



Public Works Department, Park Division  
965 Fir Street  
Chico, CA 95928  
(530) 896-7800

Agenda Prepared: 5/20/2022  
Agenda Posted: 5/20/2022  
Prior to: 6:00 p.m.

**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**

Regular Meeting Agenda  
May 23, 2022, 6:00 pm  
City Council Chambers - 421 Main Street

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

**1. REGULAR COMMISSION MEETING**

1.1. Call to Order

1.2. Roll Call

**2. CONSENT AGENDA**

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

**2.1. APPROVAL OF MEETING MINUTES**

**Action:** Approve minutes of BPPC meeting held on 4/25/22.

**2.2. PERMIT FOR HEART & SOLE: RUN FOR WELLNESS – OAK GROVE A & B (3/25/23)**

Enloe Medical Center (Applicant) is requesting to reserve One Mile Picnic/Barbeque Area, Oak Grove A and Oak Grove B, on March 25, 2023 for their annual event, Heart & Sole: Run for Wellness. Along with this reservation, Enloe Medical Center is requesting to use Sycamore Field for a helicopter landing.

**Recommendation:** Conditional approval.

**2.3. PERMIT TO RESERVE THE NORTH SIDE OF THE FIVE-MILE RECREATION AREA FOR A WEDDING (10/29/22)**

Applicant Elizabeth Hill is requesting to reserve a portion on the north side of the Five Mile Recreation Area in Middle Park for a wedding from 1:00 p.m. to 4:30 p.m. on October 29, 2022. Commission approval is required for this private event because the north side of Five Mile is a not designated as an exclusive use reservation area.

**Recommendation:** Conditional approval.

**3. ITEMS REMOVED FROM CONSENT – IF ANY**

**4. NOTICED PUBLIC HEARINGS NONE**

**5. REGULAR AGENDA**

**5.1. CONSIDERATION OF A PERMIT APPLICATIONS TO HOLD “COLOR RUN” FUNDRAISERS IN LOWER BIDWELL PARK.**

The Commission will consider two applications to hold benefit 5K “color runs” in Lower Bidwell Park in which runners run through several stations where they are bombarded with colored powder. The two applicants are the Prestige Assisted Living at Chico) and the Salvation Army. **(Report – Linda Herman, Park & Natural Resources Manager)**

**Recommendation:** Park & Natural Resources Manager requests BPPC direction regarding these two permit applications.

**5.2. FINAL REVIEW OF COMMISSION RECOMMENDATIONS ON REVISIONS TO THE CHICO MUNICIPAL CODE REGARDING PARK RULES.**

As directed by the City Council, the Commission has been reviewing park regulations concerning park closing times, noise, bike and traffic safety and other items. The Commission will review its final recommendations to the City Council regarding potential revisions to the Chico Municipal Code. (**Report – Linda Herman, Park & Natural Resources Manager**)

**Recommendation:** Review and approval of the following recommendations to the City Council:

1. Designating all City Parks as Drug Free Zones
2. Changing the closing time for City parks and greenways from 11:00 p.m. to 10:00 p.m.
3. Reducing the speed limit now for vehicles and bicycles in Lower Bidwell Park from 20 mph to 15 mph.
4. Conducting a traffic analysis of Lower Bidwell Park to include reviewing e-bike use and Upper Bidwell Park.
5. Staff providing more specific information to the Rangers and the Police Department on the current CMC noise related codes.
6. Installing the new rules signs after the no camping restrictions are enforced.

**5.3. REVIEW OF THE DRAFT 2022-23 PARK AND STREET TREE DIVISION OPERATING AND CAPITAL BUDGETS.**

Staff will provide the proposed Parks and Street Tree Division operating and capital project budgets for fiscal year 2022-23, which was reviewed and preliminarily approved by the City Council at its 5/17/22 meeting. (**Report – Linda Herman, Park & Natural Resources Manager**)

**Recommendation:** None, this is an informational item only.

**6. 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.

**7. REPORTS AND COMMUNICATIONS**

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.

**7.1. Parks Division Report – Linda Herman, Park and Natural Resources Manager.**

**7.2. Street Tree Division Report – Richie Bamlet, Urban Forest Manager.**

**8. ADJOURNMENT**

Adjourn to the next regular meeting on June 27, 2022, at 6:00 P.M. in the Council Chamber of the Chico Municipal Center building located at 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 THE  
APRIL 25, 2022 MEETING**

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**1. REGULAR COMMISSION MEETING**

**1.1. Call to Order**

Meeting called to order by Chair Glatz at 6:00 pm.

**1.2. Roll Call**

**Commissioners Present:**

Jeff Glatz  
Jesse Alexander  
Nancy Wolfe  
Anjanette Shadley  
Larry Willis

**Commissioners Absent:**

Megan Thomas Petty

**Staff Present:**

Linda Herman (Park and Natural Resource Manager)  
Richie Bamlet (Urban Forest Manager)  
Kathleen Collier (Administrative Assistant)

**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 meeting held on 3/28/22.

Motion was made by Commissioner Willis and seconded by Commissioner Wolfe to approve the Consent Agenda.

The motion carried as follows:

AYES: Commissioner Alexander, Commissioner Wolfe, Chair Glatz, Commissioner Shadley and Commissioner Willis

NOES: None

ABSENT: Vice-Chair Thomas Petty

**3. ITEMS REMOVED FROM CONSENT – NONE**

**4. NOTICED PUBLIC HEARINGS – NONE**

**5. REGULAR AGENDA**

**5.1. CONTINUED REVIEW AND CONSIDERATION OF CHICO MUNICIPAL CODE REGULATIONS REGARDING PARK RULES**

At its 3/28/22 meeting, the Bidwell Park & Playground Commission reviewed the Chico Municipal Code regulations regarding bicycle and traffic safety in Bidwell Park. On 4/25/22 the Commission continued its review of the CMC codes regarding noise, signage, and open carried weapons. **(Report – Linda Herman, Park & Natural Resources Manager)**

**Recommendation:** Park & Natural Resources Manager recommended that the BPPC review the remaining list of CMC Sections and provide direction to Staff or recommendations to the City Council.

Chair Glatz requested Staff create a bullet-point list of Chico Municipal Code (CMC) noise related codes to provide to the Rangers and the Police Department to help with enforcement.

Chair Glatz also requested Staff prepare bullet-point items to discuss with City Council regarding enforcement of weapons and other park related CMC revisions.

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There were no comments from the public on this item.

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#### **5.2. CONSIDERATION OF A PERMIT OPTION FOR COFFEE VENDORS AT SYCAMORE POOL AREA IN LOWER BIDWELL PARK**

At its 3/28/22 meeting, the Bidwell Park & Playground Commission (BPPC) considered Chair Glatz's request that coffee vendors be allowed in the Sycamore Pool area in Lower Bidwell Park. The Commission approved the concept and directed staff to proceed with obtaining bids for the vending service. On 4/25/22 the Commission considered another option of issuing vend, peddle, hawk permits for this purpose instead of a competitive bid process. **(Report – Linda Herman, Park & Natural Resources Manager)**

**Recommendation:** Park & Natural Resource Manager recommended that the BPPC consider using the vend, peddle, hawk permit process for the coffee vending, or provide other direction to staff.

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There were no comments from the public on this item.

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Motion was made by Commissioner Shadley to move forward using the City's current vend, peddle, hawk permit as an example. The motion included waiving the permit fee for 90 days, with the total term of the permit to be one year. Commissioner Wolfe seconded.

The motion carried as follows:

AYES: Commissioner Alexander, Commissioner Wolfe, Chair Glatz, Commissioner Shadley and Commissioner Willis

NOES: None

ABSENT: Vice-Chair Thomas Petty

Staff suggested bringing to a future meeting a permit example, adjusted to Park use, as well as more information regarding the proposal process.

#### **5.3. REPORT ON THE AMERICAN RESCUE PLAN ACT FUNDING**

At its 3/28/22 meeting, Commissioner Alexander requested a list of any park and greenway related projects that may have received American Rescue Plan Act (ARPA) funds. The Commission was

provided a fund summary of the revenues and expenses for these funds. (**Report – Linda Herman, Park & Natural Resources Manager**)

**Recommendation:** None, this was an informational item only.

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There were no comments from the public on this item.

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**6. BUSINESS FROM THE FLOOR** – There was no Business from the Floor.

**7. REPORTS AND COMMUNICATIONS**

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.

**7.1. Parks Division Report – Linda Herman, Park and Natural Resources Manager**

**7.2. Street Tree Division Report – Richie Bamlet, Urban Forest Manager**

**8. ADJOURNMENT**

Adjourned at 7:16 pm to the next regular BPPC meeting on May 23, 2022, at 6:00 p.m. to be held in the Chico City Council Chamber Building, located at 421 Main Street in Chico, California.

Date Approved: \_\_\_/\_\_\_/\_\_\_

Prepared by:

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Kathleen Collier, Administrative Assistant  
Distribution: BPPC

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Date



## BPPC Staff Report

Meeting Date 05/23/2022

DATE: 04/12/2022  
TO: Bidwell Park and Playground Committee (BPPC)  
FROM: Kathleen Collier, Administrative Assistant  
SUBJECT: Enloe Foundation Heart & Sole: Run for Wellness

### REPORT IN BRIEF:

Applicant Andrea Gleason, with Enloe Foundation, would like to reserve the One Mile Picnic Area for their Annual Heart & Sole: Run for Wellness. Along with this reservation, Enloe Foundation is requesting to use Sycamore Field for a helicopter landing. This would be coordinated with CARD.

**Recommendation:** Conditional approval.

### Event Details

Date of Application	4/5/2022
Date of Event	3/25/2023
Time of Event	6:00am to 11:30am
Event Name	Heart & Sole: Run for Wellness
Applicant Name	Andrea Gleason for Enloe Foundation
Location	One Mile Picnic Area Oak Grove A and B, Lower Bidwell Park
Description	Run For Wellness
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 8
# Participants	750
Park Fees Paid	\$765.00
Reason for Consideration?	Helicopter is uncommon or unusual for reserved area.

### Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- If the helicopter is used, clearly designate with cones or other methods the landing area and have monitors available to ensure the public does not enter the area during landing and takeoff.
- The applicant will need to do a final inspection of the race courses at the conclusion of the event and remove all signs and course markings as well as pick up any associated trash.

