff is unaware of any requests that extend over the entire year. Even though the event occupies a time slot that is not often used, Staff is concerned that the Plaza will not be available for other Community Events.

Staff recommends the following conditions:

1. Adherence to all laws, regulations, and Park rules.
2. Provide additional trash receptacles and distribute throughout the area of the event. Applicant will clean up all trash and litter immediately after the event.
3. As outlined in the permit application, a deposit is required for use of facilities. The deposit may be used for cleaning or repairs. At all times, the balance must remain at the minimum deposit level and the applicant may have to add additional funds to rebalance the deposit.
4. The applicant would be billed for additional costs associated with the event (for example, additional clean-up beyond the regular maintenance of the area).
5. No signs are to be attached or hung from trees, tree barriers, or vegetation and all signs must be removed immediately after the event.
6. No vehicles shall be permitted within the interior of the event area.
7. As with other permitted public events, Park staff will evaluate the event. If the number of participants increases from 90, additional fees will apply as per City permit requirements.
8. Applicant must secure a Butte County Public Health permit or waiver for providing food as appropriate (the Public Health document "Guidelines For Non-Profit Temporary Food Facilities at Occasional Events" may be helpful for the applicant as well).

The applicant must abide by these conditions, otherwise the permit may be suspended or revoked.

Staff strongly recommends that for future events the applicant submit a complete application for park use with description of the event to the Bidwell Park and Playground Commission at least 85 days prior to the date of such event in order to ensure adequate time for approval and/or an appeal of a decision of the Commission.

**Distribution:** Jim Culp

**Attachments:** Application and permit for City Plaza use.



# 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:

Name of Applicant/Contact Person

Organization Name (if applicable)

Home Organization or Company Address

City State Zip

Contact Phone #  Alternate Phone #

Church BBQ/Feeding Hungry

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

Sat days, August 18, 2013 = 8/17/13

Day and Date of Event:

From: 5:45pm To: 8:15pm

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

From: 6 To: 8pm

Time of Event Only  Number of people

E-mail address

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

#### AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
  - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area       Meadow
  - Electricity (15 amp)       100 amp Electrical Service tables, restroom area (circle)       Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ 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) parking area, restroom area (Pick up key)
  - Band Stand (15 amp)
  - 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: \_\_\_\_\_

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

### SECTION 2 - PERMIT FEES

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

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

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

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

City of Chico Cash Receipt No. CR369611 Payment Method: ECO/USD Date: 7/29/13 Received By: TR

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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Total Fee Required: \$ 731.00

pd \$ 631.00 cc

pd \$ 100.00 cc

## 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](http://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 1<sup>st</sup>. 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](mailto: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

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](mailto: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:

8/13/14

# EVENT INFORMATION

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

Is this an <del>annual</del> <sup>weekly</sup> event? How many years have you been holding this event? <u>6 years</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ 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	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: 9/23/2013  
TO: Bidwell Park and Playground Commission  
FROM: Policy Advisory Committee/Park Division Staff  
SUBJECT: Staff Report from PAC 09/19/13 Meeting

## 1. CALL TO ORDER

Acting Chair Rich Ober called the meeting to order at 6:00 pm.

**Attendees:** Commissioners present: Rich Ober, Drew Traulsen; Mark Herrera (Absent) and Park Staff present: Dan Efeaff, Parks and Natural Resources Manager, and Lise Smith-Peters, Park Services Coordinator. Public: Courtney Foster (BPGC staff), Barry Wolf, Phil Jones (BPGC), Roger Clark (BPGCI President), Mike Vadney, Spencer Riemer (BPGC), Jane Turney, Ken Petrucelli (BPGC), Craig Ploesch (BPGC), Maury Ledoyen (El Rancho Golf Club), Glen Bleske (El Rancho Golf Club), Elta Parsons (BPGC), Gary Pederson (BPGC), Barbara Lutz (BPGC); Jack L. Lutz (BPGC), Richard Gitelson, Roger Steel (BPGC), Dustin Freitas, Craig Fuller (BPGC), John C. Anderson (BPGC), Pat Goodwin (BPGC), Victorio Birdsey, Darrell Hands (BPGC), Geoffrey , Meagan Webb, Katie Jorgensen, Ashley Powell, Nicholas Hernandez, Mary Ssafraley, Meagan Dallas, Nicole Lee, James Aguirre, Bee Thao, Patricia DeSantia, Phil and Regina Hoff.

## 2. REGULAR AGENDA

### 2.1. Consideration and Input on the Sale of Alcohol at the Bidwell Golf Club.

Park staff provided a brief background on the request for the sale of alcohol at the Bidwell Park Municipal Golf Course. At their 08/06/13 meeting, the City Council moved to forward a request from Council Member Randall Stone requesting the Bidwell Park and Playground Commission (BPPC) "review the potential and determine findings for the Council" on the issue of serving alcohol at the Bidwell Park Municipal Golf Course. Park staff received a proposal, from Empire Golf on August 16 on the issue. The BPPC referred it to the Policy Advisory Committee at its regular meeting on August 26, 2013.

Staff reported some of the history behind the Bidwell deed that now no longer applies to the sale or making of alcohol in the Park. The City in the 1990s did revise the Chico Municipal Code (CMC) several times with the result being the current CMC, Article II Rules for Alcoholic Beverages 12R.04.030, 12R.04.040, and 12R.04.050 prohibits manufacturing, selling, possessing, gifting or consuming alcohol in the Park.

Staff reiterated that the Policy Advisory Committee has been asked to 1) review and determine findings on the potential of exempting the golf course from the current alcohol ban; and 2) develop *a recommendation on the specific proposal for the sale of alcohol.*

Bidwell Park Golf Club, Inc. (BPGCI), the non-profit, that leases the golf course and facility from the City has contracted out to Empire Golf, a golf course management company, to run the day to day operations of the Club and course. Empire Golf manages six golf course properties in northern California, all of which offer full food and beverage services, including alcohol sales. Empire Golf CEO Rod Metzler presented information on his company's experience with operating 5 additional golf courses (two are owned by municipalities) and their experience with clubs that sell alcohol. He explained the expected increase in revenues based on the history of their other facilities, and the ability to provide control of alcohol consumption on the Bidwell Park premises. Mr. Metzler stated that the BPGCI is at a disadvantage when compared with the other golf courses within Chico city limits as well as those in Butte County that are able to sell alcohol. Empire Golf will provide BPGCI and Empire staff with the "Safe Serve" curriculum used by entities that serve alcohol.

Some of the ideas expressed through comments from public attendees:

- The sale of alcohol would increase the social gatherings at the Bidwell Park Municipal Golf Course and groups may choose to stay around longer if they are able to purchase alcohol. It will add to a better quality of life for retirees.
- Concerned that if the BPGCI is allowed to serve alcohol that other Park leasees may follow suit in requesting to serve alcohol and that the staff and BPPC should be prepared for this discussion to come forward if this is allowed to proceed. Also believes that the increased revenue paid out by the BPGCI should go directly to the Park Division and not to the City's general fund.
- Alcohol is already at the golf course it is just not controlled. There are no other commercial entities like the BPGCI in the Park and the increased revenue will be used to help the golf course.
- Training of golf course staff and course volunteer ambassadors will be increased, which will help in the control of alcohol use on the course. There have been few incidents involving alcohol at the golf course and it should help bring business to the City as golfers attend tournaments and banquets.
- Important business model that will help increase revenue for the City property.
- Safer if it is regulated.
- We should follow the Bidwell's original deed, which stated that alcohol could not be made or sold in the Park – this was an original restriction that should still be respected.
- The Master Management Plan did not discuss the issue of alcohol because it was banned by CMC at the time the plan was produced.
- The BPGC is trying to stay afloat during tough economic times for all (golf courses included) and the choice may be further Club debt and have the property revert back to the City if the BPGCI does not have a way of increasing revenue and user-ship of the course.
- Consider the spirit in which the land was given, respect the Bidwell's wishes.
- This is the one leasee relationship in which the entity pays the City, and additional revenue is used for the upkeep and improvement of the City's property/asset.
- Encourage the revenues made from the sale of alcohol go to the Park Division and not to the general fund.

The PAC supported sending this to the full Commission for further discussion and consideration. Some ideas that they would like staff to look into prior to bringing the issue to the BPPC are:

- 1) Specifics on where alcohol would be allowed, ie. just in the Clubhouse, on the golf course, etc.
- 2) What controls would be in place?
- 3) What training would take place for controlling how alcohol consumption is monitored, managed and controlled such that abuses are limited to the greatest extent feasible?
- 4) Should the percentage rent equation be changed in what the BPGC pays monthly to the City to accommodate this change in code and cost to the City?

Staff explained that if the BPPC decides to support the BPGCI's request then it will go to Council for consideration. If the Council exempts the golf course from the Park's alcohol ban, the Chico Municipal Code will have to be changed to allow for such a use (adopt revisions to CMC 12R). Special conditions could be applied as an amendment to the lease. The BPGCI will need to apply for a liquor license through the CA Department of Alcoholic Beverage Control. The Chico Police Department will conduct a review of the BPGCI's application for a liquor license, which would also require Council consideration.

In the event the BPPC were to reject the exemption of the BPGCI, the proposal will not be forwarded to the City Council.

### **3. BUSINESS FROM THE FLOOR -- NONE**

### **4. ADJOURNMENT**

The meeting was adjourned at 7:24 p.m.

#### **Attachments:**

**Distribution:** BPPC

# 2012 Year End Monitoring Report for the Peregrine Point Disc Golf Course

Upper Bidwell Park, Chico, California

September 4, 2013



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## City of Chico

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Appendix A – Revised (As Of 6/1/13) Active Mitigation And Monitoring Measures For The Bidwell Park Peregrine Point Disc Golf/Trailhead Area.

Appendix B – 2012 ORAI Annual Report

Appendix C – Peregrine Point Photos

Appendix D – [NSR]. North State Resources. 2012. Peregrine Point Disc Golf Course Botanical Monitoring. NSR No. 51325. Christine Hantelman and Paul Kirk. November 12, 2012. Chico, CA.

Appendix E – [NSR]. North State Resources. 2012. 2012 Peregrine Point Disc Golf Course Oak Tree Assessment and Monitoring Report. NSR No. 51325. Scott Gregory. December 11, 2012. Chico, CA.

Appendix F – Statistical Analysis

### Suggested citation:

City of Chico. 2013. 2013 Year End Monitoring Report for the Peregrine Point Disc Golf Course. Chico, California. September 25, 2013. General Services Department, Parks Division. Chico, California.

## I. INTRODUCTION

The Bidwell Park and Playground Commission (BPPC) and Chico City Council have directed Staff to work with Outdoor Recreation Advocacy, Inc. (ORAI) toward the construction of a disc golf long course and installation of mitigation measures at the Peregrine Point Trailhead Area. The course is located in Upper Bidwell Park off of Highway 32.

An operating agreement developed between the City of Chico and ORAI helps implement the disc golf course development, operation, and mitigation measures. Approximately 79 mitigation measures (Exhibit B in the Operating Agreement) were identified as part of the environmental review for the Bidwell Park Master Management Plan (BPMMP) (EDAW, 2009). ORAI will pay up to \$5,000 annually toward completion of monitoring costs, and will complete maintenance and repairs to the course as needed.

ORAI began course development on September 1, 2010. As part of the project, the City of Chico developed a monitoring plan for the site (City of Chico, 2011). The monitoring plan articulates the adaptive management approach, and outlines the monitoring framework to evaluate the operation of the Peregrine Point Disc Golf Course. Monitoring provides the basis for assessing impacts associated with implementation and operation of the project and developing remedies to minimize those impacts.

Key functions of this year end monitoring report are to:

- Communicate implementation activities,
- Review monitoring results and project activities,
- Document the completion of project milestones,
- Point out salient monitoring results,
- Evaluate the effectiveness of monitoring activities and identify data gaps that require additional action or consideration.
- Identify potential challenges or objectives for the upcoming year, and
- Recommend specific actions (adaptive management recommendations) on any aspect of the program for the following year.

ORAI will also communicate issues regarding course repairs or resource impacts to the City. The City or consultant hired by the City will collect data and provide annual reports on the project. The City or outside consultant will invoice ORAI for monitoring work. Annual reports will be submitted to the BPPC and made available to the public.

The Monitoring Plan (City of Chico, 2011) outlines an adaptive management framework that guides this project and should be referred to for details. As part of the adaptive management approach, we anticipate that the monitoring approach and site remedies may evolve over time as our understanding becomes more refined. Data collection frequencies, intensity, and protocols may change and future updates will reflect those changes. Based on the findings of the monitoring, modification to this program or the need to continue it should be considered after the 5<sup>th</sup> year.

## A. Monitoring Requirements

This program proposes a series of monitoring efforts to match the requirements of the mitigation measures for the site according to the BPMMP and to also aid in the general management of the project. Good progress has been made on the mitigation measures (Table 1).

**Table 1. Tally of the Status of Mitigation And Monitoring Measures for the Peregrine Point Disc Golf Course (4/11/12).**

Mitigation	Total	Not Applicable	Completed	In Progress	To Be Determined	Not Completed
Air Quality	11	4	7	-	-	-
Biological Resources	52	13	17 <sup>a</sup>	16	6	-
Cultural Resources	9	4	5	-	-	-
Hydrology	1	1	-	-	-	-
Noise	3	-	3	-	-	-
Traffic	1	-	-	-	1	-
<b>Total</b>	<b>77</b>	<b>22</b>	<b>23</b>	<b>16</b>	<b>7</b>	<b>-</b>

<sup>a</sup> Tasks noted as completed may be split into ones that were required during construction and no further action is needed and ones that must have on-going monitoring to make sure that they are completed (for example, signs are completed on site, but must be monitored to make sure that they are replaced if they are removed. Nine items are completed but require on-going compliance monitoring.

Several measures applied during construction have either been completed and were not applicable and have been removed from the active list of mitigation measures (Appendix A). These include Air Quality, Cultural Resources, Hydrology, and Noise. Biological measures that applied only during construction (exclusionary fencing, vernal pools, birds, etc.) have also been removed.

All of the remaining active measures are related to biological resources, and though some may have been completed, they are subject to continued monitoring and are considered active measures. The measures marked as completed or “completed, on-going monitoring required,” are subject to observations during site inspections. Approximately, 14 mitigation measures (total of 77) are the main focus of this Monitoring Report (Table 2).

## B. Sampling Area

Monitoring efforts are connected to the installation and maintenance of the long course and the sampling area is within the Peregrine Point Disc Golf course (Figure 1). Monitoring of other areas of the site are beyond the scope of this effort. Fairway areas were developed geometrically using GIS techniques, with assumptions made about the range of disc throws and angles. The shape was modified based on the position of trees (open sites tend to have wide fairways and ones with a lot of trees, narrow). This approach provides a reasonable approximation of fairway locations and where most of the play may occur.

**Table 1. Summary of Mitigation Measures Related to Long-Term Monitoring.**

Topic	Mitigation #	Description/Goal	Trigger	Remedy
Butte County Checkbloom	BIO-1b-f	Adopt an Adaptive Management program to document changes over time.	Start of project.	Role and adaptive management program developed in this document.
	BIO-1b-g	Long term maintenance of the same number and approximate extent of Butte County Checkerbloom as the 2005 survey.	Data indicates a decline in existing populations after implementation.	Relocation of trails or disc golf structures.
Bidwell's knotweed	BIO-1d-a	Use a habitat approach to minimize impacts on wildflower fields.	High fluctuation in annual population makes tracking difficult.	Minimize impacts to wildflower fields.
	BIO-1d-e BIO-1d-f (remedy)	Document and monitor changes in existing population.	Monitor annually.  Decline in number or extent of existing populations.	Implement Plant Objective O.P-7 and Plant implementation strategies and guidelines I.P-3 and I.P-4 of the BPMMP. Relocation of trails or disc golf structures in vicinity of populations or other management strategies to benefit the plant.
Oak Woodland	BIO-3c-b	Decommission trails in oak woodlands that are part of a site-specific Park Improvement project.	Monitor annually	Reclaim using barriers. Decommission unused trails, identify needs annually.
	BIO-3c-i	Protect tree trunks without damage to the root zone and preserves visual character of the site.	Monitor annually	Consider protection measures, such as shielding poles.
	BIO-3c-j	Minimize soil compaction around tee pads and on trails under oak driplines.	Monitor annually	Apply 6 inch layer of woodchip mulch to a 20' radius around the tees and on the trails.
	BIO-3c-k	Determine if any unavoidable impacts are occurring as a result of site use.	Twice annually	Replant oak woodland habitat in suitable areas (l) according to conditions outlined in BIO-3c: l, m, n, o, p for a period of 5 years.
Wildflower Fields	BIO-3d-f	Reclaim existing trails not retained as part of site-specific Park Improvement Projects.	Monitor annually	Reclaim using barriers to discourage use. Reseeding may be considered over time.
Signage	BIO-1b-d BIO-1d-b BIO-3c-h BIO-3d-g	Maintain permanent signage to inform users of the presence and sensitivity of 1) Butte County Checkerbloom, 2) Bidwell's knotweed and wildflower field, 3) value of native oak trees and woodland, and 4) presence and sensitivity of the wildflower field community, discourage off trail use.	Monitor annually	Repair or replace signs.

Figure 1. Peregrine Point Disc Golf Course (Long Course) (City of Chico, 2011).



## II. SUMMARY OF RESULTS

This monitoring report is based on the following reports related to monitoring at the site:

- Wildflower and survey (NSR 2012),
- Blue oak monitoring (NSR 2012),
- Site evaluation and ranger observations (by City of Chico staff), and
- Annual report (ORAI 2012).

### A. Course Improvements and Activities

1. Based on last year's report noting concern on compliance with wet weather closures, and issues on Upper Park Trails in general, Rangers enhanced education and enforcement efforts for all of Upper Park during the winter 2012-2013.
2. ORAI completed some minor trails improvements throughout the course, defining trails between holes and the next tee pad pathways (especially the first third or so on fairways).
  - a. Disc golfers were not using the trail connection between Holes 8 and 9, it was rerouted and staff evaluated the alignment with ORAI.
  - b. ORAI and the City also rerouted the trail between Hole 16 and 17, establishing a more direct route and abandoning the section that ran around the back side of 14 to 17.
  - c. Staff and ORAI examined some options to keep water off of a path that has developed along the hillside on Hole 4, but opted to see how play evolves and will revisit in 2013.
3. Staff and ORAI discussed options of importing mulch onto the site. Last year's report summarized the tees and targets that require mulch (Table 2) as they are Table 5 lists the that are within the dripline of oak trees. The number of targets that require mulch is 6 targets. We recommend mulch on 8 tees as well.

**Table 2. Tees and Targets within Oak Trees Driplines.**

Hole Number	Within Dripline?		
	Tee	Target	Connecting Trail
1	N	Y	Y (near target)
9	Y	Y	Y
10	N	Y	Y (near target and tee).
11	Y	N (borderline)	Y
12	Y	N	Y (near tee)
13	Y	Y	Y (near target)
14	N	Y	Y
15	Y	N	Y (minor)
16	Y	Y	Y
17	Y	N	N
18	Y (minor)	N	N

Notes: N – No. Y – Yes. Bold indicates more than 3 yards required.

- a. Connecting trails were identified last year, but after investigating, Staff noted that narrow functional trails (less than 4 -5 ft wide) do not warrant

mulch placement, unless they are an extension of mulch in tee or target areas.

- b. Staff imported clean oak chips onto the site for distribution (which ORAI moved some in 2012). Because of the early, heavy rain, staff requested that mulch be moved in at a later date. In early 2013, chips were distributed near holes 1, 14, and 17.
4. Last winter's drought, limited any plantings on-site for screens or to protect resources. ORAI received some instructions on planting and did plant blue oak acorns in the fall.
5. ORAI and Staff explored some alternative trunk protection ideas with ORAI (including netting and additional barricades). The existing tree protectors were relocated and will be monitored and reconsidered in 2013.
6. Staff shared information with ORAI on identification and eradication of barbed goat grass (*Aegilops triuncialis*).
7. The protocol added a counting of the number of impacts on tree bark.
8. Last year's monitoring report (Chico 2012) suggested the use of an abbreviated list of mitigations to focus on active mitigations or ones that need to be monitored. That revised list is provided in Appendix A.

## **B. ORAI Annual Report**

ORAI provided a brief report (Appendix B) summarizing activities at the course including volunteer efforts and costs associated with payment for site studies. ORAI reported that they had 10 exclusive use days with tournaments on most of those dates. We were not able to obtain a list of dates and number of participants at time of this report.

## **C. Staff Observations, Site Evaluation, and Photo Point Monitoring**

The intent of the Site Evaluation is for Staff to assess compliance with mitigations and observe any improvements or areas of concern (Chico 2011). Throughout the year some observations were shared and remedies developed with ORAI. For 2012, photos are only available for the 7/17/12 site visit (Appendix C).

In addition, Rangers collected observations of vehicles in parking lots (Table 3). While not all vehicles on the site are related to disc golf, it does provide a sense of use and compliance with wet weather closures. Note that Rangers sometimes made multiple observations per day.

Interestingly, the first four months of the year had the most vehicles per observation, owing to last winter's dry, fair weather. The average number of vehicles observed ( $n = 285$ ) was 6.8 vehicles (std dev, 6.3) for open days vs 1.618 (std dev, 2.49) on closed days ( $p < 0.001$ ).

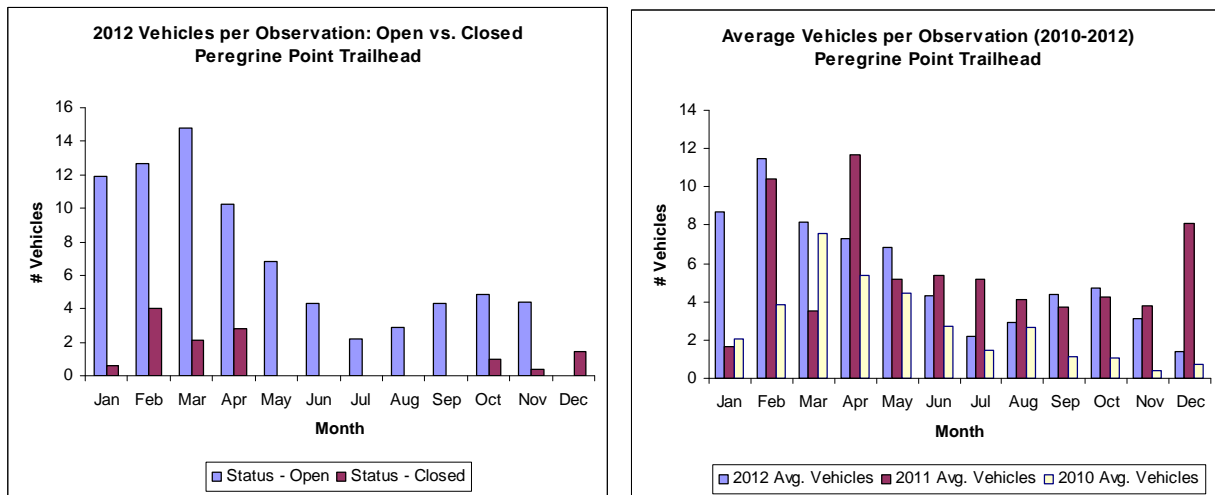
In general, the photopoint monitoring for July 2012 is similar to that shown in the previous year, except that some locations look to have more bare ground showing (for example, H2-T, H12-T1) or wider trails (H11-P1). Some of the bare ground is from additional use, low rainfall year (early use, and consequently less vegetative cover), loss of mulch, or may just look bare as soil mix in with chips. Other areas look virtually unchanged (H14-T) or show the addition of chips (H1-T).

