



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
Regular Meeting Agenda
February 27, 2012, 6:30 pm
Municipal Center - 421 Main Street, Council Chamber

Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 965 Fir Street during normal business hours or online at <http://www.chico.ca.us/>.

1. REGULAR COMMISSION MEETING

- 1.1. Call to Order
- 1.2. Roll Call
- 1.3. Special Recognition of Janice Heckerson, Administrative Assistant, to the BPPC
- 1.4. Special Presentation: Bidwell Park Rephotography - Byron Wolfe, CSU Chico.

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 01/30/12.

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

Applicant requests a permit to host a hike and run in Upper Park on established trails on June 9, 2012. Routes would be on the north side of the park. This application is being considered by the Commission because the group is requesting the use of trails in Bidwell Park that are not considered intensive use areas. **Recommendation:** Approval of the permit use application with conditions.

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

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

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

Applicant requests a permit to host the Chico Walk to End Alzheimer's at One Mile on October 13, 2012. Set-up for the event will occur on October 12, 2012. This application is being considered by the Commission because the group is requesting the use of a park area for multiple days and for more than 10-hours. **Recommendation:** Approval of the permit use application with conditions.

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

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

ITEMS REMOVED FROM CONSENT – if any

3. NOTICED PUBLIC HEARINGS - None

4. **REGULAR AGENDA**

4.1. Finalization of 2012 Committee Assignments and Chairs.

BPPC members serve on the Policy Advisory, Natural Resources, Street Trees Committees and the City's ad hoc Bicycle Advisory Committee. The Committees allow more detailed consideration of issues. Findings or recommendations are then reported to the entire BPPC. Assignments are at the BPPC Chair's prerogative with staff recommendations. **Recommendation:** Staff recommends approval of Chair's committee assignments

4.2. Review and Adoption of Park Memorials and Donations Policy

At its 1/30/12 meeting, the BPPC reviewed and made additions to the Park Donations Policy. The Policy outlines the donation for certain Park infrastructure and the placement of memorial plaques. The Policy Advisory Committee has held a number of meetings to help craft the recommended policy.

Recommendation: Staff recommends BPPC review and adoption of the Park Donation Policy.

5. **BUSINESS FROM THE FLOOR**

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

6. **REPORTS**

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

6.1. Tree Committee Report – Jim Mikles, Chair

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

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

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

7. **ADJOURNMENT**

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



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

CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
Minutes of
January 30, 2012 Regular Meeting

1. REGULAR COMMISSION MEETING

1.1. Call to Order

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

1.2 Election of Chair and Vice Chair

MOTION: Nomination of Lisa Emmerich for Chair. **MADE BY:** Brentwood. **SECOND:** None. Motion dies for lack of a second.

MOTION: Nomination of Richard Ober for Chair. **MADE BY:** Mikles. **SECOND:** Craig. **AYES:** 6 (Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSTAIN:** 1 (Ober). **ABSENT:** None.

MOTION: Nomination of Lisa Emmerich for Vice Chair. **MADE BY:** Brentwood. **SECOND:** Craig. **AYES:** 6 (Brentwood, Ober, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSTAIN:** 1 (Emmerich). **ABSENT:** None

1.3 Roll Call

Commissioners present:

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

Commissioners absent: none

Staff present: Dan Efseaff (Park and Natural Resource Manager), Ruben Martinez (General Services Director), Denice Britton (Urban Forest Manager), Lise Smith-Peters (Management Analyst), Alicia Rock (City Attorney) and Janice Heckerson (Administrative Assistant).

2. CONSENT AGENDA

2.1. Approval of Meeting Minutes

This item was removed from Consent Agenda by Commissioner Herrera.

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

Applicant requests a permit to host a mountain bike race in Upper Park on established trails on 8/25/12. Routes would be on the north and south side of the park. This application is being considered by the Commission because the group is requesting the use of trails in Bidwell Park that are not considered intensive use areas.

2.3. Consideration of a Permit for a Wedding at City Plaza.

Applicant requests a permit to host a wedding in City Plaza on 6/30/12. This application requires BPPC consideration as the applicant is requesting the exclusive use of non-exclusive use area.

MOTION: Approve Items 2.2 and 2.3 as presented. **MADE BY:** Emmerich. **SECOND:** Brentwood. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

ITEMS REMOVED FROM CONSENT – IF ANY

Approval of Meeting Minutes

Commissioner Herrera asked that Item 6.1 of BPPC meeting 12-12-11 contain an answer “Yes” to the question regarding impact of the disc golf course.

MOTION: Approve minutes of BPPC meeting held on 12-12-11 as corrected. **MADE BY:** Herrera. **SECOND:** Emmerich. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

3. NOTICED PUBLIC HEARINGS - None

4. REGULAR AGENDA

4.1. Consideration and Input to Internal Affairs Committee on Smoke-Free City Parks.

The Council' s Internal Affairs Committee is looking at smoking issues across the City. On 11/08/11, they referred the issue of no-smoking in City parks to the BPPC for consideration and possible recommendation. BPPC's Policy Advisory Committee accepted public input on the issue at its 1/19/12 meeting and now ask BPPC to provide input and a recommendation to the Internal Affairs Committee. If the BPPC recommends additional restrictions, staff suggests that the BPPC forward a list of considerations to help shape the policy.

Park and Natural Resource Manager Efseaff summarized current restrictions, which include state law and an Upper and Middle Park ban for fire safety reasons. Some Park lessees are excluded from the ban. The MMP does not speak much to the issue. Questions arose about personal rights, consistency throughout the Parks, covering smoking inside vehicles, and enforcement concerns.

Commissioner Craig asked how many signs would be needed and the cost. Manager Efseaff said signage requirements depend on the nature of prohibition and without that information we do not know the potential costs.

Commissioner Moravec asked for more information on enforcement and why we give warnings but few citations. Records show 9 citations and 104 warnings last month, mostly in City Plaza. Senior Park Ranger Jessica Erdahl said rangers give warnings for education. She will write a citation for repeat offenders and one who knows they are wrong. People don't always seem to know the rules but she gets good response with warnings.

Assistant City Attorney Rock said implementing a policy draft for an ordinance can create the tool to implement the final city-wide policy you choose later. BPPC could make a resolution for 12 R's that would not affect the rest of the City.

From the public;

Susan Mason, Friends of Bidwell Park, urges support of smoke free Parks because of fire hazards, litter, and health of park users.

Shelly Brantley, American Lung Association, wants to protect park users from being exposed to drifting smoke and tobacco litter.

Christina Roberts, American Lung Association, praised volunteers for picking up tobacco litter. Many other agencies have restricted smoking policies. Chair Ober asked if the other agencies have addressed litter from cars. She would like to do more research.

Elizabeth Newton, Pleasant Valley Klean, wants to protect people from smoke and the litter that is a health danger. Parks should be fun, clean and healthy for everyone.

Matt Bailey, a Klean student, showed large box of cigarette butts they had picked up in the park.

Hanna Henriksen, Klean, said they have made presentations to PTA and others and sent letters to Enterprise/Record.

Valerie Patton teaches a class for moms and babies in Lower park and they run into pockets of smoke as they walk every day. It is often not nicotine smoke. Rangers should be at Caper Acres about 9:30 am.

Jeff Glatz there is a lot of marijuana smoking going on in Park. Cost should not be an issue.

Assistant City Attorney Rock said that to establish infringement of individual rights one would have to have sufficient findings to prove your arguments such as the danger of toxins or injury to health in your specific areas. The Drug Free Zone sign at One Mile bridge was based on code that has since expired and should be removed, unless the District Attorney establishes such a zone with enhanced penalties.

MOTION: Recommend consideration of a smoking ban in all Parks and Greenways and forward the list of issues to the City Council's Internal Affairs Committee. **MADE BY:** Herrera. **SECOND:** Brentwood. Chair Ober offered a friendly amendment to include greenways. Brentwood second. Herrera accepted. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

4.2. Consideration of the Comanche Creek Greenway Management Plan, Comanche Creek Greenway Improvement Project, and Mitigated Negative Declaration.

City staff have met regularly with the Southwest Neighborhood Association to develop a vision for the recreational use of the Greenway as documented in the Comanche Creek Greenway Management Plan and the Improvement Project. The documents will guide future management and improvements in Comanche Creek Greenway, making it accessible to the public as funding permits

Mererdith Williams, Associate Planner, showed the project site and explained proposed improvements. Funding is no longer available but City could produce a Management Plan for the initial public opening that could be updated during use as funding becomes available. Staff has created the vision that would be good for seeking grants. Any opening for public access cannot be addressed until funding has been resolved. Volunteer days can continue to be on the calendar.

From public

Susan Mason - The neighborhood has come up with a plan and staff has given a lot of time. She urges you to adopt it.

Steve Schuman - Adopt 12.01 and we will tread as lightly as we can.

Emily Alma – that land sat untended for many years and invasive plants got way out of hand. As approved it will be attended, funding will come along, and we will keep working.

MOTION: Adopt Resolution 12-01: resolution of the Bidwell Park and Playground Commission adopting a mitigated negative declaration and mitigation monitoring program for the Comanche Creek Greenway Management Plan and Comanche Creek Greenway Improvement Project; and approving both the plan and project. **MADE BY:** Brentwood. **SECOND:** Emmerich. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

Break 8:00 to 8:10

4.3. Consideration of demolition of current restroom and construction of new announcer box and storage area at Hooker Oak's Doryland Fields.

In October 2011, CARD completed construction of an upgraded, accessible restroom at Hooker Oak Recreation Area. The new restroom is ADA compliant and is also connected to the City of Chico sewer line. CARD now seeks to demolish the old restroom and announcer box and to construct a new building for storage and a new announcer area. The new building materials will match the new restroom facility.

Jake Preston, CARD, said the agency is paying for the project, which is driven by American Legion baseball. They have abandoned the old restroom and built the new one. The old announcer box will be left in place until the project is ready for implementation.

From the public – none

MOTION: Approve demolition of Hooker Oak's Doryland Fields old announcer box and restroom and the construction of a building for a new announcer box and storage area.. **MADE BY:** Emmerich. **SECOND:** Moravec. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

4.4 Consideration of the Policy Advisory Committee's revision of the Park Donations Policy

The PAC had met four times to review and make additions to the Park Donations Policy. At its 01/19/12 PAC meeting, the Committee and staff finalized the donation policy for submittal to BPPC. Park and Natural Resource Manager Efseaff noted that the Policy and any items brought up in discussion will go to the City Attorney's office for review.

Management Analyst Smith-Peters stated that a list of locations where benches are needed will be presented at a later date. The donations amounts will be separate on a fee schedule so it can be updated as material costs change.

From public

Susan Mason is appalled how little people donate to the park in general for basic work. Encourage annual donations and campaigns to raise support for Caper Acres, etc.

Chair Ober recommends adding an item on applications that could be checked to donate a percentage of proceeds from an event back to the Park.

No action taken. The reviewed document will come back to the BPPC for consideration.

4.5 Discussion of Committee Assignments and the 2012 Meeting Calendar.

BPPC members serve on the Policy Advisory, Natural Resources, Tree Committees and the City's ad hoc Bicycle Advisory Committee. The Committees allow more detailed consideration of issues. Findings or recommendations are then reported to the entire BPPC. Assignments are at

the BPPC Chair's prerogative with staff recommendations. In addition, the Commission will consider the Committee and BPPC meeting schedules for 2012.

Chair Ober said if anyone wants to change his/her committee assignment, let staff know and we will confirm the change at February general meeting.

From the public

Susan Mason would like someone to attend the Bike Advisory Committee meetings because they are responsible for a large amount of money and trails in the park need an advocate to be brought to the top of the list.

MOTION: Approve the BPPC and Committee calendar dates for 2012 as presented. **MADE BY:** Herrera. **SECOND:** Emmerich. **AYES:** 7 (Ober, Brentwood, Emmerich, Mikles, Craig, Moravec, Herrera). **NOES:** 0. **ABSENT:** None.

5. BUSINESS FROM THE FLOOR – NONE

6. REPORTS

6.1 Special Report: Urban Forest and Street Tree Annual Report

Urban Forest Manager Britton said the division's focus is to take care of street trees through out the City and public plantings other than in Bidwell Park. Chico has been a Tree City USA for 28 years. To most citizens, the character of Chico is defined by the trees. An intern in 2011 developed a street tree inventory and put information into a data base program to define contributions to the city from the street trees. It addressed issues such as energy savings, air quality, and storm water reduction services. Street trees provide over 10 million dollars a year of benefits, which is more than the City pays to maintain them. Staff began development of an Urban Forest Management Plan and a draft could be done this year.

6.2 Special Report: Annual Lessee Reports

Park and Natural Resource Manager Efseaff attached annual reports of six individual lessees. Nature Center report has not been received yet. Presenting them side by side could help with uniformity and makes one aware of the many uses of the park.

6.3 Tree Committee Report – Clay Craig, Acting-Chair

Commissioner Craig said the Committee is in preliminary process for Tree Management Plan as Urban Forest Manager Britton said in her summary. He is pleased with the number of people at the meetings. There is a list of items/potential goals and a request for an overall definition of an urban forest has been added. The focus is on an educational program to provide a variation of trees and reduce invasive trees.

6.4 Natural Resources Committee – Mary Brentwood, Chair

Commissioner Brentwood said they asked the public for input on names for areas of Lower Park and insight on Monkey Face and middle trail. Future meeting will be on designated areas of the Park. There is progress on Trails Plan and Natural Resources Plan. Progress is slow but steady.

6.5 Policy Advisory Committee – Lisa Emmerich, Chair

The meeting discussion was on Park Donation Policy and a presentation about smoke-free parks. Tonight's meeting went over what was done at the committee meeting.

6.6 Urban Forest Manager's Report - Denice Britton, Urban Forest Manager

Tree City USA application was submitted and will be awarded in March. Children's Playground is being vandalized in the Bidwell Bowl area. There is need to discuss how best to reduce maintenance needs there. Plaza fountain was down a couple of weeks after Christmas due to a

faulty pump but there was no major damage to motors. Oak Root fungus was found on Plaza cherry trees so we will make changes. Highway 32 Project is out to bid and the funding is still in place to widen the road and replant the landscape. Staff is working to get a budget for maintenance of new landscape.

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

Report is attached and ground water monitoring report also. The annual report will be for next meeting. Staff is working on parking lots to better accommodate accessible parking needs and doing a planting at lots B and C. There will be a combined comprehensive training for Park Watch, trails, and Team leaders. Fourth Street entrance is being transformed. Volunteer weekly sessions are ongoing. CAVE will have about 27 students this semester. The Police Department will be sending young children in trouble to work for us. The native plant project at Chico High is doing well.

Public comment on Reports - none

7 ADJOURNMENT

Adjourned at 10:00 p.m. to the next regular meeting on February 27 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved: / / .

Prepared By:

Janice Heckerson, Administrative Assistant

Date

Distribution:

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2/23/2012

CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
Minutes of
December 12, 2011 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:

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

Commissioners absent: Mary Brentwood

Staff present: Dan Efseaff (Park and Natural Resource Manager), Ruben Martinez (General Services Director), Denice Britton (Urban Forest Manager), and Janice Heckerson (Administrative Assistant)

2. CONSENT AGENDA

2.1. Approval of Meeting Minutes

Motion: Approve minutes of BPPC regular meeting held on 11/28/11. **MADE BY:** Emmerich.
SECOND: Craig. **AYES:** 6 (Emmerich, Mikles, Ober, Moravec, Craig, Herrera). **NOES:** 0. **ABSENT:** 1 (Brentwood)

ITEMS REMOVED FROM CONSENT – NONE

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. PG&E Request's Public Utility Easement (PUE) in Lower Bidwell Park for Support Pole Installation.

PG&E requested a PUE to support a utility pole at the southwest corner of the intersection of Centennial and South Park Drive. The pole is currently leaning to the south and PG&E would install a support pole and guy wire. The City Council would have to grant an easement before the pole could be installed. Staff seeks a BPPC recommendation on whether to support the easement. If the BPPC supports the granting of the PUE, the GSD Director recommends additional conditions be added to the recommendation forwarded to Council.

Dan Blair, Government Relations Representative for PG&E, explained that the utility pole was originally supported by a tree that is no longer there, and that over time several

additional lines have been added from other utilities that rent from PG&E. Because of the tilt of the pole, the clearance under the utility lines has dropped down to 14'4", creating a potentially dangerous situation. PG&E has done a temporary wedge fix but must soon make it safe permanently or be fined. They want to work inline with BPPC policy.

PG&E offers two alternatives to correct the problem. Option One would install a 35 foot pole with a 15 foot lead guy and would need an encroachment into the Park. PG&E offered that this is most cost effective solution. Option Two would include the addition of two poles to reroute existing wires on an easement along the Centennial right of way. Mr. Blair opined that it may have more impact on Park usage.

Chair Ober said that the BPMMP guides us away from granting an easement, and this sets an undesirable precedent. Commissioner Emmerich asked how long the process would take or would it be expedited because of public safety. General Services Director Martinez said the shortest initial study is about three months. Commissioner Mikles suggested installing the line underground. Mr. Blair said underground is very expensive and applications take 4 to 6 years.

From the public - Ryan Brown asked if PG&E had thought of replacing the existing pole. Mr. Blair said they had, but any replacement pole would lack needed support for lines other utilities have added.

Chair Ober said there are already undesirable issues in that stretch of the Park. We would be creating a new policy so maybe neither option is good for either side. We either approve option 1 or deny it. PG&E could appeal BPPC's decision to take it to the Council.

MOTION: Option One not be allowed. **MADE BY:** Moravec. **SECOND:**Craig. **AYES:** 6 (Emmerich, Mikles, Ober, Herrera, Craig, Ober). **NOES:** 0. **ABSENT:** 1(Brentwood).

Chair Ober thinks this may be the time for the Policy Committee to develop an encroachment policy.

5. BUSINESS FROM THE FLOOR NONE

6. REPORTS

6.1. Urban Forest Manager's Report - Denice Britton

Urban Forest Manager Britton said staff has been working on service requests and down limbs and hangers in addition to setting up the Christmas tree in City Plaza. They have reseeded the area around the labyrinth. There has been an increase in vandalism at Bidwell Bowl.

She discussed removal of some trees on the Bidwell Golf course with the course supervisor. Chair Ober asked if trees are dying as a result of other practices and use issues. Urban Forest Manager Britton said yes, two oaks are dead. One adjacent to Upper Park Road died of root loss and another oak died from road alignment as well as too much irrigation and some improper pruning a while ago. Managing a golf course in a blue oak area is difficult. They are now redirecting irrigation away from trees, removing ivy from trunks, and adjusting other management issues not just at the golf course but also at Five Mile and One Mile. Golf course is responsible for any work to be done on the course. Commissioner Herrera asked if this course has been found to have more impact on habitat than the disc golf course. The answer was "yes."

6.2 Park and Natural Resources Manager's Report - Dan Efseaff

Park and Natural Resource Manager Efseaff reported that the proposal for an additional paragliding launch from Peregrine Point has been withdrawn and will not be going to committee. He noted that the BPPC will be getting an agenda item on Comanche Creek management plan for

the January meeting. Staff has developed a revised water testing method for Sycamore Pool that will save approximately \$29,000 a year. Internal Affairs Committee is asking BPPC to discuss a ban on smoking in parks. He provided an update on native grasses and trail work in Middle Park.

7. ADJOURNMENT

The meeting was adjourned at 7:55 p.m. to the next regular meeting on January 30, 2012 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved: / / .

Prepared By:

Janice Heckerson, Administrative Assistant

Date

Distribution: BPPC

*Corrected minutes per January BPPC meeting.
By Lisa Smith-Peterson 2/22/12*



DATE: February 16, 2012
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: 2.2 Consideration of a Permit for the Northern California Regional Land Trust Hike and Run on June 9, 2012

Recommendation

Staff recommends that the Commission approve the permit use application on the condition that the applicant adheres to conditions of use as presented on the permit.

Background

The Northern California Regional Land Trust requests a permit to host a fundraising race and hike in Middle and Upper Park on Saturday, June 9, 2012. This will be the first year the applicant has held this event and anticipates approximately 500 people. Hiking and race routes will be along the North side of the park and will include the North Rim, Maidu, Upper, Middle, Lower and Yahi trails. This application requires BPPC consideration as the group is requesting the use of non-intensive use areas in Middle and Upper Park.

Discussion

Past permits of a similar nature require adherence to park rules and the applicant must also provide sufficient monitoring to keep racers/hikers on the established route as well as direct traffic where the route is on the road. The park roads will not be closed to other users. The applicant will have one competitive 10K race (100 participants), starting at the Five Mile Recreation area. The route will go along the North Rim Trail, turn around at the Live Oak trail, follow the Maidu trail down to the Middle Trail and finish at Five Mile. Both hikes will start from the parking area D (next to the Rod & Gun Club). Hike 1, a moderate 3 mile hike (150 participants), will follow the Upper Trail out and return on the Middle Trail. An alternate route has been planned for Hike 1 in the event that the Middle Trail is closed for maintenance. The alternative route will follow the Upper Trail out and return on the Lower Trail. Hike 2, an easy 2.5 mile hike (250 participants), will follow the Lower Trail down to Bear Hole, where the participants will then hike along the Yahi Trail back to the finish line. The applicant intends to make this event an educational experience that fosters stewardship of natural resources.

During the event monitors will be in place to direct participants as well as restrict vehicle traffic, while allowing participants through. Adequate signage will also be in place to ensure racers follow the established routes and also to notify other park users of the event. Additionally EMS personnel will be on site and staged at parking area D and the applicant also intends on having Butte County Search and Rescue on site. Most of the route is along paths, trails or the road that can accommodate higher use. The applicant will do a final inspection of the race courses at the conclusion of the event and remove all signs as well as pick up any associated garbage. In the event that the Middle and Upper Park paths or trails are closed due to unsafe or wet conditions, the race/hiking course will be altered accordingly and approved by the Park Division.

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 wilderness activities. The numbers under this application are roughly similar to other Middle and Upper Park trail races. Staff has not observed excessive trail damage and has not fielded any citizen complaints associated with similar races, and anticipates monitoring the event this year. Staff recommends that the applicant cap the number of applicants to that listed on the permit -- 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). The use of Middle and Upper Park paths and trails for the race is considered an intensive use and requires BPPC approval.

Attachments: 1) Application and permit for park use for the Northern California Regional Land Trust Hike and Run on June 2, 2012

City of Chico

APPLICATION & PERMIT FOR PARK USE

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Angie Carpenter
 Name of Applicant/Contact Person

Type of Event: PUBLIC PRIVATE []

Northern California Regional Land Trust
 Organization Name (if applicable)

Saturday, June 9, 2012
 Day and Date of Activity

167 East 3rd Ave
 Home, Organization, or Company Address

From: 6:00AM To: 3:00PM
 Total Time Needed for Set-up, Event, and Clean-up

Chico, CA 95926
 City, State, Zip

From: 8A To: 1P 500 ^{we 805}
 Time of Event Number of people

530-894-7738 ()
 Contact Phone # Alternate Phone #

E-mail address angie@landconservation.org

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available
 - 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): _____

Description of Event: Raundraising Hike + Trail run

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

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee (517) \$ 286.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 38.50 (\$38.50 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Additional Park Use Fees \$ 31.00 (see fee schedule)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

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

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 473.50 ^{we 805}

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

(refund \$115.00)

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

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Fax (various) 920 Fund
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SECTION 4 - INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: _____ Not Required

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X Angie Carpenter X 1/25/12
Signature of Applicant Date

RETURN THIS FORM TO:

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

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

SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Date: _____

Signature of General Services Director

Date

SECTION 3

CONDITIONS FOR PARK USE

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

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

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

Signed: 

EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>2 - 1st</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: <u>25(adults) 10(5-12yrs)</u>	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type <u>(microphone, band, radio, etc):</u> <u>Maybe at start</u>	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed _____ Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event _____		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	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.	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>if, it will be free standing</u>	Yes	No
Note: All signs and banners shall be free standing and not affixed to Park property.		
Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No

Hike 1, moderate, 3.5 miles: start @ parking area D, hike on upper trail about 1.5 miles, drop down to middle trail and return to parking area D.