**Attachments:** Application and Permit for Park Use

**Distribution:** Andrea Gleason and Enloe Foundation



**City of Chico**  
**Application & Permit for Park Use**  
**Public Works Department - Park Division**

**Number of People:**

150 or less      151 or more      Special Event

**SECTION 1 - APPLICATION INFORMATION**  
 Must be 18 or older to submit an application - Permit fees due upon submittal

This Reservation is not valid until approved by the Park Division

Name of Applicant/Contact Person

Organization Name (if applicable)

Home, Organization, or Company Address

City, State, Zip

      
Contact Phone No.     Alternate Phone No.

Description of Event (Family BBQ, walk/run)\* Additional room at bottom of page

Day and Date of Event

From:  To:        
Time of Event only     No. of People

From:  To:   
(Total time needed for set-up, Event, and clean-up)

Email Address

**Note: Park gates will not remain closed beyond normal opening time for any Event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to a separate permit and approval. Use of 50 or 100 amp requires a certified electrician (See Section 2).**

**Area Requested: (Please check if requested)**

- Five Mile Picnic Area**      East      West
  - BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm
- Cedar Grove Picnic Area**      **Cedar Grove Meadow**
  - Electricity (15 amp)      Water
  - Water (Public Events Only)      Electricity (100 amp)
  - Electricity (50 amp)
- Bidwell Bowl Amphitheater**
  - Electricity (15 amp)

- One Mile Picnic/Barbecue Area**  
Sycamore Field not included. Contact CARD to reserve
- Oak Grove A**      **Oak Grove B**
  - Electricity (15 amp)
  - Band Stand (15 amp)
  - BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm  
Water is available, but no hose bib

**Note: Special conditions apply for amplified sound and 100 amp electricity (12R.10.170 CMC).**

- City Plaza (Additional fees may apply)**
  - Electricity (15 amp)      Electricity (100 amp)
  - Event Restrooms      Water
  - Fountain:  on      off
  - Meter Bags #
- Council Ring**
  - Fire Permit
- Depot Park**
  - Electricity (15 amp)
- Lower Bidwell Park (Public Events only)**

- Children's Playground**
  - Electricity (15 amp) Pick up key Mon - Fri 8:00 am - 4:30 pm
  - Electricity (100 amp)
  - Water (Public Events Only)
- Picnic Site No. 37 (Redwood Grove) No vehicle access before 11 am**
- Upper Bidwell Park (Public Events only)**
- Other (Specify):**
- Early Entrance Needed (Public Events only)**

\*Additional Description of the Event (if needed)

For Park Ranger Assistance during the Event call 530-897-4900 (Police Department Dispatch).

**Office Distribution:**

Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	BPPC	Cleaning Service	Facilities
Park Field Supervisor	Park Ranger 2	Calendar	920 Fund	DCBA	Risk Management (email)	CPD

## SECTION 2 - EVENT INFORMATION

Please answer the following questions by checking "yes" or "no"

Is this an annual event? If so, how many years have you been holding this event? <input style="width: 150px;" type="text" value="8"/>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a patron admission, entry, or participant fee(s) required for your event? If fee is charged, how much is the fee? <input style="width: 100px;" type="text" value="\$30"/>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will there be amplified sound/music at the event? (Please see the Noise Conditions for Park Use in Section 4) Specify type (microphone, band, radio, PA system etc.): <input style="width: 150px;" type="text" value="small PA, music start/finish"/>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
When will amplified sound/music be heard? Time from: <input style="width: 60px;" type="text" value="7:30 a.m."/> to: <input style="width: 60px;" type="text" value="11 a.m."/> <small>Note: 50 / 100 amp electrical service requires a certified electrician to operate.</small>		
Will there be an entertainment apparatus anywhere? These are only allowed in certain areas of the park. <i>No water apparatus allowed.</i> Operator to provide proof of insurance to the City Park Division prior to event.	Yes	No
<input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes course <input type="checkbox"/> Other: <input style="width: 100px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Name of Operator: <input style="width: 200px;" type="text"/>		
Will there be any vendors selling food, merchandise, or services at this event? (no glass or alcohol permitted) If selling food, please describe how it will be prepared at the event: <input style="width: 300px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<small>Valid permit from Butte County Environmental Health is required for all food vendors and must be on hand.</small>		
Will event require that any part of the Park remain closed beyond the normal time of opening? <small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. (Subject to approval by the City Park Division)</small>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please state which gates: <input style="width: 80px;" type="text"/> Time of closure: from: <input style="width: 40px;" type="text"/> to: <input style="width: 40px;" type="text"/>		
Will event require overnight storage of property? If yes, how many security or other personnel will be provided? <input style="width: 100px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be early entrance (before 7 am) into the Park? (An additional fee will be charged) <small>Note: Gate monitors are required at all the entrances and exits for early Park entrance until gates open at 9 am.</small>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, when will monitors be at their positions? Time from: <input style="width: 60px;" type="text" value="6 a.m."/> to: <input style="width: 60px;" type="text" value="11 a.m."/>		
<b>Portable Restrooms:</b> You are required to rent portable restrooms for events with 200+ participants in the immediate area of the event site which will be available to the public during your event.	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Restroom company: <input style="width: 150px;" type="text"/> Phone number: <input style="width: 100px;" type="text"/>		
Location(s) of portable restrooms: <input style="width: 150px;" type="text" value="near finish line, parking"/> <small>Note: Restrooms shall be removed within 32 hours after conclusion of event.</small>		
<b>Trash and Recycling:</b> As an event organizer, you must properly recycle or dispose of waste during your event and immediately after the event. The area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required at applicant's cost. <small>Note: Containers shall be removed within 32 hours after conclusion of event.</small>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trash company: <input style="width: 150px;" type="text" value="Recology"/> Phone number: <input style="width: 100px;" type="text" value="530.342.4444"/>		
Will your event include the use of any signs, banners, or decorations? (Please see Conditions for Park Use in Section 4) If yes, please describe type and location: <input style="width: 300px;" type="text" value="mile markers, cones, directional signage arrows, start/finish banners"/> <small>Note: All signs and banners shall be free standing and not affixed to trees or Park property.</small>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will water be needed during your event? If yes, for what purpose: <small>Please provide your own hose and shut-off nozzle. No hose bib is available at One Mile Recreation Area.</small>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a walk, run or bike race event?	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If so, are you using the standard race course? If not, please provide a map. <small>Note: Not using the standard race course requires Bidwell Park &amp; Playground Commission (BPPC) approval.</small>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>One Mile / Sycamore Field:</b> If this is a One Mile reservation, will Sycamore Field be needed? If yes, you will need to contact CARD at 545 Vallombrosa Ave. Chico (530) 895-4711.	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>City Plaza Only:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for loading and unloading may be obtained from the City by calling: (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddler, Hawk permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will City street closure(s) be needed? If yes, a separate permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>



## SECTION 3 - PERMIT FEES

### Park Reservation Fees for 150 or Fewer People Fees based on venue & not applicable to weddings

Reservation Locations	Fee	No. of Days	Total
Bidwell Bowl - Partial Day (5 hours or less)	\$65		
Bidwell Bowl - Full Day	\$100		
Cedar Grove Picnic Area - Partial Day (5 hours or less)	\$55		
Cedar Grove Picnic Area - Full Day	\$75		
Cedar Grove Meadow - Partial Day (5 hours or less)	\$55		
Cedar Grove Meadow - Full Day	\$75		
Children's Playground - Partial Day (5 hours or less)	\$30		
Children's Playground - Full Day	\$55		
City Plaza - Partial Day (5 hours or less)	\$55		
City Plaza - Full Day	\$75		
Council Ring - Partial Day (5 hours or less)	\$55		
Council Ring - Full Day	\$75		
Depot Park - Partial Day (5 hours or less)	\$30		
Depot Park - Full Day	\$55		
Five Mile East - Partial Day (5 hours or less)	\$55		
Five Mile West - Partial Day (5 hours or less)	\$55		
Five Mile East - Full Day	\$75		
Five Mile West - Full Day	\$75		
One Mile Oak Grove A - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove B - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove A - Full Day	\$75		
One Mile Oak Grove B - Full Day	\$75		
One Mile Oak Grove A & B - Partial Day (5 hours or less)	\$75		
One Mile Oak Grove A & B - Full Day	\$125		
Picnic Site No. 37 (Redwood Grove) - Partial Day (5 hours or less)	\$30		
Picnic Site No. 37 (Redwood Grove) - Full Day	\$55		
Other Areas** - Partial Day (5 hours or less)	\$30		
Other Areas** - Full Day	\$55		

\*\*Other Areas Require BPPC Approval

### Park Reservation Fees for 151 or more people, or Special Events such as weddings and walks/runs Fees based on number of people

Description	Fee	No. of Units	Total
Application Processing Fee	\$40		40
Damage Deposit Fee (Refundable)	\$150		150
<b>Event Fees Based on Number of Participants</b>			
1 - 150	\$75		
151 - 250	\$150		
251 - 500	\$230		
501 - 1,000	\$525		525
1,001 plus (see line below)	\$750		
\$0.50 per participant exceeding 1001	\$0.50	# over 1001	
<b>Additional Fees Applicable to All Reservations</b>			
Early Entrance Fee (before 7 am)	\$35 / hour	1	35
Events with vendors selling food, beverages, merchandise, or services	\$10 / vendor		
Sound/Electricity (15 amp)	\$15 / day	1	15
Sound/Electricity (50 or 100 amp)	\$35 / day		
City Plaza Additional Restrooms (200 + participants)	\$112.50 / day		

Fees due upon submittal of application  
 Credit Card payment will be assessed a 2.75% convenience fee  
 Make checks payable to: City of Chico

Park Fee Total: 760.765  
 Convenience Fee:  
 Total Fee Required: \$765.00

City of Chico Cash Receipt No: 32512 Payment Method: OK 5808 Date: 6/12/22 Received by: KC

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## SECTION 4 - CONDITIONS FOR PARK USE

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You are responsible for knowing the Park Rules. Please observe the following:

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQs</b>	Portable BBQs (charcoal or propane only) may only be used next to existing BBQs in Lower Bidwell Park and Five Mile Recreation Areas, no other areas. No BBQs allowed during Red Flag Fire Warning or high wind advisory days.
<b>Bicycles</b>	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. <b>Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.</b>
<b>Bounce Houses</b>	Bounce houses, (except those with water) and other similar non-water play equipment, are only permitted in certain areas with a reservation and upon approval by the Park Division. <b>The operators of this equipment must provide proof of insurance to the Park Division prior to event.</b> Bounce houses are not allowed in Caper Acres.
<b>Campfires</b>	No campfires allowed at any time, except by permit and only in the Council Ring.
<b>Camping</b>	No overnight camping allowed unless authorized by the Bidwell Park and Playground Commission. Bidwell Park is a day use only park.
<b>Clean up</b>	Permittee is required to completely clean up area at the conclusion of event.
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 am to 8:30 am in Lower Park. All other times, dogs must be on a leash 6 feet in length or less. Along the north side of Upper Park Road, dogs may be off leash anytime. While off leash, dogs must remain under control via master's voice. <b>Dogs are not allowed in Caper Acres, One Mile or Five Mile swimming areas, or designated swimming holes in Upper Park.</b>
<b>Electrical</b>	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Wildlife Regulations: <a href="http://www.wildlife.ca.gov">www.wildlife.ca.gov</a> . <b>Horseshoe Lake:</b> <b>Age 14 and over</b> - license required, catch and release. <b>Under 14</b> - no license required, catch and keep.
<b>Gate Closures</b>	Upper Park gate at Parking Lot E is closed on Sundays, Mondays, during wet periods, and Red Flag Fire Warning days. Gates may be closed for approved special events. For gate opening and closing hours, visit: <a href="http://www.chico.ca.us/park-trails">www.chico.ca.us/park-trails</a> .
<b>Glass</b>	No glass containers allowed in any City Park or Playground.
<b>Horses</b>	Horses must stay on designated trails. Horses are not allowed in One Mile or Five Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
<b>Noise</b>	No loud or unusual noises are allowed, including radios and headsets that can be heard over 50 feet away. For music or sound at One Mile Recreation Area, please face all speakers away from Woodland Ave.
<b>Park Closures</b>	Lower Park is closed from 11:00 pm to 5:00 am every day, unless directly and actively proceeding to a destination outside of the Park. Upper Park is closed to vehicles at <b>9:00 pm October - March, and 11:00 pm April - September</b> unless posted otherwise. Park may be closed during Red Flag Fire Warning or high wind advisory days.
<b>Signs/ Defacing</b>	Defacing of trees, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, slack lines, hammocks, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
<b>Smoking</b>	Smoking or vaping is not permitted in any City Park or Playground.
<b>Swimming</b>	While in the One Mile swim area, compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty during summer swim season.
<b>Vegetation</b>	No taking, cutting, or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

## SECTION 5 - INSURANCE

(To be determined by Park Division)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO ALL EVENTS WHERE:**

Insurance Required

Not Required

"There are more than 150 participants"

For Insurance questions for your event, please contact the Risk Management office  
(530) 879-7910 or email risk-management@chico.ca.gov

For liability coverage purposes, it is the applicant and the City of Chico's intent (hereinafter referred to as the "Parties"), that this permit is a written contract between the Parties.

Pursuant to the insurance policy related to this permit/written contract, and consistent with the Certificate of Liability Insurance and Additional Insured Endorsements, the Parties hereby attach and incorporate by this reference, the Certificate of Liability Insurance and Additional Insured Endorsements, which are further expressly made a material part of the said permit/written contract between the Parties.

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; \$2,000,000 aggregate with policy endorsements as follows:

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

Note: Numbers 2 and 3 below must be separate endorsements:

(2) The City of Chico, its officers, boards of 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 names insured.

(3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.

(4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage" standard Certificate of Insurance cancellation language is not acceptable.

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

## SECTION 6 - 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 in, upon or about City Parks or Playgrounds, and arising from my use of the Parks and Playgrounds 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" in Section 4, 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.

Signature of Applicant

Date

RETURN THIS FORM TO:

City of Chico - Park Division  
Deliver to: 965 Fir Street, Chico, CA 95928  
Mail to: PO Box 3420, Chico, CA 95927  
email to parkinfo@chico.ca.gov

THIS RESERVATION IS NOT VALID UNTIL ALL FEES ARE PAID AND APPROVED BY THE PARK DIVISION.  
A copy of the approved permit will be returned to you.

## SECTION 7 - AUTHORIZATION

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

- Approved by Director  
 Approved by Director subject to listed additional condition(s):  
 Denied by Director  
 Approved by Bidwell Park & Playground Commission (BPPC)  
 Approved by BPPC subject to listed additional condition(s): (see attached conditions)  
 Denied by BPPC

Reason for Denial:

Approved by

Date



# Bidwell Park & Playground Commission Report

Meeting Date: 5/23/22

DATE: 4/29/22  
 TO: Bidwell Park and Playground Committee (BPPC)  
 FROM: Kathleen Collier, Administrative Assistant  
 SUBJECT: Elizabeth Hill Wedding Ceremony at Five Mile North (10/29/22)

### REPORT IN BRIEF:

Elizabeth Hill (Applicant) would like to reserve the north side of Five Mile in Middle Bidwell Park for her wedding ceremony from 1:30 to 4:30 p.m. on Saturday, 10/29/2022 (see attached application). The north side of Five Mile is not designated as an exclusive use reservation area per 12R.10 of the Chico Municipal Code. Therefore, Commission approval is required for this private reservation permit request. Staff does not anticipate any major conflicts, issues, or damage associated with the applicant's requests. Other than the conditions mentioned below, no other requirements are recommended.

**Recommendation:** Conditional approval.

### Event Details

Date of Application	4/22/2022
Date of Event	10/29/2022
Time of Event	1:00 P.M. – 4:30 P.M.
Event Name	Wedding Ceremony
Applicant Name	Elizabeth Hill
Location	North side of Five Mile
Description	Wedding Ceremony
New Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. Years?
# Participants	150
Park Fees Paid	\$265.00
Reason for Consideration?	Not an intensive use area.

### Conditions

Staff recommends the Applicant adhere to the following permit conditions:

- Follow all park rules, including no glass, alcohol, candles, or smoking allowed (Please see Section 4 of the permit application).
- Do not attach or hang signs or decorations on any City structures, trees, tree barriers, or vegetation.
- Park vehicles in designated parking areas only.

### Attachments: Application and Permit for Park Use

#### Distribution:

Elizabeth Hill  
 All Park Rangers



**City of Chico**  
**Application & Permit for Park Use**  
**Public Works Department - Park Division**

**Number of People:**

**150** or less       **151** or more       **Special Event**

**SECTION 1 - APPLICATION INFORMATION**  
 Must be 18 or older to submit an application - Permit fees due upon submittal

**This Reservation is not valid until approved by the Park Division**

Elizabeth Hill  
 Name of Applicant/Contact Person

Organization Name (if applicable)

Home, Organization, or Company Address

City, State, Zip

Contact Phone No.      Alternate Phone No.

Wedding Ceremony  
 Description of Event (Family BBQ, walk/run)\* Additional room at bottom of page

October 29th 2022  
 Day and Date of Event

From: 3:00 To: 3:45      150  
 Time of Event only      No. of People

From: 1:00 To: 4:30  
 (Total time needed for set-up, Event, and clean-up)

Email Address

**Note: Park gates will not remain closed beyond normal opening time for any Event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to a separate permit and approval. Use of 50 or 100 amp requires a certified electrician (See Section 2).**

**Area Requested: (Please check if requested)**

- Five Mile Picnic Area**       East       West
  - BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm
- Cedar Grove Picnic Area**       **Cedar Grove Meadow**
  - Electricity (15 amp)       Water
  - Water (Public Events Only)       Electricity (100 amp)
  - Electricity (50 amp)

- One Mile Picnic/Barbecue Area**  
**Sycamore Field not included. Contact CARD to reserve**
  - Oak Grove A       Oak Grove B
  - Electricity (15 amp)
  - Band Stand (15 amp)
  - BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm  
**Water is available, but no hose bib**

- Bidwell Bowl Amphitheater**
  - Electricity (15 amp)

**Note: Special conditions apply for amplified sound and 100 amp electricity (12R.10.170 CMC).**

- City Plaza (Additional fees may apply)**
  - Electricity (15 amp)       Electricity (100 amp)
  - Event Restrooms       Water
  - Fountain:  on       off
  - Meter Bags #

- Children's Playground**
  - Electricity (15 amp) Pick up key Mon - Fri 8:00 am - 4:30 pm
  - Electricity (100 amp)
  - Water (Public Events Only)

- Council Ring**
  - Fire Permit

- Picnic Site No. 37 (Redwood Grove) No vehicle access before 11 am**

- Depot Park**
  - Electricity (15 amp)

- Upper Bidwell Park (Public Events only)**

- Lower Bidwell Park (Public Events only)**

- Other (Specify):** North Side of 5 Mile.

- Early Entrance Needed (Public Events only)**

\*Additional Description of the Event (if needed)

\_\_\_\_\_

\_\_\_\_\_

**For Park Ranger Assistance during the Event call 530-897-4900 (Police Department Dispatch).**

**Office Distribution:**

Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	BPPC	Cleaning Service	Facilities
Park Field Supervisor	Park Ranger 2	Calendar	920 Fund	DCBA	Risk Management (email)	CPD

## SECTION 2 - EVENT INFORMATION

Please answer the following questions by checking "yes" or "no"