Although some weathering, vandalism, and graffiti have occurred, many course features remain intact.

**Table 3. 2012 Summary of Ranger Vehicle Observations.**

Variable	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Annual Trend	Total
Status - Open	18	19	10	18	29	14	17	20	25	18	21	0		209
Average # Vehicles	11.9	12.7	14.8	10.2	6.8	4.3	2.2	2.9	4.4	4.9	4.4	0.0		6.62
Status - Closed	7	3	11	12	0	0	0	0	0	1	10	32		76
Average # Vehicles	0.6	4.0	2.1	2.8	0.0	0.0	0.0	0.0	0.0	1.0	0.4	1.4		1.03
<b>Total Observations</b>	25	22	21	30	29	14	17	20	25	19	31	32		285
<b>2012 Avg. Vehicles</b>	8.7	11.5	8.1	7.3	6.8	4.3	2.2	2.9	4.4	4.7	3.1	1.4		5.45

**Figure 2. a) 2012 Vehicle Observations, b) Comparison of Vehicle Averages by Year.**



**D. Butte County Checkerbloom and Bidwell’s Knotweed, and Wildflower Field Surveys**

In Spring 2012, North State Resources, Inc. surveyed the extent and distribution of Butte County Checkerbloom and Bidwell’s Knotweed (NSR 2012). Table 3 presents the data from past years: 2010 (preconstruction), 2011, and 2012. While it is tempting to compare data, at this point only the 2011 and 2012 data were collected with consistent methods. We should note that while observers marked the boundaries (lines) of wildflower fields with a GPS in 2011, these will be converted from lines into polygons and as available, will be compared in future reports.



**Table 4. Preliminary Comparison of Key Data from Botanical Monitoring.**

Resource	Variable	Sub-variable	2010	2011	2012	Trend
Bidwell's Knotweed						
	# Patches		10	10	18	
	Area (acres)		3.16	4.62	1.6	
Wildflower Fields						
	# Patches		-	-	17	
	Area (acres)		-	-	4.6	
Butte County Checkerbloom						
	# Occurances		62	132	114	
		# units reproductive	-	64	59	
		# units vegetative	-	68	55	
	# Racemes			145	247	
		# racemes in flower/fruit racemes	-	50	27	
		# racemes in bud	-	39	132	
		# racemes nipped	-	56	88	

Notes: Starting in 2011, more detailed information was collected and is comparable to data collected in later years. Wildflower field boundaries marked in 2011, but not as polygons. Staff will explore digitizing them to obtain areas.

## E. Blue Oak Woodlands

### 1. Transect Sampling

An interrupted belt transect (4 permanent 25 m x 4m quadrats) was established on site (Foothill 2012) which includes 9 trees. The data (NSR 2012b) provide a long term view of changes on the site (including density) and will be compared in a future report.

### 2. Examination of GIS Analysis of Blue Oak Woodland

The monitoring plan (2011) notes that this method is related to long-term monitoring and utilized after 5-10 years. A base map based on 2009 aerial photography is available. No comparisons are possible until the next set of aerial photographs become available. However, updated aerial photography is available via Google Earth (historical imagery is also available).

### 3. Assessment of Blue Oaks within Course Boundaries

In 2012, North State Resources (2012b) collected data related to Priority 1 trees and reference trees. Comparison of Priority 1 trees provide a year to year comparison; while comparison between Priority trees and reference trees provide a more immediate comparison that could help define year to year variation.

NSR (2012) provides summary data (distribution in classes) and the data for individual trees.

Table 5 provides some basic statistical analyses using ANOVA techniques (Appendix F). For categorical data, we converted the data into numerical values to complete the analysis. These are summarized in Table 4.

**Table 5. Comparison of Priority 1 and Reference Trees Using ANOVA Based on 2012 Observations.**

Variable	Reference Tree (n = 52)		Tree Priority 1 Tree (n = 39)		Statistically Different (p-value)
	Ave	Std Dev	Ave	Std Dev	
Diameter at Breast Height (DBH) (ft)	10.15	4.81	10.87	5.81	No (p=0.52)
Tree Height (ft)	19.98	6.32	20.49	6.49	No (p=0.71)
Crown Width (ft)	21.35	12.22	17.67	9.40	No (p=0.12)
Trunk Quad Impacts (#)	0.42	0.72	2.44	1.00	<b>Yes (p&lt;0.0001)</b>
Damaged Bark Patches (#)	0.40	1.37	0.62	0.67	No (p = 0.37)
Broken Branches (#)	3.33	3.48	4.85	2.62	<b>Yes (p &lt; 0.025)</b>
Dead Canopy (%)	17.81	11.11	18.77	17.64	No (p = 0.45)
Tree Condition (#)	3.12	0.62	3.15	0.75	No (p= 0.79)

Note: Treated multiple stems as individual entries. Data from NSR 2012, statistical analysis printout in Appendix F.

Using ANOVA, in 2011, we observed differences in Tree Height (ft), Trunk Quad Impacts, and Damaged Bark Patches between priority 1 trees and reference trees. In 2012, we observed statistical differences between Priority 1 trees and reference trees in 1) trunk quad impacts and 2) broken branches. We should note that the variation on these values was large and that time and further monitoring will indicate whether these impacts have long term detrimental effects.

However, we did a quick screening comparison to assess any trends, next year's data will allow for a true comparison of trends (3 years of data, and will likely use multiple regression with indicator variables). The screening indicated:

1. Tree Quad Impacts - (test the difference between years for individuals (for example, Tree 1 Quad Impacts<sub>2012</sub> - Tree 1 Quad Impacts<sub>2011</sub> .....to Tree n) revealed a statistical increase (p <0.001) between Priority Trees ( $\bar{x} = 0.770$ ) and Reference Trees ( $\bar{x} = 0.135$ ).
2. Broken Branches - (test the difference Tree 1 Broken Branches<sub>2012</sub> - Tree 1 Broken Branches<sub>2011</sub> ....to Tree n.) indicated revealed a statistical increase (p = 0.007) in the number of branches broken between Priority Trees ( $\bar{x} = 2.21$ ) and Reference Trees ( $\bar{x} = 0.80$ ).
3. We observed no other differences between years in the other variables.

## F. Data Handling and Storage

The City dispersed the draft botanical and oak reports to the BPPC. The reports are also attached to this document and will be available to the public. The reports will also be made available through the City of Chico website (<http://www.chico.ca.us/>). Project

derived GIS layers will be submitted to the City's GIS department (and stored at CSU Chico's Geographical Information Center).

### **III. DISCUSSION AND EVALUATION OF DATA**

#### Site Evaluation and Usage

1. Last year's report indicated some concern for wet weather compliance. The ratio between average number of vehicles between open (5.9) and closed (2.6) observations were 2.3. In 2012, that ratio increased to 6.5 (the average on open days increased while the average on closed days went down). While still of concern, compliance appeared better in 2012 than 2011.
2. Foot traffic caused by park visitors (disc golf play and other uses) has left bare ground in places. Some of this use directly impacts biological resources identified in the mitigation measures for the course (notably wildflower fields and Bidwell's knotweed). Soil erosion can result in the permanent loss of site productivity and habitat. While measures to define at least the start of pathways across fairways will help, some of the use is related to other park uses at the site.
3. The snake rail fencing on the course appears to be functioning well in narrowing trails and keeping users off out of bounds/sensitive areas, and has become less intrusive as it has weathered.

#### Butte County Checkerbloom and Bidwell's Knotweed, and Wildflower Field Surveys

1. Because of the limited data, inferences are limited and no trend analysis will be appropriate until next year.
2. Previously collected GPS data for wildflower fields will be converted into polygons for future comparisons.
3. Bidwell's knotweed was found in more, but smaller patches, suggesting retraction of previously occupied areas.
  - a. Over 90 % of the plants were in flower, suggesting that sampling was well timed (NSR 2012a).
  - b. NSR (2012a) noted trampling and erosion in proximity to the knotweed patches.
  - c. The dry winter may have also contributed to this reduced area.
4. Butte County Checkerbloom population appeared relatively stable with the number of individual plants showing a slight decrease in 2012 (132 in 2011 vs. 114 in 2012) while the plants produced many more racemes (145 in 2011 vs. 247 in 2012) (NSR 2012a). NSR (2012a) observed one trampled individual and 88 racemes "nipped" presumably by deer.

#### Blue Oak Woodlands

1. Last year, damage from impacts was evident on many of the priority 1 trees across the course. In 2012, the quad impacts on reference trees increased over 2012. In general, impacts to bark and cambium cause additional stress on the trees (to repair), potentially provide a portal for pathogens or insects, and make the trees more susceptible to mortality from other events (i.e. drought stress mortality). What the effect of such impacts and blue oak mortality on site is uncertain, but the challenges for blue oak growth on site strongly suggest the need for protective strategies or measures.

2. Priority trees exhibited a higher number of broken branches than reference trees (4.85 vs. 3.33). While this difference is relatively small, the difference widened in comparison to last year.
3. The impacts above did not translate into a significant difference in overall tree condition.

#### **A. Identification of Data Gaps**

1. Many of the measurement variables were set up for year to year or trends over time and the limited data collected so far do not provide much in the way of trend analysis.
2. Digital photos from the Spring 2012 site evaluation are missing and not part of this report.
3. The GPS wildflower field data from 2010 and 2011 will be evaluated to see if they can be converted into polygons for future comparison.
4. Last year's report noted that multi-stemmed trees will be given a letter designation and DBH recorded and treated as an individual tree. Six priority trees and 11 reference trees are noted as multi-stemmed trees. For consistency, the multi-stemmed trees are treated as individual as they were last year. However, this treatment of the data will need to be considered in future reports (especially at the 5 year mark).
5. Although we have looked at some tendency for trends, in many respects, the 2013 data will provide the first opportunity to compare data from multiple years. In the case of trees, we return to measure individual subjects and so the future analysis must examine the trends over time rather than a population average. Staff will arrive at a method to evaluate these data in the next annual report.
6. We did not receive estimates of participation on ORAI's exclusive use days, and request that it be made part of next year's annual report.

### **IV. FOLLOW-UP RECOMMENDATIONS**

#### **A. Findings and Course Improvements**

A number of course improvements will be explored with ORAI in 2013, these include:

1. Course Features –
  - a. Signage - In Fall 2013, the City will install a sign that outlines basic rules, etiquette, park rules, and stewardship, and a bollard with a closed sign on the entrance to Hole 1 that would be used when the course is closed.
  - b. Markers - Staff will work with ORAI on the need for markers on targets to identify the hole number. This may minimize confusion for first time users (for example at the targets for Holes 1 and 18. ORAI will get City approval of the design before fabrication and installation.
  - c. Living screens – If weather conditions are favorable, Staff will work ORAI to plant either a grey pine or buckbrush as a screen to protect either wildflower areas (to the left of the pad on Hole 14) or to protect blue oaks from disc impacts (on the southside of the target for hole 10).” Native

grass plugs or seeding may also be help to define trail areas and will be examined.

2. Trails and fairway paths –

- a. Narrow functional trails (less than 4 -5 ft wide) do not warrant mulch placement and are protective of resources. Although many of the trails between holes and the next tee pad appear to be defined, some of the pathways on fairways (especially the initial area after the Tee pad) will be reviewed with ORAI with the goal of reducing the number and width of trails. Staff and ORAI will examine options to keep water off of a path that has developed along Hole 4.
- b. Because other users access the site, the patterns of use are not all related to disc golf. The area suffers from a lack of logical, defined trails and may not serve all users (for example, disc golfers have different needs and destinations than the sight seers to the cliff or cross country mountain bikers). The use patterns that have evolved on the site will help us define needs. Trails not related to disc golf will be addressed in the forthcoming Trails Plan for the park.

3. Blue Oak protection –

- a. Staff and ORAI will review the placement of existing barriers and explore alternative trunk protection methods. We anticipate some tests this next year on the trees most susceptible to disc impacts.
- b. Perhaps the biggest challenge is related to the mulch requirement on the course. Mulch on the course will need to be replenished in the areas defined above. This mitigation (BIO 3C- j) is to limit the amount of compaction under the dripline of oak trees at tees or trails (it excluded targets). Another solution is to shrink down the area available (brush or trail guides), reducing the threat of compaction. Staff and ORAI will discuss options of importing mulch onto the site. Several holes are relatively accessible from the gate to staging areas (1, 14, 15, 16, 17, and 18) where wheelbarrows could be used. The other areas on the course are more challenging (9, 10, 11, 12, and 13). A temporary haul road that was decommissioned was used during construction. Other options, such as chipping on-site downed wood or other vegetative material, the installation of fabric, pervious cement, or graveled areas, are possible but pose negative tradeoffs.
- c. While mulch (especially straw mulch applied before the winter rains start) is a good idea in areas with bare ground and slope (to minimize erosion), this measure is intended to prevent compaction under oak trees. While the mulch does provide a more finished look, prevents weeds from growing in high use areas, and limits erosion, it is only required under the mitigation measures on a subset of the course (and technically on the tees and trails only).

4. Invasive plant removal - Staff recommends that ORAI treat the infestation of barbed goat grass (*Aegilops triuncialis*) in the grassland area south of the 8th and 9th fairways and west of the 10th tee and north of a large wildflower field. While mechanical (hand pulling, hoeing, weed eating in the early flowering stage,

or cut, bag, and remove) may be effective. We will also look at the removal of the single scotch broom (*Cytisus scoparius*) in the eastern end of the study area.

## **B. Alterations to the Next Monitoring Plan or Report**

The following should be added to the next management plan (most of these from last year's monitoring report):

1. Document photo point locations and Priority 1 and reference tree locations.
2. Add the protocol for the addition of Reference trees. Reference trees were added to provide a comparison between trees on disc golf fairways and those minimally impacted by disc golf play.
3. In addition to the "damaged cambium" or "number of damaged quads" count the number of impacts.
4. Add protocol to collect area data on the size of the wildflower fields. Complete area comparison between data collected in 2005 and current data (Table 3).

## **V. SUMMARY**

This represents the first monitoring report for the Peregrine Point Disc Golf Course. As part of the adaptive management approach, we will update the Monitoring Report based on recommendations in this report and complete course improvements.

## **VI. REFERENCES**

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- City of Chico. 2011. Monitoring Plan for the Peregrine Point Disc Golf Course. Chico, California. Revised Draft. May 2011. General Services Department, Parks Division. Chico, California.
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- [NSR]. North State Resources. 2012a. Peregrine Point Disc Golf Course Botanical Monitoring. NSR No. 51325. Christine Hantelman and Paul Kirk. November, 12, 2012. Chico, CA.
- [NSR]. North State Resources. 2012b. 2012 Peregrine Point Disc Golf Course Oak Tree Assessment and Monitoring Report. NSR No. 51325. Scott Gregory. December 11, 2012. Chico, CA.
- Herrick, JE and TL Jones. 2002. A Dynamic Cone Penetrometer For Measuring Soil Penetration Resistance. Soil Sci. Soc. Am. J. 66:1320-1324 (2002).

**Appendix A – Revised (As Of 6/1/13) Active Mitigation And Monitoring Measures  
For The Bidwell Park Peregrine Point Disc Golf/Trailhead Area.**

Only the details of active categories and measures shown, completed or not applicable measures removed. Removed measures are indicated with grey text.

See Monitoring Plan (Chico, 2011) for entire list.

**Appendix B – 2012 ORAI Annual Report**



January 1, 2013

City of Chico

965 Fir Street

P.O. Box 3420

Chico, CA 95927

**Subject: Annual Report**

To Whom It May Concern:

Per the operating agreement currently in place, the following is a report for Peregrine Point for the year of 2012.

**Background:** A section of the operating agreement signed by the Chico Outsiders requires an annual report on Peregrine Point be made to the City of Chico. The requirements of the report are not defined by the agreement, although some headings specifically are mentioned. The report's timing is intended to coincide with the start of what would be considered the "wet season" where activities are likely to diminish at Peregrine Point. This report covers the time frame from opening day until December 31, 2012.

**Usage:** The Chico Outsider do not, and are not required to, maintain records of the number of visits to the site by the public or demographics of public use. Some user information can be gleaned from ranger records of site visits. These records should be on file with the City.

The Chico Outsiders had 10 exclusive use days and were able to sell fundraising items on one Saturday per month. The Outsiders held tournaments on many of the days. However due to weather and smoke conditions, the attendance at some of the events was low. We did have a great turn out at our first event of the year. However we capped the number of participants to below 90.

**Mitigations:** In 2012 the Chico Outsiders paid \$3,700.00 for studies on the condition of specific natural resources at the Peregrine Point site.

**Course Condition:** Course conditions in 2012 were even better than in 2011. We again had good rain fall. This enabled a good growth of wildflowers and grasses. You can no longer see where the temporary construction road was installed on the course.

**Course Maintenance:** Course maintenance was again relatively minimal in 2012. We performed litter removal. Some minor removal of graffiti and some repair to a couple of tree guards. There was a tree that fell on the tee pad of hole 10. The City was contacted and they removed the obstacle. Again the course is relatively new and it appears that players are treating it with respect. This is supported by the very low occurrence of litter or vandalism.

**Course improvements:** We are currently putting together a scheduled maintenance day. We hope to work with the City as to any suggestions they might have for us. We will be re-finishing the benches and installing tree guards.

**Proposed Activities:** In 2013 we will again have our annual Bag Tag Tournaments and tournaments open to the general public on our exclusive use days to assist in fundraising.

**Advertising:** The Chico Outsiders are required to regularly advertise Peregrine Point to the public. We do this through a monthly newsletter sent to 600 plus members, a Facebook group with 450 plus members, a new website that is updated monthly, and through organized activities. Information on signage at the course is updated on a regular basis. We also provide score cards and maps for Peregrine Point along with Sherwood Forest. In addition we want to install tee signs that would contain environmental information and care instructions for the course.

Sincerely,

Shawn Hughes – President

Outsiders Recreation Advocacy, Inc.

A California 501(c)3

**Appendix C – Peregrine Point Photos**












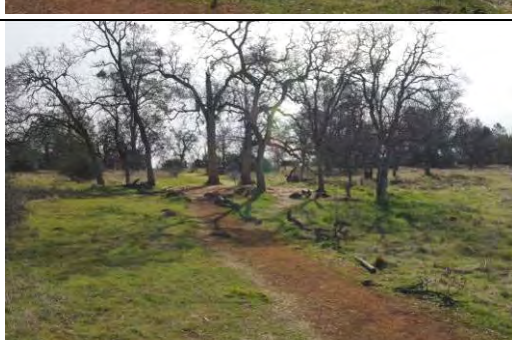














# CITY OF CHICO MEMORANDUM


TO: FILE DATE: 7/8/11  
 FROM: DAN EFSEAFF FILE: PP-DG  
 SUBJECT: PEREGRINE POINT DISC GOLF COURSE – SITE PHOTOPOINTS 2011 AND 2012.

























Instructions – Insert photo and add location caption, compress the pictures to reduce the overall file size, sort by column 1.  
 Nomenclature: Hole # - Tee Pad (H\*- P) and Hole # - Target (H\*-T).
