Trails of Upper Bidwell Park

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

Draft Map - Printed March 13, 2003

TRAIL DISTANCES

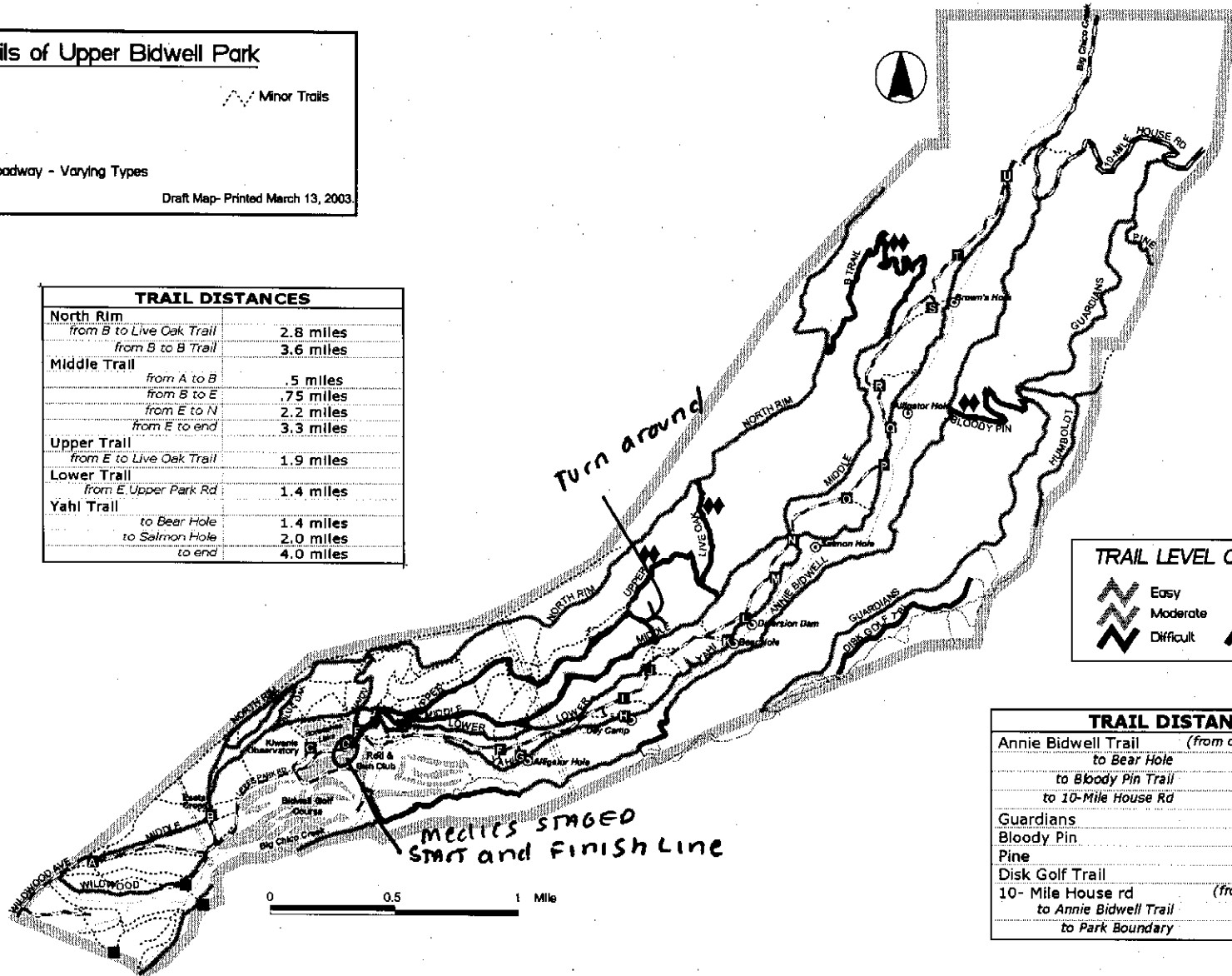
North Rim	
from B to Live Oak Trail	2.8 miles
from B to B Trail	3.6 miles
Middle Trail	
from A to B	.5 miles
from B to E	.75 miles
from E to N	2.2 miles
from E to end	3.3 miles
Upper Trail	
from E to Live Oak Trail	1.9 miles
Lower Trail	
from E, Upper Park Rd	1.4 miles
Yahi Trail	
to Bear Hole	1.4 miles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

TRAIL LEVEL OF DIFFICULTY

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

TRAIL DISTANCES

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



Hike 1 ALTERNATE, moderate, 3.5 miles: START @ parking area D, Hike on upper trail about 1.5 miles, drop down to lower trail and return to parking area D.

Trails of Upper Bidwell Park

- Parking
- ⊙ Swimming
- ⚡ Powerlines
- ⚡ Improved Roadway - Varying Types
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Draft Map- Printed March 13, 2003.

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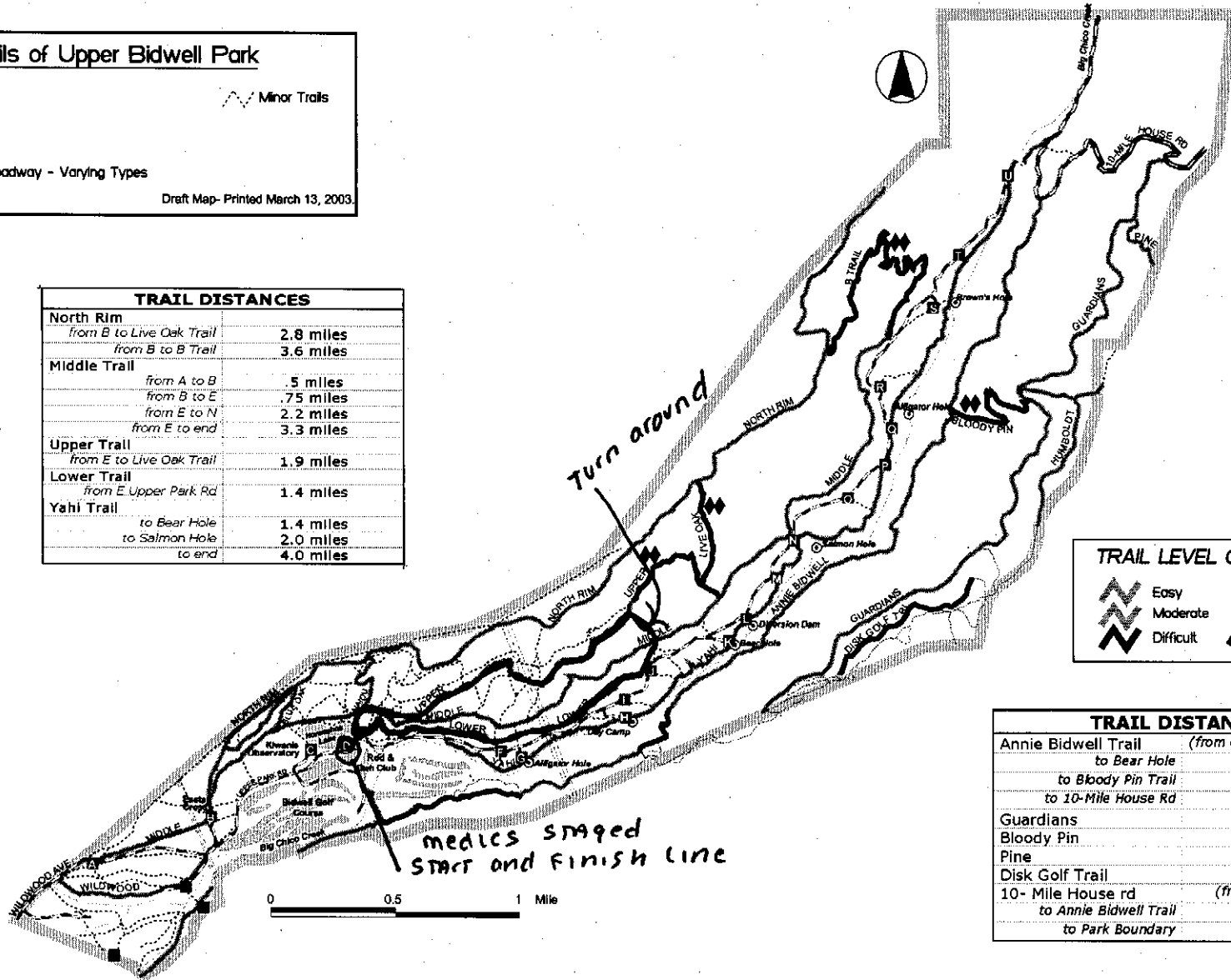
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Bloody Pin	0.9 miles
Pine	0.3 miles
Disk Golf Trail	0.8 miles
10-Mile House rd	(from Highway 32)
to Annie Bidwell Trail	1.2 miles
to Park Boundary	2.0 miles



HIKE 2, EASY, 2.5 MILES: START @ parking AREA D, HIKE along the lower trail to parking Area J, drop down to the Yahi trail and return to parking Area D.

Trails of Upper Bidwell Park

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

Draft Map- Printed March 13, 2003.

TRAIL DISTANCES

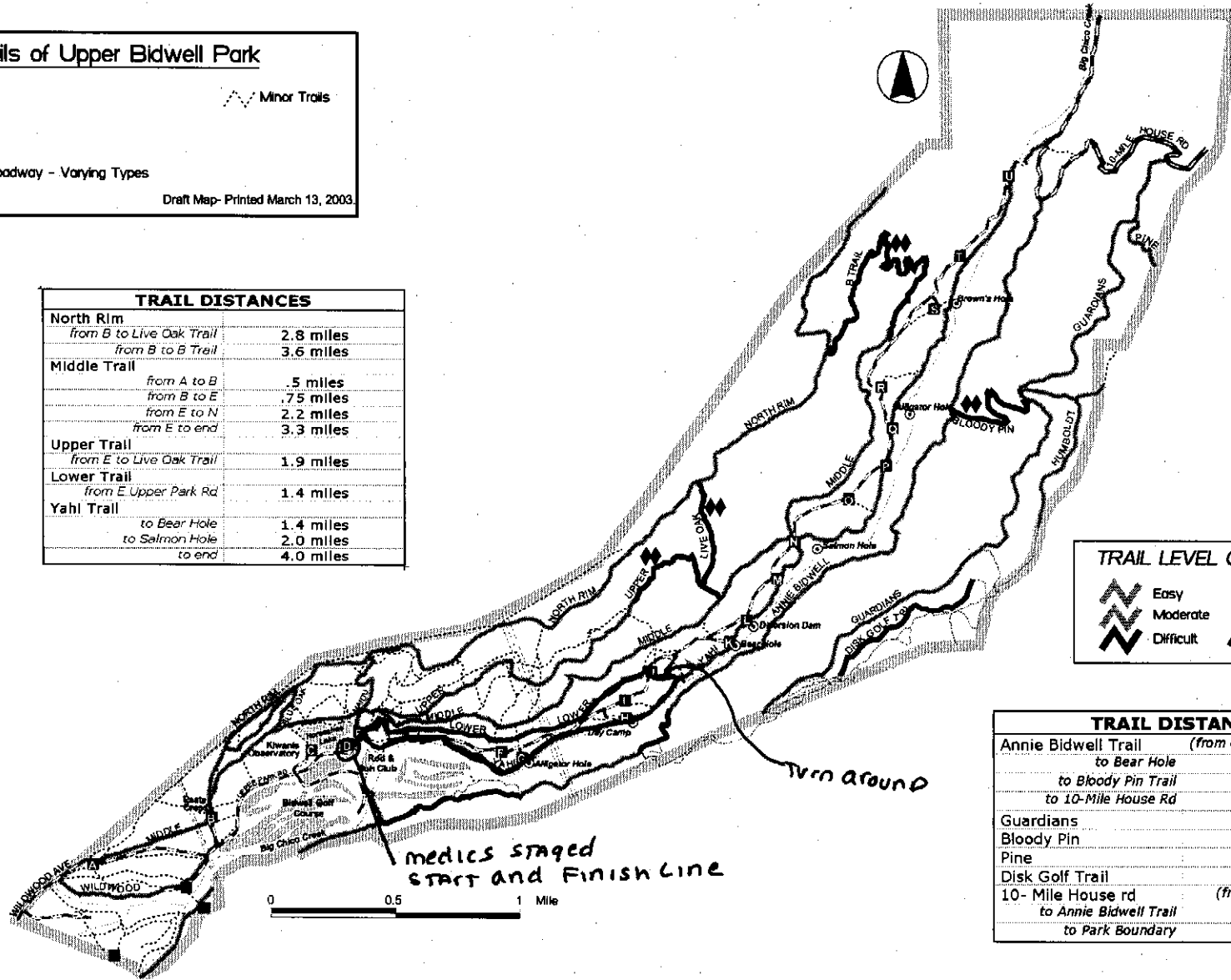
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to Annie Bidwell Trail	1.2 miles
to Park Boundary	2.0 miles



Run 1 - 10 K: 5 mile to North Rim Trail, Turn around @ Live Oak Trail, return on North Rim trail to the Middle trail, Down to the middle trail and back to five mile.

Trails of Upper Bidwell Park

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

Draft Map- Printed March 13, 2003.

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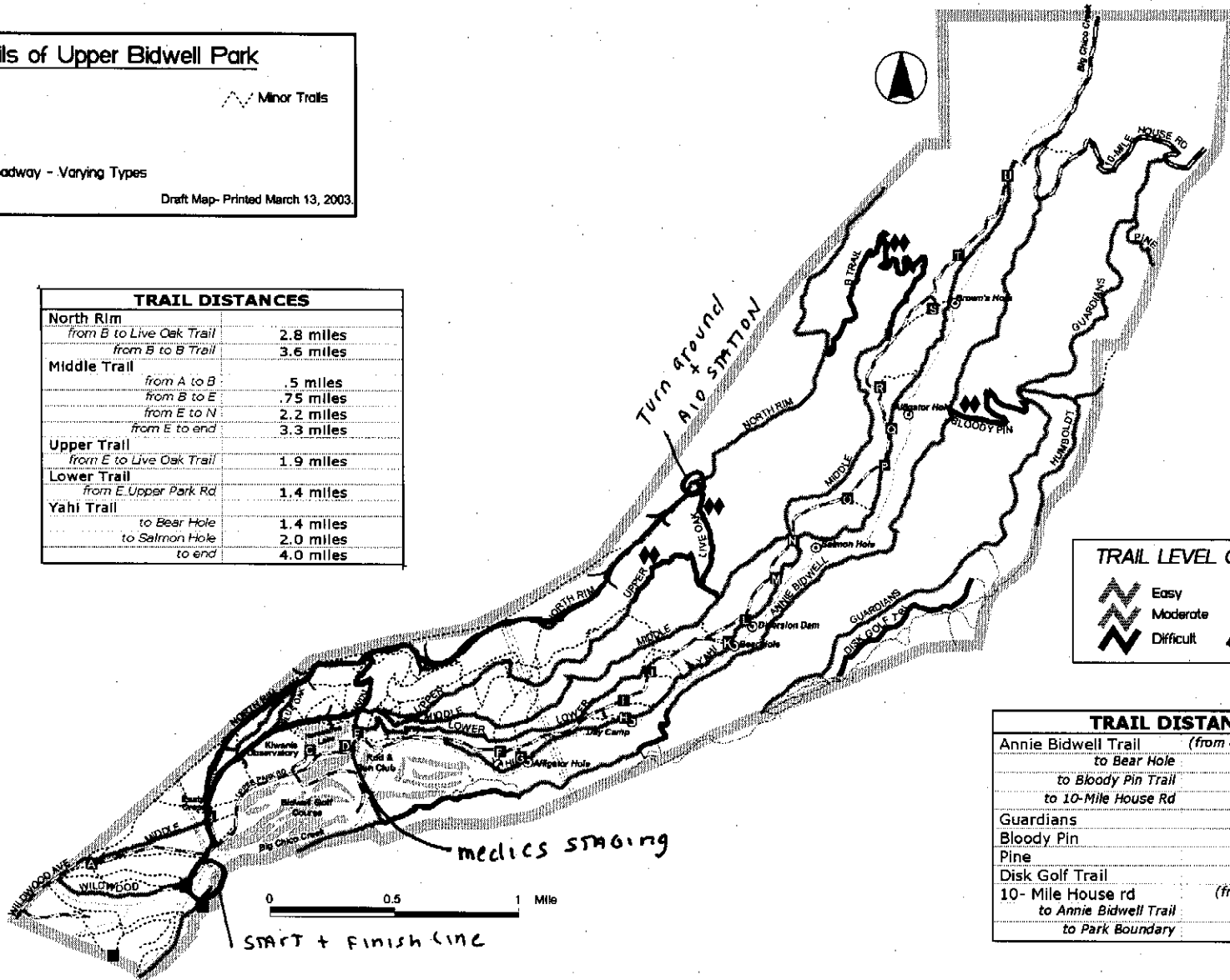
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DATE: February 12, 2012
TO: Bidwell Park and Playground Commission
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Consideration of a Permit Application for the Chico Artisans Faire, May 5-6, 2012.

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 General Services Department 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 an arts and crafts faire at City Plaza, May 5 - 6th, 2012. This will be the 41st year Cyrcl Productions has held this event and they anticipate approximately 1,000 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.

Discussion

Staff has received a permit application from Cyrcl Productions to hold the "Artisans Faire" in City Plaza from 10:00 a.m. to 5:00 p.m. on May 5 and May 6, 2012. Organized by Steve Rooney, this much anticipated event is enjoyed by thousands of visitors each year. As in past years, set-up for the event will begin at 2:00 p.m. Friday, May 4, 2012. Other than the conditions mentioned above, no other requirements are recommended.

Attachments:

Application and permit for park use for the 41st 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

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:

Stephen Rooney
Name of Applicant/Contact Person

Cyrcle Productions
Organization Name (if applicable)

1429 W 7th St
Home, Organization, or Company Address

Chico, CA 95928
City, State, Zip

(530) 345-9652 (530) 520-9652
Contact Phone # Alternate Phone #

Type of Event: PUBLIC PRIVATE

May 4 (Set-up)
Sat. May 5th + Sun. May 6th
Day and Date of Activity

From: Fri. 3pm on To: Sun. dusk
Total Time Needed for Set-up, Event, and Clean-up

From: 10am To: 5pm 1000 Sat. 1000 Sun.
Time of Event Number of people

E-mail address cyrcle33@yahoo.com

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

AREA REQUESTED: (Please check if requested)

Bidwell Bowl Amphitheater

Electricity (15 amp)

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

Cedar Grove Picnic Area

Meadow

Electricity (15 amp)

100 amp Electrical Service

tables, restroom area (circle) Water (public events only)

Children's Playground

Electricity (15 amp)-Pick up key on: _____ between 8:00 AM-4:30 PM

Water (public events only)

100 amp Electrical Service

City Plaza

Electricity (15 amp)

100 amp Electrical Service

Event Restrooms

Water (public events only)

Fountain - On

Fountain - Off

Meter Bags #455, 457, 459

Sound Curtain

Council Ring

Fire Permit

Five Mile Picnic Area

One Mile Picnic/Barbeque Area - Water available

Oak Grove A

Oak Grove B

Sycamore Way Parking Lot Closure-Public Events ONLY

Electricity (15 amp) tables, trees, parking area, restroom area

Band Stand (15 amp) (circle above)

BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM

Depot Park

Electricity (15 amp)

Lower Bidwell Park (public events only): _____

Upper Bidwell Park (public events only): _____

Other (specify) (public events only): _____

Description of Event: 41st annual Chico Artisans Faire - Fine Arts, Quality Crafts + Acoustic Entertainment

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

SECTION 2 - PERMIT FEES

Fri 10.50 Sat 142.50 Sun 142.50

Application Fee \$ 18.00 (Non-Refundable)

Reservation Fee \$ 295.50 (\$10.50 minimum, please call for quote)

Insurance Fee \$ 38.50 (\$38.50 to process outside insurance)

Vendor Fee # _____ \$ _____ (\$5.50 per vendor) - To be paid after the event. 4/8/05

Additional Park Use Fees \$ _____ (see fee schedule)

Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 690.00

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

City of Chico Cash Receipt No. CR 346479 Paid: CK 50600 Date: 2.9.2012 Received By: TR

Additional fees for City Plaza use:

Event Restrooms 2 x (\$90.50) = \$ 181.00
#days
100 amp Electrical 2 x (\$28.50) = \$ 57.00
#days

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

SECTION 3
CONDITIONS FOR PARK USE

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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.
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- 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: _____

Steve Rooney

SECTION 4 - INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: April 26th, 2012 Not Required

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X *Steve Rooney*
Signature of Applicant

X 2/3/12
Date

RETURN THIS FORM TO:

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

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

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

SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Date: _____

Signature of General Services Director

Date

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>40</u>	<input checked="" type="radio"/>	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: _____	<input type="radio"/>	<input checked="" type="radio"/>
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): <u>amplified acoustic</u> When will amplified sound/music be heard? Time from: <u>10am</u> until: <u>5pm</u> amps needed _____ Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event <u>amp, mixer, 2 main speakers, 2 monitors</u>	<input checked="" type="radio"/>	<input type="radio"/>
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	<input type="radio"/>	<input checked="" type="radio"/>
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>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: <u>?</u>	<input checked="" type="radio"/>	<input type="radio"/>
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: <u>6pm</u> until: <u>9am</u>	<input checked="" type="radio"/>	<input type="radio"/>
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>Fri May 4 2pm</u> until: <u>Sunday dusk</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance.	<input checked="" type="radio"/>	<input type="radio"/>
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required? <u>2</u>	<input checked="" type="radio"/>	<input type="radio"/>
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	<input type="radio"/>	<input type="radio"/>
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. X Number of Trash Cans <u>15</u> Number of Recycling Containers <u>6</u> Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	<input checked="" type="radio"/>	<input type="radio"/>
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>?</u>	<input type="radio"/>	<input type="radio"/>
Note: All signs and banners shall be free standing and not affixed to Park property.		
Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	<input checked="" type="radio"/>	<input type="radio"/>
Do you request irrigation to be turned off before and during your event?	<input checked="" type="radio"/>	<input type="radio"/>
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	<input type="radio"/>	<input checked="" type="radio"/>
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"/>	<input checked="" type="radio"/>



DATE: 01/23/12
TO: Bidwell Park and Playground Commission
FROM: Jessica Erdahl, Senior Park Ranger
SUBJECT: Consideration of a Permit Application for the 17th Annual Alzheimer's Association Walk, October 13, 2012.

Recommendation

Staff recommends that the Commission approve the permit use application on the condition that applicant obtains a permit from CARD to use Sycamore Field and adheres to conditions of the permit.