Is this an annual event? If so, how many years have you been holding this event? <input style="width: 150px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a patron admission, entry, or participant fee(s) required for your event? If fee is charged, how much is the fee? <input style="width: 100px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be amplified sound/music at the event? (Please see the Noise Conditions for Park Use in Section 4)	Yes	No
Specify type (microphone, band, radio, PA system etc.): <input style="width: 150px;" type="text" value="Small PA system for microphone"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
When will amplified sound/music be heard? Time from: <input style="width: 50px;" type="text" value="3:00"/> to: <input style="width: 50px;" type="text" value="3:45"/>		
<b>Note: 50 / 100 amp electrical service requires a certified electrician to operate.</b>		
Will there be an entertainment apparatus anywhere? These are only allowed in certain areas of the park. <b>No water apparatus allowed.</b>	Yes	No
<b>Operator to provide proof of insurance to the City Park Division prior to event.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes course <input type="checkbox"/> Other: <input style="width: 100px;" type="text"/>		
Name of Operator: <input style="width: 150px;" type="text"/>		
Will there be any vendors selling food, merchandise, or services at this event? (no glass or alcohol permitted)	Yes	No
If selling food, please describe how it will be prepared at the event: <input style="width: 200px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Valid permit from Butte County Environmental Health is required for all food vendors and must be on hand.</b>		
Will event require that any part of the Park remain closed beyond the normal time of opening?	Yes	No
<b>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. (Subject to approval by the City Park Division)</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please state which gates: <input style="width: 100px;" type="text"/> Time of closure: from: <input style="width: 50px;" type="text"/> to: <input style="width: 50px;" type="text"/>		
Will event require overnight storage of property? If yes, how many security or other personnel will be provided? <input style="width: 100px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be early entrance (before 7 am) into the Park? (An additional fee will be charged) <b>Note: Gate monitors are required at all the entrances and exits for early Park entrance until gates open at 9 am.</b>	Yes	No
If yes, when will monitors be at their positions? Time from: <input style="width: 50px;" type="text"/> to: <input style="width: 50px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Portable Restrooms:</b> You are required to rent portable restrooms for events with 200+ participants in the immediate area of the event site which will be available to the public during your event.	Yes	No
Restroom company: <input style="width: 150px;" type="text"/> Phone number: <input style="width: 100px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Location(s) of portable restrooms: <input style="width: 150px;" type="text"/>		
<b>Note: Restrooms shall be removed within 32 hours after conclusion of event.</b>		
<b>Trash and Recycling:</b> As an event organizer, you must properly recycle or dispose of waste during your event and immediately after the event.	Yes	No
The area must be returned to a clean condition. <b>For events with 200+ participants, additional trash and recycling cans are required at applicant's cost. Note: Containers shall be removed within 32 hours after conclusion of event.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trash company: <input style="width: 150px;" type="text"/> Phone number: <input style="width: 100px;" type="text"/>		
Will your event include the use of any signs, banners, or decorations? (Please see Conditions for Park Use in Section 4)	Yes	No
If yes, please describe type and location: <input style="width: 150px;" type="text" value="Free standing Arch"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Note: All signs and banners shall be free standing and not affixed to trees or Park property.</b>		
Will water be needed during your event? If yes, for what purpose:	Yes	No
<b>Please provide your own hose and shut-off nozzle. No hose bib is available at One Mile Recreation Area.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a walk, run or bike race event?	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If so, are you using the standard race course? If not, please provide a map.	Yes	No
<b>Note: Not using the standard race course requires Bidwell Park &amp; Playground Commission (BPPC) approval.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>One Mile / Sycamore Field:</b> If this is a One Mile reservation, will Sycamore Field be needed?	Yes	No
If yes, you will need to contact CARD at 545 Vallombrosa Ave. Chico (530) 895-4711.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>City Plaza Only:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for loading and unloading may be obtained from the City by calling: (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks?	Yes	No
<b>If yes, a Vend, Peddler, Hawk permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will City street closure(s) be needed?	Yes	No
<b>If yes, a separate permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## SECTION 3 - PERMIT FEES

### Park Reservation Fees for 150 or Fewer People Fees based on venue & not applicable to weddings

Reservation Locations	Fee	No. of Days	Total
Bidwell Bowl - Partial Day (5 hours or less)	\$55		
Bidwell Bowl - Full Day	\$100		
Cedar Grove Picnic Area - Partial Day (5 hours or less)	\$55		
Cedar Grove Picnic Area - Full Day	\$75		
Cedar Grove Meadow - Partial Day (5 hours or less)	\$55		
Cedar Grove Meadow - Full Day	\$75		
Children's Playground - Partial Day (5 hours or less)	\$30		
Children's Playground - Full Day	\$55		
City Plaza - Partial Day (5 hours or less)	\$55		
City Plaza - Full Day	\$75		
Council Ring - Partial Day (5 hours or less)	\$55		
Council Ring - Full Day	\$75		
Depot Park - Partial Day (5 hours or less)	\$30		
Depot Park - Full Day	\$55		
Five Mile East - Partial Day (5 hours or less)	\$55		
Five Mile West - Partial Day (5 hours or less)	\$55		
Five Mile East - Full Day	\$75		
Five Mile West - Full Day	\$75		
One Mile Oak Grove A - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove B - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove A - Full Day	\$75		
One Mile Oak Grove B - Full Day	\$75		
One Mile Oak Grove A & B - Partial Day (5 hours or less)	\$75		
One Mile Oak Grove A & B - Full Day	\$125		
Picnic Site No. 37 (Redwood Grove) - Partial Day (5 hours or less)	\$30		
Picnic Site No. 37 (Redwood Grove) - Full Day	\$55		
Other Areas** - Partial Day (5 hours or less)	\$30		
Other Areas** - Full Day	\$55		

**\*\*Other Areas Require BPPC Approval**

### Park Reservation Fees for 151 or more people, or Special Events such as weddings and walks/runs Fees based on number of people

Description	Fee		Total
Application Processing Fee	\$40		40-
Damage Deposit Fee (Refundable)	\$150		150-
<b>Event Fees Based on Number of Participants</b>			
1 - 150	\$75		\$75
151 - 250	\$150		
251 - 500	\$230		
501 - 1,000	\$525		
1,001 plus (see line below)	\$750		
\$0.50 per participant exceeding 1001	\$0.50	# over 1001	
<b>Additional Fees Applicable to All Reservations</b>			
	Fee	No. of Units	Total
Early Entrance Fee (before 7 am)	\$35 / hour		
Events with vendors selling food, beverages, merchandise, or services	\$10 / vendor		
Sound/Electricity (15 amp)	\$15 / day		
Sound/Electricity (50 or 100 amp)	\$35 / day		
City Plaza Additional Restrooms (200 + participants)	\$112.50 / day		

Fees due upon submittal of application	Park Fee Total:	265.00
Credit Card payment will be assessed a 2.75% convenience fee	Convenience Fee:	
<b>Make checks payable to: City of Chico</b>	<b>Total Fee Required:</b>	
City of Chico Cash Receipt No: <input style="width: 50px;" type="text"/>	Payment Method: <input style="width: 50px;" type="text"/>	Date: <input style="width: 50px;" type="text"/>
	Received by: <input style="width: 50px;" type="text"/>	

## SECTION 4 - CONDITIONS FOR PARK USE

You are responsible for knowing the Park Rules. Please observe the following:

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQs</b>	Portable BBQs ( <b>charcoal or propane only</b> ) may only be used next to existing BBQs in Lower Bidwell Park and Five Mile Recreation Areas, no other areas. No BBQs allowed during Red Flag Fire Warning or high wind advisory days.
<b>Bicycles</b>	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. <b>Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.</b>
<b>Bounce Houses</b>	Bounce houses, (except those with water) and other similar non-water play equipment, are only permitted in certain areas with a reservation and upon approval by the Park Division. <b>The operators of this equipment must provide proof of insurance to the Park Division prior to event.</b> Bounce houses are not allowed in Caper Acres.
<b>Campfires</b>	No campfires allowed at any time, except by permit and only in the Council Ring.
<b>Camping</b>	No overnight camping allowed unless authorized by the Bidwell Park and Playground Commission. Bidwell Park is a day use only park.
<b>Clean up</b>	Permittee is required to completely clean up area at the conclusion of event.
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 am to 8:30 am in Lower Park. All other times, dogs must be on a leash 6 feet in length or less. Along the north side of Upper Park Road, dogs may be off leash anytime. While off leash, dogs must remain under control via master's voice. <b>Dogs are not allowed in Caper Acres, One Mile or Five Mile swimming areas, or designated swimming holes in Upper Park.</b>
<b>Electrical</b>	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Wildlife Regulations: <a href="http://www.wildlife.ca.gov">www.wildlife.ca.gov</a> . <b>Horseshoe Lake:</b> Age 14 and over - license required, catch and release. Under 14 - no license required, catch and keep.
<b>Gate Closures</b>	Upper Park gate at Parking Lot E is closed on Sundays, Mondays, during wet periods, and Red Flag Fire Warning days. Gates may be closed for approved special events. For gate opening and closing hours, visit: <a href="http://www.chico.ca.us/park-trails">www.chico.ca.us/park-trails</a> .
<b>Glass</b>	No glass containers allowed in any City Park or Playground.
<b>Horses</b>	Horses must stay on designated trails. Horses are not allowed in One Mile or Five Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
<b>Noise</b>	No loud or unusual noises are allowed, including radios and headsets that can be heard over 50 feet away. For music or sound at One Mile Recreation Area, please face all speakers away from Woodland Ave.
<b>Park Closures</b>	Lower Park is closed from 11:00 pm to 5:00 am every day, unless directly and actively proceeding to a destination outside of the Park. Upper Park is closed to vehicles at <b>9:00 pm October - March, and 11:00 pm April - September</b> unless posted otherwise. Park may be closed during Red Flag Fire Warning or high wind advisory days.
<b>Signs/Defacing</b>	Defacing of trees, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, slack lines, hammocks, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
<b>Smoking</b>	Smoking or vaping is not permitted in any City Park or Playground.
<b>Swimming</b>	While in the One Mile swim area, compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty during summer swim season.
<b>Vegetation</b>	No taking, cutting, or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>



## SECTION 5 - INSURANCE

(To be determined by Park Division)

### **INSURANCE REQUIREMENTS ARE APPLICABLE TO ALL EVENTS WHERE:**

"There are more than 150 participants"

Insurance Required

Not Required

For Insurance questions for your event, please contact the Risk Management office  
(530) 879-7910 or email [risk-management@chicoca.gov](mailto:risk-management@chicoca.gov)

**For liability coverage purposes, it is the applicant and the City of Chico's intent (hereinafter referred to as the "Parties"), that this permit is a written contract between the Parties.**

**Pursuant to the insurance policy related to this permit/written contract, and consistent with the Certificate of Liability Insurance and Additional Insured Endorsements, the Parties hereby attach and incorporate by this reference, the Certificate of Liability Insurance and Additional Insured Endorsements, which are further expressly made a material part of the said permit/written contract between the Parties.**

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; \$2,000,000 aggregate with policy endorsements as follows:

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

**Note: Numbers 2 and 3 below must be separate endorsements:**

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

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

## SECTION 6 - 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 in, upon or about City Parks or Playgrounds, and arising from my use of the Parks and Playgrounds 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" in Section 4, 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.**

Hell

Signature of Applicant

04/22/2022

Date

### RETURN THIS FORM TO:

City of Chico - Park Division  
Deliver to: 965 Fir Street, Chico, CA 95928  
Mail to: PO Box 3420, Chico, CA 95927  
email to [parkinfo@chicoca.gov](mailto:parkinfo@chicoca.gov)

**THIS RESERVATION IS NOT VALID UNTIL ALL FEES ARE PAID AND APPROVED BY THE PARK DIVISION.**

**A copy of the approved permit will be returned to you.**

## SECTION 7 - AUTHORIZATION

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

- Approved by Director
- Approved by Director subject to listed additional condition(s):
- Denied by Director
- Approved by Bidwell Park & Playground Commission (BPPC)
- Approved by BPPC subject to listed additional condition(s): (see attached conditions)
- Denied by BPPC

Reason for Denial:

Approved by \_\_\_\_\_

Date \_\_\_\_\_



DATE: 5/19/22  
TO: Bidwell Park and Playground Commission  
FROM: Linda Herman, Park and Natural Resources Manager  
SUBJECT: CONSIDERATION OF A PERMIT APPLICATIONS TO HOLD "COLOR RUN" FUNDRAISERS IN LOWER BIDWELL PARK

**REPORT IN BRIEF:**

The Commission will consider two applications to hold benefit 5K "color runs" in Lower Bidwell Park in which runners run through several stations where they are bombarded with colored powder. The two applicants are the Prestige Assisted Living at Chico (Applicant 1) and the Salvation Army (Applicant 2).