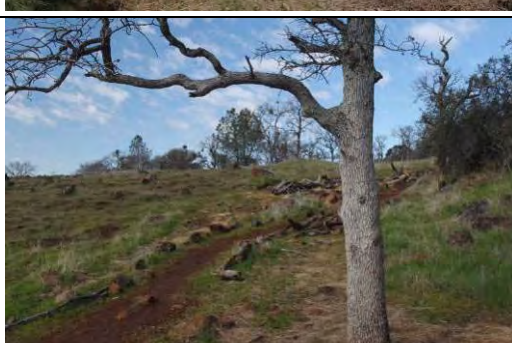





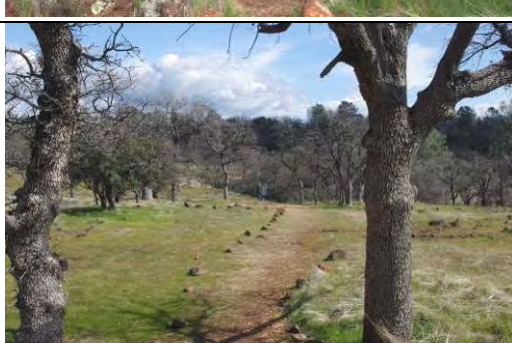


## Hole (H) and Photo-Point Panorama (PP) Photographs

Location	March 2011	July 2011	July 2012
PP-1			
H1-P			
H1-T			
PP-2.1			
PP-2.2			
PP-2.3			





















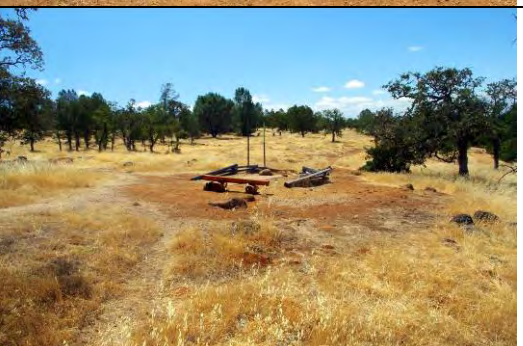



Location	March 2011	July 2011	July 2012
PP-2.4			
PP-2.5			
PP-2.6			
PP-2.7			
PP-2.8			
PP-2.9			
PP-2.10			
H2-P			

























Location	March 2011	July 2011	July 2012
H2-T			
H3-P			
H3-T1			
H3-T2 (toward H4-P)			
H3-T3 (toward H4-T)			
H3-T4 (toward H4-T alternate)			
H4-T1			
H4-T2 (cliff)			
H4-T3 (toward H5-P)			












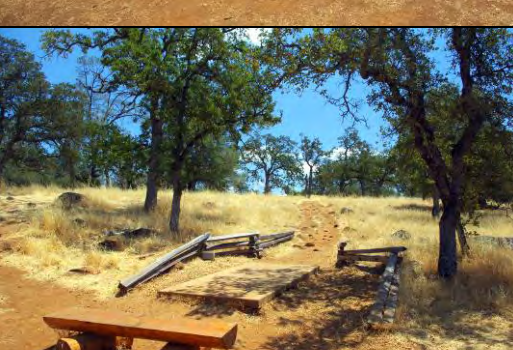



Location	March 2011	July 2011	July 2012
H5-P			
H5-T1			
H5-T2 (toward H6-P)			
H6-P			
H6-T1			
H6-T2 (toward H7-P)			
H7-P			
H8-P			

Location	March 2011	July 2011	July 2012
H8-T			
H9-P (same location as H8-T)			
H9-T1			
H9-T2 (of H10-T)			
H9-T3 (of H11-P)			
H10-P1			
H10-P2			
H11-P1 (H10-T)			



Location	March 2011	July 2011	July 2012
H11-P2			
H11-T1			
H12-T1			
H12-T2 (toward H13-P)			
H13-P1			
H14-P			
PP3-1			
PP3-2			

Location	March 2011	July 2011	July 2012
PP3-3			
H14-T			
H15-P			
H15-T1			
H15-T2			
H15-T3			
H16-P			
H16-T			

Location	March 2011	July 2011	July 2012
H17-P1			
H17-P2			
H17-T			
H18-P			
H18-T			

H:\Park\Programs\Monitoring\Peregrine\_Disc\_Golf\_Course\Data\PPDG\_2012\_photos\_memo\_12\_0712.doc  
9/25/2013

**Appendix D – [NSR]. North State Resources. 2012. Peregrine Point Disc Golf Course Botanical Monitoring. NSR No. 51325. Christine Hantelman and Paul Kirk. November 12, 2012. Chico, CA.**

# Technical Memorandum

Date: November 12, 2012  
To: Mr. Dan Efseaff, Park and Natural Resource Manager, City of Chico  
From: Ms. Christine Hantelman, Botanist and Mr. Paul Kirk, Project Manager  
Project: NSR No. 51325 - Peregrine Point Disc Golf Course Botanical Monitoring  
Subject: 2012 Botanical Survey Results

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## I. INTRODUCTION

On behalf of the City of Chico (City) and Outdoor Recreation Advocacy, Inc. (ORAI), North State Resources, Inc. (NSR) conducted a botanical survey on and around the site of the Peregrine Point Disc Golf Course, hereinafter referred to as the “study area.” This letter summarizes the results of the findings regarding the botanical resources detected and mapped within the study area. Figures are located at the end of the memorandum.

## II. PROJECT LOCATION

The approximately 70-acre study area is located along State Highway 32 approximately 7 miles east of the city of Chico (Figure 1). The study area occurs in the eastern portion of Bidwell Park on the south rim of the ridge overlooking Big Chico Creek at an elevation range of 1,050 to 1,300 feet above mean sea level. Barbed-wire fence encloses the study area on the southern and western edges.

## III. PHYSICAL AND BIOLOGICAL SETTING

The study area is sited upon volcanic mudflow breccia that is part of the Tuscan Formation. These hard mudflows form the rocky outcrops covered with thin soils that support the vegetated areas identified as “wildflower fields” in previous surveys of the study area (City of Chico and EDAW 2008). Blue oak occurs on the deeper soils formed on volcanic conglomerate (U.S. Department of Agriculture and Natural Resources Conservation Service 2006).

The site has been used by hikers and naturalists and, currently, as a disc golf course. Footpaths and trails, eroded soils, trampled plants, and damaged trees are some examples of disturbances at this site that reflect its historical and current use.

Vegetation on the site is a mix of blue oak (*Quercus douglasii*) savannah with sparse, scattered tree cover and blue oak/foothill woodland with foothill pine (*Pinus sabiniana*) and interior live oak (*Quercus wislizenii*), interspersed with annual grassland elements and exposed volcanic mudflow. Understory shrubs and vines occurring within the woodland are manzanita (*Arctostaphylos manzanita*), redberry (*Rhamnus ilicifolia*), buck brush (*Ceanothus cuneatus*), poison oak (*Toxicodendron diversilobum*), and honeysuckle (*Lonicera interrupta*). Grassland

within the study area is dominated by non-native annual grasses including wild oats (*Avena barbata*), Italian wildrye (*Festuca perennis*), soft chess (*Bromus hordeaceus*), annual fescues (*Festuca* spp.), false brome (*Brachypodium distachyon*), dogtail (*Cynosurus echinatus*) and medusahead (*Elymus caput-medusae*). Non-grass species flowering at the time of survey include twining brodiaea (*Dichelostemma volubile*), soap plant (*Chlorogalum pomeridianum*), purple clarkia (*Clarkia purpurea*), yellow mariposa lily (*Calochortus luteus*) and Butte County checkerbloom (*Sidalcea robusta*).

Thinner soils associated with the edges of the exposed volcanic mudflow support a few annual grasses, mostly annual fescues and soft chess, as well as needle-leaved navarretia (*Navarretia intertexta*), Douglas' sandwort (*Minuartia douglasii*), dwarf stonecrop (*Parvisedum pumilum*), Hansen's spike-moss (*Selaginella hansenii*) and Bidwell's knotweed (*Polygonum bidwelliae*).

#### IV. SURVEY METHODOLOGY

NSR Botanist, Christine Hantelman, conducted a targeted survey on May 10 and 11, 2012, in order to relocate and map previously recorded occurrences of the Butte County endemics, Butte County Checkerbloom (hereinafter "checkerbloom") and Bidwell's knotweed (hereinafter "knotweed"). A map of checkerbloom occurrences from botanical surveys conducted in 2011 was used to relocate known checkerbloom plants. Survey effort was limited to the portion of the study area encompassing the Peregrine Point Disc Golf Course area and the northeastern end of the study area where checkerbloom was documented in previous years. Wildflower fields within the main area of play that were known from previous surveys to contain knotweed were surveyed and knotweed occurrences mapped; other wildflower fields were scanned for presence of knotweed as time permitted. Incidental observations of noxious weeds were also recorded. Although associated species and general vegetation attributes were noted with regard to rare plant occurrences, a full floristic survey was not conducted. Taxonomic nomenclature for plant species is in accordance with *The Jepson manual: vascular plants of California, 2nd edition* (Baldwin et al. 2012).

Checkerbloom units and counting methodology followed the survey methodology detailed in the *2011 Botanical Monitoring Results Technical Memorandum* (North State Resources 2011). Specifically, the following checkerbloom units were used:

- Individuals - single meristems separated from other meristems by 50 cm (19.6 in);
- Small clumps - clumps with 1-5 separate meristems co-located in an area less than 50 cm x 50 cm; and
- Large clumps - clumps with 5 or more meristems close together that cover an area greater than 50 cm x 50 cm.

To facilitate analysis of between year changes in populations of checkerbloom within discrete areas, checkerbloom groups (CG) were created by drawing polygons around closely co-located checkerbloom data points in 2011. Those same groups were again used for the checkerbloom data points recorded in 2012. Total number of checkerbloom units within each polygon (checkerbloom group) was counted. Flowering stems (racemes) were also counted and recorded for all checkerbloom units mapped in 2012.

The location of checkerbloom units were mapped as point data using a Trimble™ Pathfinder Pro XH Global Positioning System capable of sub-meter accuracy (Trimble GPS). For each data point, the number of checkerbloom units, phenology, plant associates, and observed threats were recorded using the *California Native Species Field Survey Form* (CNDDDB 2008).

Bidwell’s knotweed is a small annual species that occurs on the exposed volcanic mudflow and thin soils of the wildflower fields in the study area. Because knotweed plants can occur close together and in great numbers (often 100 or more), the boundaries of areas containing knotweed (patches) were mapped as polygon data using the Trimble GPS. Estimated number of individuals, phenology, plant associates, and observed threats were also recorded for each patch.

## V. RESULTS

### Checkerbloom

A total of 114 checkerbloom units were mapped (40 data points) during the 2012 survey. Less than half of the units (48%) were in a vegetative state, that is, they produced no racemes. The remainder (52%) bore flowering stems in various stages of development. Phenologically, the population at the study area was in early flower with 11% of the racemes in full flower and 53% of the racemes still in bud. The remaining racemes (36 %) had been “nipped” (presumably by deer or other herbivores) below the buds. These data are summarized in Table 1. Data points and checkerbloom groups (CGs) are shown in Figure 2.

**Table 1. Summary of field data for Butte County Checkerbloom occurrences at Peregrine Point Disc Golf Course collected May 10, 2012.**

Checkerbloom Occurrence Attribute	Count	% of total
# units reproductive	59	52%
# units vegetative	55	48%
<b>Total # units</b>	<b>114</b>	<b>100%</b>
# racemes in flower/fruit racemes	27	11%
# racemes in bud	132	53%
# racemes nipped	88	36%
<b>Total # racemes</b>	<b>247</b>	<b>100%</b>

All of the checkerbloom groups (CG) mapped in 2011 were relocated and mapped in 2012. Most of the checkerbloom units occurred within blue oak woodland paralleling the 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup> fairways or were associated with individual oak trees or the drip line of shrubs at the ecotone of woodland and grassland (CG-3, CG-4, and CG-5). Another cluster of points was located along the edge of woodland east of the 2<sup>nd</sup> fairway (CG-2). The out-of-bounds areas between the 3B and 3 baskets and bounded by rail fence was another area where checkerbloom was relatively abundant. Additional checkerbloom units were mapped in the northeastern portion of the study area, outside the general area of disc golf play (CG-7 and CG-8).

In general, checkerbloom plants appeared to be in good condition, with only one obviously trampled individual at the edge of a trail. Flowering stems (racemes) were robust with no buds aborting as has been observed at other checkerbloom locations in dry years (Hantelman 2004). Evidence of herbivory on checkerbloom racemes was observed and recorded. About a third (36%) of the racemes counted had been “nipped”, leaving no buds or flowers on the stem.

Fewer total checkerbloom units were recorded in 2012 compared with 2011; however, checkerbloom plants in 2012 produced many more racemes than in 2011. This increase in reproductive effort is likely explained by a rainfall pattern in 2012 (dry winter, slightly wetter spring) that favors later flowering perennial plants like checkerbloom.

### Knotweed

Bidwell’s knotweed patches that were mapped in 2011 within the main disc golf area were relocated and mapped in 2012 (Figure 2). Time and budget constraints did not allow for extensive additional knotweed surveying west of the 8th tee pad or in the northeastern portion of the study area. The large wildflower field along the rim of the canyon between the ridge edge and north of 5th and 6th fairways was scanned for knotweed; only a few plants were observed.

Although the surveys were conducted almost two weeks earlier in 2012 compared with 2011, the mapping effort was again well-timed: over 90% of the knotweed plants were in flower, when the species is most readily detected. Knotweed plants were smaller in stature and more sparsely distributed in 2012 than those observed in 2011. In all, 17 knotweed patches were mapped and the populations within patches ranged from a few individuals to 1000s. All knotweed patches occurred on thin soils associated with the edges and surface of exposed volcanic mudflow. Knotweed was frequently found growing with Hansen’s spike moss and dwarf stonecrop, and was also strongly associated with undisturbed algal crusts. Knotweed plants also occurred along the edges of trails or footpaths within or beside some wildflower fields, however, few if any plants were observed in the compacted soil of the actual trails and paths.

Trampling and associated erosion was observed along designated and undesignated trails within proximity to a majority of the knotweed patches. A summary of knotweed patch attributes, associated plant species, and observed threats at each patch are found in Table 2.

### Incidental Observations

Last year, a large infestation (tens of thousands of individuals) of barbed goat grass (*Aegilops triuncialis*) was observed in the grassland area southwest of the 9th fairway and north of the large wildflower field containing knotweed (south of 8th and 9th fairways and west of the 10th tee). This CDFA List B noxious weed (California Department of Food and Agriculture 2011) was relocated in 2012.



**Table 2. Summary of field data for Bidwell's knotweed occurrences mapped at Peregrine Point Disc Golf Course, May 10 & 11, 2012.**

Polygon ID #	# plants	% in bud	% in flwr	Knotweed Associates	Observed Threats
POBI-1	500-1000	0	100	<i>Parvisedum pumilum</i> , <i>Selaginella hansenii</i> , <i>Plantago erecta</i> , <i>Navarretia sp.</i>	Yellow starthistle ( <i>Centaurea solstitialis</i> ) in upland area. No major foot traffic here.
POBI-2	500-1000	0	100	<i>Parvisedum pumilum</i> , <i>Minuartia douglasii</i> , <i>Navarretia sp.</i>	Foot trail across northern portion of the entire wildflower field
POBI-3				(Number not used)	
POBI-4	< 50	0	100	<i>Parvisedum pumilum</i> , algal crust	Trampling/erosion
POBI-5	< 50	0	100	<i>Parvisedum pumilum</i> , algal crust	Trampling/erosion
POBI-6	<50	0	100	<i>Parvisedum pumilum</i> , <i>Minuartia douglasii</i> , <i>Navarretia sp.</i> , <i>Juncus bufonius</i>	Trampling/erosion
POBI-7	2	0	100	<i>Parvisedum pumilum</i> , <i>Navarretia sp.</i> , <i>Juncus bufonius</i> , <i>Chlorogalum angustifolium</i> .	Trampling
POBI-8	100-500	0	60	Algal crust	Trampling
POBI-9	1000-2000	0	90	Algal crust	Trampling/erosion
POBI-10	100-500	0	99	Algal crust	Trampling
POBI-11	100-200	0	75	<i>Selaginella hansenii</i> , algal crust, <i>Navarretia sp.</i> , <i>Bromus hordeaceus</i>	Trampling
POBI-12	50-100	0	90	<i>Selaginella hansenii</i> , algal crust, <i>Navarretia sp.</i> , <i>Bromus hordeaceus</i>	Trampling
POBI-13	500-1000	0	85	<i>Chorizanthe stellulata</i> , <i>Clarkia purpurea</i> , <i>Selaginella hansenii</i> , <i>Hypochaeris glabra</i> .	Old trails; disturbance less than in 2011
POBI-14	500-1000	0	90	<i>Chorizanthe stellulata</i> , <i>Clarkia purpurea</i> , <i>Selaginella hansenii</i> , <i>Hypochaeris glabra</i> .	Old trails; disturbance less than in 2011
POBI-15	100-500	0	90	<i>Chorizanthe stellulata</i> , <i>Clarkia purpurea</i> , <i>Selaginella hansenii</i> , <i>Hypochaeris glabra</i>	No obvious threats
POBI-16	100-500	10	90	<i>Selaginella hansenii</i> , <i>Clarkia purpurea</i> , <i>annual grasses</i>	Foot traffic along N edge
POBI-17	10	0	100	<i>Selaginella hansenii</i> , <i>Hypochaeris glabra</i> , <i>Clarkia purpurea</i>	No obvious threats
POBI-18	10	0	100	<i>Selaginella hansenii</i> , <i>Hypochaeris glabra</i> , <i>Clarkia purpurea</i>	No obvious threats

## VI. CONCLUSION

Butte County checkerbloom and Bidwell's knotweed plants were relocated and mapped at most of the locations within the area that was surveyed in 2011, including all those within the main disc golf area. Checkerbloom plants and habitat were in good condition. Of the 114 checkerbloom units mapped, over half (52%) produced one or more flowering stems. Herbivory in the form of top removal of the flowering stems was observed on about a third (n=88) of the 247 total racemes counted.

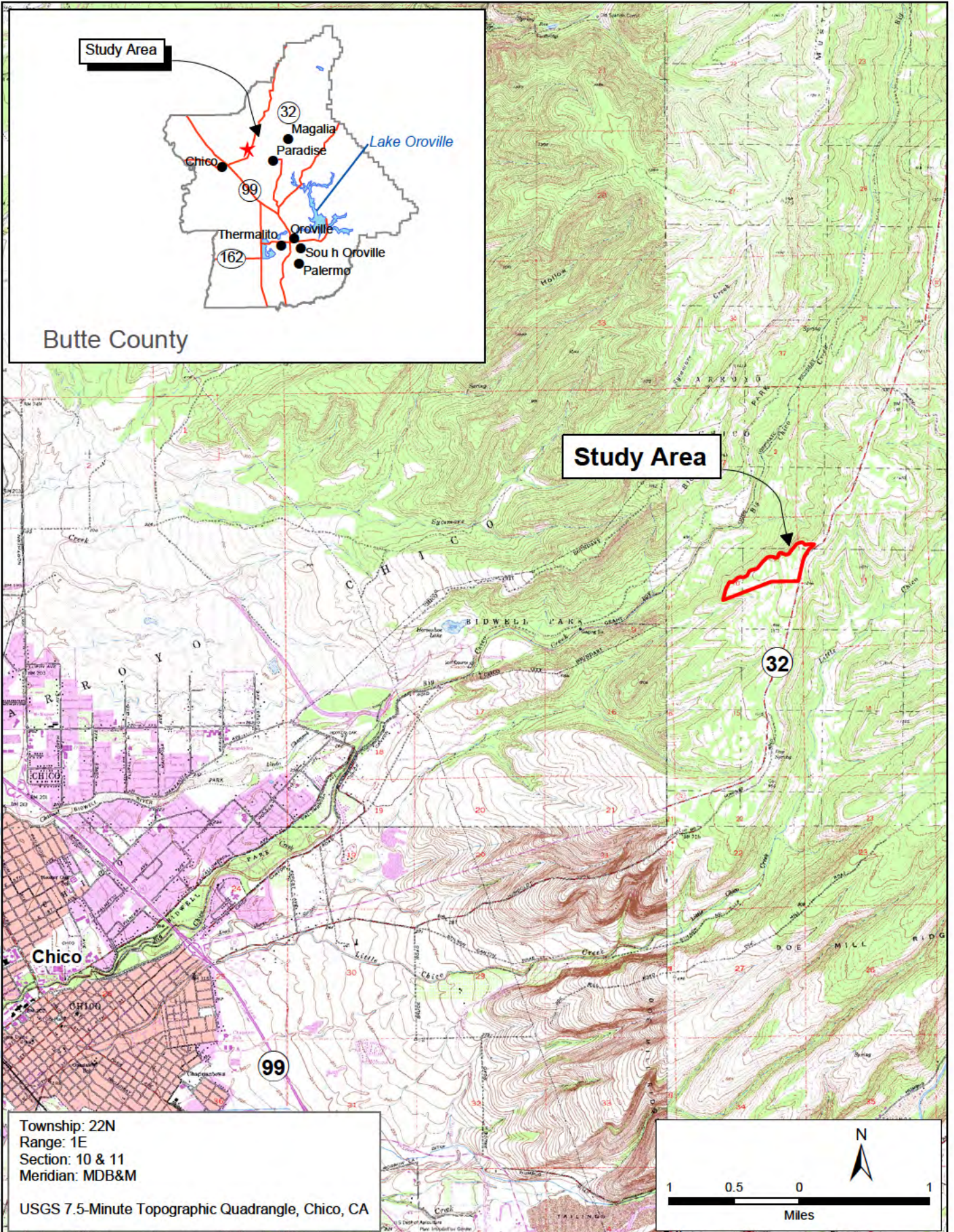
Knotweed plants were relocated in almost all of the wildflower fields in which it was mapped in 2011. In 2012, plants were shorter with fewer branches than in 2011. The extent of knotweed within the wildflower fields was smaller and plants were more sparsely distributed. Observed threats to knotweed continue to be trampling, soil erosion, and weed invasions. Checkerbloom is getting browsed at the site, but the author believes that human impacts at the site (soil erosion, weed dispersal, trail extensions, etc.) would have a greater long term affect than deer browse.

The noxious weed barbed goat grass population observed in 2011 was relocated this year, and the population appears to have decreased by 50 to 60 percent in both the extent and number of plants. This change may be due to the dry winter in 2012.