Background

Applicant requests a permit to host the Chico Walk to End Alzheimer's at One Mile on October 13, 2012. This will be the 17th year the Alzheimer's Association has held this event and they anticipate approximately 1300 participants. This application requires BPPC consideration as the group is requesting to set-up for the event on October 12, 2012, therefore requesting the use of a park area for multiple days and for more than 10-hours.

Discussion

The Alzheimer Association requests use of the One Mile reservation area on Saturday, October 13, 2012 for their annual Walk to End Alzheimer's event. They will reserve Sycamore Field on Friday, October 12, 12:00 p.m. for setup and host the event at the One-Mile reservation area and Sycamore Field on October 13, from 6:00 a.m. to 1:00 p.m. Additionally, they have requested to stage a security guard at the site overnight for security purposes.

Intensive use events in Lower Park are permissible under the Bidwell Park Master Management Plan (BPMMP). The plan also notes that the One-Mile Recreation area should be managed as a multi-use community recreational resource (O.1M-1).

Attachments:

Application and permit for park use for the 2012 Annual Alzheimer's Association Walk
2011 Park use evaluation

City of Chico

APPLICATION & PERMIT FOR PARK USE

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Ashley Hamm Gordon
 Name of Applicant/Contact Person

Alzheimer's Association
 Organization Name (if applicable)

2105 Forest Ave, Ste 130
 Home, Organization, or Company Address

Chico, CA 95928
 City, State, Zip

(530) 895-9661 (530) 321-7144
 Contact Phone # Alternate Phone #

Type of Event: PUBLIC PRIVATE

Saturday, Oct. 13, 2012
 Day and Date of Activity

From: 6 AM To: 1 PM
 Total Time Needed for Set-up, Event, and Clean-up

From: 8:30 To: 12:00 1300
 Time of Event Number of people

E-mail address ashley.gordon@alz.org

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring
- Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available ** close park until 11 AM both sides*
- 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): _____

Description of Event: walk to end Alzheimer's, sponsor tables (info fair) live music, Promise Garden, remembrance area

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

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee \$ 286.00 (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 3850 (\$38.50 to process outside insurance)
- Vendor Fee # 1 \$ 5.50 (\$5.50 per vendor)
- Additional Park Use Fees \$ 31.00 (see fee schedule)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up of park)

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

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 479.00

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

City of Chico Cash Receipt No. 341891 Paid: CC0419 Date: 10/13/11 Received By: CP

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

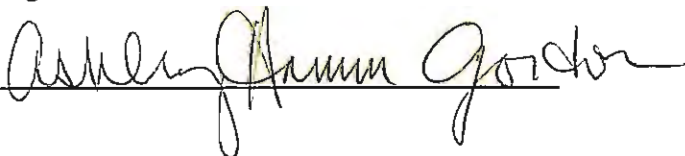
CONDITIONS FOR PARK USE

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

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

Signed: _____



SECTION 4 – INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: 9/28/12 [] Not Required
Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X Ashley Ann Gordon
Signature of Applicant

X Oct. 13, 2011
Date

RETURN THIS FORM TO:

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

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

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

[Signature]
Signature of General Services Director

Date:

11/2/11
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>17</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: _____	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): <u>live jazz → stage program</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>8:30</u> until: <u>12:00</u> amps needed <u>ye 5</u> Note: 100 amp electrical service requires a certified electrician.		
Please describe the sound equipment that will be used for your event <u>vendor (Platinum Productions)</u>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Dunk tank [] 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>1</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>no</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): <u>both until 11AM</u> Time of closure from: <u>8:30</u> until: <u>11AM</u> <i>ac the bus</i>	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>6AM</u> until: <u>11AM</u> Note: Gate Monitors are required at the entrances and exits for early Park 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? <u>2</u>	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Johnny on the Spot</u> Phone Number _____ Location of portable restrooms <u>end of Sycamore parking lot</u> Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans <u>8</u> Number of Recycling Containers <u>8</u> Sanitation Company <u>WM</u> 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>on EZUPS & staked in ground</u>	Yes	No
Note: All signs and banners shall be free standing and not affixed to Park property.		
Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No

January 19th, 2012

With Offices In

Chico
Lafayette
Monterey
Reno
Sacramento
San Rafael
Santa Cruz
Santa Rosa

Dear Park Commission,

My name is Ashley Hamm Gordon and I am the Special Events Manager for the Alzheimer's Association, North Valley Office. For over 10 years now we have enjoyed hosting our signature fundraising event, the Chico Walk to End Alzheimer's (formerly Chico Memory Walk) at the Bidwell Park One Mile BBQ Area. Our event takes place over 3.5 hours on a Saturday morning and includes an information fair (mostly health related), family friendly activities, live music and a 3 mile stroll through Bidwell Park. This year our event is scheduled to take place on Saturday, October 13th. I am writing you today to request a change in our park permit, allowing us to set up a portion of our event the night before.

Traditionally, our event is set-up and torn down within 7 hours. We coordinate with the City of Chico's Park Rangers to gain early access so we can begin set-up shortly after 6:00AM, ensuring that we can be open and ready for the public at 8:30AM. Our event typically wraps-up between 11:30AM and 12:00PM, and we are torn-down and cleaned-up by 1:00PM. As our event has developed over the years, we have been fortunate to see an increase in support with our participation peaking at approximately 2,000 attendees in 2009 (in 2011 we saw 1,400). As to be expected, this growth has led to new challenges. Parking, safe walking and space to move have been our biggest challenges thus far. We are thankful for Ranger Erdahl and her staff's willingness to work with us on closing the park to vehicle traffic to provide a safe walking environment and for CARD's willingness to allow us to utilize Sycamore Field so we could expand our main event space. One new challenge that emerged in 2011 was our ability to set-up the foundation of our event (tables and chairs) in time to open to the public.

The Chico Walk to End Alzheimer's main event space includes a stage, dozens of EZ UP tents, 60 tables and 300+ chairs. In years past, we have coordinated with A&J Party and In Tents Events to deliver and set up these items the morning of our event. However, due to the time of year our event is held, we often do not have enough light to start setting up until 6:30AM. This leaves us with a half an hour to set these items up prior to our community partner's arrival (participants in our information fair have from 7:00AM until 8:00AM to set-up their materials). This year we would like to request that our permit be amended to allow us to set-up our tables, chairs, stage and EZ UP tents on Sycamore Field the afternoon/evening of Friday, October 12th. We would hire a security officer to stay overnight with our equipment and would return at 6:00AM to complete our set-up. I have contacted Ed Johnson at CARD and Ranger Erdahl with the City of Chico, and they have both expressed that this would be acceptable if approved.

Thank you for taking the time to consider this request and please feel free to contact me at 530.321.7144 or ashley.gordon@alznorcal.org if I can answer any questions or clarify any portion of our request.

Sincerely,

A handwritten signature in cursive script that reads "Ashley Hamm Gordon".

Ashley Hamm Gordon
Special Events Manager



DATE: February 14, 2012
 TO: Bidwell Park and Playground Commission
 FROM: Jessica Erdahl, Senior Park Ranger
 SUBJECT: CARD request to waive reservation and vendor fees for the Spring Jamboree; 4th of July Community Celebration; and Pastels on the Plaza.

Recommendation

Staff recommends approval of the Chico Area Recreational District’s (CARD) request to waive the reservation and vendor fees. The applicant will pay the other required fees.

Background

The Chico Area Parks and Recreation District (CARD), a public agency, has requested that the basic park use fees be waived for the following long standing events: 49th annual Spring Jamboree (April 27, 2012); 47th annual 4th of July Community Celebration (City of Chico co-sponsored - July 4, 2012); and 9th annual Pastels on the Plaza (September 22, 2012). Staff can approve the permit application, but is not authorized to waive the fees in this case. The fees for these events have been waived under past action.

Chapter 12R.08 of the Chico Municipal Code (CMC) requires a permit for public events to be held in City parks and playgrounds and provides for the City to charge a permit application fee, basic park use fees, a damage deposit and other related fees for such events. Section 12R.08.250 of the CMC authorizes the Commission to waive or refund the basic park use fees for public events held by public agencies where the event is being conducted by such agency in furtherance of its powers and purposes. Pursuant to the CMC, this request is being forwarded to the Commission for consideration. Because these events are sponsored by a public agency, staff recommends that the fees be waived. A copy of CMC Section 12R.08.250 is attached for the Commission’s information.

Discussion

CARD is the primary provider of park and recreation programs for Chico residents of all ages, skills and abilities. Annually they sponsor several community events aimed at bringing the community together. A summary of the requested waived fees and required fees are provided below:

CARD Request for Waived Basic Park Use Fees

Fee	Spring Jamboree	4th Of July Celebration	Pastels on the Plaza	Total
Reservation Fee	\$286	\$286	\$171	
Vendor Fee	\$11	\$165	\$0	
Total	\$297	\$451	\$171	\$919.00

Additional Park Use Fees Required of Applicant (Per CMC 12R.08.250)

Application Fee	\$18	\$18	\$18	
1 Time Outside Insurance Process Fee	\$38.50	N/A	N/A	
Damage Deposit	\$100	N/A	\$100	
Event Restroom Fee	N/A	N/A	\$90.50	
Stage/Electrical Fee	N/A	N/A	N/A	
Total	\$156.50	\$18	\$208.50	\$383.00

Attachments: Application and permit for park use: Spring Jamboree; 4th of July Community Celebration; Pastels on the Plaza. CMC Section 12R.08.250

TITLE 12R
RULES AND REGULATIONS OF BIDWELL PARK AND OTHER
PARKS AND PLAYGROUNDS

12R.08.250 General permit conditions - Basic park use fees.

A. Fee Requirements. As a condition precedent to the issuance of a permit authorizing a public event in a city park or playground, the permittee shall pay to the city a basic park use fee in an amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council based on a fair share of that part of the overall cost of operating and maintaining the city's parks and playgrounds reasonably attributable to the permittee's use of city park facilities pursuant to such permit.

B. Waiver of Fees by the Park Director for Free Speech Events. The basic park use fees required by this section shall be waived by the park director for any permit authorizing a public event in a city park or playground or portion of a city park or playground designated as an intensive use area which does not exceed ten hours in length where the dominant purpose of such event is the exercise of free speech rights, and the permittee establishes that the permittee does not have the financial resources to pay such basic park use fee by filing with the park director financial statements demonstrating such inability to pay, together with a declaration, executed by or on behalf of the permittee under penalty of perjury, attesting to such inability to pay.

C. Waiver or Refund of Fees by the Bidwell Park and Playground Commission for Events Conducted by Public Agencies and Non-Profit Organizations. The basic park use fees required by this section may be waived by the Bidwell Park and Playground Commission for a permit authorizing an event in any city park or playground where the permittee is a public agency and the event is being conducted by such public agency in furtherance of its powers and purposes. In addition, where the permittee is a non-profit organization which is conducting an event primarily for the purpose of raising funds for the benefit of the City's parks and playgrounds, the Bidwell Park and Playground Commission may refund that portion of the fee which is equal to the difference between the amount of the funds raised at the event for the benefit of the City's parks and playgrounds and the amount of the fee, or the entire fee where the amount of such funds exceeds the amount of the fee.

(Res. No. 153 92-93 §3 (part), Res. No. 95 96-97 §2)

City of Chico

APPLICATION & PERMIT FOR PARK USE

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Ann Willmann
Name of Applicant/Contact Person
Chico Area Recreation & Park District
Organization Name (if applicable)
545 Vallombrosa Ave.
Home, Organization, or Company Address
Chico, CA. 95926
City, State, Zip
(530) 895-4711 ext. 115 (530) 520-2456
Contact Phone # Alternate Phone #

Type of Event: PUBLIC PRIVATE

Saturday, April 7, 2012
Day and Date of Activity

From: 7:00 am To: 1:00 pm
Total Time Needed for Set-up, Event, and Clean-up
From: 10:00 am To: 12:00 pm 1500
Time of Event Number of people

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available
 - Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) tables, trees, parking area, restroom area
 - Band Stand (15 amp) (circle above)
 - BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): Caper Acres

Description of Event: 49th Annual Spring Jamboree easter egg hunt

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

SECTION 2 - PERMIT FEES

- Application Fee \$ 18.00 (Non-Refundable)
- Reservation Fee \$ _____ (\$10.50 minimum, please call for quote)
- Insurance Fee \$ 38.50 (\$38.50 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$5.50 per vendor)
- Additional Park Use Fees \$ _____ (see fee schedule)
- Damage Deposit \$ 160.00 (\$100.00 refundable following acceptable clean-up of park)

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

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 156.50

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

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

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

SECTION 3 CONDITIONS FOR PARK USE

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

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

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

Signed: _____

Ann Wellmann

SECTION 4 - INSURANCE

(Cost determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: march 23, 2012 Not Required

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X [Signature] _____ X 1/30/12 _____
Signature of Applicant Date

RETURN THIS FORM TO:

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

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

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

SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Date: _____

Signature of General Services Director

Date

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>48 years</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: _____	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): <u>portable PA system</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
When will amplified sound/music be heard? Time from: <u>10:00 am</u> until: <u>12:00 pm</u> amps needed <u>standard</u> Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event <u>portable PA system</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input checked="" type="checkbox"/> Bounce house [] Dunk tank [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: <u>On Sycamore Field - CARP operated</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>2</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>papa murphy's and coffee cart. Both are businesses with Mobile Food Trucks</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): _____ Time of closure from: _____ until: _____	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park 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 _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	<input type="radio"/> Yes	<input checked="" 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 ⁰ _____ Number of Recycling Containers ² _____ Sanitation Company _____ Phone Number _____ 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>banner on Caper Acres fence the monday before event. Signs and banners on Sycamore Field</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Note: All signs and banners shall be free standing and not affixed to Park property. Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	<input type="radio"/> Yes	<input checked="" type="radio"/> No
Do you request irrigation to be turned off before and during your event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags 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

City of Chico

APPLICATION & PERMIT FOR PARK USE

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Julie Ellen (Do-It Leisure)
Name of Applicant/Contact Person
CARD, Chico Rotary, City of Chico,
Do-It Leisure/WTC, Inc., Chico Running
Organization Name (if applicable) Club.

Type of Event: PUBLIC PRIVATE

CARD - 545 Vallombrosa Ave.
Home, Organization, or Company Address

Wednesday, July 4th, 2012
Day and Date of Activity

Chico, CA 95926
City, State, Zip (CARD) * Julie (Do-It Leisure)
(530) 895-4711 (530) 343-6055
Contact Phone # Alternate Phone #

5:00 am To: 4:00 pm
From: 6:15 am
Total Time Needed for Set-up, Event, and Clean-up

From: 7:00 am To: 3:00 pm @ 2,500
Time of Event Number of people

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring awillmann@chicorec.com
- Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available
- Oak Grove A Oak Grove B
- Sycamore Way Parking Lot Closure-Public Events ONLY
- Electricity (15 amp) tables, trees, parking area, restroom area
- Band Stand (15 amp) (circle above)
- BBQ-Pick up key on: _____ between 8:00 AM - 4:30 PM
- Depot Park
- Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____

Description of Event: 47th Annual 4th of July Celebration.

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

SECTION 2 - PERMIT FEES

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

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

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 18.00

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

City of Chico Cash Receipt No. CR345795 Paid: CA 18.00 Date: 1.25.2012 Received By: TR

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

SECTION 3
CONDITIONS FOR PARK USE

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

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

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

Signed



Just a reminder that our insurance will be to you no later than July 1st due to fiscal year change

SECTION 4 - INSURANCE
(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: June Not Required
Organization Named on Certificate of Insurance Work Training Center, Inc.

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X Julie Allen
Signature of Applicant

X 01-20-12
Date

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

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

SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Date: _____

Signature of General Services Director

Date

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>47</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: <u>Attached Brochure</u>	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') <u>No admission for general public.</u> Specify type (microphone, band, radio, etc): <u>Band, Speakers, + microphone</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>9:00am</u> until: <u>3:00pm</u> amps needed _____ Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event <u>MC, Music, Speakers, etc.</u>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input checked="" type="checkbox"/> Bounce house [] Dunk tank [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: <u>TBA</u>	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated <u>@ 30</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>We will have a list of booth vendors closer to the event. Each will have their own prep area and must provide proof of insurance if serving food.</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6:15am</u> until: <u>9:00am (Main)</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance. <u>9:00am - on (Back Post).</u>	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event. <u>*Provided by City Parks Dept*</u>	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans <u>@ 10</u> Number of Recycling Containers <u>@ 10</u> (Mitch Jagoe) Sanitation Company <u>Recology</u> Phone Number <u>(530) 208-1092</u> Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>We have free standing sandwich boards that will be placed throughout the event.</u>	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No

47th Annual 4th of July Celebration

Tentative Logistics Schedule for Wednesday, July 4th, 2012

5:00am	*Chico Running Club 5K Set-Up Begins
6:00am	*Do-It Leisure arrives at park to begin set-up
	*Rotary volunteers arrive to begin assisting with set-up
6:15am	*Pancake Wagon arrives at park to begin set-up
6:30am	*Volunteers will be posted at entrances
7:00am	*5K run starts
7:30am	*Main gate open to public
	*A&J Rentals will begin setting up the band stand canopy
	*Booth vendors begin arriving/unloading via Woodland Drive entrance
	*Pancake Wagon begins serving food to runners (between 7:30 & <u>8:00am</u>)
8:00am	*Pancake Wagon <u>officially</u> open for breakfast
9:00am	*Musical Performances begin (9:00am-3:00pm)
10:00am	*Booths officially open to public
11:00am	*Pancake Wagon closes
1:00pm	*CARD Family Games begin at Sycamore Field
2:00pm	*Do-It Leisure's "Lucky Raffle" grand prize winner announced
3:00pm	*Booths close & vehicles are allowed back into restricted areas to load

Do-It Leisure (530)343-6055
Julie Ellen (530)514-2042
Andrea Moriarty (530)592-5838

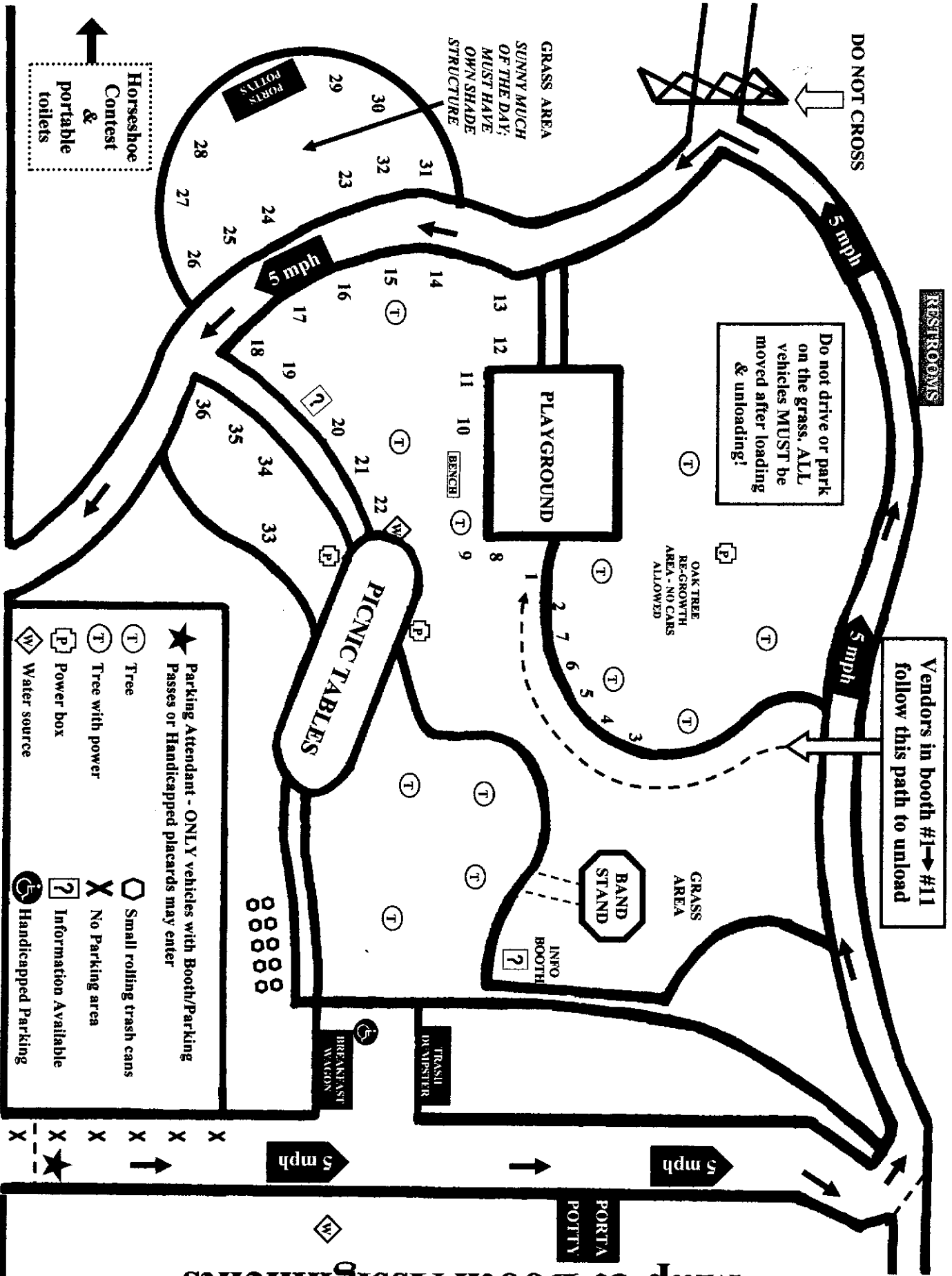
CARD: (530)895-4711
Ann Willmann (530)895-4711
Jenni McHenry (530)514-5620

Chico Running Club:
Tracie Hannick (530)518-6578

Rotary:
Larry Laney (530)518-4298

City of Chico Parks Department -- Ranger
Jessica Erdahl (530)624-0973

4th of July, One-Mile Recreation Area Map & Booth Assignments



★ Parking Attendant - ONLY vehicles with Booth/Parking Passes or Handicapped placards may enter

- (T) Tree
- (T) Tree with power
- (P) Power box
- (W) Water source
- Small rolling trash cans
- X No Parking area
- ? Information Available
- ♿ Handicapped Parking

Revised 2008

ENTER WOODLAND AVE → ONE WAY ONLY →

Parking

→ SOUTH PARK DR. → ONE WAY ONLY →

Parking

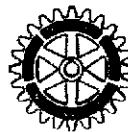
→ PARK EXIT →

Parking

CHICO's
4Th
 BIDWELL PARK ONE MILE
 of **JULY**
 CELEBRATION

MONDAY ★ JULY 4Th

- | | |
|-------------------|--|
| 7:00 am | Independence Day 5K (Race Reg. \$25) |
| 7:30-11:00 am | Pancake Breakfast (Do-It Leisure) |
| 9:00 am-12:00 pm | Horseshoe Contest |
| 9:00 am-9:20 pm | Fife / Drum Band |
| 9:30-10:35 am | Chico Community Band |
| 10:00 am-3:00 pm | Booths Open |
| 10:45 -12:00 am | "Let Freedom Ring" Ceremony |
| 12:00 am-12:15 pm | Flag Folding Ceremony (Chico Veterans Honor Guard) |
| 12:15-12:45 pm | Pie Eating Contest (Marie Callenders) |
| 1:00-2:00 pm | Free Family Games (CARD) |
| 1:00-3:00 pm | Midnight Blues Society |
| 2:00-2:15 pm | Raffle Winners Announced |



City of Chico
Park Permit and Park Use Evaluation
 General Services Department Park Division
 965 Fir Street
 P.O. Box 3420
 Chico, CA 95926
 (530) 896-7800 Fax: (530) 895-4731

Applicant Information	
Name of Contact Person: Julie Ellen	
Organization: Do-It Leisure/CARD	
Mailing Address: 545 Vallombrosia Ave	
City, State, Zip: Chico Ca 95926	Phone #: 530-343-6055

Event Information	
Name of Event: 4 th Of July Community Celebration	Public <input checked="" type="checkbox"/> Private <input type="checkbox"/>
Date of Event: 07-04-2011	Time of Event: 7 am- 3 pm
Event Location: 1-Mile Picnic Area	Type of Event: Community Celeb

Evaluator's Observations	
Anticipated # of Participants: 2500	Estimated # of Participants: 2000-2500
Anticipated # of Venders: 25-30	Total Vendors Present: 25-30
Event Restrooms Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Event Restrooms Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
100 Amp Electric Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	100 Amp Electric Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Comments: The 4th of July Community Celebration is one of the best and most well attended events in Bidwell Park. Do-It Leisure and CARD were very well organized and easy to communicate with. We were able to clear up any concerns and get clarification on event specifics at the pre-event meeting. For such a large event there were very few issues and it had little physical impact on the Park. The vendors were in place and personal vehicles were removed from the event site by 9 am. The use of barricades and no parking signs significantly reduced the parking problems that we have experienced in the past. Additionally, extra portable restrooms strategically placed near the event and in the shade reduced impacts on the permanent restroom.