**Recommendation:** Park & Natural Resources Manager requests BPPC direction regarding the two permit applications.

**FISCAL IMPACT:** Based on past experience with a previous color run in 2012, which cost over \$1,000 to remedy, there are potential increased maintenance and cleanup costs to the Park Division from these events.

**BACKGROUND:**

In November 2012, a similar color run called the Gnarly Neon 5K was held in Lower Bidwell Park. The event resulted in over 1500 participants and extensive impacts to park users, vegetation, roads, vehicles, restrooms, and other park amenities. The applicant assured Staff that they would use environmentally friendly colored corn starch, that tarps would be used at each station to contain the colored powder, and that they would immediately clean up after the event. Please see the attached evaluation of this event (Exhibit A) which documents the damages and public impacts. It took both the event organizers and City Staff nearly 8 hours to clean up the mess. As a result, the \$100 damage deposit was not refunded, and the applicant was billed for the additional damages from this event.

**DISCUSSION:**

Applicant 1 is requesting to reserve the Oak Grove A & B in the One Mile Recreation Area from 7 a.m. to 11 a.m. on 7/23/22 for a color run using six stations with "environmentally friendly" color powder and anticipate 150 participants. The Park Reservation Fees for this event are \$280, which includes the \$150 refundable deposit. The Applicant stated that they intend to use leaf blowers, brooms, and water buckets to clean up after the event. They have also applied to reserve the Sycamore Field from CARD for this event. A copy of their permit application and a map of the color run course is attached as Exhibit B for the Commission's information

Applicant 2, who has previously held the Santa Shuffle in December each year, is requesting to change their 2022 Santa Shuffle reservation to hold a "Brighten color run and reserve the Oak Grove A & B in the One Mile Recreation Area from 7 a.m. to 12:30 p.m. on 4/29/23. They anticipate 250 participants. The Park Reservation Fees for this event are \$435, which includes the \$150 refundable deposit. A copy of their permit application and a map of the color run course is attached as Exhibit C for the Commission's information

**ATTACHMENTS:**

- Exhibit A: Evaluation of the 2012 Gnarly Neon run
- Exhibit B: Prestige Assisted Living at Chico Permit Application
- Exhibit C: Salvation Army Permit Application

**City of Chico**  
**Park Permit and Park Use Evaluation**

General Services Department-Park Division

965 Fir Street

P.O. Box 3420

Chico, CA 95927

(530) 896-7800 Fax: (530) 895-4731

**Applicant Information**

Name of Applicant/Contact Person: Brent Haapanen	
Organization: CBH Events	
Mailing Address: [REDACTED]	
City, State, Zip: [REDACTED]	Phone #: [REDACTED]

**Event Information**

Name of Event: Gnarly Neon 5K	Public <input checked="" type="checkbox"/> Private <input type="checkbox"/>
Date of Event: 11/03/12	Time of Event: 9 am
Event Location: One Mile/Lower Park	Type of Event: Fun Run

**Evaluator's Observations**

Anticipated # of Participants: 1000	Estimated # of Participants: 1500
Anticipated # of Vendors: 0	Total Vendors Present: 1
Event Restrooms Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Event Restrooms Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
100 amp Electric Reserved: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	100 amp Electric Used: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**Comments:** Event organizers appeared to be on board and understand the conditions of their permit, including the necessity to thoroughly clean-up; however many issues and concerns surrounding this event arose. It was unclear on the Park Use Application that the Gnarly Neon run involved the use of colored corn starch (food grade) and dyed water. Staff was notified by an outside source of the details of the events, including the use of colored powder four weeks before the actual event. Event organizers were contacted, including a pre-event meeting and staff expressed concerns associated with the use of colored powder and how it was going to be cleaned-up. Event organizers stated that they were going to use numerous tarps to catch the excess powder and would clean-up any material not caught on the tarps immediately after the event. They also arranged to have a contractor power wash any trace materials that could not be captured by sweeping. The waste water was to be captured and disposed of properly. They assured me that they have held similar events in the past and had no issues or concerns associated with the "color" and clean-up effort. On event day, it became clear that the colored powder would not be contained on the tarps and the coordinators were not equipped to properly clean-up the material. Four color stations were located throughout the course, all of which had several inches of colored powder dispersed up to 100 yards beyond the tarps- see below photos. Large plumes of colored powder floated throughout the park and settled on vegetation, vehicles and neighboring yards. Upon the conclusion of the event, Ranger Erdahl contacted the organizers and suggested that the material be clean-up with street sweepers. They agreed that their planned clean-up effort would not be effective and agreed to have City staff clean-up the material for a fee - see attached cost breakdown. City staff was unable to clean-up all material, as the powder ended up staining the asphalt and settling along the shoulder of the road and adjacent vegetation. Additionally, all Lower Park restrooms were impacted by the event. Maintenance had to do a second cleaning of the restrooms and One Mile reservation site to remove colored powder and dye smeared on the fixtures, walls and tables.

In addition to the above mentioned issues, several other issues arose during the event. A band was stationed at the Cedar Grove restroom where several participants stopped to listen, but no portable restrooms were at this location resulting in long lines and impacts to the permanent restrooms. Also, during clean-up a vehicle associated with the event transported several people illegal in the bed of the truck. Lastly, numerous park users complained about having to walk through the color

ITEM 5.1 EXHIBIT A

stations and be exposed to the powder. It took organizers and staff several hours to clean the material up, exposing park users to the material until 5 PM that day, 8 hours after the event began.





**Recommendations:** Applicant should provide an accurate description of the event so that staff may properly evaluate and weigh the impacts of the event, with clear and effective measure to contain and clean-up colored powder should be detailed on the application. Due to the extensive impacts to the Park and users, Staff recommends that the applicant explore a more appropriate venue than Bidwell Park in the future.

**Refund Full Deposit:** Yes  No

The additional following fees are owed:

Reservation Fee - \$124.40 (1500 participants)

Early Entrance Fee - \$31.50 (set-up at 6 AM)

Vendor Fee - \$5.50 (1 vendor)

Clean-up Fee – \$1013.89 (see attached)

Total Due – \$1175.29 - \$100 Deposit= **\$1075.29**

**Evaluator:** Jessica Erdahl, Senior Park Ranger

**Date:** 11/06/12



**City of Chico**  
**Application & Permit for Park Use**  
**Public Works Department - Park Division**

**Number of People:**

- 150 or less       151 or more       Special Event

**SECTION 1 - APPLICATION INFORMATION**

**Must be 18 or older to submit an application - Permit fees due upon submittal**

This Reservation is not valid until approved by the Park Division

Joseph Miceli

Name of Applicant/Contact Person

Prestige Assisted Living at Chico

Organization Name (if applicable)

[Redacted]

Home, Organization, or Company Address

[Redacted]

City, State, Zip

[Redacted]

Contact Phone No.

[Redacted]

Alternate Phone No.

5K color fun run fundraiser

Description of Event (Family BBQ, walk/run)\* Additional room at bottom of page

7/23/2022, Saturday

Day and Date of Event

From: 8am To: 10am

Time of Event only

150

No. of People

From: 7am To: 11am

(Total time needed for set-up, Event, and clean-up)

[Redacted]

Email Address

Note: Park gates will not remain closed beyond normal opening time for any Event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to a separate permit and approval. Use of 50 or 100 amp requires a certified electrician (See Section 2).

**Area Requested: (Please check if requested)**

- Five Mile Picnic Area     East     West  
 BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm

- Cedar Grove Picnic Area     Cedar Grove Meadow  
 Electricity (15 amp)     Water  
 Water (Public Events Only)     Electricity (100 amp)  
 Electricity (50 amp)

- Bidwell Bowl Amphitheater  
 Electricity (15 amp)

- One Mile Picnic/Barbecue Area  
 Sycamore Field not included. Contact CARD to reserve  
 Oak Grove A     Oak Grove B  
 Electricity (15 amp)  
 Band Stand (15 amp)  
 BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm  
 Water is available, but no hose bib

Note: Special conditions apply for amplified sound and 100 amp electricity (12R.10.170 CMC).

- City Plaza (Additional fees may apply)  
 Electricity (15 amp)     Electricity (100 amp)  
 Event Restrooms     Water  
 Fountain:  on  off  
 Meter Bags #

- Children's Playground  
 Electricity (15 amp) Pick up key Mon - Fri 8:00 am - 4:30 pm  
 Electricity (100 amp)  
 Water (Public Events Only)

- Council Ring  
 Fire Permit

- Picnic Site No. 37 (Redwood Grove) No vehicle access before 11 am

- Depot Park  
 Electricity (15 amp)

- Upper Bidwell Park (Public Events only)

- Lower Bidwell Park (Public Events only)

- Other (Specify): Want to use the standard 5K pa

- Early Entrance Needed (Public Events only)

\*Additional Description of the Event (if needed) We have applied to reserve Sycamore Field through CARD, and want to use the standard one mile/5K walk/run path used

For Park Ranger Assistance during the Event call 530-897-4900 (Police Department Dispatch).