## VII. REFERENCES

- Baldwin, B., D. H. Goldman, K. D. J., R. Patterson, T. J. Rosatti, and D. H. Wilken, eds. 2012. *The Jepson manual: vascular plants of California, 2nd edition*. Berkeley: University of California Press.
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**Figure 1**  
**Study Area Location and Vicinity**

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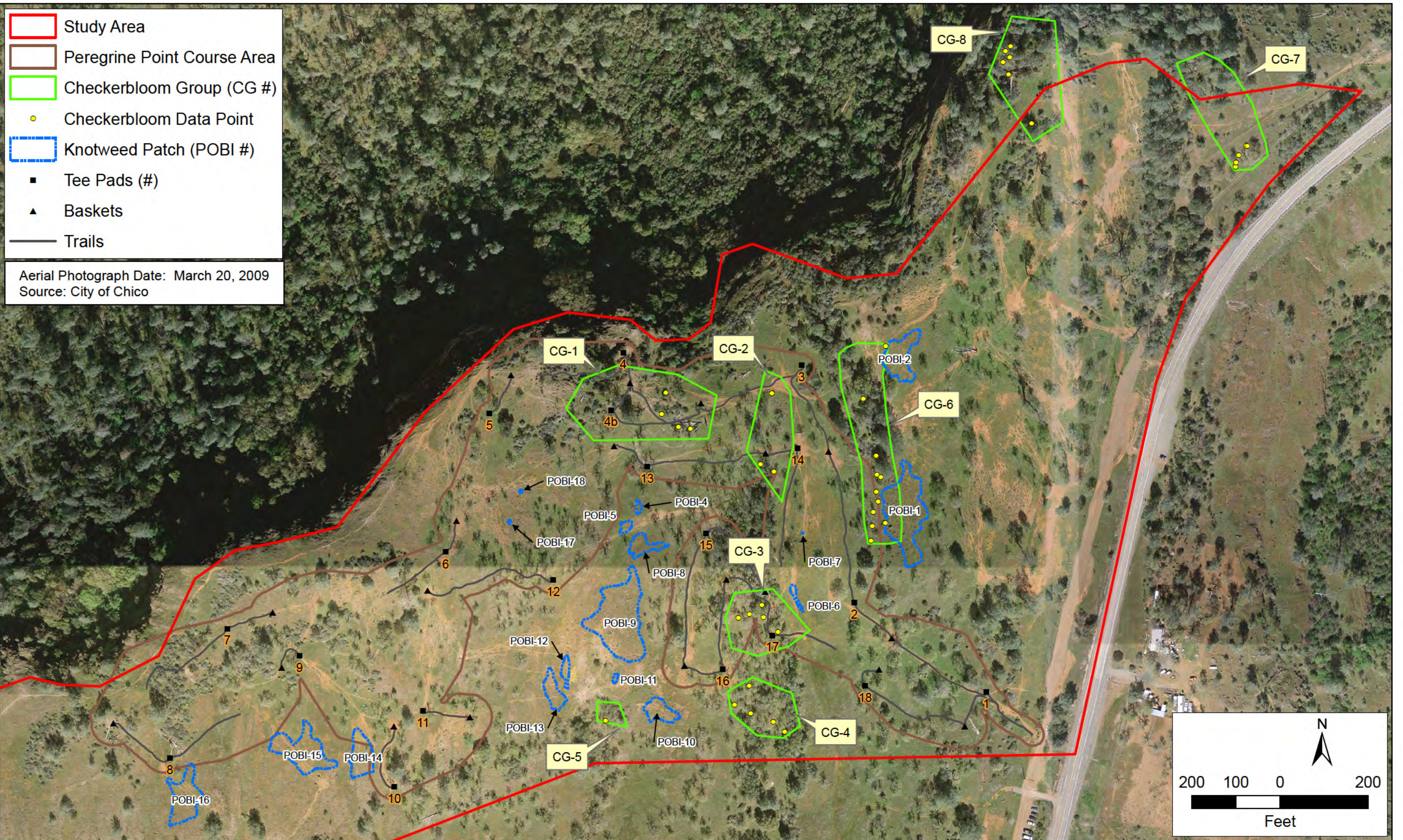


Figure 2  
Checkerbloom and Knotweed Locations - 2012 Survey

**Appendix E – [NSR]. North State Resources. 2012. 2012 Peregrine Point Disc Golf Course Oak Tree Assessment and Monitoring Report. NSR No. 51325. Scott Gregory. December 11, 2012. Chico, CA.**

## Technical Memorandum

**Date:** December 11, 2012

**To:** Mr. Dan Efseaff  
City of Chico  
Department of Parks and Natural Resources  
965 Fir Street  
Chico, CA 95928

**From:** Mr. Scott Gregory, Biologist  
North State Resources, Inc.  
500 Orient Street, Suite 150  
Chico, CA 95928

**Subject: 2012 Peregrine Point Disc Golf Course Oak Tree Assessment and Monitoring Report (NSR Project No. 51425)**

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### I. INTRODUCTION

On behalf of the City of Chico (City) and Outdoor Recreation Advocacy, Inc. (ORAI), North State Resources, Inc. (NSR) conducted an arborist survey of the Peregrine Point Disc Golf Course, hereinafter referred to as the “study area”. This memorandum summarizes the findings of the 2012 arborist survey which is the second year of assessment and monitoring for three populations of native oak trees (*Quercus* spp.) in the study area.

### II. PROJECT LOCATION

The study area is approximately 70 acres in size, and is located on the west side of State Highway 32 in Butte County, California. The study area is located in the eastern portion of Upper Bidwell Park on the south rim of the ridge overlooking Big Chico Creek at an elevation range of 1,050 to 1,300 feet above mean sea level.

### III. PHYSICAL AND BIOLOGICAL SETTING

The study area is sited upon volcanic mudflow breccia that is part of the Tuscan Formation, with thin soils that are low in organic matter. The study area is frequently

used by disc golf enthusiasts, hikers, and cyclists. Footpaths and trails, eroded soils, trampled plants, and impacted trees are some examples of disturbances at the study area that reflect its current and historic use.

Vegetation within the study area is a mix of blue oak (*Quercus douglasii*) savannah with sparse, scattered tree cover and blue oak/foothill woodland with foothill pine (*Pinus sabiniana*) and interior live oak (*Quercus wislizenii*), interspersed with understory shrubs and vines, annual grasses and forbs, and exposed volcanic mudflow.

#### **IV. SURVEY METHODOLOGY**

Oak trees within the study area were surveyed on foot by Scott Gregory, International Society of Arboriculture (ISA) Certified Arborist WE-9041A on November 7, 2012.

##### Data Collection

Year 2 oak tree data were collected using a Trimble GeoXH GPS field computer using a data dictionary developed jointly by the City of Chico and Scott Gregory in 2011 prior to the Year 1 oak assessment field work. The boundaries of the study area and the location of the surveyed trees are illustrated on the map provided in Attachment A.

Each surveyed oak was measured and assessed for diameter at breast height (DBH), height class, tree condition class, proportion of the tree exhibiting impact marks, number of areas on the tree exhibiting deep wounding of the bark to the cork cambium depth, proportion of the canopy exhibiting dead wood, total number of broken branches in the canopy, tree species, growth form, and width of tree crown along the north-south bearing. Where surveyed oaks had multiple dominant stems originating below breast height, DBH was measured for each stem. All other attributes were assessed for the entire tree rather than stem-wise to maintain consistency with the 2011 project protocol.

##### Priority 1 Oaks

Oaks located in an area of influence of disc golf activity with a high potential for impacts by discs were identified by City of Chico Department of Parks and Natural Resources in 2011 as Priority 1 oaks. Priority 1 oaks were located in the field using existing Geographic Information Systems (GIS) coordinate data provided by the City of Chico. Identification number tags from Priority 1 oaks that fell off or were removed since initial tag installation during the initial oak assessment in 2011 were replaced near basal level where they would be less conspicuous.

##### Transect Oaks

Oak trees within each of the four interrupted belt transect quadrants (01-001, 1-002, 01-003, 01-004) established in 2011 between the course entrance and the Hole 5 tee box

were surveyed and assessed using the same parameters described above for Priority 1 oaks.

### Reference Oaks

A random sample of oaks within outer bounds of the disc golf course, but outside the field of play of individual fairway boundaries, was designated by City of Chico Department of Parks and Natural Resources in 2011 as a reference population for monitoring and comparison to Priority 1 and Transect oak data. Reference oaks were surveyed and assessed using the same parameters described above for Priority 1 and Transect oaks.

## **V. RESULTS**

### Priority 1 Oaks

The population of Priority 1 oaks consists of 32 blue oaks and one interior live oak, with a total of 39 stems. These trees were re-visited and assessed during the 2012 monitoring survey. Summary 2012 Priority 1 oak data are presented in Tables 1–7 in Attachment B.

### Transect Oaks

The population of Transect oaks consists of nine trees with a total of 10 stems. The first tree associated with each transect segment represents the starting point of that respective segment. Summary 2012 Transect oak data are presented in Tables 1–7 in Attachment B.

### Reference Oaks

The population of Reference oaks consists of 35 trees, of which 32 are blue oaks and three are interior live oaks, with a total of 52 stems. Summary 2012 Reference oak data are presented in Tables 1–7 in Attachment B.

## **VI. DISCUSSION**

This report presents results from the second annual assessment of 77 oak trees (101 stems) within the bounds of the study area. Three established populations of survey trees (Priority 1, Reference, and Transect oaks) will continue to be evaluated annually to monitor the possible effects of disc golf activities on oak trees in the study area.

Multiple dominant stems on a tree originating below breast height were treated as separate trees in calculating diameter (DBH) summary data. Summary data for all other attributes were assessed for the entire tree rather than stem-wise.

A calculation discrepancy was discovered in the 2011 data set, making direct comparison to 2012 data difficult. 2011 summary data appears to have been calculated based on an incorrect number of trees and/or stems. Despite the discrepancy, a rough comparison of



2011 and 2012 data indicates a direct increase in the number of impacted tree quadrants among Priority 1 trees. Re-calculation of 2011 data is required in order to make an accurate comparison to data collected in 2012.

Future surveys are required in order to gain a better long-term understanding of how recreational use of the Peregrine Point Disc Golf Course impacts the oak trees in the study area.

Thank you for providing NSR with the opportunity to assist the City of Chico with monitoring of its native oak trees in the Peregrine Point Disc Golf Course. If you have any questions or require additional information, please contact NSR Biologist Scott Gregory by telephone at (530) 345-4552 ext. 209, or by e-mail at [gregory@nsrnet.com](mailto:gregory@nsrnet.com).

Sincerely,



Scott Gregory, Biologist  
Certified Arborist #WE-9041A, International Society of Arboriculture

Appendices:            Attachment A:            Tree Locations Map  
                                 Attachment B:            Summary Data

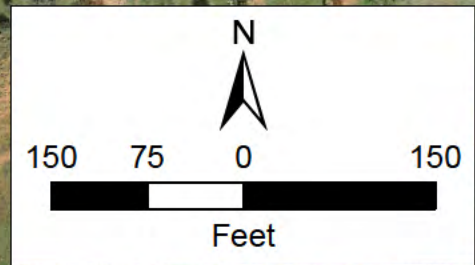
cc:                        Denice Britton, Urban Forest Manager, City of Chico  
                                 Lise Smith-Peters, Park Services Coordinator, City of Chico

**ATTACHMENT A**

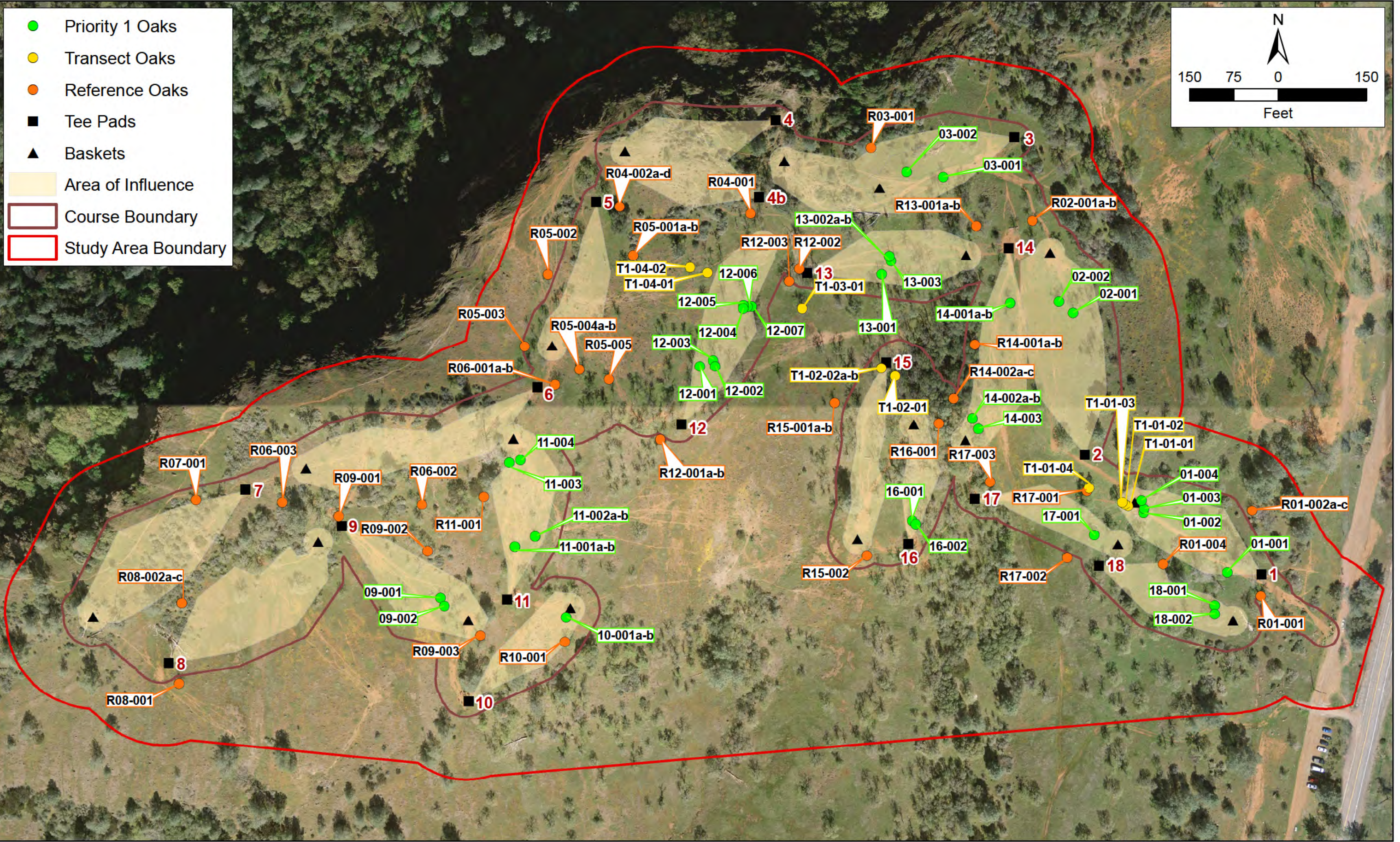
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**Locations of Surveyed Oak Trees Map**

- Priority 1 Oaks
- Transect Oaks
- Reference Oaks
- Tee Pads
- ▲ Baskets
- Area of Influence
- Course Boundary
- Study Area Boundary



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Peregrine Point Disc Golf Course Oak Monitoring and Assessment

## **ATTACHMENT B**

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### **Data Summary**

**Table 1 - Percent Composition of Diameter Classes**

DBH (inches)	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0-6	7.7	9.6	10.0
6-12	66.7	63.5	50.0
12-18	12.8	15.4	20.0
18-24	7.7	9.6	10.0
24-30	2.6	1.9	10.0
>30	2.6	0.0	0.0

**Table 2 - Percent Composition of Height Classes**

Height (feet)	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0-5	0.0	0.0	0.0
6-10	0.0	2.9	0.0
11-15	15.2	25.7	11.1
>15	84.8	71.4	88.9

**Table 3 - Percent Composition of Condition Classes**

Condition	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
Excellent	0.0	0.0	0.0
Good	24.2	11.4	0.0
Fair	42.4	60.0	66.7
Poor	33.3	28.6	33.3
Dead	0.0	0.0	0.0

**Table 4 - Percent Composition of Trunk Impacts Classes**

Percent Trunk Impacted	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0	0.0	62.9	66.7
1-25	18.2	22.9	33.3
26-50	30.3	11.4	0.0
51-75	36.4	2.9	0.0
>75	15.2	0.0	0.0

**Table 5 - Percent Composition of Dead Canopy Classes**

Percent Dead Canopy	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0	0.0	2.9	0.0
1-25	90.9	77.1	77.8
26-50	6.1	17.1	11.1
51-75	0.0	2.9	11.1
>75	3.0	0.0	0.0

**Table 6 - Percent Composition of Broken Branch Count**

Number of Broken Branches	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0	3.0	25.7	11.1
1	9.1	5.7	22.2
2	15.2	14.3	11.1
3	9.1	11.4	44.4
4	6.1	11.4	11.1
5	21.2	11.4	0.0
6	0.0	2.9	0.0
7	12.1	0.0	0.0
8	21.2	2.9	0.0
9	3.0	2.9	0.0
≥10	0.0	11.4	0.0

**Table 7 - Percent Composition of Damaged Bark Patch Count**

Number of Damaged Bark Patches	Percent of Priority 1 Population (%)	Percent of Reference Population (%)	Percent of Transect Population (%)
0	45.5	82.9	66.7
1	45.5	11.4	0.0
2	6.1	0.0	11.1
3	0.0	0.0	11.1
4	0.0	0.0	11.1
5	0.0	2.9	0.0
6	0.0	2.9	0.0
7	0.0	0.0	0.0
8	0.0	0.0	0.0
9	0.0	0.0	0.0
≥10	0.0	0.0	0.0

## Appendix F – Statistical Analysis

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Welcome to Minitab, press F1 for help.

NOTE: Results are separated out for Priority 1 trees ("y" for yes to the question "on the course" or "1") and Reference Trees ("n" for no or "0").

### Descriptive Statistics: 2012\_DBH\_(in, 2012\_Tree\_Ht, 2012\_Crown\_W, ...

Variable	2012_In_course(y /n)	N	N*	Mean	SE Mean	StDev	Minimum
2012_DBH_(inches)	N	52	0	10.154	0.667	4.812	2.000
	Y	39	0	10.872	0.929	5.805	5.000
2012_Tree_Ht_(ft)	N	52	0	19.981	0.876	6.320	6.000
	Y	39	0	20.49	1.04	6.49	10.00
2012_Crown_Width	N	52	0	21.35	1.69	12.22	6.00
	Y	39	0	17.67	1.51	9.40	0.000000000
2012_Trunk_quad_	N	52	0	0.423	0.100	0.723	0.000000000
	Y	39	0	2.436	0.159	0.995	1.000
2012_Damaged_bar	N	52	0	0.404	0.187	1.347	0.000000000
	Y	39	0	0.615	0.108	0.673	0.000000000
2012_Broken_bran	N	52	0	3.327	0.483	3.479	0.000000000
	Y	39	0	4.846	0.420	2.621	0.000000000
2012_Dead_canopy	N	52	0	17.81	1.54	11.11	13.00
	Y	39	0	16.21	1.36	8.47	13.00

Variable	2012_In_course(y /n)	Q1	Median	Q3
2012_DBH_(inches)	N	7.000	9.000	12.000
	Y	7.000	9.000	12.000
2012_Tree_Ht_(ft)	N	15.000	18.000	25.000
	Y	16.00	20.00	24.00
2012_Crown_Width	N	14.00	19.00	24.00
	Y	10.00	17.00	24.00
2012_Trunk_quad_	N	0.000000000	0.000000000	1.000
	Y	2.000	2.000	3.000
2012_Damaged_bar	N	0.000000000	0.000000000	0.000000000
	Y	0.000000000	1.000	1.000
2012_Broken_bran	N	0.000000000	2.000	5.000
	Y	2.000	5.000	8.000
2012_Dead_canopy	N	13.00	13.00	13.00
	Y	13.00	13.00	13.00

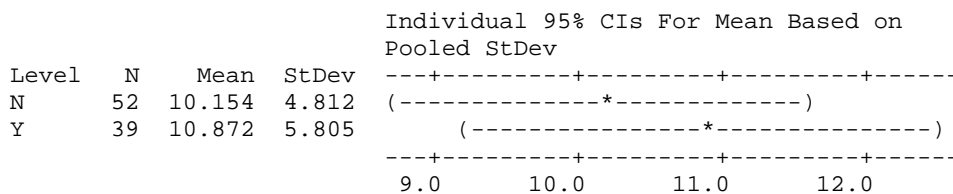
2012\_In\_course(y

Variable	/n)	Maximum
2012_DBH_(inches	N	24.000
	Y	30.000
2012_Tree_Ht_(ft	N	32.000
	Y	32.00
2012_Crown_Width	N	55.00
	Y	40.00
2012_Trunk_quad_	N	3.000
	Y	4.000
2012_Damaged_bar	N	6.000
	Y	2.000
2012_Broken_bran	N	11.000
	Y	9.000
2012_Dead_canopy	N	63.00
	Y	38.00

### One-way ANOVA: 2012\_DBH\_(inches) versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	11.5	11.5	0.42	0.521
Error	89	2461.1	27.7		
Total	90	2472.6			

S = 5.259 R-Sq = 0.46% R-Sq(adj) = 0.00%

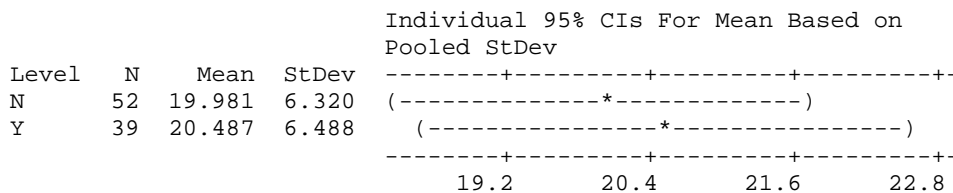


Pooled StDev = 5.259

### One-way ANOVA: 2012\_Tree\_Ht\_(ft) versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	5.7	5.7	0.14	0.709
Error	89	3636.7	40.9		
Total	90	3642.4			

S = 6.392 R-Sq = 0.16% R-Sq(adj) = 0.00%



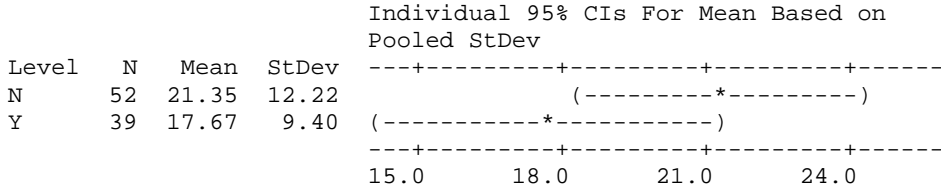


Pooled StDev = 6.392

**One-way ANOVA: 2012\_Crown\_Width\_(ft) versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y	1	302	302	2.45	0.121
Error	89	10976	123		
Total	90	11278			

S = 11.11 R-Sq = 2.68% R-Sq(adj) = 1.58%

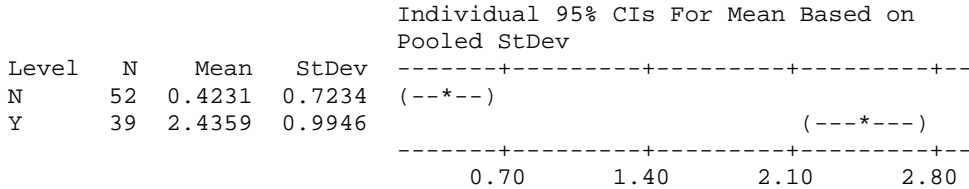


Pooled StDev = 11.11

**One-way ANOVA: 2012\_Trunk\_quad\_impts\_(No) versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y	1	90.289	90.289	125.01	0.000
Error	89	64.282	0.722		
Total	90	154.571			

S = 0.8499 R-Sq = 58.41% R-Sq(adj) = 57.95%

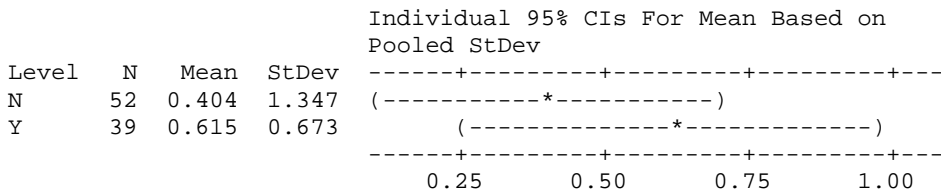


Pooled StDev = 0.8499

**One-way ANOVA: 2012\_Damaged\_bark\_ptchs\_(0->10) versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y	1	1.00	1.00	0.81	0.371
Error	89	109.75	1.23		
Total	90	110.75			