Recommendations: Monitors need to be assigned to the entry and exit bollards for the entire duration of the event, including clean-up. Utilizing the Chico Police VIPS may be a viable option for gate and parking monitoring. Additionally, there were some issues with vendors having difficulty exiting once they had setup. For future events, I would recommend having two setup shifts, one for the food vendors and one for the general booths. This would reduce vehicle congestion as well as allow easier access to the exit route. Regarding the event application please be sure to include all of the specifics including race information, maps and a schedule of the event.

Evaluator: J Erdahl 805	Date: 08-31-11
--------------------------------	-----------------------

* Return with payment to: Do-It Leisure, 2233 Fair Street, Chico, CA 95928, (530)343-6055

Please list everything that you will offer at your booth:

Electricity Needed? _____

Yes* _____ No _____

*If yes, bring 200' heavy-duty, grounded extension cord

Email: _____

Phone: _____

City: _____

State: _____

Zip: _____

Address: _____

Contact Person: _____

Business/Organization: _____

Non-Profit: YES NO

BOOTH REGISTRATION FORM

2012 BOOTH FEES	
Food & Beverage	\$75
Food & Beverage ★	\$65
Vendors (Non-food Items)	\$55
Vendors (Non-food Items) ★	\$45
Political Organizations	\$45
Info/Referral/Youth Activity	\$35
Info/Referral/Youth Activity ★	\$25
Free Youth Activity	FREE

★ = Non-profit Discount

Chico's 47th Annual 4th of July Celebration Tentative Schedule

7:00 am -	Independence Day 5K
7:30 am - 11:00 am	Pancake Breakfast
9:00 am - 12 Noon	Horseshoe Contest
9:00 am - 9:20 am	Fife & Drum
9:30 am - 10:35 am	Chico Community Concert Band
10:00 am - 3:00 pm	Booths Open
10:45 am - 12 Noon	"Let Freedom Ring" Ceremony
12 Noon - 12:15 pm	Flag Folding Ceremony
12:15 pm - 12:45 pm	Pie Eating Contest
1:00 pm - 2:00 pm	CARD Family Games
1:00 pm - 3:00 pm	Midnight Blues Society
2:00 pm - 2:15 pm	Raffle Winners Announced

** These times may be subject to change **

Prices may change for 2012.



WEDNESDAY ★ JULY 4TH, 2012

BIDWELL PARKS

ONE-MILE RECREATION AREA

VENDOR
BOOTH

INFORMATION

EVENT SPONSORS:



The 47th Annual 4th of July Celebration is approaching quickly and we would like to invite you to be a part of this year's festivities by putting together a vendor booth. Booth applications of all kinds will be considered. Please see the back of this brochure for pricing. This family oriented event is Do-It Leisure's main fundraiser each year and all of the money raised through booth rentals will directly benefit the programs that Do-It Leisure provides.

Do-It Leisure, a division of Work Training Center, Inc. provides services for adults with developmental disabilities all throughout Butte County.

GENERAL VENDOR GUIDELINES

Due to the limited spaces available at this event, food vendor applications will be taken on a first come, first serve basis regardless of last years status. Also, the committee reserves the right to review all food booth menus, which might include limiting the items sold to prevent some duplicate items.

The City of Chico's Public Event Conditions for Bidwell Park Use specifically states that, "Limited use of vehicles to help set up for an event is permitted. Vehicles must be in compliance with one-way designation of the roadway, must yield to all other activity, must travel with flashers on and may not exceed 5 miles per hour. No vehicles are permitted to travel or park on grass areas." These policies regarding parking and loading/unloading of event vehicles will be strictly enforced. If you should violate these policies, you will be asked to leave the event and you will forfeit your booth rental fee.

Food booths are required to provide a current (2011) Certificate of Liability Insurance. For more information contact Do-It Leisure, 2233 Fair St, Chico, CA 95928. Office: (530) 343-6055 Fax: (530)343-2756, or jellen@ewtc.org

GENERAL BOOTH GUIDELINES

- ★ Please provide us with a list of everything that you would like to sell in your booth. **There will be a limit of 6 FOOD items per food booth.**
- ★ Check in and unloading for booths will begin **NO** earlier than 7:30am.
- ★ Booths should be set up by 9:00am.
- ★ You must drive on the paved bike path for loading and unloading at the One Mile Recreation Area.
- ★ Once you are finished unloading/loading your vehicle, you **MUST** move your vehicle to a proper parking area. Vehicles must be moved **NO** later than 8:45am. There are **NO** EXCEPTIONS!
- ★ **YOU ARE STRICTLY PROHIBITED FROM DRIVING ON THE GRASS UNLESS OTHERWISE SPECIFIED.**
- ★ A booth frame is optional; however, we do ask that you have some form of shade; we cannot guarantee a shady area in the park for the entire day.
- ★ As soon as you are set-up, you may open, but booths cannot be dismantled until 3:00pm.
- ★ By mid June you will receive a packet of information with everything you will need for the event.
- ★ Water is limited in the park; you may need to supply any water that you require for your booth.
- ★ Some electrical outlets are available, but you must specify whether or not you will need electricity at the time your booth application is submitted.
- ★ If electricity is needed, you must provide your own 200' heavy-duty cord(s) and the cord must be in good working order.

BOOTH WAIVER

Signed Registration, Waiver and payment is due by June 22nd, 2012

A Late fee of \$20 applies thereafter. Please make checks payable to: DO-IT LEISURE

For consideration as a participant in the 47th Annual 4th of July Celebration as a concessionaire, the undersigned, intending to be legally bound, hereby for ourselves, our heirs, assigns, executors and administrators, waive and release any and all rights and claims that we may have against the persons and organizations affiliated with this event, including DO-IT LEISURE, Work Training Center, Inc., Chico Area Recreation and Parks District, Rotary, and the City of Chico Parks Department.

Further, we agree to hold harmless the above organizations/individuals/other organizations affiliated there/with, and to provide any necessary legal defense of any property damage or personal injury arising out of the activity that we engage in, including but not limited to conducting booth-type games, preparing/selling of food and beverages, construction and/or dismantling of booths, and any other activity reasonably related to the purpose of DO-IT LEISURE and/or the above organizations in connection or arising out of the 47th Annual July 4th Celebration, held July 4th, 2012.

Signature _____

Name of Organization/Business _____

Date _____

City of Chico

APPLICATION & PERMIT FOR PARK USE

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Ann Willmann
Name of Applicant/Contact Person
Chico Area Recreation & Park District
Organization Name (if applicable)
545 Vallombrosa Ave.
Home, Organization, or Company Address
Chico, CA. 95926
City, State, Zip
530 895-4711 ext. 115 530 520-2456
Contact Phone # Alternate Phone #

Type of Event: PUBLIC PRIVATE

22
Saturday, Sept. 24, 2012
Day and Date of Activity

From: 7:00 am To: 3:00 pm
Total Time Needed for Set-up, Event, and Clean-up
From: 9:00 am To: 2:00 pm 500
Time of Event Number of people

E-mail address awillmann@chicorec.com

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring
- Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available
- Oak Grove A Oak Grove B
- Sycamore Way Parking Lot Closure-Public Events ONLY
- Electricity (15 amp) tables, trees, parking area, restroom area
- Bend 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): _____

Description of Event: 9th Annual Pastels on the Plaza

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

SECTION 2 - PERMIT FEES

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

Additional fees for City Plaza use:

Event Restrooms X x (\$90.50) = 90.50
#days
100 amp Electrical _____ x (\$28.50) = \$ _____
#days

(Call Park Office for availability and fee schedule 80.020)

Total Fee Required: \$ 208.50

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

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

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

SECTION 3

CONDITIONS FOR PARK USE

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

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

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

Signed: _____

Ann Weemann

SECTION 4 - INSURANCE

(to be determined by Park Office)

Required, Certificate of Insurance, meeting City standards must be received by: ON FILE Not Required

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

THESE INSURANCE REQUIREMENTS ARE APPLICABLE TO:

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

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X [Signature]
Signature of Applicant

X 1/30/12
Date

RETURN THIS FORM TO:

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

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

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

SECTION 6 - GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Date: _____

Signature of General Services Director

Date

EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>9 years</u>	Yes	No
Is there a patron admission, entry or participant fee(s) required? If yes please provide amounts: <u>\$20 for square and pasture, cover costs</u>	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, etc): _____ When will amplified sound/music be heard? Time from: _____ until: _____ amps needed _____ Note: 100 amp electrical service requires a certified electrician. Please describe the sound equipment that will be used for your event _____	Yes	No
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input type="checkbox"/> Bounce house <input type="checkbox"/> Dunk tank <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance.	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans ⁶ _____ Number of Recycling Containers ² _____ 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>Free standing signs on corners of plaza</u>	Yes	No
Note: All signs and banners shall be free standing and not affixed to Park property. Will water be needed during your event? Please provide your own hose and on/off switch. Note: Please request a water coupler key for City Plaza, Children's Playground and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



February 9, 2012

Dear Bidwell Park and Playground Commission:

The Chico Area Recreation & Park District (CARD) will be holding several events in City parks in 2012. These events are free and provide opportunities for Chico residents to participate in community events with their families.

We are requesting that the basic park use fees be waived for the following long standing events: 49th annual Spring Jamboree (April 7, 2012); 47th annual 4th of July Community Celebration (City of Chico co-sponsored - July 4, 2012); and 9th annual Pastels on the Plaza (September 22, 2012). We are a public agency providing park and recreation programs for Chico residents of all ages, skills and abilities. The fee waiver will allow us to continue to offer these quality events at no cost to the Chico community. We look forward to another great year.

Sincerely,

Ann Willmann

Sr. Recreation Supervisor

545 Vallombrosa Avenue

Chico, CA 95926

office: 530 895.4711

fax: 530 895.4721

www.chicorec.com





DATE: February 15, 2012
TO: BPPC
FROM: Lise Smith-Peters, Management Analyst
SUBJECT: Finalization of 2012 Committee Assignments and Chairs.

RECOMMENDATION:

Staff recommends approval of the Chair's committee assignments:

1. **Natural Resource Committee - (Commissioners: Brentwood (Chair), Emmerich, and Moravec)** Reviews matters dealing with items related to vegetation management, trails, greenways and any other topics that are resource based.
2. **Policy Advisory Committee - (Commissioners: Emmerich (Chair), Herrera, and Ober)** Responsible for items dealing with interpretation of existing policies, matters dealing with art, finances, and proposed or potential policy changes.
3. **Tree Committee - (Commissioners: Mikles (Chair), Herrera, and Craig)** Reviews matter related to trees (street and park), street tree permit appeals and any other matters that could/would effect the interpretation of policy and management practices.
4. **Representatives to the City Bike Advisory Committee - (Commissioner Mikles, and Moravec as alternate)** Represents the Commission on the City's Bike Advisory Committee. The Committee reviews bike projects and concerns relative to matters related to bicycles, bicycle routes, and facility improvements. The Committee makes recommendations to the BPPC as needed.

Attachments: None



DATE: 2/24/2012
TO: BPPC
FROM: Lise Smith-Peters, Management Analyst
SUBJECT: Review and Adoption of Park Memorial and Donation Policy

RECOMMENDATION:

The Policy Advisory Committee recommends BPPC review and adopt of the City of Chico Policy for Park Memorial and Donations.

BACKGROUND:

At its 1/30/12 BPPC meeting, staff stated the need for City Attorney review of the draft Park Donations Policy. The policy will be presented for review and finalization at the next regular BPPC meeting.

In June 2004, the BPPC approved a formal Policy for Memorial/Dedication/Recognition Opportunities Within Bidwell Park (referred to as the "donation policy") and it was included in the 2008 Bidwell Park Master Management Plan (BPMMP).

The PAC met four times (07/21, 08/18, 9/15; 10/20; and 1/19/12) to revise and edit the donation policy. The original donation policy was re-evaluated and revised terms of the goals set forth in the Bidwell Park Master Management Plan (Appendix M of the MMP). These goals too are under review:

1. Strike a balance between meeting the needs of all park users while also protecting the park environment and eco-systems;
2. Raise funds dedicated to the maintenance of existing facilities and to build and maintain new facilities;
3. Provide opportunities to individuals, groups and/or organizations desirous of donating funds to the park for memorials/dedications/recognitions.

The new policy clarifies requirements, considers other park fixtures (Caper Acres, exercise stations, trees, etc), outlines the development of donation levels, terms and limits, and the *a priori* development of bench locations. Donation levels would be adopted as part of fee schedule changes.

ISSUES AND CONSIDERATIONS:

At its 1/19/12 meeting, the Committee continued to provide input on a draft of the donations policy. The PAC made clarifications on various outstanding elements, such as the addition of a memorial tree donation element to support the Urban Forest Program; application of the policy to Bidwell Park, other City Parks and developed greenways where appropriate; and that donation amounts will be updated on a Donation Schedule and will take into account: material costs (bench, plaque, etc.), staff/contractor labor costs, administrative costs, and a certain % or flat donation in support of goal #2 above.

Attachments: City of Chico Park Donation Policy and draft Donation Schedule.

Distribution: BPPC



City of Chico Policy for Park Memorials and Donations (Revised 02/21/12)

PURPOSE OF DONATION PROGRAM:

The Bidwell Park and Playground Commission (BPPC) has in recent years allowed, with appropriate oversight by the Park and Natural Resource Manager, individuals to make contributions for benches, plaques, bricks, facilities and other amenities within Bidwell Park and other City parks and developed greenways where appropriate. In order to better plan for and to oversee this program, the Bidwell Park and Playground Commission has adopted this policy, which will be reviewed every five years, or sooner by request to determine its effectiveness.

The goals and objectives of the donation program were originally approved by the BPPC on 06/01/04 and are included in the Bidwell Park Master Management Plan (2008):

- 1) to raise funds dedicated to the maintenance of existing facilities and to build and maintain new facilities; and
- 2) to strike a balance between meeting the needs of all park users while also protecting the park environment and eco-systems; and

to provide opportunities to individuals, groups and/or organizations desirous of donating funds to the park(s).

Donations will be placed into a Park fund to be used for maintenance, replacement costs, and new amenities. Such donations are to be accepted according to City Policy and do not entitle the contributor to ownership of the particular element associated with the contribution.

No person, group or organization may sponsor more than one commemorative plaque or bench term in the Park.

Park staff will prepare and present a list of needed, available locations for benches, plaques and other amenities to the Bidwell Park and Playground Commission for review and consideration as needed.

Park staff is responsible for selecting material, design and installation of benches, plaques, additional park amenities and facilities.

No unapproved memorials or statues will be erected in Bidwell Park.

Donors are responsible for making sure that the Park Division has their correct contact information.

Staff will present an annual status report on Park Donations to the BPPC.

The formulation of donation amounts will be in support of the above goals. Donation amounts will be based on the costs of installation and maintenance of the amenity over the period of the donation, plus an amount dedicated to park maintenance, new facilities, and to support other Park programs. In the case of a bench donation, the amount will include the cost of one refurbishment. The donation amount will be subject to revision, as needed, and will be published with the most recent donation fee schedule.

Donations do not cover the cost of replacing an amenity if it becomes damaged or is irreparable, unless donor provides replacement funds for the donated amenity.

TYPES OF DONATIONS (see Park and Street Tree Donation Schedule for amounts).

1). Annual Fund and Contributions – donations in **any amount** for general park maintenance, infrastructure, and special projects are (almost) always accepted and appreciated. Gifts may be tax deductible, donors should check with their financial advisor.

2). Park Bench Location – Park staff will place a plaque at a bench location for a term of 10 years. Donations for a bench term and plaque shall receive one refurbishment as needed during the ten year period. Up to 3 plaques may be installed at each bench location and installation is available on a first come, first served basis as needed.

The Park Division reserves the right to remove and/or relocate park benches when they interfere with site safety, maintenance or construction activities. An alternative location will be found (if possible) and the bench donor notified of the location change.

New donors will review and sign a letter of agreement reflecting their understanding of the bench term, donation and renewal process to be filed with the Park Division. Donors are responsible for making sure that the Park Division has their correct contact information.

3) Plaques – Park staff will install an engraved plaque at pre-approved site locations in Bidwell Park and other City owned parks. Plaque wording is subject to approval by the Park Division and shall contain no commercial wording.

4). Picnic Site Refurbishment – Park staff will renovate park picnic areas to accessible standards, which includes picnic table, barbecue, concrete pad, and possible crusher dust path and accessible parking. An engraved plaque will be included at the site. Donations may be compiled for a picnic site with plaques installed in a cement strip for each donor who contributed towards the completion of the project.

5). Exercise Stations – new exercise stations are needed to replace the current wooden equipment stations. An instructional sign accompanies each new station (when available) and the donor's name will be placed on a plexi-glass plaque on the station sign, if desired. Prices vary depending on equipment purchased and the labor needed to install.

6). Memorial Tree Program -- Donations made to support the planting and care of the City's trees may be made in several ways:

a) to provide a memorial or commemoration in someone's honor, a donation is requested and will be used for the planting and/or care of trees within the City's Urban Forest. The donor will receive a card reflecting their gift to share with the person being honored.

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

7). Caper Acres Bricks - Park staff will install an engraved brick at the Caper Acres playground. Funds received are used for the upkeep of the playground and the purchase and installation of the brick.

8) Donor Wall or Walk - Park staff with the approval of the Bidwell Park and Playground Commission may implement a donor wall or walk to provide additional contribution opportunities for the Park or Tree programs and plaque recognition opportunities.

9). Additional Park Amenities – Amenities may include porta potty service; doggy pots and bags; trash cans; water fountains; playground equipment; etc. Small plaque will be placed on the item to recognize the donor. Staff retains a list of needed park items.

City of Chico Park and Street Trees Donation Schedule
As of 01/12/12

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

See Park Donation Policy for specific item descriptions.

Park Donation Opportunities	Amount
1). Annual Fund and contributions	\$.
2). Park Bench Location (10 year term)	TBD
3). Plaques	TBD
4). Picnic Site Refurbishment	TBD
5). Vita Course Stations (Prices vary depending on exercise station)	TBD
6). Memorial Tree Program --	
a). Memorial or commemoration in someone's honor (planting and/or care of trees within the City's Urban Forest)	\$25.00
b). Adopt a Street Tree (planting/3 year care for a tree)	\$325.00
7). Caper Acres Brick	\$100.00
8). Support for Additional Park Amenities and Services (prices vary, contact the Park Division)	
--Doggy pot and bags	Prices Vary
--Trash cans	
--Water fountains	
--Playground equipment	
--Porta Potty service	
--Other	



BPPC Tree Committee Summary Report

Meeting Date: 2/08/12

DATE: February 10, 2012
TO: TREE COMMITTEE (Commissioners Craig, Herrera, Mikles, Chair)
FROM: DENICE F. BRITTON, URBAN FOREST MANAGER, 896-7802
RE: SUMMARY OF DISCUSSION OF 2/8/12 MEETING

Meeting called to order 6:00 PM by Commissioner Mikles.

Those attending included: Commissioner Craig, Commissioner Herrera and Chair Mikles. Urban Forest Manager Denice Britton

Public attending: Susan Mason, Nick Shew, Elisanne Wells-G, Francine Gair, Alan Gair, Scott Gregory, Karen Laslo, Kristina Schierenbeck, Roger Cole

BACKGROUND:

At its meeting of 9/20/11, the City Council adopted the 2011-12 BPPC Work Plan which identified the establishment of goals for an Urban Forest Management Plan as one of the priorities of the Commission. The Tree Committee began working on the goals at its meeting of 1/11/12. This February Tree Committee meeting continued that discussion and review.

DISCUSSION:

1. The Committee agreed that using the California Urban Forests Council (CaUFC) program and toolkit for developing and writing an Urban Forest Management Plan would be of benefit, since it provides resources, a general outline and an opportunity for public comment to be incorporated into the plan as it is written.

Staff was asked to provide more information and a protocol for using the toolkit and allowing public comment at the next committee meeting. One specific item agreed to by the committee was that any written comments about the plan on the website needed to be signed if there are to be considered a formal comment.

2. At the January meeting, staff was asked to submit a definition of the Urban Forest for Review. The definitions provided were discussed in detail, with good general comments by those attending.

General comments included:

- Be certain that any definition is understandable by the general public and presents the idea that the Citizens live in the urban forest, and are not separate from it.
- The definition must include the concept of both native and introduced species of trees and plants, and the importance of biodiversity.

- The definition needs to include the concept of private property and that the trees on private land are a part of the urban forest, as well as the street and park trees

Staff will revise the definition per the comments and submit a revised definition at the next meeting.

3. The Tree Committee began discussion of a vision statement to go along with the definition of an urban forest. Once a Vision is established, then the goals presented by those attending the meetings can more readily be prioritized.

a. The Vision statement may need to have some historical context to it as an introduction. The historical concept would be something along the lines of:

The Urban Forest developed as citizens moved into an oak woodland. Some areas were more forested than others. Citizens wanted and needed more shade and other benefits so trees were planted throughout the town. Trees continue to be planted in areas lacking canopy cover, such as the eastern part of Chico. As trees and gardens were planted, plant diversity increased. Some of the newly introduced species have become invasive, especially within Bidwell Park.

b. In addition to the vision statement presented by staff, citizens presented their own visions of the Urban Forest, which were diverse. Broad agreement was reached, that a Vision statement needed to include the following:

- The Vision Statement needs to be broad and address not only the vision for the Urban Forest, but also a definable vision for the Urban Forest Management Plan.
- Reflect that Bidwell Park is at the heart of Chico's Urban Forest, but it is under different management and with different considerations. The Vision Statement should have a similar structure to the BPMMP, so the two documents are compatible.
- The Urban Forest should be a diverse and sustainable canopy of trees and related vegetation.
- The canopy is multi-level (trees of all sizes at maturity), multi-aged and diverse.
- The Forest should be healthy and safe, and be regularly cared for.
- The Standard of care for the forest should be high, and based on accepted industry Standards and the concept of enhancing the longevity of the trees within the forest.
- There needs to be continued planting of trees throughout the City and throughout the years to maintain a multi-aged stand of trees. Tree planting and landscaping needs must be considered indispensable and be adequately budgeted for in new City Projects, and therefore not be eliminated because of cost overruns.
- Appropriate tree species should be planted in appropriate locations. Trees planted along the City streets need to be planted according to Professional Standards, and inspected by the City to be certain they meet these standards. Wherever possible, with adequate space and conditions, native trees species should be encouraged.
- Habitat values of trees should be emphasized.
- A more aggressive educational program should be developed to improve citizen understanding of the functional benefits of trees. Education should also focus on the selection of good trees to start with, and the care of trees, including planting, proper soil preparation, watering, and pruning.