**Office Distribution:**

Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	BPPC	Cleaning Service	Facilities
Park Field Supervisor	Park Ranger 2	Calendar	920 Fund	DCBA	Risk Management (email)	CPD

## SECTION 2 - EVENT INFORMATION

Please answer the following questions by checking "yes" or "no"

Is this an annual event? If so, how many years have you been holding this event? <input style="width: 150px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there a patron admission, entry, or participant fee(s) required for your event? If fee is charged, how much is the fee? <input style="width: 100px;" type="text" value="\$30"/>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will there be amplified sound/music at the event? (Please see the Noise Conditions for Park Use in Section 4)	Yes	No
Specify type (microphone, band, radio, PA system etc.): <input style="width: 150px;" type="text" value="radio/PA system"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
When will amplified sound/music be heard? Time from: <input style="width: 60px;" type="text" value="7:45am"/> to: <input style="width: 60px;" type="text" value="10:30am"/>		
<small>Note: 50 / 100 amp electrical service requires a certified electrician to operate.</small>		
Will there be an entertainment apparatus anywhere? These are only allowed in certain areas of the park. <i>No water apparatus allowed.</i>	Yes	No
Operator to provide proof of insurance to the City Park Division prior to event.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes course <input type="checkbox"/> Other: <input style="width: 100px;" type="text"/>		
Name of Operator: <input style="width: 250px;" type="text"/>		
Will there be any vendors selling food, merchandise, or services at this event? (no glass or alcohol permitted)	Yes	No
If selling food, please describe how it will be prepared at the event: <input style="width: 250px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<small>Valid permit from Butte County Environmental Health is required for all food vendors and must be on hand.</small>		
Will event require that any part of the Park remain closed beyond the normal time of opening?	Yes	No
<small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. (Subject to approval by the City Park Division)</small>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please state which gates: <input style="width: 100px;" type="text"/> Time of closure: from: <input style="width: 60px;" type="text"/> to: <input style="width: 60px;" type="text"/>		
Will event require overnight storage of property? If yes, how many security or other personnel will be provided? <input style="width: 100px;" type="text"/>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be early entrance (before 7 am) into the Park? (An additional fee will be charged) <small>Note: Gate monitors are required at all the entrances and exits for early Park entrance until gates open at 9 am.</small>	Yes	No
If yes, when will monitors be at their positions? Time from: <input style="width: 60px;" type="text"/> to: <input style="width: 60px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Portable Restrooms:</b> You are required to rent portable restrooms for events with 200+ participants in the immediate area of the event site which will be available to the public during your event.	Yes	No
Restroom company: <input style="width: 150px;" type="text"/> Phone number: <input style="width: 100px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Location(s) of portable restrooms: <input style="width: 150px;" type="text"/>		
<small>Note: Restrooms shall be removed within 12 hours after conclusion of event.</small>		
<b>Trash and Recycling:</b> As an event organizer, you must properly recycle or dispose of waste during your event and immediately after the event. The area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required at applicant's cost. <small>Note: Containers shall be removed within 12 hours after conclusion of event.</small>	Yes	No
Trash company: <input style="width: 150px;" type="text"/> Phone number: <input style="width: 100px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will your event include the use of any signs, banners, or decorations? (Please see Conditions for Park Use in Section 4)	Yes	No
If yes, please describe type and location: <input style="width: 150px;" type="text" value="Freestanding signs/balloons"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<small>Note: All signs and banners shall be free standing and not affixed to trees or Park property.</small>		
Will water be needed during your event? If yes, for what purpose:	Yes	No
<small>Please provide your own hose and shut-off nozzle. No hose bib is available at One Mile Recreation Area.</small>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is this a walk, run or bike race event?	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If so, are you using the standard race course? If not, please provide a map.	Yes	No
<small>Note: Not using the standard race course requires Bidwell Park &amp; Playground Commission (BPPC) approval</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>One Mile / Sycamore Field:</b> If this is a One Mile reservation, will Sycamore Field be needed?	Yes	No
If yes, you will need to contact CARD at 545 Vallombrosa Ave, Chico (530) 895-4711.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>City Plaza Only: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for loading and unloading may be obtained from the City by calling: (530) 896-7800.</b>		
Will vendors be placed on the perimeter sidewalks?	Yes	No
If yes, a Vend, Peddler, Hawk permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.	<input type="checkbox"/>	<input type="checkbox"/>
Will City street closure(s) be needed?	Yes	No
If yes, a separate permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.	<input type="checkbox"/>	<input type="checkbox"/>

## SECTION 3 - PERMIT FEES

### Park Reservation Fees for 150 or Fewer People Fees based on venue & not applicable to weddings

Reservation Locations	Fee	No. of Days	Total
Bidwell Bowl - Partial Day (5 hours or less)	\$55		
Bidwell Bowl - Full Day	\$100		
Cedar Grove Picnic Area - Partial Day (5 hours or less)	\$55		
Cedar Grove Picnic Area - Full Day	\$75		
Cedar Grove Meadow - Partial Day (5 hours or less)	\$55		
Cedar Grove Meadow - Full Day	\$75		
Children's Playground - Partial Day (5 hours or less)	\$30		
Children's Playground - Full Day	\$55		
City Plaza - Partial Day (5 hours or less)	\$55		
City Plaza - Full Day	\$75		
Council Ring - Partial Day (5 hours or less)	\$55		
Council Ring - Full Day	\$75		
Depot Park - Partial Day (5 hours or less)	\$30		
Depot Park - Full Day	\$55		
Five Mile East - Partial Day (5 hours or less)	\$55		
Five Mile West - Partial Day (5 hours or less)	\$55		
Five Mile East - Full Day	\$75		
Five Mile West - Full Day	\$75		
One Mile Oak Grove A - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove B - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove A - Full Day	\$75		
One Mile Oak Grove B - Full Day	\$75		
One Mile Oak Grove A & B - Partial Day (5 hours or less)	\$75		
One Mile Oak Grove A & B - Full Day	\$125		
Picnic Site No. 37 (Redwood Grove) - Partial Day (5 hours or less)	\$30		
Picnic Site No. 37 (Redwood Grove) - Full Day	\$55		
Other Areas** - Partial Day (5 hours or less)	\$30		
Other Areas** - Full Day	\$55		90

\*\*Other Areas Require BPPC Approval

### Park Reservation Fees for 151 or more people, or Special Events such as weddings and walks/runs Fees based on number of people

Description	Fee		Total
Application Processing Fee	\$40		40
Damage Deposit Fee (Refundable)	\$150		150
<b>Event Fees Based on Number of Participants</b>			
1 - 150	\$75		75
151 - 250	\$150		
251 - 500	\$230		
501 - 1,000	\$525		
1,001 plus (see form below)	\$750		
\$0.50 per participant exceeding 1001	\$0.50	# over 1001	
<b>Additional Fees Applicable to All Reservations</b>			
	Fee	No. of Units	Total
Early Entrance Fee (before 7 am)	\$35 / hour		
Events with vendors selling food, beverages, merchandise, or services	\$10 / vendor		
Sound/Electricity (15 amp)	\$15 / day		15
Sound/Electricity (50 or 100 amp)	\$35 / day		
City Plaza Additional Restrooms (200 + participants)	\$112.50 / day		

Fees due upon submittal of application  
Credit Card payment will be assessed a 2.75% convenience fee  
Make checks payable to: City of Chico

Park Fee Total: 310 280  
Convenience Fee:             
Total Fee Required:           

City of Chico Cash Receipt No:            Payment Method:            Date:            Received by:



## SECTION 4 - CONDITIONS FOR PARK USE

You are responsible for knowing the Park Rules. Please observe the following:

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQs</b>	Portable BBQs (charcoal or propane only) may only be used next to existing BBQs in Lower Bidwell Park and Five Mile Recreation Areas, no other areas. No BBQs allowed during Red Flag Fire Warning or high wind advisory days.
<b>Bicycles</b>	Bicycles must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
<b>Bounce Houses</b>	Bounce houses, (except those with water) and other similar non-water play equipment, are only permitted in certain areas with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance to the Park Division prior to event. Bounce houses are not allowed in Caper Acres.
<b>Campfires</b>	No campfires allowed at any time, except by permit and only in the Council Ring.
<b>Camping</b>	No overnight camping allowed unless authorized by the Bidwell Park and Playground Commission. Bidwell Park is a day use only park.
<b>Clean up</b>	Permittee is required to completely clean up area at the conclusion of event.
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 am to 8:30 am in Lower Park. All other times, dogs must be on a leash 6 feet in length or less. Along the north side of Upper Park Road, dogs may be off leash anytime. While off leash, dogs must remain under control via master's voice. <b>Dogs are not allowed in Caper Acres, One Mile or Five Mile swimming areas, or designated swimming holes in Upper Park.</b>
<b>Electrical</b>	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
<b>Fishing</b>	Big Chien Creek: Check California Fish and Wildlife Regulations: <a href="http://www.wildlife.ca.gov">www.wildlife.ca.gov</a> . Horseshoe Lake: <b>Age 14 and over</b> - license required, catch and release. <b>Under 14</b> - no license required, catch and keep.
<b>Gate Closures</b>	Upper Park gate at Parking Lot E is closed on Sundays, Mondays, during wet periods, and Red Flag Fire Warning days. Gates may be closed for approved special events. For gate opening and closing hours, visit: <a href="http://www.chien.ca.us/park-trails">www.chien.ca.us/park-trails</a> .
<b>Glass</b>	No glass containers allowed in any City Park or Playground.
<b>Horses</b>	Horses must stay on designated trails. Horses are not allowed in One Mile or Five Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
<b>Noise</b>	No loud or unusual noises are allowed, including radios and headsets that can be heard over 50 feet away. For music or sound at One Mile Recreation Area, please face all speakers away from Woodland Ave.
<b>Park Closures</b>	Lower Park is closed from 11:00 pm to 5:00 am every day, unless directly and actively proceeding to a destination outside of the Park. Upper Park is closed to vehicles at <b>9:00 pm October - March, and 11:00 pm April - September</b> unless posted otherwise. Park may be closed during Red Flag Fire Warning or high wind advisory days.
<b>Signs/Defacing</b>	Defacing of trees, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, slack lines, hammocks, or accessories shall be affixed to trees. Only barricades, cones, or self-standing devices may be used for these purposes.
<b>Smoking</b>	Smoking or vaping is not permitted in any City Park or Playground.
<b>Swimming</b>	While in the One Mile swim area, compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty during summer swim season.
<b>Vegetation</b>	No taking, cutting, or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

## SECTION 5 - INSURANCE

(To be determined by Park Division)

INSURANCE REQUIREMENTS ARE APPLICABLE TO ALL EVENTS WHERE:

Insurance Required

Not Required

"There are more than 150 participants"

For insurance questions for your event, please contact the Risk Management office  
(530) 879-7910 or email risk-management@chico.ca.gov

For liability coverage purposes, it is the applicant and the City of Chico's intent (hereinafter referred to as the "Parties"), that this permit is a written contract between the Parties.