S = 1.110 R-Sq = 0.90% R-Sq(adj) = 0.00%

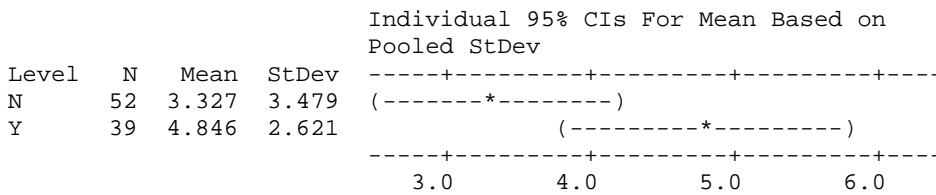


Pooled StDev = 1.110

### One-way ANOVA: 2012\_Broken\_branches\_(0->10) versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	51.44	51.44	5.21	0.025
Error	89	878.52	9.87		
Total	90	929.96			

S = 3.142 R-Sq = 5.53% R-Sq(adj) = 4.47%

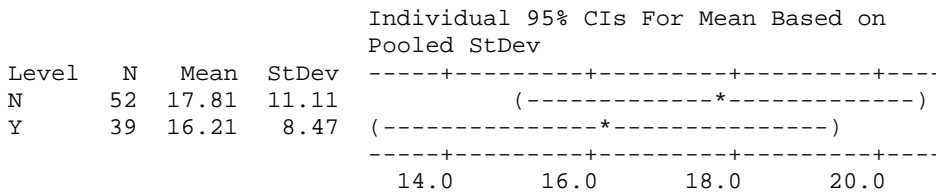


Pooled StDev = 3.142

### One-way ANOVA: 2012\_Dead\_canopy\_corrected\_(%) versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	57	57	0.56	0.454
Error	89	9022	101		
Total	90	9080			

S = 10.07 R-Sq = 0.63% R-Sq(adj) = 0.00%



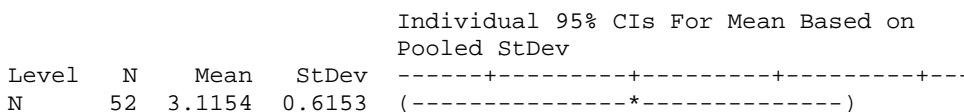
Pooled StDev = 10.07

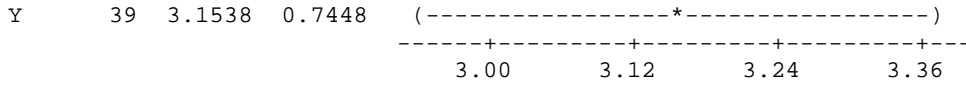
### Results for: 2012\_priority\_tree

### One-way ANOVA: 2012\_Cond\_no versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	0.033	0.033	0.07	0.788
Error	89	40.385	0.454		
Total	90	40.418			

S = 0.6736 R-Sq = 0.08% R-Sq(adj) = 0.00%



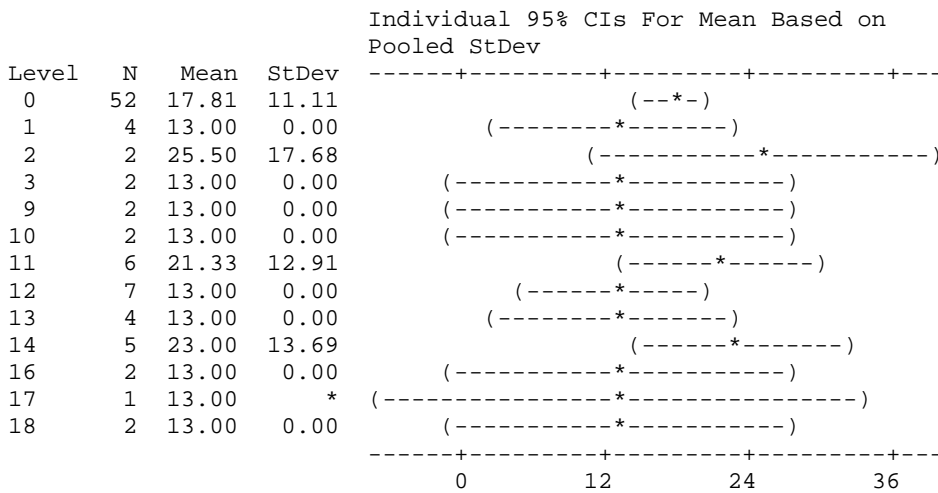


Pooled StDev = 0.6736

**One-way ANOVA: 2012\_Dead\_canopy\_corrected\_(%) versus 2012\_Hole**

Source	DF	SS	MS	F	P
2012_Hole	12	886	74	0.70	0.744
Error	78	8194	105		
Total	90	9080			

S = 10.25    R-Sq = 9.76%    R-Sq(adj) = 0.00%

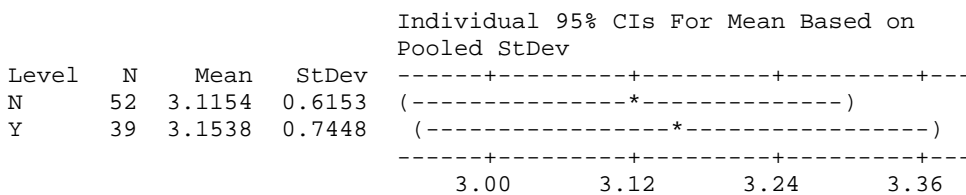


Pooled StDev = 10.25

**One-way ANOVA: 2012\_Cond\_no versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y)	1	0.033	0.033	0.07	0.788
Error	89	40.385	0.454		
Total	90	40.418			

S = 0.6736    R-Sq = 0.08%    R-Sq(adj) = 0.00%

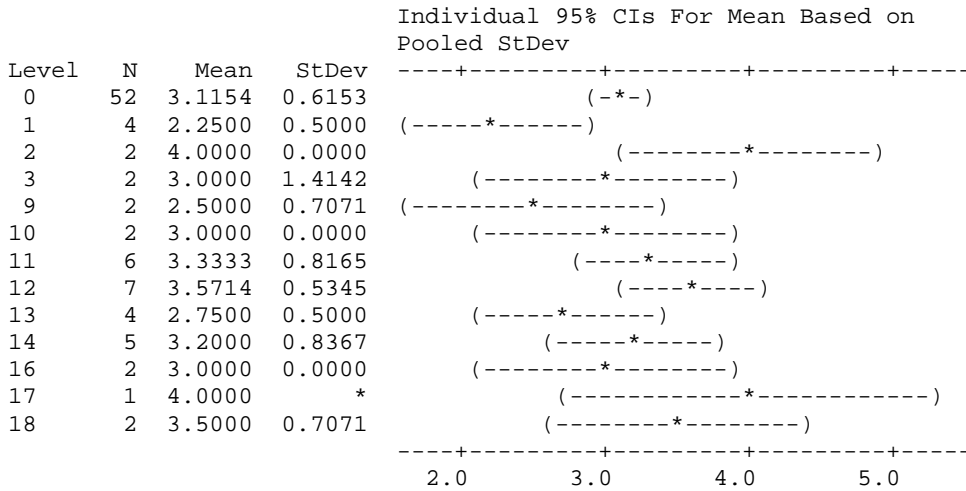


Pooled StDev = 0.6736

**One-way ANOVA: 2012\_Cond\_no versus 2012\_Hole**

Source	DF	SS	MS	F	P
2012_Hole	12	8.762	0.730	1.80	0.063
Error	78	31.655	0.406		
Total	90	40.418			

S = 0.6371 R-Sq = 21.68% R-Sq(adj) = 9.63%



Pooled StDev = 0.6371

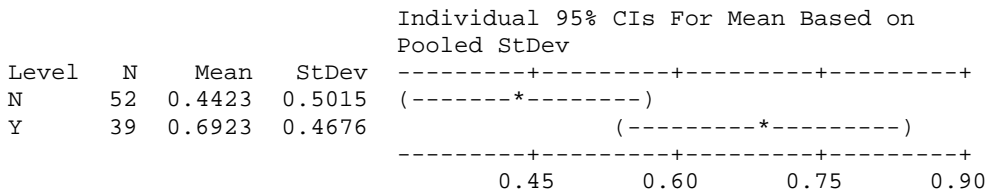
### Results for: 2012\_priority\_tree

#### One-way ANOVA: 2012\_single\_stem versus 2012\_In\_course(y/n)

NOTE: indicates that priority trees are multi-stemmed.

Source	DF	SS	MS	F	P
2012_In_course(y	1	1.393	1.393	5.87	0.017
Error	89	21.135	0.237		
Total	90	22.527			

S = 0.4873 R-Sq = 6.18% R-Sq(adj) = 5.13%

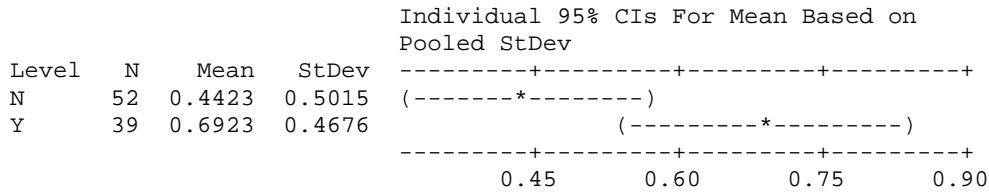


Pooled StDev = 0.4873

#### One-way ANOVA: 2011\_single\_stem versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y	1	1.393	1.393	5.87	0.017
Error	89	21.135	0.237		
Total	90	22.527			

S = 0.4873 R-Sq = 6.18% R-Sq(adj) = 5.13%

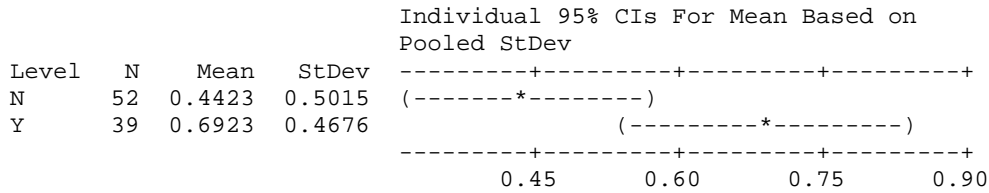


Pooled StDev = 0.4873

**One-way ANOVA: 2012\_single\_stem versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y)	1	1.393	1.393	5.87	0.017
Error	89	21.135	0.237		
Total	90	22.527			

S = 0.4873 R-Sq = 6.18% R-Sq(adj) = 5.13%

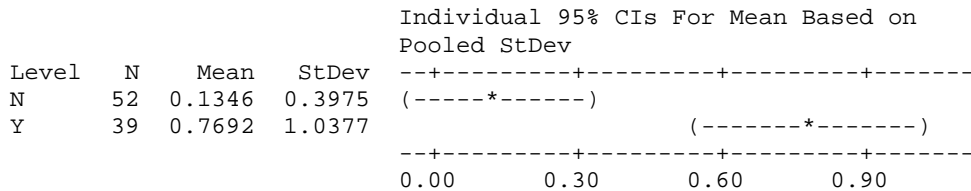


Pooled StDev = 0.4873

**One-way ANOVA: D\_quad-impacts (no) versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y)	1	8.975	8.975	16.31	0.000
Error	89	48.981	0.550		
Total	90	57.956			

S = 0.7419 R-Sq = 15.49% R-Sq(adj) = 14.54%



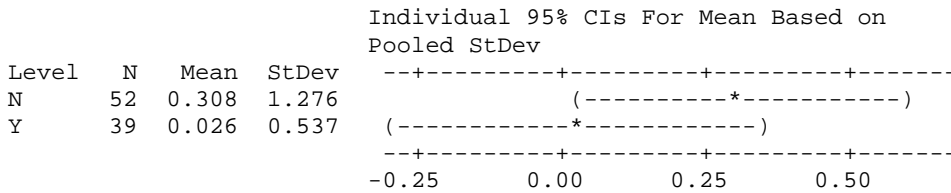
Pooled StDev = 0.7419

**One-way ANOVA: D\_bark versus 2012\_In\_course(y/n)**

Source	DF	SS	MS	F	P
2012_In_course(y)	1	1.77	1.77	1.68	0.199
Error	89	94.05	1.06		

Total 90 95.82

S = 1.028 R-Sq = 1.85% R-Sq(adj) = 0.75%

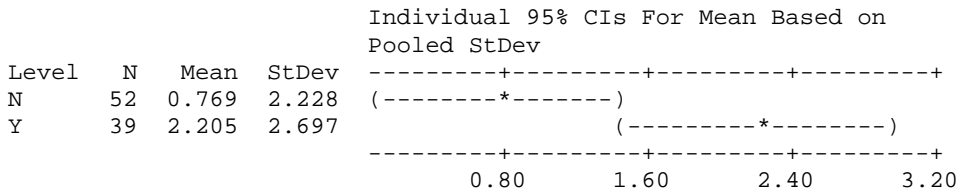


Pooled StDev = 1.028

### One-way ANOVA: D\_branches versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y)	1	45.95	45.95	7.72	0.007
Error	89	529.59	5.95		
Total	90	575.54			

S = 2.439 R-Sq = 7.98% R-Sq(adj) = 6.95%

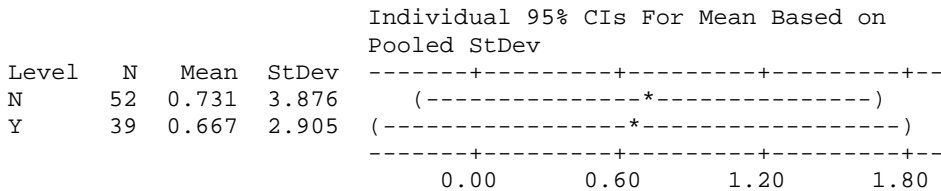


Pooled StDev = 2.439

### One-way ANOVA: D\_canopy(%) versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y)	1	0.1	0.1	0.01	0.931
Error	89	1086.9	12.2		
Total	90	1087.0			

S = 3.495 R-Sq = 0.01% R-Sq(adj) = 0.00%



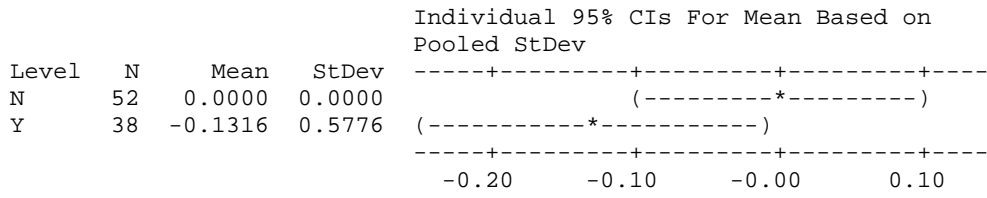
Pooled StDev = 3.495

### One-way ANOVA: D\_cond\_no versus 2012\_In\_course(y/n)

Source	DF	SS	MS	F	P
2012_In_course(y)	1	0.380	0.380	2.71	0.103

Error	88	12.342	0.140
Total	89	12.722	

S = 0.3745    R-Sq = 2.99%    R-Sq(adj) = 1.89%



Pooled StDev = 0.3745

To: Bidwell Park and Playground Commission  
Reason: Disc Golf Draft Monitoring Report Comments

September 9, 2013

Dear Commissioners,

Because the report begins with the statement "the contents and conclusion should be viewed with caution as much of the data have not been verified and many of the tables and appendices are incomplete" I will wait until the next draft report is submitted for public comment to address the actual results, interpretation and recommendations of the monitoring report.

My recommendations for the next draft version of the report are:

1. Verify the data (I am not sure what this means when mentioned in the report.)
2. Complete the tables with verified and complete data.
3. Include the actual 2012 botany and arborist reports in the appendices (including all photographs. These reports should also be put on the City's website)
4. Verify the data is being collected and analyzed in a statistical meaningful manner by a statistician (The report states only 9 trees are included in the Blue Oak Woodland transect sampling which are too few samples for a statistically robust sampling method)
5. Provide a separate summary of monitoring results (one for rare plants, one for wildflower fields and one for oak trees).
6. Provide a separate recommendation section for future management actions (including adaptive management) to mitigate for adverse impacts to rare plants, wildflower fields and oak trees identified in the report.
7. Provide results from 2013 monitoring efforts as well as 2012. (The 2013 arborist and botany reports should be put on the City's website even if they are not included in this report.)
8. Use aerial photographs to help identify the extent of excessive number of trails and excessive trail widening on site. (NAIP photographs are available taken 12/2012 and more recent photographs are available on Google Earth.)
9. Address excessive number of trails and excessive trail widening in the adaptive management section.
10. Address soil damage near the tone poles in the adaptive management section (ORAI is not currently required to place mulch around them although the damage is extensive).
11. The invasive goatgrass on the site is a significant threat to native plants and I urge the commission to require ORAI to actively work to eliminate it before it spreads into adjacent park lands.

I recommend the Commission view Google Earth photographs of the site to observe the multiple trails between the tees and tone poles and how many of the trails are excessively wide (compared to other park trails). The historic imaging tool can be used to view photographs of the area before disc golf activities began on the site for reference. The recent Google Earth photographs also illustrate how little recovery there has been to vegetation and wildflowers fields on the closed short course (it almost looks like it still being used).

It would also be beneficial for the commission to update/finalize the intern wet weather policy.

I look forward to reviewing a more complete version of the draft monitoring report in the future.

Sincerely,  
Josephine Guardino  
PO Box 6  
Los Molinos, CA. 96055





DATE: September 18, 2013  
TO: BPPC  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Park and Natural Resource Manager's Report

## NARRATIVE

### 1. Updates

- a. Encampments Surveys and Clean-up – Despite reduced resources, staff has tried to address numerous homeless encampments in greenways and in Lower Bidwell Park. In recent months, we have utilized State Parks Rangers, California Department of Fish and Wildlife Wardens, and Butte County Sheriff deputies to assist Parks Rangers with surveys and checking camps on clean-up days; and volunteers and the Sheriff's Work Alternative Program (SWAP) participants to supplement City crews on clean-ups (the Butte Environmental Council just completed a City-wide creeks clean-up). Still, the numbers of camps and extent continue to grow and not all locations can be addressed. Citizens who live in proximity to greenways and who volunteer in greenway and park areas have expressed desire to help. The Park Division expects to look at ways in which such community-based efforts can be supported with safety in mind as well. We will provide some numbers at the next BPPC meeting but here are some typical recent service requests:
  - i. "Location: Little Chico Creek near 11th Street, Description: ILLEGAL ENCAMPMENT - First call taken 8/27/13 to report extensive litter and fire pit near a grassy hill. Second call 9/11/13 regarding same camp. Problem worse, complaining about feces/urine and fire pit is still there."
  - ii. "Location: Lindo Channel (see description) Description: ILLEGAL ENCAMPMENT - Lindo Channel between pedestrian bridge at Ceres and the 5th Avenue bridge. Folks are in and out of the area all day. Litter and trash is awful and visible driving by the area."
- b. BPPC Work Plan – At its 09/17/2013 meeting, the City Council approved the BPPC Work Plan for 2013 – 2014. The BPPC Work Plan serves as the mechanism to prioritize projects on which the BPPC and staff work (in addition to the daily managing of the parks and greenways).
- c. Caper Acres – ServPro has extended its generous volunteer cleaning services through to November 1, which helps Park staff have time to work in other areas of the Park and maintain Caper Acres six days a week. The City is exploring a new partnership with the Butte County Sheriffs Department's Alternative Custody Supervision (ACS) Program to provide support to extend Caper Acres hours and to free up staff time on certain tasks.
- d. Budget Impacts to Operations – As part of continuing efforts to share information to the BPPC on the budget and impacts to staff, we have included two memos that provide additional detail on staffing. One is a white paper on to answer the question, "What staffing levels allow the gates to open? " The other provides some additional details about the Street Trees and Landscapes Division. In both cases, it is clear that the current levels of staffing will result in lose of services.

### 2. Administrative and Visitor Services

- a. Permit and Application Process – With the changes in City budget, the online system for Park reservations is currently on-hold. Park staff is working together to help alleviate any gaps in our service to provide reservation/permit application services, determining need for BPPC review and consideration, and staff support for the on-the-ground preparation for entities to have successful events in the Park. The Chico community is reminded to apply for permits and reservations several weeks if not several months in advance in the event the BPPC recommends considerable changes or the event is denied, the organization can make alternative plans.

### 3. Planning/Monitoring

- a. Trails and Natural Resource Management Plans – As staff is adjusting to significant changes to operations, and is focused on basic operations and shifting responsibilities, we will have to assess the status of some deliverables

related to the planning efforts (for example, the GIS lead on this project is no longer with the City). Staff will report back to the BPPC by the October meeting on the status and progress of these plans.

- b. Peregrine Point Disc Golf – North State Resources indicated that the 2013 draft botanical report will be submitted in October and that the oak tree survey is scheduled for late September with the report submitted by November. The 2012 Botanical and Blue Oak Monitoring reports can be reviewed on the City of Chico Park Division’s website under “Park Division Documents”. The 2012 Annual Report will be presented at the September BPPC meeting.

#### 4. Maintenance Program

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

- a. Lower Park - The reduced Park staff strived to keep the One Mile area clean and safe from graffiti, trash and broken glass hazards, along with rebuilding the drain pits and new water spigots at the reservation area. The vandalism control has been a constant for staff with sprinkler replacement usually two to three every day and the occasional trash can ripped from its gimbal and tossed in the pool. The Nico play area has had two equipment failures do to wear and tear, one has been replaced the other is on order. Minor vandalism at Caper Acres amounting to mostly graffiti and some paint damage to the girls’ restroom.
- b. Middle Park - Invasive Plant removal from the levee at Five Mile is complete.
- c. Upper Park - Staff completed the Lot E trail wall rebuild and will next replant the damaged areas with native grasses. Upper Park gate was broken open by vehicle impact, staff rebuilt stop post with reinforcement gussets.
- d. Upcoming Projects - Grading of all parking lots, ADA section of Trail grant, preparation for trail season, and winterization of the Lot E second water fountain.