RE: Tree Committee Summary Report

Meeting Date: 2/08/12

Page 3

- When trees die, decline or become hazardous, their ultimate use should be as beneficial to the City and the planet as possible. The use of chips and the sale of commercial wood products should be considered a good end use for the trees.
- The overall value of trees to the healthy human psyche should be honored as one of the values associated with trees.
- Other esthetic and functional values need to be included in the vision statement, because trees contribute more to the City than is realized by many.

Goals for next meeting:

Present a protocol for use of the CaUFC toolkit.

Review revised definition of the Urban Forest

Review revised Vision Statement

Meeting Adjourned at 7:45 PM to the next Tree Committee Meeting: March 14, 2012 at 6 PM

DISTRIBUTION:

Tree-Finance Committee of BPPC

General Services Director

Street Tree Field Supervisor



DATE: 2/16/12
 TO: Bidwell Park and Playground Commission members
 FROM: Dan Efseaff, Park and Natural Resource Manager
 SUBJECT: 2011 Annual Park Division Report

PARK DIVISION OVERVIEW

1. Division Description

The City of Chico's Parks, Open Spaces, Greenways, and Preserves Division (Park Division) is under the General Services Department. The Division's major responsibilities include maintaining and operating City Parks, open space, and recreational areas, including Bidwell Park (one of the largest municipally owned parks in the United States), Children's Playground, City Plaza, Lindo Channel, Little Chico Creek greenway, 1st and Verbena, Bidwell Ranch, Teichert Ponds, and other preserves. The City Street Trees Program, also under the Park Division, (Denice Britton supplied an annual report on that program), cares for and manages approximately 37,000 trees (urban forest) and many of the maintenance districts and public landscape areas within Chico. The City's Park Rangers, Park Maintenance Crew, and Management Analyst/Volunteer Coordinator all work within the Park Division.

We often hear that it is the quality of life that draws visitors and residents to Chico. This Division is proud to maintain assets that are integral to the livability of Chico. In addition, the Division is not immune to the impacts of a growing community that expects and deserves high quality service in a fair and economical fashion. The Division has grown over the years, both in size and complexity. Recently, the diminished budget has put a strain on our ability to keep up with these demands.

Table 1. Comparative Statistics for the City of Chico and State and National Numbers Regarding Parks.

Factor	Amount	Source
Chico Area	33.2 square miles 21,248 Acres	Chico GIS Department
Chico Population		US Census 2010; California Department of Finance 2011 Data
– City	86,187	
– Urban Area	107,000	
Ranking – City Size California	83 rd largest 14 th Largest Metropolitan Area	California Department of Finance, Table of January 2011 City Population Ranked by Size, Numeric and Percent Change; 2010 US Census.
Bidwell Park		City of Chico; The Trust for Public Land, 2011 City Park Facts
– Area	3,670 acres,	
– Ranking Municipal Parks	3rd in California and 14th in the US.	
Park, Recreation, and Open Space Area managed by Park Division	4,317 acres	Public Facility Assessment, 2010, City of Chico Planning Department
Percentage of Parkland of Total City Area		The Trust for Public Land, 2011 City Park Facts; City of Chico.
– Median US Cities ^a	8.1 %	
–Chico	>20 %	
Area of Parkland per 1,000 Residents		The Trust for Public Land, 2011 City Park Facts; City of Chico.
-Median US Cities ^a	12.4 Acres	
-Chico (Urban Area)	41 Acres	

^a Estimate includes city, county, metro, state, and federal acres within the city limits.

2. Resources

Most of the Operating Budget (Table 2) for the Park Division is derived from the General Fund (\$42,853,372 for FY 2011-2012), with key supplemental funding from grants and donations. The Parks/Open Spaces (682) budget supports staff time, contracts, maintenance and repair not only for Bidwell Park, but for greenways (Lindo Channel, Little Chico Creek, and Comanche Creek), Depot Park, City Plaza, Children's Playground, Teichert Ponds, and Preserves.

Table 2. Staff and Budget Summary

Park Division	FY 1988-1989	FY 2010-2011	FY 2011-2012
Operating Budget	\$594,148	\$1,927,755	\$1,876,903
Staff			
Park Division	14	13	12
Street Trees ^a	2	9	8
Total	16	22	20
Area Managed (Acres)	< 2,500	4,317	4,317

^a The Street Tree program was considered part of the Park Division in 1988. The lifeguard program is not part of this estimate but in 2010-11 and 2011-12 amounted to 3.75 FTE.

Interestingly, the 1989 Bidwell Park Master Management Plan projected that 31 employees would be needed by 1992-2000 based on estimated population growth. Population growth exceeded expectations and has grown nearly 40%, and the acreage managed by the Park Division has doubled. The Park Division has fewer employees than in 1988.

Park funds are complemented by donations and volunteer support. Lessees also take care of certain park facilities. Donations provide critical support for interns, habitat restoration work and materials, invasive plant removal, and benches. In calendar year 2011, generous citizens provided over \$12,784.00 in general park donations, plus an additional \$700 devoted to Caper Acres (Table 3). Although Park Division staff and funds support the volunteer program, these efforts leverage volunteer efforts that exceed hundreds of thousands of dollars (see Volunteer Program below). In addition, we also received some help with studies and monitoring. For example, student interns from Chico State, Butte College and Shasta College provided support on some GPS mapping projects, and data collection; and Chico High School students propagated native plants for the Park's restoration sites.

Table 3. Summary of Park Donations and In-Kind Service Donations (2011).

Donations	Project or Event	Value
<u>Cash Donations</u>		
General Park	Includes plaque donations and misc.	\$1,524
Chico Running Club	All-season water pump	\$5,000
Annie B's Fund Drive	Park intern, habitat restoration and park upkeep	\$5,884
Bricks	Caper Acres	\$700
Church group	Council Ring	\$375
Total Donations		\$13,483
<u>In-Kind Donations</u>		
CA Conservation Corps	Proposition 84 grant (\$136,076) Trails, Vegetation management (\$105,363)	\$241,439
Home Depot	Tools for Bidwell Park Earth Day	\$1,000
Lundberg Farms	Rice Chips for Earth Day	\$300
Starbucks	Coffee for Earth Day and Make a Difference Day	\$700
Recology	4 green waste dumpsters (volunteer project)	\$1,000
Waste Management	4 green waste dumpsters (volunteer project)	\$1,000
Total In-Kind Donations		\$245,439

3. Bidwell Park and Playground Commission 2011 – 2012 Work Plan

Staff and the BPPC developed an updated Work Plan (at the 5/31 and 6/27 meetings) to submit to the City Council. The City Council approved the BPPC 2011 – 2012 Work Plan at the 9/20/11 meeting. The workplan reflects the progress made on the previous workplan (three items completed, four with significant progress, and one with minimal progress). A progress report will be made on these items associated with the next fiscal year. The adopted work plan is as follows:

1. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. Specific projects include:
 - a. Develop a Trail Plan for the Park,
 - b. Update the Trails Manual,
 - c. Update of the Natural Resources Management Plan (including vegetation management plan, management units, and an Adaptive Management framework), and
 - d. Complete an inventory of Park Infrastructure.
2. Finalize the Wet Weather Plan
3. Continue development of the Park Division's Volunteer Program
 - a. More fully integrate into other Park programs,
 - b. Develop a team leadership program to train volunteer session leaders,
 - c. Develop a Trail Volunteer Program (including training component).
4. Begin development of an Urban Forest Management Plan
 - a. Establish goals that will be the foundation for an urban forest management plan that is consistent with both the new General Plan and the BPMMP,
 - b. Review landscaping policies with the goal of enhancing the appearance of the City's public properties and parks while alleviating the overall cost of maintenance,
 - c. Provide for the ongoing maintenance and upkeep of the urban forest, including both street trees and Bidwell park trees.
5. Assess needs and prioritize renovation projects for Caper Acres (developing funds and renovation plans for improved infrastructure and new play equipment).
6. Continue trail work priorities (Middle Trail work, Monkey Face, and Peregrine Point Trail connections).
7. Develop management plan concepts for
 - a. Greenways (including Lindo Channel)
 - b. Bidwell Ranch
 - c. Lost Park
 - d. Comanche Creek.

PROGRAMS

The Parks Division is organized into the following areas:

- Administrative Services
- Maintenance Crew
- Ranger/Lifeguard
- Volunteer Program
- Natural Resource Management (planning, monitoring, trails, and vegetation management).
- Outreach and Education

The categories above represent both organizational structure (where employees work, the first four items) and also functional priorities (the last two, outreach and natural resource duties) that are shared duties of all employees. We feel it is important to recognize priority functions of the division that will be often shared between programs. For example, in the past, much of the work on invasive plant removal was associated with the volunteer program. As we move forward, we are moving toward a model where vegetation management requires greater coordination and planning between the maintenance, ranger, and volunteer programs.

1. Administrative and Visitor Services

a. Program Description

Administrative functions of the Parks Division include reservations, permits, support and analysis for Bidwell Park and Playground Commission meetings, development and management of budgets, vendor payments and contracts, and

customer and visitor services. All Park Division staff (especially the Park and Natural Resource Manager and the Management Analyst) carry out some duties in this area, and shared administrative staff from the General Service Department (GSD) and other parts of the City support this function as well. Our efforts in customer and visitor services are an important part of providing citizens with a good experience in the park and community.

b. 2011 Highlights

Specific highlights include:

- i. Customer service remains a priority. Citizens are often surprised to find that when they phone GSD, their calls are often answered right away by a staff member and not routed into a voice mail system. Our front desk staff is courteous and often has answers to a wide variety of questions that span all of GSD.
- ii. Service Requests - Park Staff received approximately 89 service requests in 2011. The majority of requests were related to fallen trees, graffiti and general vandalism to park signs and infrastructure.
- iii. One Mile Restroom - The North One Mile Restroom was completed.
- iv. BPPC Support - Staff continued efforts to provide BPPC agendas and information packets in a timely fashion with the entire packet going out 5-6 days before the meeting (the legal requirement is that the agenda must be posted 72 hours before the meeting).
 - Staff continued the efforts to streamline reports and make BPPC practices more consistent with the City Council procedures.
 - Emails and letters directed to the BPPC are now forwarded within 24-48 hours of receipt to commissioners, rather than waiting for the agenda packets. Communication from citizens on particular agenda items received prior to noon on the Friday before a meeting, are provided as part of supplemental packets.
- v. Economic Contribution - The Park Division processed \$511,670 in payments to over 131 vendors that provided professional services, materials, and supplies for the management of the Park. Approximately, 87% of the vendors are local suppliers. However, the economic benefit is small relative to the contribution to quality of life and local economic well being that Parks provide in enhanced real estate values, sporting equipment sales, event sales, health benefits, and venues for supporting non-profits.
- vi. Research Tracking – Staff began to implement a more formal system for handling research or data collection requests in the Park. When fully implemented, we request copies of any data collected or publications, issue identification badges, and track the nature of research and number of projects.
- vii. New contracts – The City secured new contracts for Water Quality Monitoring of Big Chico Creek; Porta Potty and Cattle Grazing for Bidwell Ranch and Foothill Preserve. In the case of the Water Quality Contract, the scope of work was rewritten to better reflect the actual permit and may reduce the contract of greater than \$20,000 annually.

The City completed successful bid process on replacing the porta-potty contract in Bidwell Park. The contract specified natural colors to better blend in the park. The cost savings of the contract allowed the addition of a much needed new location at the Peterson entrance of Lower Park at a lower cost than the previous contract.

viii. Wildwood Transfer – Staff assisted with the transfer of Wildwood Park to the Chico Area Recreation District (CARD).

- ix. Park Permits - City of Chico parks provide many ideal venues for family picnics and community events, offering a safe, picturesque environment for thousands of people annually. Some salient features include:
 - o Staff began more tracking of the number of permits for public and private events (Figure 6) and the number of participants in public events (Figure 7). Private permits issued in 2010 were not tracked.
 - o There were a total of 585 permits (117 public and 468 private events) issued in 2011.
 - o Some of the most popular public events include annual runs in Lower Park, Thursday Night Market, Friday Night Concerts, and free speech events in the City Plaza. Rangers provide coordination during these events including pre-event conversations, on-site assistance and monitoring.

- Although public event permits issued decreased in 2011 in comparison to 2010, participation increased.
- The number of participants is based on estimates submitted by applicants. Due to the open nature of our parks and the fact that many of these events do not require admission, participant estimates for 2011 is a very conservative number that probably underestimates actual participation. For example, the estimates do not include spectators, which could increase the numbers significantly.
- The Park Division completes a post-event evaluation of public events, which helps in the planning of future events of similar character.
- Total revenue in 2011 (\$47,606) was down slightly from 2010 (\$49,937). While a number of factors influence the park permit fees, the transfer of one of the most popular reservation areas (Wildwood Park) to CARD in July 2011 may have had the most significant impact on revenue.

Figure 1. Monthly Total of Park Permits Issued (2010 and 2011)

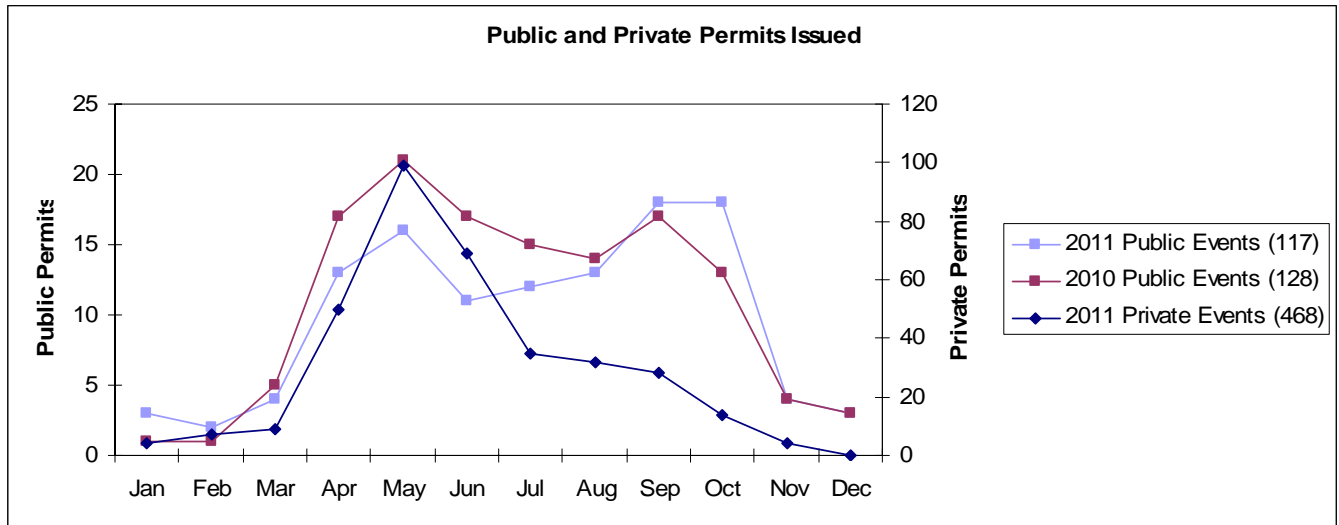
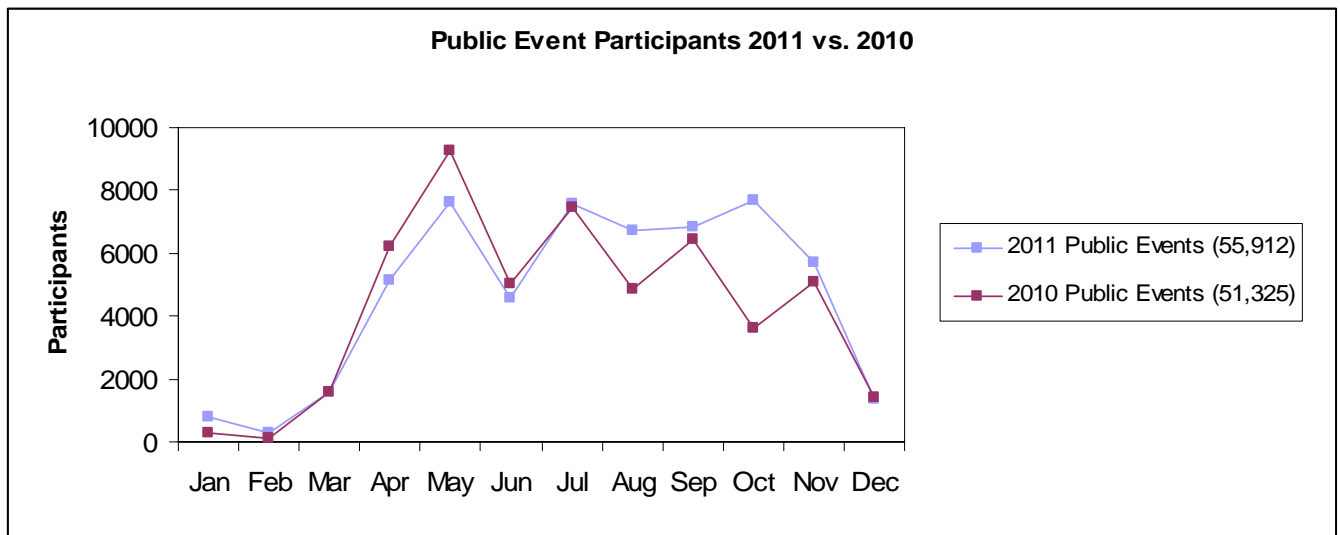


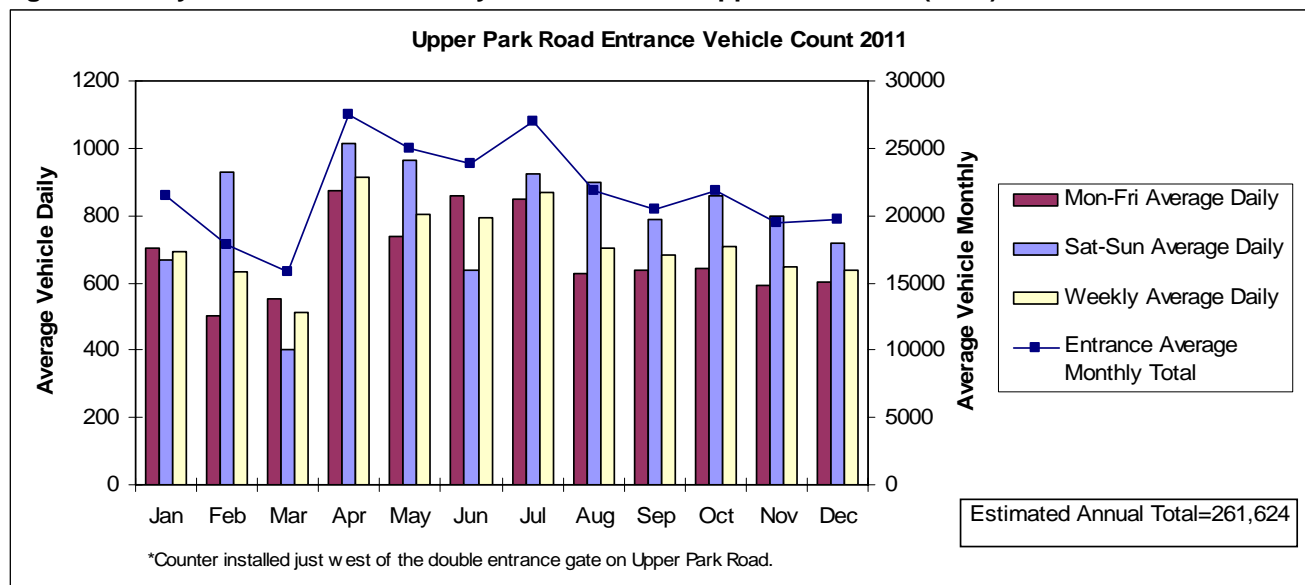
Figure 2. Monthly Total of Public Event Participation for 2010 and 2011



x. Wildwood Way and Upper Park Road Traffic Counts – During the 2011 calendar year, staff installed portable traffic counters at two locations (Station 1- near the double gate entrance and Station 2- near Horseshoe Lake) on Upper Park Road. The counters were installed for 1 week each month and tracked vehicles accessing the park as well as speed statistics. The data represents an underestimate because, on several occasions, the traffic counter just west of Horseshoe Lake was tampered with, or failed to collect data. The counter was installed at a new location (just west of the Upper Park gravel road) therefore resulting in an incomplete data set for the year. Still, the information provides some useful insights.

- April and July received the most vehicle traffic and March the lowest. Interestingly, February (a dry month last year) received considerable weekend usage. To estimate a monthly average, we averaged the daily counts and multiplied by the number of days for each month (Figure 8). The annual vehicle traffic count exceeds 250,000 vehicles annually. The annual estimate came from the sum of monthly averages.
- Most vehicles stayed in Middle Park, with approximately 1/3 of all vehicles parking at or continuing past the Horseshoe Lake parking lot.
- The average vehicle speed on Upper Park Road, near the double gate entrance was 32 mph (the speed limit is 25 mph). The average vehicle speed near Horseshoe Lake was 16 mph; the speed limit is 15 mph at the counter location.

Figure 3. Daily and Estimated Monthly Vehicle Counts Upper Park Road (2011).



xi. Visitation – The traffic counts and event estimates above provide ones means of quantifying visitors. Although the Bidwell Park Master Management Plan (EDAW 2008) included visitor surveys, routine estimates of Bidwell Park usage have not occurred. Accurate visitation data allows us to create adequate staffing plans for peak times, budget allocation, emergency planning, and provides a clearer picture to granting agencies. Use estimates are reported in “visits.” One person entering the park represents one visit.

In the next few years, staff will develop methods to provide visitation estimates and collecting better data to improve the certainty of the estimate. Staff will continue to develop methods for estimating visitor use, including the installation of traffic counters at additional locations, conducting site surveys, and exploring compiling sources of data that are already collected (for example, permit estimates, pool logs, disc golf log, CARD usage estimates, and so on) to construct a Bidwell Park estimate. We will explore options to arrive at usage estimates based on data.

We used conservative estimates. For example, we have good quality data on vehicle counts for Upper Park Road but converting this number to a number of visitors introduces uncertainty. Staff estimated a person-per-vehicle average (PPV) of 1.5 persons-per-vehicle. This translates to 392,436 visits (1.5 PPV x annual vehicle count of 261,624 vehicles). The measurements did not include users who accessed Middle and Upper Park from other than the Upper Park Road, as a pedestrian, via bike. In contrast, Lassen National Volcanic Park uses a multiplier of 3 PPV and estimated 384,570 (2010) visitors accessing the National Park. Using their multiplier would double our estimate to over 780,000 visits entering Wildwood Road/Upper Park Road.

Even in the absence of good data, a crude estimate at least provides a starting point that we can continue to refine over time. We caution that these estimates should be considered very preliminary and “best guess estimates” or “order of magnitude” estimates until more definitive numbers can be developed. With these caveats in mind, we estimate the number of visits to Bidwell Park annually to exceed 1,000,000 (Table 4).