Pursuant to the insurance policy related in this permit/written contract, and consistent with the Certificate of Liability Insurance and Additional Insured Endorsements, the Parties hereby attach and incorporate by this reference, the Certificate of Liability Insurance and Additional Insured Endorsements, which are further expressly made a material part of the said permit/written contract between the Parties.

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; \$2,000,000 aggregate with policy endorsements as follows:

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

Note: Numbers 2 and 3 below must be separate endorsements:

(2) The City of Chico, its officers, boards of 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 names insured.

(3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.

(4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage" standard Certificate of Insurance cancellation language is not acceptable.

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

## SECTION 6 - 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 in, upon or about City Parks or Playgrounds, and arising from my use of the Parks and Playgrounds 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" in Section 4, 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.

Signature of Applicant

Date

### RETURN THIS FORM TO:

City of Chico - Park Division  
Deliver to: 965 Fir Street, Chico, CA 95928  
Mail to: PO Box 3420, Chico, CA 95927  
email to parkinfo@chico.ca.gov

THIS RESERVATION IS NOT VALID UNTIL ALL FEES ARE PAID AND APPROVED BY THE PARK DIVISION.

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

## SECTION 7 - AUTHORIZATION

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

- Approved by Director  
 Approved by Director subject to listed additional condition(s):  
 Denied by Director  
 Approved by Bidwell Park & Playground Commission (BPPC)  
 Approved by BPPC subject to listed additional condition(s) (see attached conditions)  
 Denied by BPPC

Reason for Denial:

Approved by

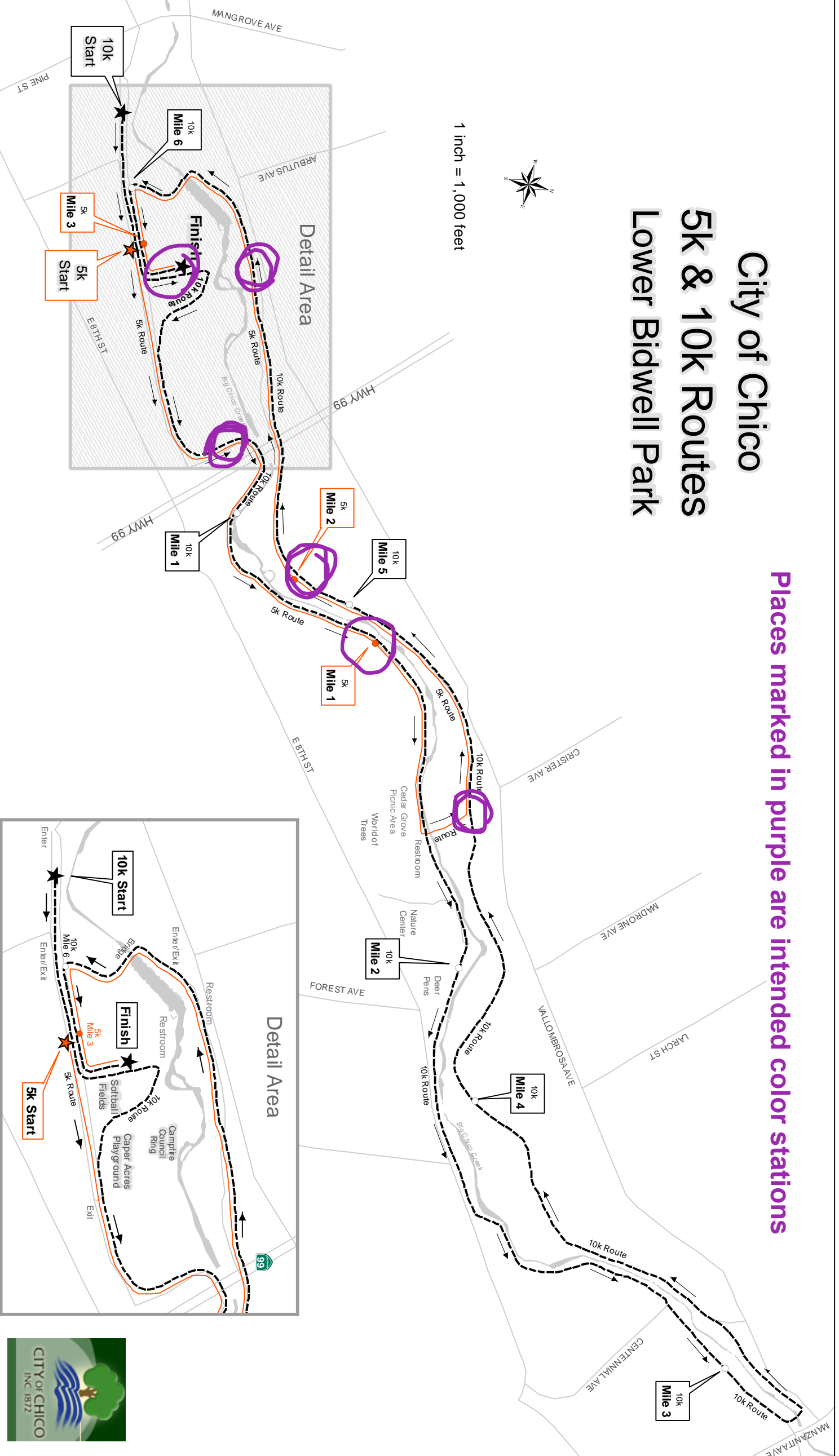
Date

Places marked in purple are intended color stations

# City of Chico 5K & 10K Routes Lower Bidwell Park



1 inch = 1,000 feet



GIS Division

Date created: April 1, 2010

4/29/22 - Date & "theme" of run changed - 100



City of Chico
Application & Permit for Park Use
Public Works Department - Park Division

Number of People:
[ ] 150 or less
[X] 151 or more
[X] Special Event

SECTION 1 - APPLICATION INFORMATION
Must be 18 or older to submit an application - Permit fees due upon submittal

This Reservation is not valid until approved by the Park Division Brighten A Life Color Run

Name of Applicant/Contact Person: Jeff & Kristen Boyd / Lyudi Arregui

Description of Event (Family BBQ, walk/run)\* Additional room at bottom of page: Santa Shuffie 5K & 1-mile Fun Run

Organization Name (if applicable): Salvation Army

Day and Date of Event: Saturday, December 10, 2022

Home, Organization, or Company Address: [Redacted]

From: 8 To: 12 No. of People: 250+

City, State, Zip: [Redacted]

From: 7 To: 12:30 (Total time needed for set-up, Event, and clean-up)

Contact Phone No.: [Redacted]

Alternate Phone No.: [Redacted]

Email Address: [Redacted]

Note: Park gates will not remain closed beyond normal opening time for any Event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30 am. Street closure(s) subject to a separate permit and approval. Use of 50 or 100 amp requires a certified electrician (See Section 2).

Area Requested: (Please check if requested)

- Five Mile Picnic Area East West
BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm
Cedar Grove Picnic Area Cedar Grove Meadow
Electricity (15 amp) Water
Water (Public Events Only) Electricity (100 amp)
Electricity (50 amp)

- [X] One Mile Picnic/Barbecue Area
Sycamore Field not included. Contact CARD to reserve
[X] Oak Grove A [X] Oak Grove B
[X] Electricity (15 amp)
[ ] Band Stand (15 amp)
[ ] BBQ - Pick up key Mon - Fri 8:00 am - 4:30 pm
Water is available, but no hose bib

- [ ] Bidwell Bowl Amphitheater
[ ] Electricity (15 amp)

Note: Special conditions apply for amplified sound and 100 amp electricity (12R.10.170 CMC).

- [ ] City Plaza (Additional fees may apply)
[ ] Electricity (15 amp) [ ] Electricity (100 amp)
[ ] Event Restrooms [ ] Water
Fountain: [ ] on [ ] off
[ ] Meter Bags #

- [ ] Children's Playground
[ ] Electricity (15 amp) Pick up key Mon - Fri 8:00 am - 4:30 pm
[ ] Electricity (100 amp)
[ ] Water (Public Events Only)

- [ ] Council Ring
[ ] Fire Permit

- [ ] Picnic Site No. 37 (Redwood Grove) No vehicle access before 11 am

- [ ] Depot Park
[ ] Electricity (15 amp)

- [ ] Upper Bidwell Park (Public Events only)

- [ ] Lower Bidwell Park (Public Events only)

[ ] Other (Specify): [Redacted]

- [ ] Early Entrance Needed (Public Events only)

\*Additional Description of the Event (if needed) [Redacted]

For Park Ranger Assistance during the Event call 530-897-4900 (Police Department Dispatch).

Office Distribution:

Table with 7 columns: Permit File (original), Park Field Supervisor, Park Ranger 1, Park Ranger 2, Senior Park Ranger, Calendar, Applicant, 920 Fund, BPPC, DCBA, Cleaning Service, Risk Management (email), Facilities, CPD

## SECTION 2 - EVENT INFORMATION

Please answer the following questions by checking "yes" or "no"