#### 5. Ranger and Lifeguard Programs

##### a. Monthly Highlights

- i. Lifeguard Program ceases for season – Head Lifeguards Lindsay and Marissa Anderson will not be returning after 8 and 7 seasons, respectively. In her final report, Lindsay noted the following from the daily pool report:
  - 1) From Memorial Day to Labor Day, 41,752 people used the pool and immediate surrounding area. The pool had an average temperature of 76 degrees and the average air temperature this summer was about 88 degrees.
  - 2) Lifeguards performed 7 water rescues, applied first aid to 11 visitors (bee stings, cuts from glass, etc.), and reported 5 significant incidents to higher authorities (police, medics, etc.). Lifeguard staff was pleased with the low number of water rescues this season. They practiced preventative life guarding at One Mile, which means that they moved weak/poor swimmers to shallower water before the need to rescue, hence the lower number of rescues.
  - 3) Lifeguard staff expressed appreciation to the maintenance staff for all the work involved in keeping the One Mile Pool area in good shape. They also extended thanks to the Park Rangers for all the support they provided. Lindsay added, “They all work so hard and never hesitated to help when we called.”
  - 4) Staff appreciates Lindsay and Marissa’s dedication and service to our community.
- ii. Upper Park Issues – On Saturday 9/07/13, Upper Park was very busy with multiple groups drinking alcohol. Park Ranger Willadsen described the behavior of the groups as more of a “mob mentality.” For safety reasons, he chose to issue warnings to the groups to move them along rather than issue citations, and was able to convince several parties to leave the Park without incident. Due to staffing reductions and availability of staff, Rangers have not been able to share overlapping shifts in the peak summer months. Coupled with the Police Department’s staffing shortages, it is more likely that Rangers will not have back up if needed. Ranger Willadsen issued over 15 citations for vehicles parked on Upper Park Road. The vehicles parked on Upper Park Road would block fire engine access in the event of an emergency.
- iii. Park Watch Assault - On 9/8/13 at approximately 4:30 PM, a Park Watch Volunteer in the area of the Sycamore Pool observed several children in the area of the One Mile dam’s fish ladder. The Park Watcher was wearing the prescribed volunteer uniform when she encountered an approximately 4 year-old child swimming dangerously close to the dam. She inquired where the guardians of the child were and instructed the other juveniles to discontinue playing in the fish ladder. She pointed out it is clearly marked "Danger, Keep Off". One of the juveniles, a teenage female, defiantly jumped into the fish ladder and emerged on the other

side of the dam. The Park Watch member checked to see if the young woman was okay and reminded her of the danger of playing in the fish ladder. The volunteer and her friend then sat on the other side of the pool with their feet in the water. Approximately 15 minutes later, the same teenage female ran up behind the Park Watch volunteer, hitting her in the neck and pushed her into the pool. The incident was reported to the Park Division and Rangers.

## **6. Natural Resource Management**

- a. Prescribed burn – Staff are working with the Fire Department on burns in Middle Park this fall. One burn will focus on preparing for a native grass planting; while the other will continue the fuels reduction efforts started last year (pile burns). A lower priority burn may occur in Sycamore Channel where a wildfire occurred in 2012.

## **7. Outreach and Education**

- a. News Releases for August– Sycamore Pool Hours Change
- b. Wildcat Welcome – Ranger Lisa Barge spoke with 60 CSU, Chico students about the rules of the Park prior to their cleaning up the creek areas in Lower Bidwell Park.

## **8. Street Trees and Landscapes**

- a. Monthly Highlights - Projects Completed:
  - i. 19-Service Requests (detailed list attached).
  - ii. Down Limbs and hangers - 51 hours at numerous locations.
  - iii. Safety Meetings - 1 hour.
  - iv. Prep time and DOT Inspections - 22 hours.
  - v. Irrigation - 144 hours.
  - vi. Brush chipping & clean up - 2 hours.
  - vii. Unauthorized Camp Clean Up - 5 hours
  - viii. Traffic Safety Pruning - 6 hours.
  - ix. Emergency Contract Work - Petersen Tree Care 20 hours.
  - x. Removal Contract Work - George Salinas started on removal list of 25 trees.
  - xi. Tree Work at One Mile/Caper Acres – A total of 10 trees were safety pruned and 1 oak tree removed. At South One Mile, there was 1 oak safety pruned at the east end of Sycamore Pool and 3 oaks safety pruned by the restroom. Cost: Caper Acres: 24.25 hours @ \$225.00= \$5,456.25, and South One Mile: 5 hours @ \$225.00= \$1,125.00 with a total of \$6581.25.
- b. Call Outs: There were 7 call outs for the month of August that required follow up clean up and pruning.

## **9. Volunteer and Donor Program**

- a. Monthly Highlights
  - i. Community Action Volunteers in Education – The Park Division starts its 8<sup>th</sup> year of partnership with Associated Student's CAVE Adopt-A-Park program. After several weeks of recruiting in CSU, Chico classes, the program has 36 students signed up who will work 30 hours each in the park and greenways for the fall semester.
  - ii. WildCat Welcome – The Park Division provided supplies and direction for the CSU Chico's Welcome weekend with 60 new students working on cleaning up trash and encampments along Big Chico Creek from the One Mile bridge through Lost Park.
- b. Upcoming Volunteer Opportunities
  - i. Adopt-A-Picnic Site Program– Dates and planning are in motion for having various schools and groups work this Fall in Bidwell Park at their favorite adopted locations. Blue Oak will start on October 1 at site #6; Sierra View Elementary School will start on November 8 at site #27 and Sigma Chi will soon hold its first work day.
  - ii. Park and Greenway Volunteer Calendar– Check out the Fall 2013 calendar on the City's website, with the help of many volunteers, more volunteer work sessions are being offered throughout the Park and the City greenways.
  - iii. Make a Difference Day in Bidwell Park! – The Park Division will celebrate this nationally recognized volunteer workday on October 26, 2013 from 10 am to 1 pm at One Mile Recreation Area. The Park Division

hosts this event annually and it is registered as part of the national day network of community service. For more information on how to register, check out the City's Park Division webpage and see attached flyer.

c. Donations

<u>Name/Organization</u>	<u>Amount</u>	<u>Purpose</u>
John Lynch	\$100	Council Ring maintenance
ServPro	\$TBD	Donation of cleaning services

ii. Chico Park Division will give a report on the Annie B's Community Fund Drive to support Bidwell Park infrastructure, trails, signage and Park Intern scholarship next month.

**10. Upcoming Issues/Miscellaneous**

- a. Cell Tower Update – Staff consented to a replacement of 6 antenna with 6 new antenna of like size and auxillary equipment and 2 lines. The proponent noted that the equipment is to “better serve the public and minimize the amount of towers in an area...”
- b. Caper Acres Master Plan – At the October Natural Resources Committee (NRC) on 10/10/13, Staff plan to kickoff the master plan project for Caper Acres. The initial meeting will describe the process and collect public input on constraints and opportunities related to the infrastructure on the site. A field visit will follow (likely at the next NRC meeting). The input will be used to develop a list of priorities, needs, and costs. The plan will provide address improvements that lessen the maintenance load, improve safety, and retain the unique character of the site. The identified priorities and costs will be used as part of a capital campaign (and seeking other funding sources) to improve the facility.
- c. Wet Weather – a revised version of the wet weather protocol and the annual report is slated for the next BPPC meeting.
- d. CARD Rose Garden - The Chico Area Recreation District (CARD) has indicated that a proposal will be forwarded to the City in October for consideration. After a Staff review, the item will be brought to the BPPC.

**MONTHLY SUMMARY TABLES**

**Table 1. Monthly Public and Private Permits**

<b>August 2013 Public Permits</b>				
<b>Date</b>	<b>Location</b>	<b>Organization</b>	<b>Event</b>	<b>Participant #</b>
8/2/2013	Council Ring	Bidwell Theatre Company	Shakespeare In The Park	100
8/10/2013	Cedar Grove Picnic Area	Fleet Feet Sports	Summer Sizzler 5K / 10K	350
8/17/2013	1 Mile	MMX Racing, Inc	5K Obstacle Course Run	500
8/13/2013	1 Mile	Orchard Church	Church BBQ	90
08/18/2013-2014	City Plaza	Orchard Church	Feed the Hungry	90
8/24/2013	City Plaza	Stonewall Alliance Cntr	Pride Festival	1001+
8/24/2013	5 Mile / Upper Park	North Rim Adventure Sports, Inc.	Mt Bike Race	175
8/24/2013	1 Mile	CSUC Office of Diversity and Inclusion	AIDS Run/Walk	175
8/25/2013	1 Mile	Stonewall Alliance Cntr	Chico Pride Brunch	300
<b>Totals</b>			<b>10</b>	<b>1780</b>

**Table 2. Monthly Private Permits**

August 2013 Private Events		
Type	# Permits	# Participants
Private	15	1,235
Caper Acres	27	596
<b>Totals</b>	<b>42</b>	<b>1,831</b>

**Table 3. Monthly Maintenance Hours.**

Category	Staff Hours	% of Total	% Change from Last Month	2013 Trend
1. Safety	373	37.0%	92.6%	
2. Infrastructure Maintenance	251	24.8%	79.3%	
3. Vegetation Maintenance	341	33.8%	122.9%	
4. Admin Time/Other	45	4.4%	24.3%	
<b>Monthly Totals</b>	<b>1009</b>	<b>100%</b>	<b>85.5%</b>	

**Table 4. Monthly Incidents**  
**Ranger Report- Incidents 2013**

month #	Date	Location	Incident	Disposition
8	8/2/2013	City Plaza	Warrant	Arrest
	8/3/2013	Fight	Depot Park	Moved Along
	8/3/2013	Resist Ranger	Depot Park	Subject Ran BOLO Issued
	8/4/2013	City Plaza	Warrant	Arrest
	8/5/2013	City Plaza	Fight	GOA
	8/6/2013	S One Mile	Drunk in Public	No Unit Available
	8/6/2013	City Plaza	Warrant	Arrest
	8/6/2013	City Plaza	Theft	UTL
	8/7/2013	City Plaza	Fight	GOA
	8/7/2013	City Plaza	Illegal Weapon	Arrest
	8/9/2013	S One Mile	Strong Arm Robbery	Report Filed
	8/9/2013	S One Mile	Gang Activity	GOA
	8/11/2013	N One Mile	Fight	UTL
	8/12/2013	Caper Acres	Strong Arm Robbery	Arrest
	8/12/2013	Caper Acres	Possession of Drugs	Arrest
	8/17/2013	S One Mile	Influence of Drugs	Report Filed
	8/21/2013	City Plaza	Warrant	Arrest
	8/22/2013	Caper Acres	Reckless Vehicle	Citation Issued
	8/24/2013	Lost Park	Warrant	Arrest
	8/24/2013	Depot Park	Warrant	Arrest
	8/31/2013	Upper Park	Vandalism	Citation Issued

**Table 5. Monthly Citations and Warnings**

**Ranger Report - Warnings 2013**

Violation	Monthly			Annual			2013 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	36	11%	3	202	9%	4	
Animal Control Violations	29	9%	4	385	17%	3	
Bicycle Violation	69	21%	2	705	31%	1	
Glass	28	8%	5	97	4%	7	
Illegal Camping	4	1%	10	86	4%	8	
Injury/Destruction City Property	9	3%	9	9	0%	11	
Littering	13	4%	7	24	1%	9	
Other Violations	15	4%	6	152	7%	5	
Parking Violations	10	3%	8	120	5%	6	
Resist/Delay Park Ranger	120	36%	1	12	1%	10	
Smoking	0	0%	11	451	20%	2	
<b>Totals</b>	<b>334</b>	<b>100%</b>		<b>2243</b>	<b>100%</b>		

**Ranger Report - Citations 2013**

Violation	Monthly			Annual			2013 Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	22	21%	2	146	23%	2	
Animal Control Violations	0	0%	10	47	7%	5	
Bicycle Violation	0	0%	10	4	1%	9	
Glass	13	13%	4	55	9%	4	
Illegal Camping	5	5%	5	41	7%	6	
Injury/Destruction City Property	1	1%	7	4	1%	9	
Littering	1	1%	7	2	0%	11	
Other Violations	1	1%	7	18	3%	7	
Parking Violations	34	33%	1	208	33%	1	
Resist/Delay Park Ranger	4	4%	6	6	1%	8	
Smoking	22	21%	2	98	16%	3	
<b>Totals</b>	<b>103</b>	<b>100%</b>		<b>629</b>	<b>100%</b>		

**Attachments:**

- 1) Memo on Staffing Impact to operations to Parks, Street Trees, and Landscapes
- 2) Memo on Budget Response to Street Trees, and Landscapes Division
- 3) Make a Difference Day flyer



# Chico Service Request Search Results

Operator	Date Entered	Requestor	Requestor Phone	Tracking No	Location	Assigned To UID	Assigned To Name	Division	Status
trodrigu	08/29/2013	Valerie	354-1612	B3591FF1A2	656 EAST AVE	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	PRUNED 3/4 of the tree broke, PD responded and cordoned off with crime scene tape. Dave has been called.								
trodrigu	08/28/2013	Paul - University PD		E2B74834BD	2nd / Normal	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	INSPECTED s/e corner, branch approx 10 - 15' long, pulled to the side of the road.								
trodrigu	08/26/2013	Britt Carlson	702 939-9345	8724128C27	1288 E 1ST AVE	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	INSPECTED Dead tree ifo prop. Please assess for removal.								
kmasters	08/26/2013	Mike from Chico PD Patrol		829331908A	805 RIO CHICO WAY	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	PRUNED TREE & BUSHES are obscuring the signs for beginning and end of "NO PARKING" - Mike says he can write citations for no parking, but really need the signs to be in full view. HIGH PRIORITY. Address in this request is closest in proximity. The begin and end signs are at corner of Cherry and Rio Chico, along the creek (Rio Chico) side.								
dbettenc	08/26/2013	CPD		57853C1458	845 E 20th St	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	PRUNED AND CLEARED The traffic signal is blocked by shrubs and low hanging limbs.								
dbettenc	08/26/2013	CPD		57013071BE	Humboldt @ Pine	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	CLEARED On Humboldt in the east bound lane at Pine St the Norway maple is blocking the stop sign.								
kmasters	08/23/2013	Louise	342-4321	2CDBB88EFE	358 IDYLLWILD CIR	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	INSPECTED TREE - RP believes her tree is a City tree, although I do not see a street tree in front of her parcel on the GIS map. I told RP I would have Tree Supervisor confirm who has trimming/pruning responsibility and that I would phone RP back to advise.								
trodrigu	08/20/2013	Paul Barber	unk	AB2D0E911E	287 E 1ST AVE	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	INSPECTED/REMOVED HANGER Tree limb leaning on a power line. Also, he states the tree ifo 281 E 1st needs to be pruned, the camphor tree fruit is heavy and causing the branch to hang low, o branch had already broken, which he cleaned up but he is worried it is going to break again. - Property owner at 281 also called regarding the camphor tree.								
trodrigu	08/08/2013	Sean Corneco	717-7060	51B9FD701F	1014 SALEM ST	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	CLEANED UP BY PETERSEN TREE BRUSH PILE The tree at his next door neighbor's house fell and is in the front yard. Not blocking traffic or sidewalk.								
lherman	08/07/2013	Gail Nemy	916-481-0373	8D8664EF25	Stadium Way	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	CLEANED UP BY PETERSEN TREE BRUSH PILE LIMB/CRACKED TREE ? - City tree at the end of Stadium Way has a broken limb and/or is cracked. Sorry I had multiple phones going at the time.								
lherman	08/07/2013	Beverly Robinson	343-1144	8C2FBBB995	1444 Arcadian x 5th Ave	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b>	CLEANED UP BRUSH PILE LIMB DOWN - Large limb from Black Walnut tree has fallen and is partially blocking the sidewalk.								
kmasters	08/07/2013	CPD CAD Call 132170266		6F5C3899D5	2770 E EATON RD			Trees/Public Landscapes	Closed



# Chico Service Request Search Results

Operator	Date Entered	Requestor	Requestor Phone	Tracking No	Location	Assigned To UID	Assigned To Name	Division	Status
<b>Description:</b> BRANCH DOWN (on vehicle) and BRANCHES HANGING - Call to PD on 8-5-13 1747hrs - Dave Bettencourt aware and has responded. Call entered for tracking purposes.									
dbettenc	08/06/2013	Janette Huffman	514-5208	88AC406C85	660 Cromwell Dr	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> CLEANED UP BY PETERSEN TREE BRUSH PILE The large sycamore tree in front of her house has a broken limb hanging over the sidewalk and another down in the street.									
kmasters	08/05/2013	David	894-8512	070BDC38CB	694 GRAFTON PARK DR	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> CLEANED UP BY PETERSEN TREE BRUSH PILE LIMB DOWN - approx. 3" diameter, curbside, not in the PROW.									
kmasters	08/05/2013	Donna Becker	864-7261 (cell)	06CD05B561	1275 Chestnut	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> CLEANED UP BY PETERSEN TREE BRANCHES DOWN - Very large sycamore has dropped several branches, one that took out their cable line. PG&E has also been out to the property and trimmed one limb. Other heavy limbs appear to have risk of drop in the PROW. Please place this on high priority if at all possible.									
kmasters	08/05/2013	Joanna	636-4646	EE6F558C0B	3 BLANQUETA CT	ttatom	Tatom, Troy	Trees/Public Landscapes	Closed
<b>Description:</b> STREET LIGHT OUT - BQ-S01									
trodrigu	08/05/2013	Jim Bettencourt	330-3139	E0A7378C71	Eaton / Lexington	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> PRUNED A tree branch on the east side of the road is blocking the view as you approach the 4 way stop sign at Lexington. People are blowing thru without stopping.									
dbettenc	08/05/2013			D860E8251D	1052 E 7th St	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> CLEANED UP BY PETERSEN TREE BRUSH PILE Large sycamore in S:2 position broke a 8" x 25' long limb that landed in the street. 821 and 736 responded via call out on 8-2-13 at 3:05 pm and cleared the street. The brush has been piled up and needs to be chipped.									
kmasters	08/01/2013	Kathy Shanks	879-9019	A309D0455B	669 CROMWELL DR	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
<b>Description:</b> CLEANED UP BY PETERSEN TREE BRUSH PILE ANOTHER LIMB DOWN - This is a second, additional service request. RP phoned Mon 7/29 to report sycamore limb down, partially blocking her driveway. Another limb has since come down.									

# Make A Difference Day in Bidwell Park & Greenways!



Saturday, October 26 10am - 1pm

**Community Groups and Volunteers wanted!!!**

**Sign-in Tent @ North One Mile Recreation Lawn (off Vallombrosa Way)**

Weed removal • Painting • Planting • Greenway and Big Chico Creek Cleanup • More!  
Please wear long pants and close toed shoes.

**Pre-registration required -- groups will be assigned to various locations in Bidwell Park and in the City greenways.**

For more information and registration Email:  
Lise Smith-Peters: [lpeters@ci.chico.ca.us](mailto:lpeters@ci.chico.ca.us)  
Heidi Ortiz: [hortiz@ci.chico.ca.us](mailto:hortiz@ci.chico.ca.us)



**Event Coordinated by the Chico Park Division  
For more information, call 896-7831**



# CITY OF CHICO MEMORANDUM

DATE: 7/24/13  
TO: Mark Orme  
Ruben Martinez  
FROM: Daniel Efseaff, Park and Natural Resource Manager  
SUBJECT: Staffing Impact to operations to Parks, Street Trees, and Landscapes

## 1. Introduction

This memo is in response to a request from Assistant City Manager Mark Orme to estimate the costs to allow for opening the gates and restrooms in the Park. He noted that a potential donor is interested in providing funds to Parks to allow for additional access to the Park and wanted a detailed proposal so they could evaluate it. I have included some background material for context.

## 2. Problem Definition

Budget cut have reduced staff levels to the point of not being able to provide all basic services, as a result we have cut gate hours in an effort to preserve some vital park functions and reduce the daily workload. Under the currently approach, safety, long-term maintenance of infrastructure, basic maintenance of landscaped areas, preservation of weekend hours and services, and clean-up of park homeless encampments, have been balanced with the desire to partially keep facilities open during the week.

- Closed Monday- Thursday: Caper Acres (kept temporarily open), Peterson Drive, South Park Drive/Cedar Grove, the Five Mile parking area, the gravel portion of Upper Park Drive (normally closed on Sunday and Monday), and several restrooms (North One Mile, Cedar Grove, and Five Mile) are closed Monday-Thursday.
- Open Monday – Thursday: South Park Drive (at One Mile) and restroom, Sycamore pool, Chico Equestrian Arena, Upper Park Road (paved), Upper and Middle Park portable restrooms; new porta-potties at Cedar Grove and Five Mile.
- Friday – Sunday: All areas of the Park are on a normal schedule with no reductions.

## 3. Goals

This white paper is intended to provide basic information on park services and tasks, and to explore potential minimal staffing options to open the gates and restrooms. Other solutions are possible and could be analyzed, but were not the focus of this document (I feel that it would be very worthwhile to examine these alternatives at a later time).

## 4. Description

### a. 2013-2014 Budget Proposal Staffing Overview:

The cuts are part of a package of over \$4 million in cuts to the general fund. The staffing cuts (summarized in Figure 1):

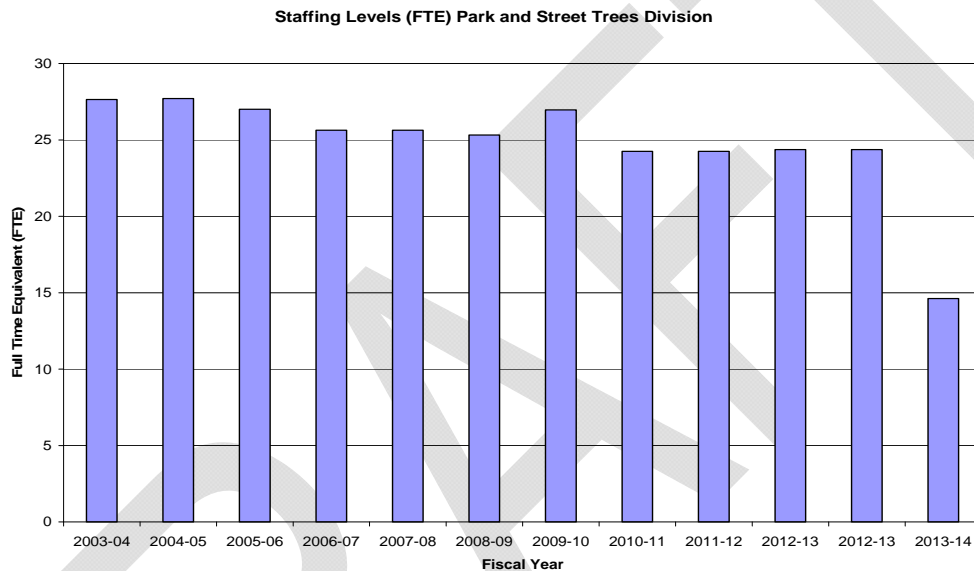
1. Reduced Parks Maintenance staff from 7 to 4.
2. Reduced Rangers from 2 permanent year round and 2 seasonal (3.5 FTE) to 2 permanent and 1 seasonal (2.75 FTE).
3. Reduced Street Trees crew and landscapes from 8 to 3 employees (a Landscape Inspector, maintenance aide and the Field Supervisor remain; the tree crew, cut with the budget, and the Urban Forest Manager Position, held open, are no longer available).