Table 4. Bidwell Park Visitation Estimates (Note: preliminary order of magnitude estimates).

Location / Point of Entry (Transportation)		Estimated Daily Visits April-Sept.	Estimated Daily Visits Oct.-March	Estimated Annual Visits by Location	Quality of Data
Lower Park					
One Mile (non-auto)	^a	1,500	600	383,700	Very Poor
One Mile (auto)	^b	400	200	109,600	Poor
Lower Park Other (non-auto)	^c	500	200	127,900	Very Poor
Estimated Subtotal		2,400	1,000	621,200	Very Poor
Middle/Upper Park					
Upper Park Rd. Visits (Auto)	^d	1,193	957	392,493	Good
Hooker Oak and Five Mile (all)	^c	300	150	82,200	Very Poor
Highway 32/Peregrine Point (all)	^e	102	41	26,128	Poor
Middle/Upper Park (non-Auto)	^f	150	50	36,550	Very Poor
Estimated Subtotal		1,745	1,198	537,371	Poor
Estimated Total Daily Visits		4,145	2,198	6,343	
Estimated Total Annual Visits	^g	758,535	400,036	1,158,571	

^a) View estimates with caution. Not based on measurements and should be considered a best guess. However, recent walk through counts (fair weather days in February), pool usage, and estimates from events, suggest that these are conservative estimates that underestimate usage.

^b) Traffic counts in January 2012, indicate more than 100 cars/day enter South and North One Mile and into Petersen Drive.

^c) Not measured. Estimate

^d) Based on daily vehicle count (measured one week each month) and multiplied by an estimated 1.5 visitors/vehicle (conservative estimate). Better count of the number of occupants will likely increase this number.

^e) Assume 6 cars/hour at (based on Peregrine Point ranger log) multiplied by 1.5 people/car and 8 hours (peak) and 4 hours (non-peak); plus 30 visitors/day (peak) and 5 (non-peak) accessing the Park from other Hwy 32 access locations.

^f) Estimate an attempt to capture visitors that access the park not by car, and not parking in other areas of the park. This mostly includes bikers, but also includes hikers and equestrians.

^g) Estimated annual visits is based on 365 days; April-Sept =183 days and Oct-March=182 days.

c. Challenges Encountered

Staffing and work load continue to be of concern. In 2011 GSD lost two additional administrative staff members, which will translate to delays in processing reservations, permits, and service requests. Reducing vandalism and damage to the counters, resulting in missing or inaccurate data is a challenge that will need to be addressed. In response to the changes, we have moved up deadlines for BPPC meetings to allow for more time to put together packets and materials, the drawback is that last minute developments cannot always be carried forward to the meetings.

2. Maintenance Crew

a. Program Description

Park Maintenance Staff is responsible for the care and maintenance of Bidwell Park and other assigned parks and greenways. Landscaping contracts are in place for some City owned properties such as for City Plaza, and portions of the greenway along Little Chico Creek.

Many citizens are surprised at the scope required to maintain Park areas for safety and the satisfaction of park users. Park staff is on duty seven days a week performing cleaning, safety inspection, graffiti removal, and maintenance of park

grounds, facilities, and play areas in the five developed recreation areas in Bidwell Park. These areas encompass: 8 reservation areas, 36 individual picnic sites, 8 park buildings that house 32 restrooms stalls, shower facilities, lighting systems, 21.5 acres of irrigated lawn that is mowed and trimmed each week in the summer and leafed each week during the fall, and of course Sycamore Pool that is cleaned weekly from Memorial Day through Labor Day.

In addition to these daily tasks, Staff is engaged throughout the year on the repair of park buildings (plumbing, electrical, and lighting systems) and repairs, painting, manufacturing, and installation of park fixtures such as: signs, gates, fences, picnic tables, benches, barbecues, trash receptacles, irrigation, etc. In addition, staff prepares and posts reservation areas for over 400 private and public events each year.

Staff is also engaged in maintaining the natural beauty of the park. Staff prunes landscaped areas, elevates bike paths and roads, mows park trails and park road shoulders, and manages vegetation for park user safety and fire prevention. In recent years, vegetation management, wildland restoration, and trail maintenance have become a major focus and staff dedicates more time each year to these areas of concern incorporating related tasks and seasonal projects into Bidwell Park's maintenance program.

b. 2011 Highlights

This has been an exciting year with the positive push for more wild land management, the redesigning of multiple park entrances, change of leadership in the field with everyone working more closely and a new outlook on some old programs. The first of which is the trail program, working more closely with the Natural Resources Manager to implement the latest information and techniques to produce the best, fun, sustainable trails possible! The road maintenance program will be long term change on how the Upper Park road is laid out and graded to benefit the surrounding areas with proper water distribution and soil erosion mitigation to help bring the natural habitat back to these water starved meadows. This program is in its infancy and should provide some exciting changes and improvements in the up coming year. Park staff being reduced has led us to carefully examine what we do and how we perceive and complete the tasks at hand. We are finding that working in teams, when possible, utilizing the information and organizational tools from the past blended with the new allows the staff to be more proactive on a daily basis. This kind of mind set has allowed us to reduce our service request numbers. In many cases, staff had identified and corrected the concerning issue prior to the Park Division being notified. Park staff continues to take on new responsibilities that previously would not have been possible prior to these time saving procedures.

Some of the additional tasks staff was able to participate in and notable issues for the year include:

- i. Middle Trail Grant – Staff successfully planned and implemented the second phase of this project completing work on 3000 feet of trail tread on sections 6 and 1, implementing armored seasonal creek crossings, rolling dips and nicks, along with trail tread hardening. All of these elements add up to a trail that is and will continue to be sustainable for the future.
- ii. Departmental Support – Staff continues with the responsibilities of opening gates, wet weather trail assessments and support of volunteer programs.
- iii. Wild Land Restoration and Management – Staff has learned new skills and techniques over the past two years, they have been able to implement these into varied small projects while working closely with the Park Director. This year an additional 8 acres in Middle Park were added to 3 acres that we burned, sprayed and planted with native grasses over a two year period. Controlled burns, herbicide application and planting of native grasses have made a positive mark in Middle Park. Staff also planned and prepared several native planting sites in Lower Park notably the Centennial-Manzanita corners, the Madrone entrance and three sites at One Mile recreation area, for a total of over 400 plants set out in Lower Park.
- iv. Volunteer Support – Staff supported the 9TH and Hazel street neighborhood park group by designing, planning construction of an A.D.A. accessible path winding through out the park. This work was successfully completed in a timely manner with the help of the California Conservation Corps. Staff continues the on going clean up of brush piles generated by the different volunteer groups working in the park to remove the ever present invasives.
- v. Daily Maintenance – Staffs' approach to daily maintenance is in a constant state of evolution, our goal is to provide the best most efficient service possible. Each project we undertake is planned, the products we use are

evaluated for their value and life of service for each application, the end result whether it is cleaning restrooms or replacing a roof is high quality work and a sense of pride for the park. A detailed listing of tasks is attached as a Appendix titled, Park Maintenance Hours 2011.

c. Challenges Encountered

As Bidwell Park itself ages, maintenance of the existing facilities and grounds is an ever increasing challenge. Staff dedicated considerable time to the planning and implementing of projects over the last several years and was able to successfully restore and preserve much of the current infrastructure. However, some park infrastructure is beyond maintenance and in need of replacement. Restrooms, road ways, and bike paths require an ever increasing share of dwindling resources. For example, Caper Acres playground equipment, such as Bunker Hill requires continual work to keep it safe, or the Locksley Castle, which is in need of re-engineering the inside structure. Even the Nico project our newest piece, needs to be re-matted as the ground has settled. Staff started installing new Vita Course Stations in an as needed basis replacing the old ones as they failed for a total of six new ones, leaving seven to complete the balance of new equipment. We continue to remove the worn out stations as they become unsafe and or un-repairable in hopes that we will replace them in the near future. However with budget cuts this is no longer possible and donations are needed. The Five Mile septic system is starting to fail and will be in need of new leech lines in the near future, the water and irrigation systems at Five Mile are quite old and fragile and should soon be considered for replacement. We are facing an uphill battle with the increased pulls for support in all directions and the ever increasing uses of the Park's many facilities. Our goal has, is and will continue to be to provide the friendly, efficient, professional service for the betterment of Bidwell Park and its users.

3. Ranger Report

a. Program Description

The mission of the Park Rangers is to protect, promote and enhance the natural and cultural resources of Bidwell Park, community and neighborhood parks, greenways and open space for present and future generations. We achieve this mission by providing education to the public, professional customer service, as well as consistent and fair enforcement of the law.

Park Rangers maintain and protect park resources and educate the community. Rangers patrol the City parks, playgrounds and greenways to enforce rules, laws and regulations; respond to emergencies; provide visitor assistance; report damage and safety concerns; assist with event coordination; address illegal encampment issues; develop outreach materials; conduct educational and interpretive programs; implement various monitoring programs; assist with the natural resource management program; as well as open/close park gates and facilities. The rangers maintain high visibility during their patrols to help deter crime and work closely with Code Enforcement as well as the Police and Fire Departments. Two full-time and two permanent seasonal park rangers (0.75 FTE and 0.63 FTE) were on staff this past year. The rangers have performed well, despite limited financial and staff resources, and pride themselves in responding professionally and promptly to their varied responsibilities.

The Park Ranger program also oversees the Park Watch volunteers, which began in 1995 and is similar to a neighborhood watch program. Park Watch members are ambassadors of the park; they provide visitors with information, foster a safe environment, and advise park staff about damage, hazards, vandalism, or other concerns. As avid park users, the volunteers incorporate patrol into their regular walking, biking, running, or horseback riding. In 2011, Park Watch's 115 members donated 6,900 hours to patrolling Bidwell Park.

In addition, approximately 15 lifeguards (3.75 FTE) staff the Sycamore Pool from 11 am - 7 pm six days a week during the peak season. Lifeguards monitor pool and lawn activities, encourage safe behavior, perform rescues and provide first aid. The pool is much beloved and at any one time swimmers can exceed 100. This season, the number of rescues performed was higher than years previous, amounting to 12 total, 10 of which occurred during the month of June. Swift and cold water conditions most likely contributed to the increased numbers. The lifeguards also apply first aid and provide treatment for bee stings, falls, abrasions and cuts. Due to the diligence of staff and good fortune there were no major injuries this year at the pool.

b. 2011 Highlights

Rangers took on additional responsibilities and were involved in a number of efforts this past year. Among these responsibilities, community outreach and education played a large role. Intended to increase community interactions as

well as foster stewardship and appreciation of the parks and recreational resources, the rangers hosted the National Night Out event, initiated the "Park Minute," developed informational campaigns, contributed to the quarterly newsletter, lead bike tours, staffed several information booths, and participated in a number of interpretive programs at local elementary schools, including the 911 Safety Pals. These programs provided valuable information that enhanced park users' enjoyment and safety while also promoting the protection of our natural and cultural resources.

Rangers also took a more active role in management and monitoring projects. This past year, a visitation monitoring program was initiated for Bidwell Park through the use of traffic counters. They also managed the water quality monitoring contract for the Big Chico Creek and Sycamore Pool and revised the testing approach, saving the City thousands of dollars. Furthermore, steps to initiate a comprehensive sign plan for Bidwell Park were taken. Inventory of all park signs and the basic layout of the program are complete.

Additionally, they continued to streamline the park reservation system, finalized language and exhibit updates to Title 12 and 12R of the Chico Municipal Code, participated in vegetation management and monitoring projects, as well as provided input on implementing the Bidwell Park Master Management Plan. The combined enforcement and resource management efforts, coupled with a strong educational and outreach program have culminated in the rangers' ability to continue to effectively protect and promote the City of Chico's natural and cultural resources.

xii. City Accident/Damage/Theft Reports - are prepared for every instance of accident involving City property and/or damage/theft of City property (Table 5). Rangers are the first responders to many incidents in the park and in 2011 they assisted with several multi-agency medical responses and rescues. Notably, rangers were first on scene to the fall victim at the Peregrine Point Disc Golf Course and the hydraulic fluid spill into Big Chico Creek, assisted with rescues at Bear Hole, Salmon Hole, Monkey Face and on the Guardians Trail, and assisted in missing persons operations.

Table 5. Accident, Damage, and Theft Reports (2010 and 2011).

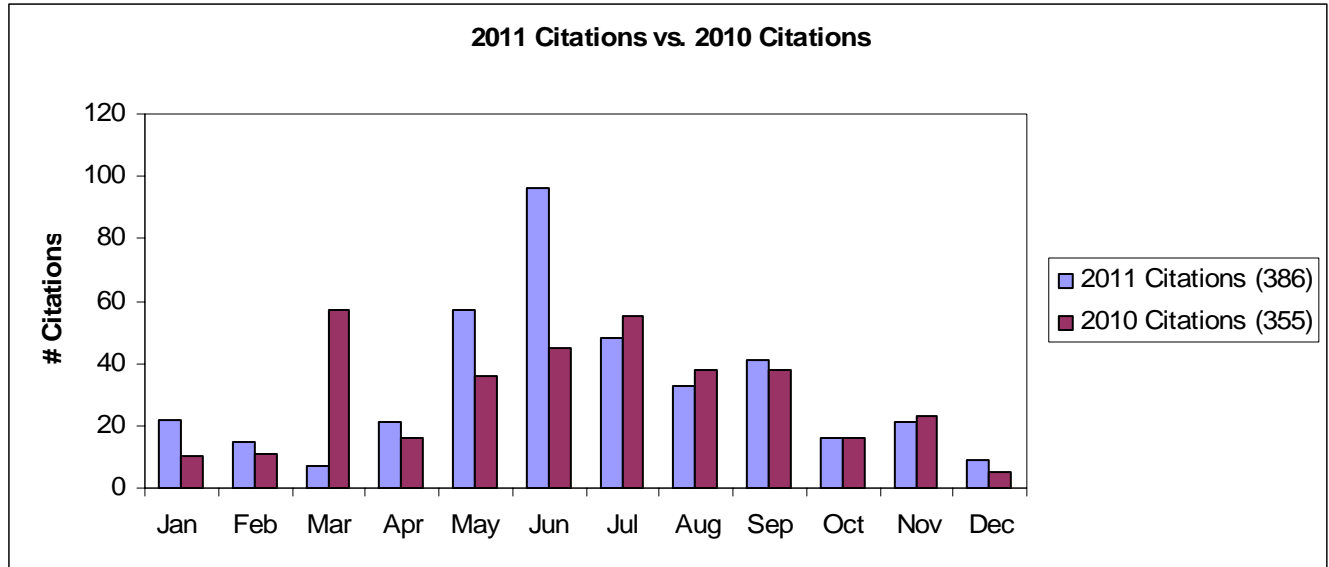
Report Type	2010 Reports	2011 Reports
Injury Accident/EMS	19	19
City Property Damage	5	7
Fire	3	6
Wildlife	1	2
Other	1	1
Total	29	35

xiii. Citations and Warnings – We use a voluntary compliance and education enforcement strategy; therefore rangers issue a large number of warnings (Table 6). Citations from animal control, code enforcement, or police officers are not included.

Table 6. Summary Citations and Warnings 2011

Violation	Total Citations	%	Rank	Total Warnings	%	Rank
Alcohol	97	25.13%	2	389	13.60%	3
Glass	48	12.44%	4	186	6.50%	5
Smoking	9	2.33%	7	184	6.43%	6
Illegal Camping	17	4.40%	6	143	5.00%	7
Animal Control Violations	54	13.99%	3	737	25.76%	1
Parking Violations	123	31.87%	1	94	3.29%	8
Bicycle Violation	4	1.04%	9	736	25.73%	2
Littering	3	0.78%	10	25	0.87%	9
Injury/Destruction City Property	1	0.26%	11	7	0.24%	10
Resist/Delay Park Ranger	5	1.30%	8	6	0.21%	11
Other Violations	25	6.48%	5	354	12.37%	4
Total	386	100.00%		2861	100.00%	

Figure 4. Monthly Citation Comparison (2010 and 2011).



xiv. Police Incident Reports and Calls for Service – The Police Department tracks incident reports and calls for service (Figure 5). The most frequent calls for service and incidents involved intoxicated subjects, outstanding warrants, thefts and illegal camping. This past year, police officers, fire personnel and rangers responded to 2221 calls (302 reports) in City parks, open spaces and greenways. While the overall total number were similar between years, assaults and thefts increased, while drunk in public arrests decreased. The most frequent incident reports involved intoxicated subjects, outstanding warrants, thefts and assaults. The “other” category is primarily comprised of found property and city property damage reports.

Notably, a number of calls occurred during the Occupy Chico demonstration at City Plaza. The occupation started during the second week of October and extended until December 2 (with daytime demonstrations after that). During the occupation, rangers and police responded to criminal activity and complaints at the Plaza numerous times.

Figure 5. Summary Police Incident Reports and Calls for Service 2010 and 2011

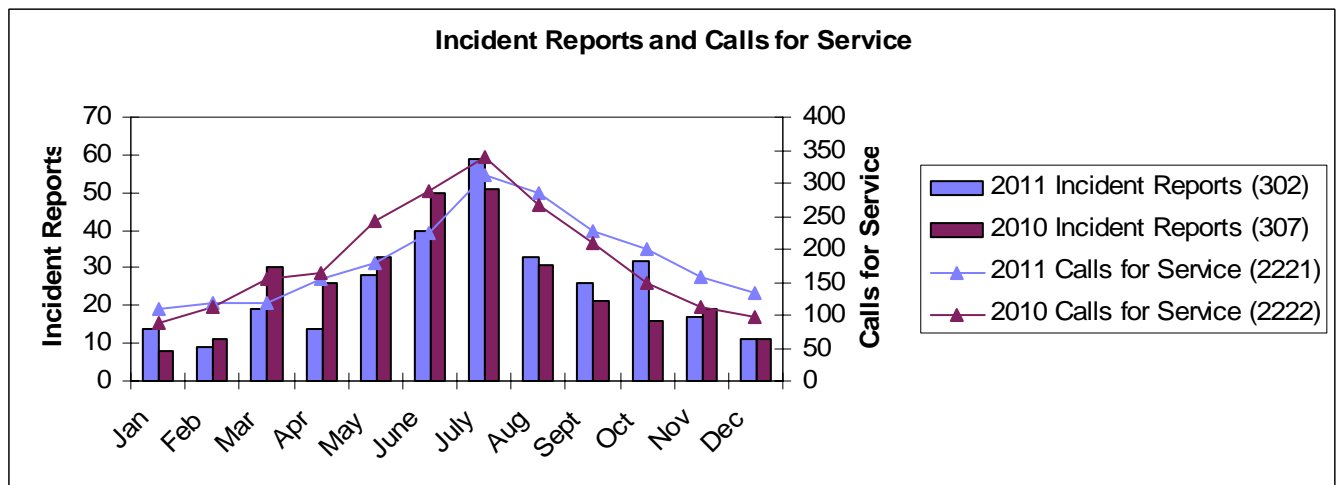


Table 7. Type of Police Incident Report (2010 and 2011).

Incident Report Type	2010 Reports	2011 Reports
Arson	0	2
Assault	13	23
Burglary	2	3
Drug Related	11	12
Drunk In Public	51	43
Larceny	31	47
Motor Vehicle Theft	1	2
Other	123	97
Parole/Prob. Violation	8	7
Rape	2	1
Resist/Obstruct/False Info	13	8
Robbery	3	7
Vandalism	3	3
Warrant	44	43
Weapons Violation	2	4
Total	307	302

xv. Homeless Encampments – Encampments, vandalism and graffiti are on going concerns in parks and greenways. Several measures have been implemented to decrease homeless camp activity, including opening up densely vegetated areas, consistent, regular survey, notice, and clean-up off active camps. Code enforcement officers, police officers, rangers, and GSD crews assist with the City-wide effort.

c. Challenges Encountered

- Maintaining a high level of visibility and customer service with limited staff resources due to budget restraints and the elimination of hourly staff. Rangers are continually balancing patrol responsibilities with administrative tasks. Hourly staff assisted with gate openings, event planning, and other tasks, which were eliminated or absorbed into the rangers' duties due to budget cuts.
- Scheduling time for coordination and collaboration among rangers has proved challenging due to limited staffing and schedules that span 7 days a week for up to 18 hours per day.
- Increased reporting responsibilities (BPPC, water quality, and wet weather) and limited time to complete them.
- Incidents and citizen complaints regarding illegal activity at City Plaza and Lost Park continued this past year. The rangers as well as the TARGET special enforcement team with the Police Department focused their patrols in these areas, but continued to face criminal activity including, animal control violations, illegal camping, assaults, disruptive behavior, drug and alcohol activity, vandalism, and other suspicious circumstances.
- CALTRANS/BCAG Highway 99 Auxiliary Lane Expansion – Beginning in mid-September, CALTRANS and the Butte County Association of Governments (BCAG) started construction on Highway 99 between Highway 32 and East First Avenue. This project, expected to last 3 years, is adding extra north and southbound lanes as well as a 14-foot outer sound wall. There have been challenges associated with the project and Park visitors. The City has been participating in weekly coordination meetings to share information with the proponents.

4. Volunteer Program

a. Program Description

The Bidwell Park Volunteer Program's objective is to *enlist the help of the local community in managing Park resources and expand volunteerism in as many aspects of enhancing Bidwell Park as possible* (BP Volunteer Manual, April 2007). Volunteers currently assist with various construction and painting projects, trail maintenance and repair, litter removal, control of invasive plants, and habitat restoration projects throughout the Park. In 2011, volunteers contributed 17,375 hours of work to Bidwell Park and other Chico Greenways. The Park Volunteer Program has incorporated vegetation

management for years as part of its weekly and annual work sessions, and over the year has integrated it to supplement and offset the Park's maintenance crew time.

b. 2011 Highlights

- i. Volunteer Hour overview - Overall volunteer hours were down from 2010 with the continuing trend of park work increasing relative to Park Watch (Table 8). Large annual park work days remain popular events that school students, families, individuals, CSUC and Butte College students, community service groups and church groups participate (Table 9). While the number of new groups continue to increase, we have a remarkable retention of volunteer efforts (Figure 6).

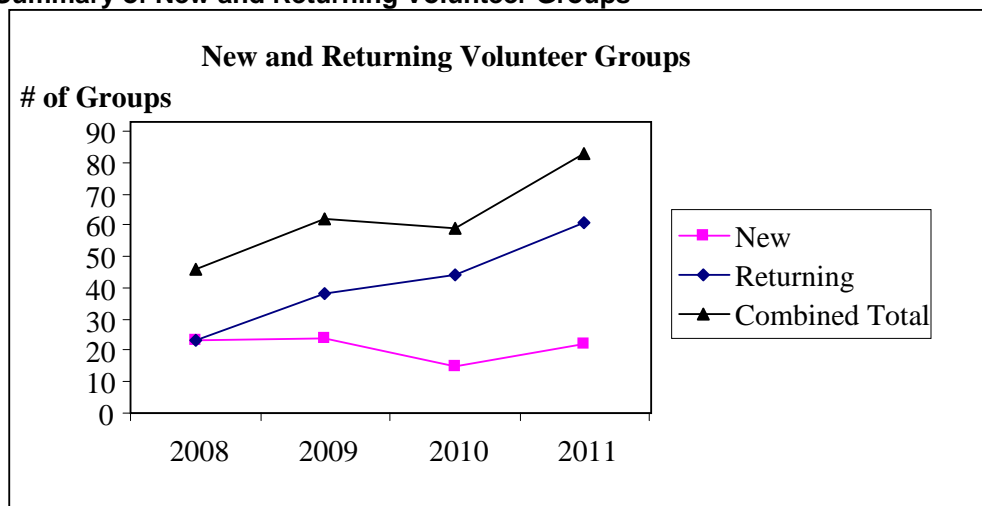
Table 8. Summary of Volunteer Program Hours.