This report is focused on the Parks Division; another report will address the staffing impacts to Street Trees and Landscapes.

**Table 1. Annual Budget Comparison.**

Operating Budget	FY 2007-2008	FY 2010-2011	FY 2011-2012	FY 2012-2013 – Estimated Final	FY 2013-2014 – City Manager Recommended	FY 2013-2014 % of General Fund
Park Division	\$1,799,037	\$1,848,137	\$1,817,833	\$1,805,759	\$1,742,016	4%
Street Trees / Public Planting	\$1,131,143	\$971,276	\$1,019,987	\$1,073,079	\$839,941	2%
<b>Total General Fund Budget</b>	<b>\$49,310,955</b>	<b>\$41,282,457</b>	<b>\$42,995,996</b>	<b>\$43,048,493</b>	<b>\$43,413,923</b>	

**Figure 1. Current and Past Staffing Levels.**



**b. Consequences of cuts**

While undoubtedly, we will develop approaches that may increase our efficiency or tap into new resources. With the magnitude in the cut, there are inevitable consequences and choices on services that we are able to provide. Some are direct (such as tasks that we may not have staff available for), while others are indirect (such as the daily presence of Rangers and Parks staff to deter graffiti, vandalism, and criminal activity). There will be adjustments over time, as we respond to changes in our approaches (see below) and gain information.

We have developed a detailed list of potential consequences, but they can be generalized as follows:

- Reduced services including days and opening hours of facilities (delay in response time to routine service calls (broken glass, litter, tagging, and daily housekeeping; keep the park safe and sanitary). daily playground equipment inspections; homeless encampment survey and clean-up; wildland management, erosion control and trail work; decreased volunteer program and Park Watch support (staff prepare, clean-up, oversee, train, and treat areas that volunteers work in).
- Impacts to park users (No reservations on “closed” days, no ranger presence for rescues and support for Fire).
- Changes in visitor behavior (breaching of roads and gates; increased graffiti, and vandalism, and decreased perception of safety; increased homeless camps in the Park;)and potentially lessened safety to crew members (no ranger on duty for backup 4 days a week in winter and 1.5 hours a on 3 days in which rangers may be able to coordinate or provide back-up.
- Impacts to staff stress and morale (increased work load may result in increased sick days or injuries; the lack of ranger back-up and reluctance of PD to respond).

**c. Past Staffing Approaches**

**i. Parks Crew**

The Parks maintenance crew has detailed breakdowns of tasks (see Figures 3). While we know the kind, and approximately amount of work that is completed over the course of year, it is not predictable on a daily basis. We expect

and provide for eventualities such as ushering out homeless campers, graffiti removal, and vandalism repairs, broken irrigation systems, playground equipment repairs, and time cleaning up after campers.

The overall organization and assignment of workers may be characterized as follows:

1. For several years Parks staff have divided up Bidwell Park into five areas:
  - a. Caper Acres/Camelia Way/Annie's Glenn/Lost Park,
  - b. One Mile Recreation Area,
  - c. Cedar Grove/Peterson Drive,
  - d. Five Mile/Middle Park, and
  - e. Upper Park (including trails).
2. Although some significant differences arise and require supplemental help (for example 1 Mile in summer), the work load is roughly equal, and a maintenance worker was assigned to each specific area. This promoted a sense of responsibility, pride of ownership, and fostered initiative and responsibility of particular area. Two workers (Seniors) would serve as project leads on improvements and repairs and serve to bridge any workload imbalances in the Park and greenways.
3. Work in other City owned areas would be handled on an as-needed basis and several areas have maintenance contracts.
4. During the peak season, Parks would also utilize California Conservation (CCC) Workers as Lower Park Aides and a Trail Intern.
5. During the week, staff would handle infrastructure projects and repairs, call outs, vandalism and graffiti repairs, landscaping and vegetation management, trail maintenance, and road maintenance and repair; while on weekends, we would have minimal staff to focus on basic housekeeping and safety.
6. Throughout the year, the Parks Crew would fold in various projects (vegetation/wildland management/plantings, trails, erosion control, infrastructure repairs, road and parking lot service, sign fabrication). Many of these projects are important components of the Bidwell Park Master Management Plan.
7. Street Tree workers would also conduct pruning, hazard and emergency tree removal, and removal of brush from the right of way and City properties (including Bidwell Park).

ii. Rangers

In the past, the ranger schedule was developed to provide coverage during all park hours. Rangers would open and close the gates. In recent years, we shifted the focus to peak time (and day) coverage (11am-7pm), overlap of time (for coordination, in-house training and meetings; to evaluate and follow-up on permits, to allow to work on outreach and education, monitoring, and support efforts, rather than a patrol only focus; to provide safety and backup, and to allow for volunteer support). During the peak season, 4 rangers were spread out during the week, with a focus on staffing on Friday, Saturday, and Sunday and between the hours of 11 am and 7 pm. On weekdays, to allow for the overlap, we shifted the gate opening responsibility to maintenance and shifted the opening ranger to a later time. Closings and weekends were unchanged. Occasionally, when a ranger was out sick or on vacation and we could not fill with another ranger; we developed a list of maintenance workers that had been trained on the closure procedures to fill in for the gate closings (handled as a call-out and would cost overtime). During the winter, we would have 3 Rangers on (and would often have a day without Ranger coverage every 2 weeks). Earlier this year, we looked at the addition of 1.0 FTE, to greatly improve coverage and consistency, overlap, and safety backup to reduce call-outs to PD (3 full-time rangers, and 2 seasonal). That plan was shelved given the budget situation.

d. Initial Approach to Reduction in Staffing and Services

i. Parks Crew

Focus on peak and essential services. Park maintenance staff is no longer assigned to an area and we perform triage on the assignments and service requests on a daily basis with the remaining staff often working on a particular function that is needed for the day. Right now staff struggles with having enough time to address call out issues in the Park (repairs, glass on the pool deck, etc.).

The proposed work schedule priorities are geared to allow an opening on peak hours Weekends (Friday – Sunday) and priority areas open (Sycamore Pool, South Park Drive (in the One Mile Area) and Restroom). In many respects the recovery and prep during the week, gets the park ready for the weekend and that is why we are able to have reduced staff on the weekend. Other areas (North Peterson Drive, Cedar Grove and South Park Drive, Caper Acres, 5 Mile restroom and parking lot) receive less usage than the priority areas during the week and closure of those areas allows for us to prep for the weekend and take care of repairs and other needed tasks and priority projects.

ii. Rangers

Staffing has been challenging this summer because on top of the loss of one of the rangers associated with the budget, we had some long term medical leave requests. The result has been poor coverage at times, additional overtime costs to

staff gate closings, homeless encampment surveys and clean-ups, and park and plaza events. We've had few times where schedules overlap, limiting time for ranger meetings and training of the new ranger, and have taken a "week by week" approach to solving coverage (i.e. Rangers work overtime on their day off for encampment surveys, or work split shifts to pick up an event and closures, or maintenance workers working overtime to close the gates). In the long-run these solutions will not work, we are placing additional stress on the employees (denial of vacation, working overtime and on days off, lack of backup and coordination has already meant some drifting of the program away from proactive efforts and training of the new ranger, etc.).

Nonetheless, even with three rangers on the schedule during peak months and only two on during the winter, it is not feasible to have much overlap for coverage, safety, and coordination, and still pick up the gate closures. While certainly there are some solutions that may solve the gates problem (i.e. we always schedule a ranger to close), the loss of other ranger program functions (i.e. we would not have staff to do the trail assessments) would have very detrimental impacts in the long run.

### iii. Gate Opening and Closing Analysis

The reduction in gate hours has direct and indirect impacts to workload, for example:

1. The reduction in staff time required to actually open or close the gates (travel time, safety and health checks (including remedies or reporting larger problems), clearing visitors from an area, etc) is at a minimum 3 hours per day (1.5 hours to open and close) and can be more (4-6 hours) if there are significant issues (such as removing debris or glass from parking lots). Many people do not appreciate the time involved, for example, staff uses their keys 35 times in the closing of gates, bollard cages, and restrooms in the Park and Downtown.
2. Removing this duty, allows staff to devote efforts to other required duties.
3. The gate closures do not close an area to use; it just prohibits vehicles from certain areas of the park. Some visitors prefer the gate closings as it allows for safer pedestrian and bicycle use. Where vehicles are allowed, we can often expect more littering, roadway (driving the wrong way or at unsafe speeds), alcohol, and dog issues than closed areas. Furthermore, without any ranger presence we would like expect to see more issues in those areas than normal. Closing the gates allows for better protection of the public in the absence of any supervision.
4. A quantitative financial analysis to compare the costs of these actions would help assess the budget impacts. The savings in staff time are partially eroded by actions taken to mitigate the loss of some functions. For example, some areas now have porta-potties to provide facilities when the restrooms are closed and because we do not have staff dedicated to closure of the gates on some nights, we will have costs associated with overtime or call outs to carry out that function.

## 5. Alternatives

As described, the focus of this document is on the staffing levels needed to restore park hours. However, there are other alternatives that should be evaluated more closely as we move forward. These include:

1. Contract services (either paid or provided from outside entities such as the various Sheriff's work alternative programs). Services may include:
  - a. Security to close the gates (and possibly install automatic gates, hiring of security guards (which was previously abandoned),
  - b. Janitorial services for interior and exterior of restrooms.
  - c. Landscaping services in developed areas (lawns, picnic sites, etc).
2. Develop revenue sources for Park operation that are outside of the general fund
  - a. Seek donations and Point of Sale contributions (typically used now for projects),
  - b. Update existing reservation and event fees (to reflect park impacts and capture the true costs of staff time) and establish park entry fees that directly pay for operations or maintenance.
  - c. Develop an appropriate maintenance district for parks and greenways,
  - d. Institute a tax earmarked for Park use,
3. Change tasks or Alter workload
  - a. Reduce Park Hours and daily gate schedule (which will mean that we have a smaller window in which to staff).
  - b. Abandon or mothball infrastructure or landscaped areas.

## 6. Evaluation

The staffing evaluation approaches below come from different data sets, but share the approach of examining staffing levels in terms of required tasks and services.

I should note that Chico's Parks and Greenways suffer from a backlog of deferred maintenance (vegetation, trails, signs, restrooms, playground equipment) that has been neglected for decades. A former Commissioner recently told me that the estimated cost of fully implementing the Bidwell Park Master Management Plan would be on the order of \$50 million.

a. Assessment of Workload – Maintenance Staff

i. Top Down Approach

To explore the impacts to parks, we created a series of models (Figure 2) based on the task hours recorded for FY 2012-2013 (note this does not include the Park Field Supervisor's time). Parks have been collecting crew hours by task for about a decade. The data gives us the best estimates on what the impacts may be of cuts.

The Proportionate Model looks at just reducing all tasks by the amount of FTE available, and gives a sense of the magnitude of the workload. However, this model is unsatisfactory because there are several tasks (i.e. irrigation repair, or pool cleaning) in which the time to complete has nothing to do with the amount of staff that we have.

To insert some prioritization onto those fixed tasks, we developed the priority mode. The priority model recognizes that some tasks are fixed while other may be proportionate. For example, we considered the gate closings as part of a proportionate task, whereas the irrigation repairs noted above are fixed. So the choices by line were simple either an item was proportionate (reduce by the FTE reduction) or fixed (same hours as in the previous year). However, with this approach, the model suggested that there will be a 3400 hour work deficient (in other words additional, cuts to services will be needed to make the workload hours match what we have available.

To make the hours match (at least theoretically), I also completed a "theoretical model" that will attempt to "solve" the gap between the priority model and the actual staff available. This should be viewed as an "order of magnitude" exercise to see what we may have to give up rather than an actual staffing or work priority model. The idea is to get a sense of the type of structural functional changes that may be necessary to make the amount of work hours balance with what we have available. Here are some assumptions needed to make the hours balance:

1. Stop homeless encampment clean-up
2. Cut gate hours, and reduce service to restrooms.
3. Cut graffiti removal efforts in ½ (either tolerate graffiti in park; focus on only the most offensive tags).
4. Cease activities in greenways and preserves.
5. Cease reservations as a Park service.
6. Open Caper Acres 3 days/week; close 3 days a week (Monday is closed for maintenance).
7. Cut routine maintenance in 1/2 or alternatively permanently shutter a restroom(s) to reduce workload; abandon 1/2 of all lawn areas; cut repairs in 1/2 or permanently remove fixtures as they fail to reduce workload.
8. Do not maintain Sycamore Pool during the swimming season.
9. Reduce trail maintenance and repair in 1/2. Permanently decommission trails (will likely require additional funds to do properly).
10. Close Upper Park Road (requires additional funding to abandon safely and responsibly).
11. Cut infrastructure and repair planning in 1/2 in favor of maintenance only.
12. Cutting wildland restoration and maintenance will likely increase long-term costs and hazards (fire, eradication costs, and environmental damage).
13. Cease support of other department activities such as leaf pick-up, road work, and emergency response.
14. Cuts will mean a less supported/effective volunteer program and reduced scope of services.

Obviously, there are some priorities that we must try to figure out, and the cost of "abandonment" or "mothballing" are significant but necessary if we are to maintain basic safety and environmental responsibilities. Abandonment is an extreme measure and definitely will not save money if needed for the short term (for example, any savings from not watering the lawn will be dwarfed by reestablishment costs). However, if we are looking at a permanent staff reductions and financial commitments, then these items need to be considered seriously. I strongly suggested that any permanent closures receive public input and direction from the BPPC.

Finally, the "Gate Open Model" that looks at the annual numbers and derived that 2.28 FTE would be needed. However this was a simple approach that looked only at the annual numbers.

ii. Bottom-up Approach.

In addition, working with the Field Supervisor, we also explored a daily staffing model looking at a "typical" daily basic (core) functions. Certainly, there are short-falls with this approach: we considered the field supervisor as part of the pool,

we did not consider the non-peak season, we used only “core” functions—tasks that we complete every week and did not consider projects or average in any of the other couple of dozen task categories that we complete each year.

The first model utilizes that staffing levels that we have available and points that the levels are insufficient to maintaining the park in the long haul as there is not enough time for basic functions.

Because some high priority tasks are fixed in how long it takes to complete (for example, housekeeping and safety), the addition of staff allows Parks to complete tasks that

This approach suggests that the gap between the two schedules is 80 hours a week in peak season and 40 hours in non-peak times this is equivalent to 1.5 employees for the year. The Field Supervisor indicated that based on his knowledge a 1.5 FTE is a reasonable number based on our experience so far with staffing and what needs to be maintained in Bidwell Park.

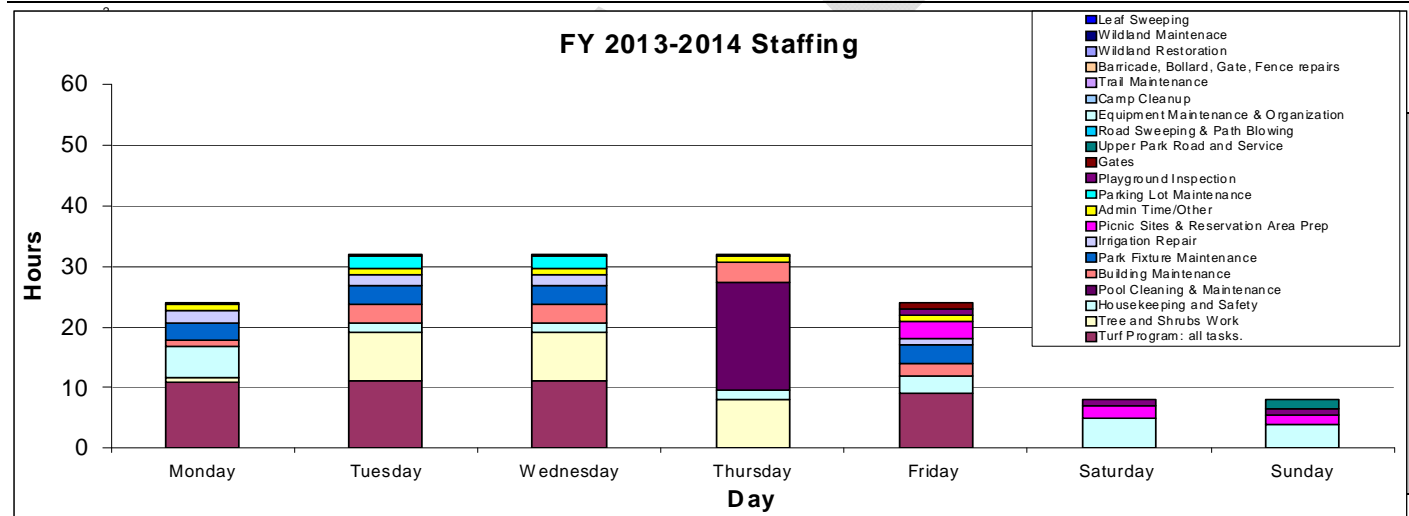
**FY 2013-2014 Budget Staffing**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Staffing</b>							
Supervisor	1	1	1	1	1		
Senior MW	1	1	1	1	1		
Maintenance Worker	1	2	2	2	1	1	1
<b>Total</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>1</b>
Available Hours	24	32	32	32	24	8	8

**Principal Daily Functions**

All Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Housekeeping and safety front to back, open South One Mile restroom and gates. Check areas for damage or failures repair if time permits. Recheck South One Mile restroom before end of shift.	Monday – thorough cleaning of restrooms and involved repair and landscape work at Caper Acres.	Tuesday – start mowing program.	Wednesday – continue with mowing, and prepare equipment for pool cleaning.	Thursday – clean and complete minor repairs to Sycamore pool, and clean, maintain and put away pool cleaning equipment.	Friday - Open all restrooms, safety inspections of all areas and open all gates.	Weekend- Safety and Housekeeping Front to back, open all restrooms and areas, Disc Golf trash (Saturday) and Upper Park trash (Sunday).	

**Hour Estimate**





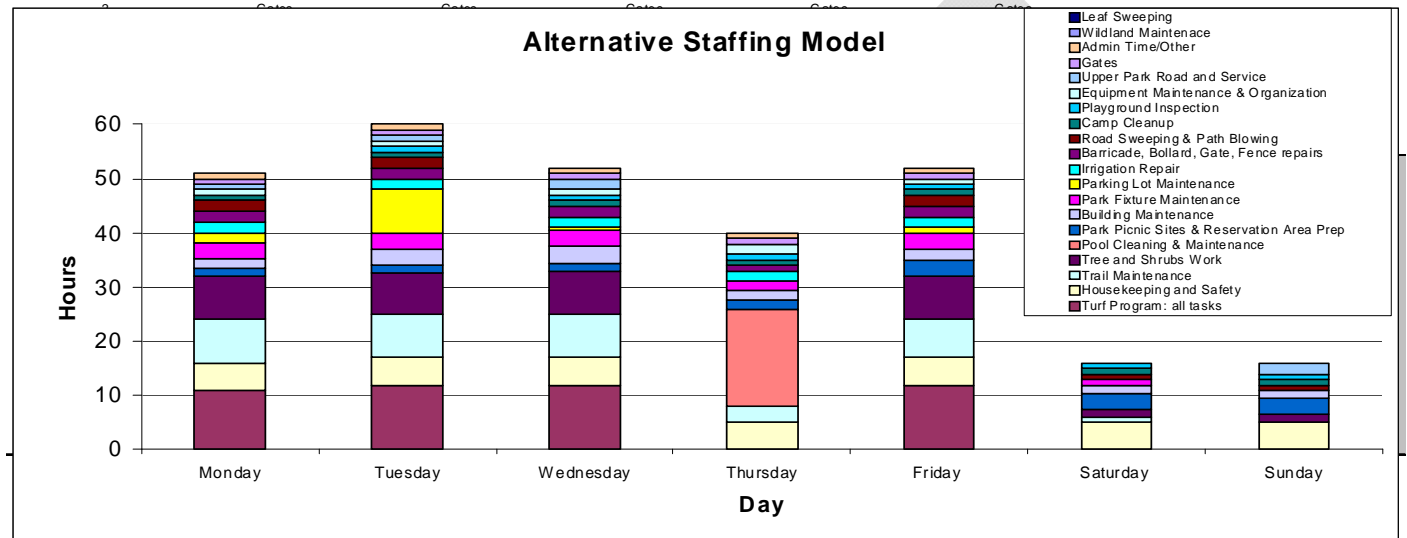
**Alternative - Adjusted Park Employee Work Schedule**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Staffing</b>							
Supervisor	1	1	1	1	1		
Senior MW	1	1	1	1	1		
Maintenance Worker	2	3	3	3	2	1	1
Seasonal MW	1	1			1		1
<b>Total</b>	<b>5</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>
Available Hours	40	48	40	40	40	16	16

**Principal Daily Functions**

All Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
	Houskeeping front to back, opening of all facilities except those regularly closed on Mondays (IE Caper Acres and Upper Park road). Damage assessment and emergency repairs, Regularly scheduled work programs such as Turf and Vegetation Maintenance, Building and Fixture repair, Road and Parking lot grading, Pool cleaning and repair, Wild land and trail Maintenance programs.	Monday - trash cleanup and opening (except Caper Acres - service day). Crews mow park and satellite lawns, make inspections and repairs to fixtures, add fall material as needed and a general cleaning.	Tuesday- open all park restrooms and gates, continue with lawn mowing and repair of fixtures and general maintenance on current program at the time.	Wednesday- open all park restrooms and gates, continue with the lawn mowing, and work and maintenance programs. Prepare equipment for pool cleaning.	Thursday - open and complete minor repairs to Sycamore pool, and clean, maintain and put away pool cleaning equipment. Mow One mile lawns, clean and open all restrooms and gates.	Friday-Reservation preparation for weekend, clean and open all facilities, sweep park roads.	Weekend - Safety and Housekeeping Front to back, open all facilities, post all reservations, Disc Golf trash (Saturday) and Upper Park trash (Sunday) Revis it and replenish all restrooms before end of shift.	

**Hour Estimate**



**b. Assessment of Workload - Rangers**

To gain a coarse understanding of coverage during the year, I compared the amount of time that the park is open with the available ranger hours for patrol. Overlap means time available for coordination, backup, planning, monitoring, visitor services, BPPC and permit support, and volunteer support. Gap means time that rangers are not available for patrol.

From a very coarse standpoint, we can look at coverage and overlap in terms of the total hours that the park is open (108.5 hours per week during the peak season, and 94.5 hours per week in the winter). Comparing last year's staffing (3.5 FTE) to we obtain the following comparison. Note that we used conservative estimates for the rangers (10% to cover non-patrol duties) :

**2012-2013 FY Schedule (3.5 FTE).****Rangers**

Patrol Hours / week	#rangers	Weekly hours	Total	Weekly Overlap (+) / Gap (-)
32	4	128	3328	19.5
34	3	102	2652	7.5
			5980	13.5

**2012-2013 Budget Cut Schedule (2.5 FTE).****Rangers**

Patrol Hours / week	#rangers	Weekly hours	Total	Weekly Overlap (+) / Gap (-)
32	3	96	2496	-12.5
34	2	68	1768	-26.5
			4264	-19

Note: Assuming 5% vacation/sick; 5% administrative tasks (BPPC support, citations, permits, news releases, court appearances, Park Watch, etc); and base hours overlap (for coordination, encampment surveys, backup for area patrols, events in summer) 4 hours in summer and 2 hours in winter. (Probably an underestimate for the Senior Ranger).

Although a rather unrefined estimate, the analysis is eye-opening as it may explain a bit of the ripple effect that we have seen this summer on park services and protection. For example, anecdotally, the lifeguards have reported increased incidents including violent ones, our crew have spent more time cleaning up encampments, and we have fallen behind on permit processing. While some of these issues (i.e. weapons and fights) become police issues, the rangers often serve a role in de-escalating issues and can better assess whether an issue needs to be referred to police. Other issues certainly have a part in these items (homeless numbers, late permits); it certainly points to our lessened capacity for handling exigencies.

**c. Evaluation of Non-staff Alternatives**

As mentioned earlier, the focus of this document is on developing estimated staffing levels to operate the gates. Certainly some of the alternatives mentioned are worth examining but are beyond the scope of this document.

In addition, we are exploring several options and gathering information, such as for the Butte County Sheriffs Department ACS program. We will also be examining fees, donations, and examining additional volunteer efforts. Other revenue items (taxes and districts) are political solutions and would require Council direction.

In any analysis, past experiences would be worth examining. For example, the City did have a security contractor close the gates at one time, but the program was stopped in lieu of additional Ranger that could provide additional services (enforcement, education, and visitor assistance) at lower costs. However, we can examine security, janitorial and landscaping contract alternatives more closely if so directed. We are informally collecting informal estimates on the cost of these services so that we can provide a better comparison. We anticipate having estimates within a couple of weeks.

These services are kept to set tasks to allow clear oversight and establish expectations. Other tasks (trail work, wildland vegetation, infrastructure repair, and so on) are dynamic tasks that would require extensive supervision, training, and expertise and would not be efficient to outsource (however, some larger tasks in these areas can be set up as capitol projects that would have a clear description, definition, and objectives).

Finally, the items under "Change tasks or Alter workload" are intended to reduce our management footprint and capture reducing the scope of what parks must do. While the Park Hours reduction may help with ameliorating the staffing of closing gates, it does not change the daily maintenance load. Abandoning or mothballing infrastructure or landscaped areas is a last resort option, and has costs in both amenities for the park, but also to properly decommission (and later to replace or reopen). We continue to examine areas of the Park that can be cost effectively abandoned (trails or landscaped

areas). For example, we have converted areas of lawn to shrubs or native grasses which reduces maintenance and watering costs.

## 7. Staffing Recommendation Levels

Based on the information that we have, I recommend the following partial restoration of staff to remedy the gate and restrooms closure and maintain other basic functions in the park at an adequate level.

1. Hire additional staff to allow for the opening and closing and regular servicing of the Park and to provide safety services:
  - a. 1.5 FTE maintenance workers (suggest one full time and another that is either hired as a seasonal Maintenance Aide or share a Maintenance Worker that can be used in Parks from May to November 1). Although the analysis suggested that the actual FTE should be higher (2.28) based on the 2012 values, we believe that the lower number suggested by the Field Supervisor
  - b. 0.75 FTE Seasonal Ranger.
  - c. Depending on the options selected, the costs could be estimated more closely (but is on the order of \$60,000 to \$100,000).
2. As a general rule, the substitution of tasks to free up the same FTE equivalent above would also allow for us to open the gates and other facilities. This can be any combination of tasks (i.e. parking lot maintenance, turf, housekeeping) could be outsourced to free up 1.5 FTE of tasks. As in the past, the gate closings could be contracted out (roughly 624 - 832 hours), but at the past rate, the costs would likely exceed that required for a seasonal additional ranger. We are collecting estimates on janitorial and security service costs.
3. I would recommend that the next step is an evaluation of costs under the current approach to see the net costs of this restoration. In addition, fees will be evaluated over the next few months which may result in additional revenue to off-set these costs.

### Table 2. Actual 2012 Park Maintenance Tasks and Task Hours Models.

See attached Spreadsheet.



# CITY OF CHICO MEMORANDUM

DATE: 9/13/13  
TO: Mark Orme  
Ruben Martinez  
FROM: Daniel Efseaff, Park and Natural Resource Manager  
SUBJECT: Budget Response to Street Trees, and Landscapes Division

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## 1. Introduction

This memo is intended to provide

- An overview of the tree program,
- Describe the impact of the budget cuts to the program and current approach to handling tree tasks, and
- Identify data gaps or issues that may help guide future decision making.

Another companion memo (on the impact to the Parks Division) and the tree annual report provide important background material.

## 2. Problem Definition

The City of Chico is noted for its trees. Trees not only provide aesthetic value, they produce a huge benefit to the citizens in the form of energy reduction from shade, pollution absorption and carbon sequestration. They also add significant property value to adjacent homes.

The Street Trees Program cares for and manages the City's urban forest of street and park trees. Chico's urban forest actually includes the Bidwell Park woodland, plus the privately planted trees throughout town. Within the City's responsibility are approximately 34,211 street tree sites, of which 30,667 contain street trees. There are approximately 3,544 open planting sites. The City's street tree population also has 1,439 trees that are scheduled for eventual replacement, due mostly to aging, structural problems, or lack of establishment of young trees.

In addition, the Division maintains the City's public landscapes that includes 229 sites, supported by 118 funding sources. Most of these funding sources are Chico Maintenance Districts (CMDs), but other funds include City department budgets, such as Police and Fire, as well as the General Fund for Parks and Public plantings. The Landscape Maintenance Services contract is the City's largest service contract.

The 2012 annual report noted that past annexations and additional demands for service come at a time that the Division struggles with the loss of staff amid budget cuts:

"...This forces us to respond to emergency work more often, thus reducing our time for routine work. Thus, the City has 10-15 years of deferred maintenance on its street trees. As the economy begins to recover, the Division's aim is to concentrate on routine pruning of the highest priority trees. This will require additional staffing and a pruning contract for the large old trees in most need of work. Much of our current focus is on formative, structural pruning of young trees. Our long term goal is to develop a forest of strong young trees to replace the current aging population."

In July 2013, budget cuts resulted in the elimination of the tree crew. The Urban Forest Manager position is budgeted under the FY 2013-2014 City budget, yet that position has been held open. Yet these choices do not remove the obligation to care for the City's trees and landscaped areas.

I am quite concerned that unless a reasonable effort and plan is in place to address tree issues that our Urban Forest, there will be consequences to the health of the urban forest and escalating costs associated with storm clean-ups; property damage; sidewalk, roadway, and ADA repairs; and harm to citizens from tree or branch failures.

## 3. Goals

This memo is intended to layout the current approach to addressing these responsibilities, examine the sufficiency of those measures, and identify alternatives and data gaps.

#### 4. Description

##### a. Past Staffing Approaches

Tree crew tasks were split into several areas as shown (Table 1) in information from the 2012 Annual Report.

**Table 1. Breakdown of Street Tree Crew Tasks and Numbers.**

<u>Project Type</u>	<u>Description</u>	<u>2011 Hours</u>	<u>Percent Time</u>	<u>2012 Hours</u>	<u>Percent Time</u>
Scheduled Maintenance	DCBA, traffic safety, School zones, young tree pruning	2553	26%	3059	32%
Service Requests	High Priority Requests	2333	24%	1952	20%
Emergency or Urgent Work	Storm Damage, down limbs, call out cleanup	1205	12%	1251	13%
Planting	Arbor Day, Planting Program Assist	31	0.3%	89	0.9%
Equipment and Yard Maintenance	Includes Required DOT inspections	1527	16%	1442	15%
Assisting other Departments	DPW, Fire, Parks, Unoccupied Camp Cleanup	486	5%	332	3%
Safety Meetings and Training	Electrical Hazards, Aerial Rescue, Climbing	468	5%	345	4%
Other	Sick, Vacations, Holidays, Leave	1219	12%	1097	11%
<b>Total Hours</b>		<b>9822</b>	<b>100%</b>	<b>9567</b>	<b>100%</b>
FTE	2080 hours	4.72		4.60	

<u>Project Type</u>	<u>Description</u>	<u>2011 Values</u>	<u>2012 Values</u>
Formative pruning	Number of young trees pruned	847	1376
Trees Removed	Number of trees	110	170
High Priority Service Request	Number of completed requests		671
Call outs	Number of call outs	47	48
Damage Reports	Number of Reports	23	34

##### b. 2013-2014 Budget Proposal Staffing Overview:

The budget cuts are part of \$4 million reductions to the general fund. The staffing cuts reduced Street Trees crew and landscapes from 8 to 3 employees (a Landscape Inspector, maintenance worker and the Field Supervisor remain; the tree crew, cut with the budget, and the Urban Forest Manager position, held open, are no longer available). The workload shift to the Parks and Natural Resource Manager and other staff, outside of the Division, means that not as much time is available for other tasks (i.e. Parks initiatives).

#### 5. Alternatives

##### a. Initial Approach to Reduction in Staffing and Services

Although always closely aligned with the Parks Division, the Street Tree and Landscapes Division has been combined with the Parks Division and is supervised under the Parks and Natural Resource Manager. In the past, the City has a long standing removal contract and often would contract out certain removal or pruning jobs. To carry on tree work in the City, staff proposed retaining the Field Supervisor and a Maintenance Worker and carrying out the bulk of the tree work with a series of separate contracts:

1. Removal Contract (existing) - The scope of work includes the initial removal of dead, dying, diseased and structurally unsound street and Park trees throughout the City of Chico, grinding the stumps, removing the grindings and placing soil in the resulting hole. Additional removal work may be requested by City on an as-needed basis during the term of the Contract. A tree removal list is developed on a regular basis, with removals assigned due to priority.
2. Emergency Services Contract (just awarded, 8/2013) - The Contractor provides crew and equipment to work on trees that may fail unexpectedly. Failures may include large limb breakage, split trunks, uprooting or trunk failures. As such failures may occur at any time of the day or night and the contractor will provide a crew within one-half hour's notice.
3. Pruning Contract (going out to bid, September 2013) – This proposal allows for tree trimming and removal services at various park and street locations throughout the City. The work includes: tree trimming and removal; Stump grinding and removal; hauling, recycling, and/or disposal of all wood debris. While the contractor could be called out on an emergency basis, the main effort of this contract is the pro-active pruning and debris removal that can be scheduled in advance.
4. Staff – Remaining staff members conduct triage on tree service requests and assign the proper resources, water trees, complete relatively simple tree call-outs, oversee the landscape contracts, and carry out some of the duties of the Urban Forest Manager.

We acknowledge that other options may be possible (sharing staff among divisions), or developing a system for scheduling “pool” maintenance workers between divisions, or even a single contract to handle services). While these may be helpful to look at in the future, they were not evaluated.

Originally, the cuts to the tree crew staff were proposed with the Urban Forest Manager position remaining in place to manage the contracts, oversee staff, maintain relations with the public, complete claim reports, and provide other technical functions to the City. However, this position remains open with the retirement of the Urban Forest Manager in July, which has created a heavy workload and an imbalance with other priority tasks for the division (i.e. more time associated with routine and high priority tree issues and personnel, means less time is available for Parks tasks).

We identified the following options for addressing the functions for the Urban Forest Manager:

1. Fill the Urban Forest Manager position (temporary or permanent) with either a
  - a. Part-time or
  - b. Full time employee.
2. Contract functions of the Urban Forest Manager to outside entities (consultant(s), tree service firm or non-profit).
3. Distribute the functions to existing staff.
4. Hybrid - combination of 2 or more of the above.

## 6. Evaluation

Below is a list of issues, ideas, and data gaps that may help with assessing the approach to handling Street Tree Division issues.

### Street Tree Work

1. Increased call outs after hours. While some relatively minor work (moving branches out of the ROW) can be handled by staff during regular work hours, the additional duties placed on staff and lack of staff; make carrying out of more involved tasks, very difficult to carry out. There are tasks that are more inexpensively handled by staff than by the emergency services contract (\$500 minimum). An recent example (9/13/13) at Bidwell Bowl, is instructive. An 8 inch diameter branch fell onto the pathway, Sierra Landscapes would have charged \$575; under the contract, Peterson Tree Service would have charged \$500; our Park Field Supervisor sawed and cleaned it up in less than an hour (probably less than \$100, but there are opportunity costs-he was cleaning restrooms that were missed by Serv-Pro and has many other duties). However, any work that requires a crew (of 2-3 people) would have to be completed after hours (call out members are from different divisions) and crew members paid overtime. Even with the overtime cost, the intermediate jobs may still be more cost effective as a call out than under the contract. I am concerned about the long-term burden that we are placing on certain staff members that respond.
2. Evaluate costs and estimated number of trees that can be addressed under the current amount budgeted. For example, if the minimum call out cost was applied to the \$100,000 added to the budget that results in about 200 trees (or roughly 59 days) being addressed on an emergency basis (not counting other types of calls). A more detailed analysis may help shed light on the net cost to the budget, or alternatively what services we may have to give up (and the potential consequences). An preliminary example of baseline costs, using last year numbers (and broad assumptions) produces the following:

Item	2012 Numbers	Estimated Unit Cost	Source	Estimated Annual Total
Pruning	1376	\$50	Unit estimate for pruning of young tree.	\$68,800
High priority service requests	671	\$500	Minimum call out price (2 hours at \$250/hour) under City contract. Actual average may be higher (but may be off-set by combining jobs and some items picked up by City staff.	\$335,500
Tree removal	125	\$750	Unit costs from actual contract for a large tree. Annual total is from last year's actual budget [verify].	\$93,750
	45	\$750	Number of trees removed from tree crew.	\$33,750
<b>Value of 2013 work</b>				<b>\$531,800</b>

3. An analysis of areas, species/varieties that may shed light on prioritizing issues and making economical decisions that have public support. This could be done before there are problems. For example, the trees on Mission Ranch Blvd have received a total of 22 service requests, which is unusual if you consider that the trees are 15 years old, but not if you consider that they are a fast growing sycamore hybrid (Yarwood). The plan was to prune them every 3-5 years, which may not be possible under current economic constraints. They are likely a good candidate for replacement. We could evaluate Yarwood sycamores on the database, and past work efforts. This may be a species that has proven to be incompatible with the conditions in Chico.
4. Certain discrete tasks (i.e. systematic pruning of young trees and routine pruning of larger trees) will save the City money over time and reduce the potential for catastrophic failure.
5. Complete an accounting of trees in high profile areas and develop an estimated number of trees that will need to be addressed to reduce hazards. For example, there are 1500 trees in Bidwell Park that are over playgrounds, picnic sites, and roads. Prior to 2010, approximately \$30,000 was set aside to prune those trees. That funding stopped with some ARRA funding to do some major pruning (\$100,000 to complete about 500 trees); however that amount has not been restored, leaving very few resources for proactive care. I would regularly inspect areas of the Park with the Urban Forest Manager, to anticipate the trees that were in danger of failing, but even that approach will not be possible under current circumstances. Over time, this neglect may turn into very real threats to our citizens and property.
6. Liability for trees that fail due to deferred maintenance. There have been a number of failures this year that have damaged homes and vehicles. This can be expected to increase as tree work continues to be deferred.

#### Landscape and Maintenance Districts

As most of the tasks associated with landscapes have a source of funding different than the general fund, this program has not been as impacted. However, there are some issues that have become apparent:

1. As the City's largest contract, there needs to be significant oversight of the landscape contract. I am concerned that the contractor could be performing at a much higher level with more guidance and accountability for performance (this needs a larger time commitment than what we are able to provide right now with the other tasks).
2. Some functions that were assigned to the Urban Forest Manager have been absorbed by the Landscape Inspector (assignment of the City's herbicide application program, some plan checks, increased burden on managing the landscape contract); however, other than the oversight issue above, these are not as significant as the burdens associated with other parts of the division.
3. A number of tasks and staff time, appear at first glance to be appropriately charged to specific maintenance districts (rather than the general fund). Closer examination may point to restrictions associated with the district; however, I suspect that a considerable amount of time and work that is currently charged to the general fund should be charged to individual districts. This would be an excellent area to examine more in-depthly to see if there are institutional practices that could lighten the load on the general fund.
4. Tree work within the landscape areas of CMDs can be completed, but must still be put out to bid, which requires additional staff time and oversight.

#### Urban Forest Manager

1. The vacancy of the Urban Forest Manager position has left the following gaps in functions that are not being addressed or addressed in a limited fashion:
  - a. Implementation of the urban forest management program and plan (setting direction and oversight of planting and pro-active maintenance);

- b. Provide technical advice and training relating to tree and landscape maintenance activities;
  - c. Provides liaison between the City and the community relating to park and landscape facilities;
  - d. Coordinates and directs tree and landscape maintenance crews in park maintenance projects; Supervise contractors and conduct oversight;
  - e. Responds to complaints, service requests and inquiries from citizens, the news media and others regarding tree management policies; acts as liaison with other City Departments, public agencies and private organizations to coordinate management and policies;
  - f. Subdivision and Plan checks/Reviews commercial tree planting plans, landscape projects and irrigation systems; assists in recommending the design of new parks and landscapes;
  - g. Identification of hazardous branches or trees, and assignment of urgent work to crews or contracts.
  - h. Completion of investigative tree claim reports,
  - i. Communication and providing guidance to the BPPC on Street and Park Tree issues.
  - j. Continuation of the citizen tree planting program (reduces city costs as the citizens plant and provide some care for their street trees that need to be replaced).
  - k. Assessment and monitoring of older trees that may be declining rapidly.
  - l. Continuation of the Asian Woolly Hackberry Aphid control program and overseeing the replacement with more desirable and less problematic species as time and funds allow.
2. The sharing of the workload for the Urban Forest Manager has created an unsustainable workload on other staff. Calls associated with construction and City projects have created bottlenecks and had a ripple effect on the workload in other areas. Just using myself as an example; today, I have received calls on (374 East 7<sup>th</sup>, Caper Acres, 717 Salem Street, 506 Ivy St, 18 Walnut Park Drive). These are items that were beyond routine service requests that required timely answers (Dave was working on other projects). In the past 2 weeks street trees has occupied between 30-50% of my time, which represents less attention to the parks (at a critical time).
  3. The Urban Forest Manager position is a currently budgeted position. Its elimination was not part of the City Council identified budget. The decision was not part of a strategic evaluation of street tree tasks (i.e. what functions can be best handled by a contractor).
  4. Currently, the list of tasks that have been address in a limited way include: claims, tree removal or pruning requests from outside parties (about 20-40 trees total), plan checks/development application (for examples removals in downtown and a 717 Salem Street), and consultation with other City staff, development of the next removal list, fielding calls or emails from the public (some days up to at least 5-10 a day), and work on the Urban Forest Plan.
  5. As a stop-gap approach, currently, we are able to only address individual tree issues. Looking at issues with the entire forest will aid City expenses in the long run (for example, thoughtful removal or replacement of certain trees will result in cost savings to the City, i.e. phasing out Yarwood Sycamore and hackberry will reduce maintenance costs long term). The City will not be able to see the (Urban) Forest for the trees (call outs). For example, the UFM could steer removals and replacements to include other trees in an area (to make the removal more cost effective) rather than just the individual tree that is the subject of the call-out.
  6. Here are some concerns that would need to be addressed about contracting out the work.
    - a. Abdicating staff's role on decision-making to entities that serve different masters (for example, we recently had a subcontracting arborist pull their company off the removal of 6 trees because of perceived controversy.)
    - b. Contractors will likely charge a premium for liability insurance or refuse to indemnify the City. Of course, the bids may provide a clear comparison of the costs; however, we need to be able to reject the bids if the cost of the contract will exceed the cost of a part or full time employee.
    - c. While certain activities (i.e. plan checks) lend themselves well to potential contracting (with some clear instructions, i.e. that plan checks consider future maintenance costs and impacts); others may not serve in the City's interest (i.e. a contractor supervising the landscape contracts) or provide minimal benefit (i.e. claim investigations may help reduce some of the paperwork, but there would only be an incremental help, as staff likely would have to supply the basic information and be familiar enough with the problem to provide a follow-up remedy. Delegating some of the basic information from the database to clerical staff to start the report may be a more efficient solution).

## 7. Recommendations

1. Complete an evaluation of costs (and functions provided) under the current approach to see how the net costs of contracts (or potential services) compare to the former staffing levels and costs.
2. Hire an Urban Forest Manager or establish key functions under a services contract. The current workload associated with the absence of the Urban Forest Manager is unsustainable and will result in errors, lost productivity in other functions, lack of contractor oversight (both financially and in the quality of work completed), increased complaints and elevated tree issues (due to the lack of effective communication on tree issues). While



some of the workload can be captured by contractors, at a minimum a temporary, part time Urban Forest Manager will give us the flexibility, cost savings, and primary duty to the City that is required in the position.

3. Establish a contract for the project development checks. If other Urban Forest Manager functions are established under a contract, set it up with either a relatively short term (or with a renewal option) so that we can fold in things that we learned into the next term of the contract.
4. Examine maintenance district funds and practices to see if additional tasks and staff time should be appropriately levied against them and what barriers may exist.
5. Identify tasks that lend themselves well to contracting services.
6. Develop a robust mechanism for oversight of the landscaping and tree contracts (from a fiscal, safety, and technical resource standpoint).
7. Develop a triage system for incoming service calls and identify priority areas (i.e. primary corridors, and public spaces). Communicate to the public the criteria and that we will be unable to complete low priority work (we will monitor low priority issues, until they elevate to more urgent problems).

## References

City of Chico. 2013. Street Tree Division 2012 Annual Report. BPPC Staff Report. Denice Britton, Urban Forest Manager.

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