Category	2006	2007	2008	2009	2010	2011	Trend
Park Work	5,129	7,891	6,317	9,677	11,228	10,474	
Park Watch Patrol	11,913	10,866	10,455	10,061	8,788	6,901	
Total Hours	17,042	18,757	16,772	19,738	20,016	17,375	

Table 9. Summary of Volunteer Annual Event Hours.

Event	2006	2007	2008	2009	2010	2011	Trend
Earth Day	88	371	515	705	448	638	
Make a Difference Day	124	389	302	495	409	1,154	
Weekly Volunteer Days	222	603	493	985	1,451	1,430	
Trail Work Days	216	471	581	353	18	146	
Total Hours	438	1,074	1,074	1,338	1,469	1,576	

Figure 6. Summary of New and Returning Volunteer Groups



ii. On-going partnership projects

- The Park Division and Chico High School **Native Plant Project** (4th year) has 7 students who have cultivated/cared for over 15 native plant species since August 2011 until the end of the school year. The class has two field days a year, in the fall to collect cuttings and in the winter to plant in the Park.
- The Park Division and CSU, Chico's **Community Action Volunteers in Education (CAVE)** have partnered through the Adopt-A-Park Program for its sixth year. In Spring 2011, 25 CAVE students and in the Fall 27 CAVE students worked in the Park.

- The Park Division and CSU Chico's Upward Bound (UB) high school program completed its 6th year with 12 high school students working in the Park 4 days a week for six weeks during the summer.

iii. Park Division's Volunteer Adopt-Park Site Highlights

- Sigma Chi Fraternity (2nd year) continues to work monthly at site 40 and recently received an Assoc. Students grant for \$550 for native plants and tools.
- Sierra View Elementary School (4th year) works twice a year at site 27.
- McCabe Family (7th year) continues work at sites 11 and 12.
- Rangel Family (2nd year) after a year sabbatical, the sisters continue to remove vinca at site 32.
- New adoptions: Blue Oak Elementary – site 6; and Olson Family – site 37.

- iv. Intern Program - In 2011, the Park Division had 7 students complete paid and non-paid internships to help support projects and lead volunteers. **CSUC**: Monique Silva Crossman (6/2010 – 6/2011) – session/UB leader; Chris Morris (1/2010 – 5/2010) – maintenance; Susan Beeler (6/2011 – 8/2011) – session/UB leader; Rick Helgerson (8/2011 – present) – session leader/project support; **Butte College**: Peter Phillips (6/2011 – 8/2011) project support; **Shasta College**: Heather Smith (6/2011 – 8/2011) – mapping restoration sites; and Va Lee (10/2010 – present) GIS Sign mapping project.

A paid Park Intern makes it possible to offer several weekly work sessions, which are in high demand as extra-curricular and mandated class community service components by Butte College and CSUC classes and organizations, including the Greek system.

- v. Lost Park - Seventy members of **Chico Rotary** volunteered to clear invasive weeds and trash from Lost Park on, October 22 Make a Difference Day, which prepared the area for restoration with native plants. Other volunteers worked at the One Mile Recreation Area.
- vi. Spanish Broom - With funds raised in 2010 from local groups, the removal project in the upper eastern reaches of Big Chico Creek continued in the spring. Staff from the Big Chico Creek Ecological Reserve led volunteer work sessions. BCCER staff logged over 48 hours independently on broom removal.
- vii. Trails Workshop - Renee Johnson, mountain bike enthusiast and Park Watch member, coordinated an **International Mt. Bicycle Association** Trail Building Workshop and Trail Day with the Park Division in November.
- viii. Training and Education – Staff initiated the formation of a Trail Volunteer Program and Team Leader Program were started and trainings will take place in March 2012. All weekly and special work sessions include Park history, and natural resource information.
- ix. Removal project – the **Friends of Bidwell Park** (FOBP), under the leadership of Susan Mason, continued their privet and bladder senna removal projects and guiding CSU students in park internships. Several intern GPS mapping projects were used by Park staff. Through FOBP efforts, thousands of privets have been removed in the Lower Park and the large trees remaining will be treated by the Park Division. FOBP have logged over 12,500 hours since 2003.

x. Economic Value of the Volunteer Program

With limited resources and a decrease in park staff, volunteers remain an important asset to the health and well-being of Bidwell Park and the City's greenways. The program also serves to guide community members who wish to contribute their part to the well being of Bidwell Park.

Traditionally, the financial worth of volunteer time has been estimated using a single dollar value for all types of volunteering. Updated annually and made available by the Independent Sector, the *Value of Volunteer Time* is currently \$23.42 per hour for the State of California (see <http://www.independentsector.org> [IS] according to the website the volunteer rate is from 2009 and is the most up to date available). Using this rate, the Park's volunteer hours of 17,375 is equivalent to \$406,923. According to the IS website, "*The value of volunteer time presented*

here is the average wage of non-management, non-agricultural workers. This is only a tool and only one way to show the immense value volunteers provide to an organization.” In addition to volunteer time, the Volunteer Coordinator also solicits support of in-kind contributions from area businesses to help supplement the Volunteer Program (see Table 3. Summary of Park Donations and In-Kind Service Donations (2011)).

c. Challenges Encountered:

The General Services Department reorganized in the summer of 2009, which placed the full-time tasks of administering the Volunteer Program under the Management Analyst position, which also staffs and supports the Park and Natural Resource Manager and the BPPC.

The Volunteer Program continues to provide opportunities for working in Bidwell Park; but the reduction in staff time to oversee and coordinate the program has and will continue to affect the capacity of the Park Division to increase work session offerings. The Volunteer Coordinator helps plan and oversees the work of paid and non-paid interns and spends a large amount of time responding to public interest in volunteering, cultivating and supporting on-going partnerships, and supporting outside groups work in the Park. All volunteer projects support the goals of the Park’s Master Management Plan.

The Volunteer Coordinator is implementing a Volunteer Team Leader Program in the Spring of 2012, with the goal of increasing leaders who can work independently with general volunteers in Bidwell Park with staff support and guidance.

5. Outreach and Education

a. Program Description

Community outreach and education is an important element of Park Division work to encourage appropriate use and appreciation of parks and resources. Although the Rangers typically take a key role in this function, the visible nature of our work means that all staff provides information to park users. With our focus on proactive enforcement of rules and protection of resources, it is important that our efforts in this area continue to improve:

b. 2011 Highlights

The following is a summary of the notable activities:

- The newsletter of the Park Division (started in 2010), the Bidwell Park Pulse continued quarterly publication, with positive feedback from citizens. The newsletter is predominately distributed electronically.
- Staff continued quarterly Park Talk opportunities for the public. Although turnout during some events were extremely small, we will examine subjects, venues, and notification ideas that may help.
- Rangers, along with other City staff participated in the 911 Safety Pals show, “Streets of Safety” again this year. Ten performances occurred at various schools in the area. The show has been well received by the students, teachers, and parents.
- The Parks Division and the Chico Police Department hosted a National Night Out event (08/02/11) at Caper Acres in the One Mile Recreation Area. The well-attended event drew over 200 people, plus members from support and sponsor groups like Target (well represented with over a dozen employees there), Park Watch and CARD. Chico Police Department participated with officers, motorcycles, K9, horses, and animal control in attendance. Park Intern Peter Phillips and Ranger Shane Romain worked with Chico Police Department in the coordination of the event. The Park Division would like to continue this event in the future, shifting the planning of the event to volunteers.
- The Volunteer Coordinator regularly conducts presentations about Bidwell Park and the Volunteer Program, some of those included: CSUC Parks and Recreation Community Involvement Class (2 classes); Community Action Volunteers in Education (2 groups); Butte College Connections Class; Butte College Habitat Restoration Class; Paradise High School ROP Class; Chico Green School, Chico High School Horticulture Class (ongoing partnership), Sierra View and Parkview Elementary classes.
- Rangers led two bike tours through Lower Park this past fall, focusing on history, natural resources and current management efforts. Additional themed tours will be coming up this year.
- Rangers recorded several 60 second radio public service announcements called the “Park Minute.” The Park Minute campaign presents topically relevant safety and educational information about Bidwell Park to the citizens of Chico. The Park Minute will play as public service announcement on local radio stations throughout the year. Currently, there are 13 different “minutes” recorded in English with the possibility of adding additional topics as needed. Recordings in Spanish will be completed in 2012.

- The “Be a Responsible Pet Owner” campaign was launched late October and included informational posters, a press release and an article in the newsletter. As part of the campaign, park rangers posted informational signs, educated dog owners on park rules and etiquette and ramped up enforcement of park rules. Staff noted that since the campaign launched compliance with leash rules and dogs in prohibited areas has increased.
- The “Share the Trail” campaign was fully implemented in 2011. Seasonally, rangers placed banners and kiosk signs up reminding visitors to “Approach Slowly, Announce Early and Pass Carefully.” The signs are intended to remind visitors to safely share the trail.
- A welcome to Bidwell Park letter was published in the Chico News and Review. Additionally, park materials were distributed to the campus newspapers.
- Approximately 35 news releases were released in 2011, providing valuable information to the public on upcoming management efforts and volunteer opportunities as well as education on park resources.

c. Challenges Encountered

Adjustments to staffing levels have posed some challenges in getting our news releases in a timely fashion. Education and compliance is a key cornerstone to our enforcement approach and we will explore new options to get messages out to the public. The use of social media for example, will take some time to implement and integrate them into our program.

6. Natural Resource Management

a. Program Description

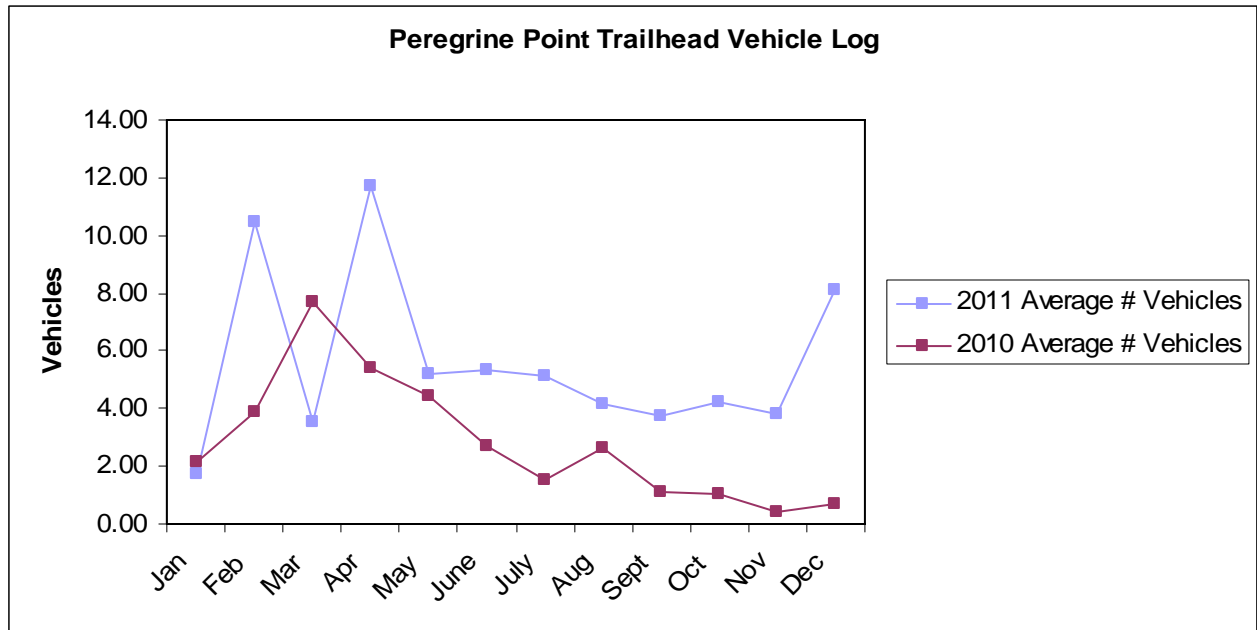
Although listing this as a program area is new, natural resource tasks have long been an important part of Park Division work. Trails, invasive weed control, plantings, tree work, even managing behaviors in the park have an important effect on Park health, and all parts of the Park Division have responsibilities in this area. However, at this point its important to have this listed as a priority area because of its importance and the fact that we are better integrating the Division to work more complementary on efforts than previously. For example, the recent burns in the park represent efforts from administrative staff (planning and public notice), to rangers (safety and securing permits), to maintenance (site prep and oversight of crews), to volunteers (Park Watch provided information during the event), and even beyond to other City Divisions (Fire) and other entities (CDF). We include in this program area, Park Division efforts with project and park planning, projects, and monitoring.

b. 2011 Highlights

- Wet weather – Staff continued collection of data related to wet weather and developed an extensive summary of the season. Staff will develop a revised wet weather plan in 2012.
- Trails – In addition to the trail work described above, staff worked on developing an inventory of all trails in Upper, Middle, and Lower Bidwell Park.
- Peregrine Point Disc Golf Course - 2011 was an eventful one for Peregrine Point. The Course was opened in February. Staff completed the Monitoring Plan for the Peregrine Point Disc Golf Course (Chico, 2011) that provides an adaptive management framework from which to monitor the course.

Rangers have been monitoring visitation at the Peregrine Point Disc Golf Course since 2009. During patrol of the area, rangers document number of vehicles, course condition, weather conditions and misc. observations. The average number of vehicles per observation increased in 2011 over 2010 (Figure 9), based on 317 ranger observations.

Figure 9. Peregrine Point Trailhead Vehicle Log (2010-2011).



- i. Prescribed Burn - The Park Division worked with the Chico Fire Department and CAL Fire to conduct a 60 acre prescribed burn in Middle Park (7/18/11) in the grassland area north of Upper Park Road between Parking Areas A and B and another prescribed burn was conducted on 10 acres in Middle Park to prepare for a native grass planting and to reduce woody fuels.
- ii. Lower Park Entrances: Staff and volunteers made good progress on removing invasive weeds, putting in native plants and updating and painting infrastructure of the park entrances.
- iii. CA Conservation Corps Proposition 84 Grant – The Park Division received the assistance of CA Conservation Corps (CCC) crew assistance for approximately 2 weeks per month during the spring and early summer to work on vegetation management and trail issues as part of a Proposition 84 grant awarded to the local CCC office.

c. Challenges Encountered

There's a tremendous backlog of natural resource needs in Bidwell Park and other City properties. Parks staff will continue working on several fronts and responding to needs as they arise. We will also articulate needs and performing triage on priorities through the Natural Resource Management Plan and Trails Plan for the Park.

7. Upcoming Issues

One thing that is clear from compiling the information related to this annual report is the remarkable breadth of tasks and long list of accomplishments that the Division completed last year. We identified some tasks throughout the document, highlighted issues include:

- Consider shifting the annual report to a fiscal year basis, which may more efficiently mesh with annual fiscal year reporting.
- Continue progress on the BPPC work plan. Revise and adopt the interim wet weather plan.
- Launch an online reservation system to be utilized for both public and private park use permits. This system will help customers to identify the location, content, availability and cost of reservations and to make a reservation from any computer at any time using the Internet. Staff is exploring options and additional fees for implementing an on-line reservation and permit system to adjust to a reduced staff and streamline the process.
- Staff will continue to make improvements to the BPPC packets and processes.

- Balancing Park priorities, projects, and BPPC support with staffing and resource challenges.
- Develop a training program for trail volunteers and team leaders. A core group of team leaders will enable the program to continue to grow and increase opportunities for people to be involved in Bidwell Park.
- Examine fundraising and donation ideas and initiate a funding campaign for Caper Acres.
- Maintain high visibility during patrols to provide visitor assistance and to help deter violations. Regularly utilize bicycle patrol. Continue to work closely with the Police and Fire Departments, exchanging pertinent information and addressing problem areas.
- Further develop the Park Watch program, with a focus on expanding membership and recruiting equestrian riders and mountain bikers.
- Implement ranger led interpretive programs and continue to develop a relationship with the Chico Creek Nature Center.
- Implement the "Park Minute" program in both English and Spanish.
- Continue visitation monitoring.
- Staff will be taking the leading role in the preparation of several key planning documents (Natural Resource Management Plan, Trails Plan, update of the Trails Manual, Management Plan Concepts for Greenways). In the past, much of the work associated with these types of projects would have been contracted with consultants. The effort will likely result in opportunity costs on other efforts, but will help guide future work in these areas.
- Deploy a sign plan for Bidwell Park in order to enhance public safety and enjoyment of the Park by effectively communicating location and destinations as well as encouraging positive and safe behavior.
- Develop recommendations for Bidwell Ranch.
- Training staff on restoration and new trail techniques.
- Addressing increased complaints of behavior at City Plaza.
- Coordination of Maintenance, Ranger, and Volunteer programs on restoration and outreach efforts.





Attachments:

- 1) Detailed Maintenance Tasks 2011.
- 2) Photographs Attachment.

2011 Park Hours

PARK MAINTENANCE HOURS 2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Trend	total	%
	1	2	3	4	5	6	7	8	9	10	11	12			
1. Safety															
Camp Cleanup	7	2	8.5	13.5	6	10	1	5	3	2	4	6		68	
Gates	27	27	34	19	23	23	31.5	35.5	41.5	13	6	14		294.5	
Graffiti Removal	22	25.5	33	22.5	24.5	64.5	32	26.5	21.5	11.5	2.5	4		290	
trash pick up	227	216	265	281	247.5	275	240.5	271.5	341	200.5	194.5	193.5		2953	
Other	3	2.5	3	14	1.5	2	8	16.5	8.5		1	0.5		60.5	
Park Picnic Sites & Reservation Area Prep	7	6.5	12	16.5	23.5	33	59	62.5	45.5	7.5	5	53		331	
Playground Equipment Inspection	8	9	5	11.5	115	12	11	23	7	14	2	14		231.5	
Road Sweeping & Path Blowing	44	28	62.5	27.5	23	10	21	37	35.5	36.5	69	96		490	
Organization	3	19.5	19.5	8.5	3	6.5	3	16.5	7	36	8.5	1		132	
Sub Total	348	336	442.5	414	467	436	407	494	510.5	321	292.5	382		4850.5	35.67%
Percent	34.8%	34.2%	38.5%	34.8%	38.1%	28.8%	34.6%	35.5%	40.6%	38.9%	29.2%	43.2%			
2. Infrastructure Maintenance															
Barricade, Bollard, Gate, Fence: repairs, removal, install	25	62.5	14	15.5	12	15	24	16	13.5	27	4	21.5		250	
pressure wash,	70	99.5	16	55.5	2.5	22	41	9	29	15		16		375.5	
Irrigation Repair			1	4	20	11.5	32.5	11	53			2		135	
Manufacturing of Park Fixtures for Replacement	29.5	57	15	8	4	2	1	9.5	36.5	35.5	17.5	17.5		233	
Other	1	1	1	20		14	11	7	2	11.5	4	5		77.5	
Park Fixture Maintenance: installation, repair, paint	89	59.5	89.5	61	48.5	44.5	52	82.5	93	74	146.5	89.5		929.5	
Parking Lot Maintenance	4.5	6	2			2		91	14	3		45.5		168	
Pool Cleaning & Maintenance			1		62	194.5	64.5	83.5	23.5	13		3		445	
Projects: research, planning, staging	63.5	24	1.5	5		5		1		2	7.5			109.5	
Trail Maintenance	11	12	27	33	34.5	123.5	60	6	8	89	267	47		718	
parking lots, trash	2		1	15.5	21	17	24	15	9	9	10	11		134.5	
Sub Total	295.5	321.5	169	217.5	204.5	451	310	331.5	281.5	279	456.5	258		3575.5	26.29%
Percent	29.6%	32.7%	14.7%	18.3%	16.7%	29.8%	26.3%	23.8%	22.4%	33.8%	45.5%	29.2%			
3. Vegetation Maintenance															
Leaf Sweeping	19	1	2				1	2			27	11.5		63.5	
Other				8	13	18.5		25	10	3	2	3		82.5	
Projects: research, planning, staging	21	18		3	2	1		4	6		7.5			62.5	
Tree and Shrubs: pruning, elevations, down limb pick up	14	15.5	92.5	10.5	32	28	15	76	105	24	1	1		414.5	
cut,herbicide application	4	7.5	47.5	181	228	89.5	85.5	117.5	108	49	64	11.5		993	
Wildland Maintenance	4	0.5	6	16.5	31	5		8	15	6		1		93	
Wildland Restoration	22	73.5	43	1	3	134		5			17	5		303.5	
Sub Total	84	116	191	220	309	276	101.5	237.5	244	82	118.5	33		2012.5	14.80%
Percent	8.4%	11.8%	16.6%	18.5%	25.2%	18.2%	8.6%	17.1%	19.4%	9.9%	11.8%	3.7%			
4. Admin Time/Other															
Departmental Support	16.5	13	57			6			3	3				98.5	
Greenways & Satellite Parks: as assigned	22	3	11			1	3	28	2	29				99	
Other	20.5	32	12.5	4.5	24	187	192	182	92	10.5	10.5	5		772.5	
Time Off Work	176	100	213	289.5	178	138	144.5	97	91	59	94.5	186		1766.5	
Training & Safety Meetings	36.5	59	42	32.5	26	18	11.5	20	30	21	26.5	7		330	

2011 Park Hours

PARK MAINTENANCE HOURS 2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Trend	total	%
	1	2	3	4	5	6	7	8	9	10	11	12			
Volunteer Program Support		3	10	12.5	17		8		4	21	3.5	14		93	
Sub Total	271.5	210	345.5	339	245	350	359	327	222	143.5	135	212		3159.5	23.24%
Percent	27.2%	21.4%	30.1%	28.5%	20.0%	23.1%	30.5%	23.5%	17.6%	17.4%	13.5%	24.0%			
Monthly Totals	999	983.5	1148	1190.5	1225.5	1513	1177.5	1390	1258	825.5	1002.5	885		13598	100.00%

ANNUAL REPORT: PHOTOS FROM THE FIELD 2011

Volunteers!



Chico High School Horticulture students collect cuttings for native plant project in their campus greenhouse.



Chico Jr. High School with Counselor Patty Haley clean up their adopted Annie's Glen



CSUC Phi Kappa Alpha Fraternity cleaned and applied sealant to the World of Trees viewing-sheds during Earth Day in Bidwell Park 2011.



Community Action in Education (CAVE) students cut up privet trees to pack dumpster at Lost Park.

Maintenance and More!



Park crew, CA Conservation Corps, and Chico Fire Dept conduct a prescribed burn in Middle Park to control for Medusa Head, Ripgut Brome and Starthistle.



Crew installs French drain to accommodate donated all-weather water fountain at parking lot E.



Parking Lot D – split rail installation to protect Blue Oaks.



Sr. Maintenance Staff Lloyd Johns leads CA Conservation Corps on Middle Trail Project 2011

Ranger Photos 2011



Rangers and Lifeguards help out at the Annual National Night Out event at 1-Mile.



Ranger Romain holding an injured barn owl at Caper Acres.



Rangers are spending more time on bike patrol, increasing visitor contacts and allowing for better coverage.



Rangers, along with other City staff participated in the 911 Safety Pals "Streets of Safety" show this past year.



Park Watching staffing a booth at the Snow Goose Festival.



DATE: 02/15/12
TO: BPPC
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Park and Natural Resource Manager's Report

Prepared for verbal presentation at the BPPC meeting.

1. Updates

- a. Peregrine Point Disc Golf Course - ORAI reports that the exclusive use dates for 2012 scheduled for: 3/4/2012, 4/14/2012, 5/5/2012, 6/9/2012, 7/21/2012, 8/11/2012, 9/15/2012, 10/6/2012, 11/3/2012, 11/10/2012
- b. Peregrine Falcons – Dawn Garcia reported that Scott Huber (a local field ornithologist, who was leading a “Big Day” Snowgoose Festival event) sighted a pair of Peregrine falcons. Scott reported, “Upon reaching one of the 'fingers' of the cliff (nearer to the southern end of the cliffs) my group could hear the 'kekking' of a falcon. Scanning the surroundings we discovered one adult peregrine (suspect female based on size) perched in a very large foothill pine growing up from the base of the cliff (near the southern terminus of the cliff face network). At the same time another falcon was vocalizing from the cliff face immediately below our location. After a minute or two both birds flew and perched on the cliff face nearer to its northern end. They then proceeded to fly together back and forth below us parallel to the cliffs.” Staff will repost signs (similar to the ones posted last year) providing information to visitors.
- c. Park and Tree Crew Training – The Tree and Park crews held a training exercise on February 15, 2012 to remove large weed trees (namely European hackberry) from Lost Park as part of the restoration effort there.

2. Planning/Monitoring

- a. Bidwell Golf Course (BGC) Privet Removal Project – Park staff will meet with the BGC field supervisor at the end of this month to review the removal of a large stand of Japanese privets with the help of park volunteers. The removal dates will be part of the weekly volunteer program schedule in March.

3. Outreach and Education

- a. Park Volunteer Trainings – Park staff is working on several volunteer training programs for Park Watch, Trail Volunteers and Team Leaders in March (see attached flyer).
- b. News Releases – The following news releases were distributed in January: Natural Resource Committee Meeting Announcement on Trail Plan and Park Management Zones; Closure of Observatory Parking Lot C for renovation; and Park Talk Ecology of Upper Park.
- c. Snow Goose Festival- Rangers as well as volunteers staffed a Park Division booth at the annual Snow Goose Festival.
- d. Northstate Garden Radio Show on KCHO – in January the Volunteer Coordinator and Chico High Students Kyle Keane and Tiffany Schnelder were interviewed about the native plant project and it will aire on March 3.

4. Upcoming Issues/Miscellaneous






- a. Peregrine Point Monitoring Report – Staffing changes with the consultant performing the blue oak survey has delayed the completion of the initial data collection. We hope to have the information for the next meeting.
- b. Non-smoking ordinance – the Internal Affairs Committee will likely request the BPPC to continue further discussion and a recommendation to the Council on prohibiting smoking in all City parks. Staff will likely recommend this task to the Policy Advisory Committee.

MAINTENANCE REPORT

1. General

In January Park staffs main focus was on the complete make over of parking lot C, with a realignment of parking, new fencing, native planting and a kiosk for the observatory. Staff has also built and installed a kiosk for North One Mile; two more are on line for Five Mile and the south side of One Mile. Staff continues the daily cleaning and safety inspections of all recreation areas including; grounds, playgrounds, picnic sites, roads and paths coupled with the daily cleaning and resupplying of all park restrooms. Maintenance and repair of park fixtures, daily opening of gates, posting reservations, unauthorized camp clean up and the constant removal of graffiti from all park infrastructure.

Table 1. Summary of Monthly Maintenance Hours.

Category	Staff Hours	% of Total	% Change from	
			Last Month	2012 Trend
1. Safety	330	41.7%	86.4%	
2. Infrastructure Maintenance	291	36.7%	112.8%	
3. Vegetation Maintenance	41	5.2%	124.2%	
4. Admin Time/Other	130	16.4%	61.3%	
Monthly Totals	792	100%	89.5%	

2. Project Updates

Notable issues for this month include:

- a. Lower and Middle Park; Trees are being elevated/pruned in the One Mile Recreation Area around the parking areas to create better sight lines for safety. Staff has started the application of herbicide along the East Eighth Street path and road way in the Cedar Grove area in preparation for the laying down of wood chip mulch for long term weed control.
- b. Upper Middle Park; Parking lot C has been re-surfaced and re-configured to address the parking issues within the constraints of the area. Staff installed 180 feet of split rail fencing, created two planting sites, built and installed a kiosk on the Observatory.
- c. Upcoming Projects; Native plantings on five Golf Course sites, one site on the back side of Horse Shoe Lake and completion of the lot C site. Installation of split rail fence on the Golf Course to route trail safely around a tee location. The resurfacing of lot B and the installations of kiosks at Five Mile and South One Mile will be conducted soon.

RANGER REPORT

1. Updates and Announcements

- a. Reservation System – Staff is continuing to investigate on-line reservation systems to be utilized for both public and private park use permits. The fully hosted on-line solution will help customers to simply identify the location, content, availability and cost of reservations and to make a reservation from any computer at any time using the Internet. Staff hopes to fully implement this new system this spring.

2. Monthly Summaries

a. Events

Public					Private	
Date	Location	Organization	Event	Participant #	Permit #	Participant #
1/14/2012	Middle/Upper Park	Under the Sun Events	Frost or Fog Run	500	1	10
Totals			1	500	1	10

Visitation- Last year, staff installed portable traffic counters at two locations on Upper Park Road. The counters were installed for 1 week each month and tracked vehicles accessing the park as well as speed statistics. This year, staff will continue to develop methods for estimating visitor use, including the installation of traffic counters at additional locations and conducting site surveys. Accurate information on annual use in Bidwell Park has not previously been tracked, but gathering this information is necessary for many reasons: creating adequate staffing plans for peak times, budget allocation, emergency planning, etc. The following chart summarizes the traffic counts collected in January 2012.

Ranger Report- Traffic Count 2012

Volume	Upper Park Road	S One Mile	N One Mile	Cedar Grove/ S Park Dr	Petersen Drive	Total
Estimated Daily	896	165	199	86	105	1,451
Estimated Monthly	27,776	5,115	6,169	2,666	3,255	44,981
Estimated YTD Total	27,776	5,115	6,169	2,666	3,255	44,981

b. Significant Incidents

On 02-03-12 a park user reported to the Chico Police Department that he was hiking in Upper Bidwell Park when he accidentally dropped a .38 loaded handgun. Ranger Romain attempted to locate the weapon without success.

Ranger Report- Incidents 2012

Date	Location	Incident	Disposition
1/15/2012	Lower Park	Missing Person	Person Located
1/19/2012	City Plaza	Petty Theft	NFA/Further Investigation
1/24/2012	City Plaza	Assault	NFA
1/25/2012	Middle Park	Damage to bollard	Report Filed/Damage Repaired
1/28/2012	City Plaza	Fight	NFA

c. Citations

Ranger Report - Citations 2012

Violation	Monthly			Annual			2012 Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	3	18%	3	3	18%	3	
Animal Control Violations	6	35%	1	6	35%	1	
Bicycle Violation	0	0%	6	0	0%	6	
Glass	1	6%	4	1	6%	4	
Illegal Camping	0	0%	6	0	0%	6	
Injury/Destruction City Property	0	0%	6	0	0%	6	
Littering	0	0%	6	0	0%	6	
Other Violations	1	6%	4	1	6%	4	
Parking Violations	6	35%	1	6	35%	1	
Resist/Delay Park Ranger	0	0%	6	0	0%	6	
Smoking	0	0%	6	0	0%	6	
Totals	17	100%		17	100%		

Ranger Report - Warnings 2012

Violation	Monthly			Annual			2012 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	8	4%	5	8	4%	5	
Animal Control Violations	91	45%	1	91	45%	1	
Bicycle Violation	49	24%	2	49	24%	2	
Glass	3	1%	7	3	1%	7	
Illegal Camping	7	3%	6	7	3%	6	
Injury/Destruction City Property	0	0%	11	0	0%	11	
Littering	1	0%	9	1	0%	9	
Other Violations	24	12%	3	24	12%	3	
Parking Violations	17	8%	4	17	8%	4	
Resist/Delay Park Ranger	1	0%	9	1	0%	9	
Smoking	3	1%	7	3	1%	7	
Totals	204	100%		204	100%		

Ranger Report - Citations Places 2012

Location	Monthly		Annual			2012 Trend
	Total Citations	%	Total Citations	%	Rank	
Lower Park	10	59%	10	59%	1	■
Middle Park	5	29%	5	29%	2	■
Upper Park	2	12%	2	12%	3	■
Specialty Parks/Greenways	0	0%	0	0%	4	
Totals	17	100%	17	100%		■

Ranger Report - Warnings Places 2012

Location	Monthly		Annual			2012 Trend
	Total Warnings	%	Total Warnings	%	Rank	
Lower Park	131	64%	131	64%	1	■
Middle Park	30	15%	30	15%	2	■
Upper Park	25	12%	25	12%	3	■
Specialty Parks/Greenways	18	9%	18	9%	4	■
Totals	204	100%	204	100%		■

VOLUNTEER REPORT

1. Monthly Highlights

Highlights include:

- Chico High School Native Plant Project- Urban Forest Manager Britton instructed the entire horticulture class on how to properly transplant Western sycamores and discussed preventing weak root system on January 25.
- Champion Christian High School students worked in Bidwell Park at the North One Mile parking lot area.

Table 1. Summary of Monthly Volunteer Activity.

February 2012

LOCATIONS	Organizations/ #volunteers	Total hours	Major Tasks
<i>N. One Mile Parking Lot green strip</i>	2 (weekly) Volunteer Sessions - 5 volunteers	15.00	removing vinca/ivy; and elevating grapevine
	Champion Christian High School - 11 students; 1 teacher	36.00	removing vinca/ivy; and elevating grapevine
Chico High School	3 sessions/CHS Horticulture - 7 students	30.00	transplanting native plants in the green house

	Park Watch	725.00	
Snow Goose Festival (1/28 – 1/29)	Park Watch volunteers	24.00	
	Independent Organizations		
<i>Cedar Grove/Lost Park</i>	Friends of Bidwell Park	94.00	Olive tree removal and herbicide f/u treatment with certified applicator.
	TOTAL	924.00	

2. Upcoming Events

- a. Blue Oak Elementary – will work at their adopted picnic site #6 on February 24.
- b. Sierra View Elementary – are scheduling a workday at site #27 in March.
- c. Chico High School Native Plant Field Day – Students will plant their plants at the Sycamore Restoration site on February 24.
- d. Arbor Day Celebration – Chico High School students will plant native trees at Lost Park on March 7.
- e. Woodstock Pizza Chico Creek Cleanup – March 31 from 12:30 pm to 3:30 pm. Focus areas are Little Chico Creek, Lindo Channel Bridges and a family cleanup in Bidwell Park.
- f. Earth Day in Bidwell Park – April 21 from 10 am to 1 pm. Cedar Grove and Nature Center environs.

Attachments: Spring 2012 Volunteer & Park Watch Training Flyer; Hwy 32 Disc Golf Observation Log

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2/23/2012



GENERAL SERVICES DEPARTMENT - PARK DIVISION

Spring 2012

Volunteer & Park Watch Training



*Bidwell Park
Volunteers Rock!*



If you have thought about volunteering in the park, now is the perfect time to get involved! Information about the Park Division and Volunteer Programs will be presented:

When: Thursday March 15th 6:00- 9:00 PM

Where: 2nd Floor of the Old Municipal Building, 441 Main Street

Training Programs that will be offered:

Trail Volunteer Program Training

The Park Division will offer a two-part Trail Volunteer Program Orientation for community members interested in helping work on Bidwell Park trails. Volunteers who wish to work on park trails should attend both sessions: Follow- up training is on Saturday, March 31st at 8:30 a.m.

Park Watch Training

As ambassadors of the park, Park Watch volunteers provide visitors with information and advise park staff about damage, hazards, vandalism, or other concerns they encounter. The program's mission is to provide a highly visible volunteer presence in the park that fosters a safe environment. Park Watch volunteers must be at least 18 years old, pass a criminal background check and volunteer a minimum of 4 hours per month. Follow –up training on Saturday, March 17th at 10:00 a.m.

Volunteer Team Leader Program Training

The Park Division is developing a new Volunteer Team Leader Program to train volunteers to lead others in constructive park work, the safe use of tools, and share information on invasive weeds and native plants. Team Leaders will conduct work sessions during annual events such as Earth Day and will be available to lead other monthly sessions based on their availability. Follow – up training on Saturday, March 31st at 9:00 a.m.

To apply and RSVP, please call the Park Division at 896-7800
Or by email contact: ispeter@ci.chico.ca.us or parkwatch@ci.chico.ca.us

Bidwell Park Disc Golf Log 2012

Trails						
Badge #	Date	Time	Open/Closed	#Vehicles	Weather	Notes
805	01/01/12	12:15 PM	O	5	Good	No violations observed
805	01/02/12	10:40 AM	O	6	Good	No violations observed
804	01/03/12	2:00 PM	O	13	Good	No violations observed
807	01/04/12	3:15 PM	O	29	Good	3 leash, 1 glass, 1acl warning, trash detail.
805	01/04/12	12:40 PM	O	10	Good	No violations observed
807	01/06/12	9:30 AM	O	3	Good	No violations observed
807	01/07/12	9:30 AM	O	7	Good	No violations observed
804	01/07/12	4:00 PM	O	15	Good	1 leash, 2 alc, 1 glass warning
805	01/08/12	12:15 PM	O	8	Good	No violations observed
805	07/09/12	12:50 PM	O	13	Good	No violations observed
807	01/10/12	3:15 PM	O	16	Good	1 leash warning, trash detail
807	01/11/12	2:40 PM	O	20	Good	1 leash warning
807	01/12/12	1:45 PM	O	11	Good	No violations observed
807	01/13/11	10:45 AM	O	10	Good	Players advised of private property on west side. Allowing
807	01/14/12	10:30 AM	O	22	Good	1 leash warning, re-stock dog pots
805	01/15/12	12:05 PM	O	7	Fair	No violations observed
805	01/16/12	12:00 PM	O	5	Fair	No violations observed
807	01/18/12	1:45 PM	O	14	Fair	No violations observed
807	01/19/12	2:45 PM	O/C	1	Poor	2 players advised that course was going to be closed.
807	01/20/12	3:15 PM	C	3	Poor	1 hiker observed
807	01/21/12	9:45 AM	C	0	Poor	
805	01/22/12	12:45 PM	C	0	Poor	Raining.
805	01/23/12	12:31 PM	C	0	Poor	Muddy.
807	01/27/12	7:00 AM	C	0	Fair	No violations observed
807	01/28/12	7:45 AM	C	0	Fair	No violations observed



DATE: 2/21/12
TO: BPPC
FROM: Denice Britton, Urban Forest Manager
SUBJECT: Urban Forest Manager's Report

Prepared for verbal presentation at the BPPC meeting.

1. Updates

- a. Field Supervisors Report – The field supervisor's report is attached. Tree crew have focused on high Priority service requests, as well as winter projects including high priority streets and trees identified by staff.
- b. Arbor Day – Staff is working with Lise Smith-Peters to involve the Chico High School Horticulture class in planting native trees in the newly cleared areas of Lost Park.
- c. Urban Forest Mgt Plan – Staff has been contacted by the California Urban Forest's Council (CaUFC), who has received a large grant and developed a web site to assist Urban Forest Managers and others discuss and write an urban forest management plan. Staff will be using this resource to help develop the plan currently under consideration in the Tree Committee. (see Tree Committee Report). Staff will be focusing on this project throughout the next few months.
- d. Winco – Staff is currently working with Winco to replace the street trees causing sidewalk lifting problems and to repair and replace the sidewalks. City staff will be removing the street trees around the site and Winco will be replacing them with more desirable species. This is a cooperative project that will reduce liability and long term maintenance costs for both the City and Winco, while providing a new streetscape that will be more attractive and functional in the future.
- e. Highway 32 Project – Capital Projects is out to bid on the Highway 32 Widening Project, which will begin sometime this spring. The project and its environmental document were approved by Chico City Council on July 6, 2010. The project will remove most trees along the north side of the highway, between Forest Avenue and Fir Street. Some small trees will be removed on the south side as well. No redwoods are scheduled for removal at this time.
- f. Heritage Trees – Two Heritage Trees were pruned this month by North Valley Tree Service, who also installed the plaques at the base of the trees. The City is grateful for their kind donation of time and labor. The trees appreciate it, too!
- g. Third Street Project – Staff assisted in the removal of a tree in a planter on 3rd and Main Streets. A new tree was planted back into that site, as well as in other empty tree wells throughout the downtown area.
- h. Tree Planting Workshops – The first of 3 spring tree planting workshops was held on February 25, 2012. Staff focused on inviting homeowners on properties adjacent to recent tree removals. Staff is using a door hanger to encourage residents without a street tree to participate in the program. The door hanger is being distributed by staff and volunteers.

2. Service Requests and Tree Permits

- a. Attached is a list of completed and closed service requests for the month of January.
- b. Permits received during the month of January:
John Hassle - 145 W 22nd Street – Remove and Replace oak tree under high voltage lines with smaller, more appropriate species of maple
Rene Brandol – 157 Cavalier – Remove and Replace 2 diseased and declining pears with Ginkgos

3. Outreach

- a. Staff provided articles for the Bidwell Pulse.
- b. Staff taught Chico High School horticulture students how to transplant western sycamores that were root bound.
- c. Staff instructed CSUC fraternity, Alpha Epsilon Pi, on how to plant Western Redbud trees, that they donated to Bidwell Park in the Cedar Grove area.

4. Upcoming Issues

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

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



DATE: February 3, 2012
TO: URBAN FOREST MANAGER
FROM: DAVID BETTENCOURT, FIELD SUPERVISOR- STREET TREES
SUBJECT: STREET TREE MAINTENANCE REPORT FOR JANUARY, 2012

1. STREET TREE MAINTENANCE

A. PROJECTS COMPLETED:

1. 16-SERVICE REQUEST- 166 man hours, a detailed list is attached.
2. ASSIST DPW- 45 man hours spent driving truck for the leaf pick up program.
3. CHRISTMAS TREE AND MENORAH- 36 man hours spent taking down the Menorah and lights from the City Christmas tree.
4. DOWN LIMBS AND HANGERS- 53 man hours at numerous locations.
5. CALL OUT CLEAN UP- 5 man hours
6. SAFETY MEETINGS- 29 man hours.
7. DOWNTOWN PLAZA- 56 man hours spent pruning 42 trees.
8. PREP TIME AND DOT INSPECTIONS- 73 man hours.
9. EQUIPMENT MAINTENANCE- 50 man hours.
10. UNATHORIZED CAMP CLEAN UP- 9 man hours.
11. ROUTINE ELEVATING- 134 man hours.
12. PLANTING- 4 man hours.
13. FORMATIVE PRUNING- 6 man hours.
14. TRAFFIC SAFETY PRUNING- 26 man hours spent pruning to improve visibility and safety.

B. CALL OUTS:

1. There were 2 call outs for the month of January that required follow up inspection and clean up.

Chico Service Request Search Results

Operator	Date Entered	Requestor	Requestor Phone	Tracking No	Location	Assigned To UID	Assigned To Name	Division	Status
dbritton	01/30/2012	DBritton	896-7802	6FFCEB89B5	210 W 22nd St	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	PRIVATE HIGH PRIORITY: Sycamore has many hangers - over road and sidewalk. Check 55' ROW, appears incorrectly categorized as residential.								
dbettenc	01/30/2012	Denice Britton		48575CE9F9	1179 E 1st Ave	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	HIGH PRIORITY Remove saucer magnolia, tree is unstable due to decay in root system.								
dbettenc	01/26/2012	Denice Britton		4A12EF7E99	1500 Humboldt Rd	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	REMOVED HIGH PRIORITY Remove pear in front that is to the left of the address sign, leave stump 2' high.								
dbettenc	01/25/2012	Denice Britton		66B7E730D1	A/F 1770 Humboldt Rd @ bike path	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	REMOVED HIGH PRIORITY Remove black walnut haning over picnic tables. Leave large wood along creek bank. Also fall sycamore snag A/F 1550 Humboldt Rd.								
lcameron	01/20/2012	Michael Bertsch	345-1219	60AE5410C5	1144 SALEM ST	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	REMOVED Branch hanging on a power line and over a car. Dave has been called.								
lsheppar	01/19/2012	Linda Sheppard	896-7832	90C713A75D	Floral and Cortina	tnebel	Nebel, Tim	Trees/Public Landscapes	Closed
Description:	REMOVED HIGH PRIORITY URGENT to check. It has been reported that there is a huge sycamore branch that has broken off and still hanging in the tree located @ Floral and Cortina in the median. It is a potential hazard if it falls during traffic. It is too high to reach from the ground.								
jkoehler	01/18/2012	Jim Koehler	624-1342	F5FA65C045	Fair street at Scott ave.	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	PRUNED Kim Parks would like three limbs removed from the tree North - East of the Main building. We will be placing two containers in that location, the limbs will be in the foot print of the containers .								
lcameron	01/13/2012	Neil McCabe	345-8792	F027F35B68	2255 E 8TH ST	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description:	REMOVED HIGH PRIORITY Large dead Sycamore branch overhanging his driveway, would like it trimmed before it falls on vehicles								
trodriгу	01/10/2012	Lee Brisbane	354-1954	D1982A90A6	Children's Playground	lsheppar	Sheppard, Linda	Trees/Public Landscapes	Closed
Description:	ASSIGNED TO CONTRACTOR> Broken aparatus - btwn the toddler swing and the bigger play structure there is a "blue springy steps" that is cracked and looks like it can cause pretty good damage to a child's finger.								
lcameron	01/09/2012	Kathy Hayes	518-1873	03E5DD7962	569 E 7TH AVE	dbritton	Britton, Denice	Trees/Public Landscapes	Closed
Description:	DUPLICATE RP states the 3 City trees on 7th Ave need pruning - lots of dead branches								
lcameron	01/06/2012	Cathy Hayes	518-1873	A4A9C2808C	2748 COHASSET RD	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description:	PRIVATE RP states street trees need trimming - none showing on GIS								
lcameron	01/06/2012	Cathy Hayes	518-1873	A47CD02080	968 CYNDI CIR	dbettenc	Bettencourt, Dave	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
Description: PRIVATE RP states street trees need trimming - none showing on GIS									
lcameron	01/06/2012	Cathy Hayes	518-1873	A46250F1DA	970 CYNDI CIR	dbettenc	Bettencourt, Dave	Trees/Public Landscapes	Closed
Description: PRIVATE RP states City trees need trimming - there were none listed on GIS									
dbettenc	01/06/2012	DRB		67A96A483C	550 Salem St	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description: REMOVED HIGH PRIORITY At 6th and Salem St remove the 2 CHL in pecan.									
trodriagu	01/05/2012	Vicki - Upper Crust	895-3866	A55DC98D36	130 Main St	tnebel	Nebel, Tim	Trees/Public Landscapes	Closed
Description: REMOVED Broken/hanging branch on tree ifo the business. Dave has been called, VM left.									
dbettenc	01/03/2012	DRB	624-1620	FE238A7B68	256 E 2nd St	tbeach	Beach, Troy	Trees/Public Landscapes	Closed
Description: PRUNED Safety prune and elevate 10 large sycamores.									