Is this an annual event? If so, how many years have you been holding this event? <span style="border: 1px solid black; padding: 2px 20px;">7 years</span>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a patron admission, entry, or participant fee(s) required for your event? If fee is charged, how much is the fee? <span style="border: 1px solid black; padding: 2px 20px;">\$30 pp</span>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will there be amplified sound/music at the event? (Please see the Noise Conditions for Park Use in Section 4) Specify type (microphone, band, radio, PA system etc.): <span style="border: 1px solid black; padding: 2px 20px;">microphone</span>	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
When will amplified sound/music be heard? Time from: <span style="border: 1px solid black; padding: 2px 10px;">8</span> to: <span style="border: 1px solid black; padding: 2px 10px;">12</span> Note: 50 / 100 amp electrical service requires a certified electrician to operate.		
Will there be an entertainment apparatus anywhere? These are only allowed in certain areas of the park. <i>No water apparatus allowed.</i> Operator to provide proof of insurance to the City Park Division prior to event.	Yes	No
<input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes course <input type="checkbox"/> Other: <span style="border: 1px solid black; padding: 2px 20px;"></span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Name of Operator: <span style="border: 1px solid black; padding: 2px 20px;"></span>		
Will there be any vendors selling food, merchandise, or services at this event? (no glass or alcohol permitted) If selling food, please describe how it will be prepared at the event: <span style="border: 1px solid black; padding: 2px 20px;"></span>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Valid permit from Butte County Environmental Health is required for all food vendors and must be on hand.		
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 8:30 am. (Subject to approval by the City Park Division)	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, please state which gates: <span style="border: 1px solid black; padding: 2px 20px;"></span> Time of closure: from: <span style="border: 1px solid black; padding: 2px 10px;"></span> to: <span style="border: 1px solid black; padding: 2px 10px;"></span>		
Will event require overnight storage of property? If yes, how many security or other personnel will be provided? <span style="border: 1px solid black; padding: 2px 20px;"></span>	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will there be early entrance (before 7 am) into the Park? (An additional fee will be charged) Note: Gate monitors are required at all the entrances and exits for early Park entrance until gates open at 9 am.	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, when will monitors be at their positions? Time from: <span style="border: 1px solid black; padding: 2px 10px;"></span> to: <span style="border: 1px solid black; padding: 2px 10px;"></span>		
<b>Portable Restrooms:</b> You are required to rent portable restrooms for events with 200+ participants in the immediate area of the event site which will be available to the public during your event.	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Restroom company: <span style="border: 1px solid black; padding: 2px 20px;">Johnny on the Spot</span> Phone number: <span style="border: 1px solid black; padding: 2px 20px;"></span>		
Location(s) of portable restrooms: <span style="border: 1px solid black; padding: 2px 20px;"></span> Note: Restrooms shall be removed within 32 hours after conclusion of event.		
<b>Trash and Recycling:</b> As an event organizer, you must properly recycle or dispose of waste during your event and immediately after the event. The area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required at applicant's cost. Note: Containers shall be removed within 32 hours after conclusion of event.	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trash company: <span style="border: 1px solid black; padding: 2px 20px;"></span> Phone number: <span style="border: 1px solid black; padding: 2px 20px;"></span>		
Will your event include the use of any signs, banners, or decorations? (Please see Conditions for Park Use in Section 4)	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, please describe type and location: <span style="border: 1px solid black; padding: 2px 20px;"></span> Note: All signs and banners shall be free standing and not affixed to trees or Park property.		
Will water be needed during your event? If yes, for what purpose:	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Please provide your own hose and shut-off nozzle. No hose bib is available at One Mile Recreation Area.		
Is this a walk, run or bike race event?	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If so, are you using the standard race course? If not, please provide a map.	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Note: Not using the standard race course requires Bidwell Park & Playground Commission (BPPC) approval.		
<b>One Mile / Sycamore Field:</b> If this is a One Mile reservation, will Sycamore Field be needed?	Yes	No
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, you will need to contact CARD at 545 Vallombrosa Ave. Chico (530) 895-4711.		
<b>City Plaza Only:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for loading and unloading may be obtained from the City by calling: (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks?	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
If yes, a Vend, Peddler, Hawk permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.		
Will City street closure(s) be needed?	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
If yes, a separate permit must be obtained from the Engineering Division at 411 Main Street, Chico (530) 879-6900.		

## SECTION 3 - PERMIT FEES

### Park Reservation Fees for 150 or Fewer People Fees based on venue & not applicable to weddings

Reservation Locations	Fee	No. of Days	Total
Bidwell Bowl - Partial Day (5 hours or less)	\$55		
Bidwell Bowl - Full Day	\$100		
Cedar Grove Picnic Area - Partial Day (5 hours or less)	\$55		
Cedar Grove Picnic Area - Full Day	\$75		
Cedar Grove Meadow - Partial Day (5 hours or less)	\$55		
Cedar Grove Meadow - Full Day	\$75		
Children's Playground - Partial Day (5 hours or less)	\$30		
Children's Playground - Full Day	\$55		
City Plaza - Partial Day (5 hours or less)	\$55		
City Plaza - Full Day	\$75		
Council Ring - Partial Day (5 hours or less)	\$55		
Council Ring - Full Day	\$75		
Depot Park - Partial Day (5 hours or less)	\$30		
Depot Park - Full Day	\$55		
Five Mile East - Partial Day (5 hours or less)	\$55		
Five Mile West - Partial Day (5 hours or less)	\$55		
Five Mile East - Full Day	\$75		
Five Mile West - Full Day	\$75		
One Mile Oak Grove A - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove B - Partial Day (5 hours or less)	\$55		
One Mile Oak Grove A - Full Day	\$75		
One Mile Oak Grove B - Full Day	\$75		
One Mile Oak Grove A & B - Partial Day (5 hours or less)	\$75		
One Mile Oak Grove A & B - Full Day	\$125		
Picnic Site No. 37 (Redwood Grove) - Partial Day (5 hours or less)	\$30		
Picnic Site No. 37 (Redwood Grove) - Full Day	\$55		
Other Areas** - Partial Day (5 hours or less)	\$30		
Other Areas** - Full Day	\$55		

\*\*Other Areas Require BPPC Approval

### Park Reservation Fees for 151 or more people, or Special Events such as weddings and walks/runs Fees based on number of people

Description	Fee		Total
Application Processing Fee	\$40 ✓		40.00
Damage Deposit Fee (Refundable)	\$150 ✓		150.00
<b>Event Fees Based on Number of Participants</b>			
1 - 150	\$75		
151 - 250	\$150		
251 - 500	\$230 ✓		230.00
501 - 1,000	\$525		
1,001 plus (see line below)	\$750		
\$0.50 per participant exceeding 1001	\$0.50	# over 1001	
<b>Additional Fees Applicable to All Reservations</b>			
	Fee	No. of Units	Total
Early Entrance Fee (before 7 am)	\$35 / hour		
Events with vendors selling food, beverages, merchandise, or services	\$10 / vendor		
Sound/Electricity (15 amp)	\$15 / day ✓	1	15.00
Sound/Electricity (50 or 100 amp)	\$35 / day		
City Plaza Additional Restrooms (200 + participants)	\$112.50 / day		

Fees due upon submittal of application	Park Fee Total:	435.00
Credit Card payment will be assessed a 2.75% convenience fee	Convenience Fee:	
Make checks payable to: City of Chico	<b>Total Fee Required:</b>	<b>435.00</b>

City of Chico Cash Receipt No: 35488 Payment Method: OK 3/15/22 Date: 3/15/22 Received by: KC

## SECTION 4 - 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.
- BBQs** Portable BBQs (charcoal or propane only) may only be used next to existing BBQs in Lower Bidwell Park and Five Mile Recreation Areas, no other areas. No BBQs allowed during Red Flag Fire Warning or high wind advisory days.
- Bicycles** Bicycles must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. **Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.**
- Bounce Houses** Bounce houses, (except those with water) and other similar non-water play equipment, are only permitted in certain areas with a reservation and upon approval by the Park Division. **The operators of this equipment must provide proof of insurance to the Park Division prior to event.** Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed at any time, except by permit and only in the Council Ring.
- Camping** No overnight camping allowed unless authorized by the Bidwell Park and Playground Commission. Bidwell Park is a day use only park.
- Clean up** Permittee is required to completely clean up area at the conclusion of event.
- 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 to 8:30 am in Lower Park. All other times, dogs must be on a leash 6 feet in length or less. Along the north side of Upper Park Road, dogs may be off leash anytime. While off leash, dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One Mile or Five Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Wildlife Regulations: [www.wildlife.ca.gov](http://www.wildlife.ca.gov).  
**Horseshoe Lake:** **Age 14 and over** - license required, catch and release. **Under 14** - no license required, catch and keep.
- Gate Closures** Upper Park gate at Parking Lot E is closed on Sundays, Mondays, during wet periods, and Red Flag Fire Warning days. Gates may be closed for approved special events. For gate opening and closing hours, visit: [www.chico.ca.us/park-trails](http://www.chico.ca.us/park-trails).
- Glass** No glass containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One Mile or Five Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including radios and headsets that can be heard over 50 feet away. For music or sound at One Mile Recreation Area, please face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 11:00 pm to 5:00 am every day, unless directly and actively proceeding to a destination outside of the Park. Upper Park is closed to vehicles at **9:00 pm October - March, and 11:00 pm April - September** unless posted otherwise. Park may be closed during Red Flag Fire Warning or high wind advisory days.
- Signs/Defacing** Defacing of trees, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, slack lines, hammocks, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking or vaping is not permitted in any City Park or Playground.
- Swimming** While in the One Mile swim area, compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty during summer swim season.
- 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.

## SECTION 5 - INSURANCE

(To be determined by Park Division)

### INSURANCE REQUIREMENTS ARE APPLICABLE TO ALL EVENTS WHERE:

"There are more than 150 participants"



Insurance Required



Not Required

For Insurance questions for your event, please contact the Risk Management office  
(530) 879-7910 or email risk-management@chicoca.gov

For liability coverage purposes, it is the applicant and the City of Chico's intent (hereinafter referred to as the "Parties"), that this permit is a written contract between the Parties.

Pursuant to the insurance policy related to this permit/written contract, and consistent with the Certificate of Liability Insurance and Additional Insured Endorsements, the Parties hereby attach and incorporate by this reference, the Certificate of Liability Insurance and Additional Insured Endorsements, which are further expressly made a material part of the said permit/written contract between the Parties.

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; \$2,000,000 aggregate with policy endorsements as follows:

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

Note: Numbers 2 and 3 below must be separate endorsements:

(2) The City of Chico, its officers, boards of 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 names insured.

(3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.


(4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of cancellation or material change in coverage" standard Certificate of Insurance cancellation language is not acceptable.


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

## SECTION 6 - 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 in, upon or about City Parks or Playgrounds, and arising from my use of the Parks and Playgrounds 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" in Section 4, 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.

  
Signature of Applicant

  
Date

### RETURN THIS FORM TO:

City of Chico - Park Division  
Deliver to: 965 Fir Street, Chico, CA 95928  
Mail to: PO Box 3420, Chico, CA 95927  
email to parkinfo@chicoca.gov

**THIS RESERVATION IS NOT VALID UNTIL ALL FEES ARE PAID AND APPROVED BY THE PARK DIVISION.**

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

## SECTION 7 - AUTHORIZATION





DATE: 5/18/22  
TO: Bidwell Park and Playground Commission  
FROM: Linda Herman, Parks and Natural Resource Manager  
SUBJECT: REVIEW OF BPPC RECOMMENDATIONS ON REVISIONS TO THE CHICO MUNICIPAL CODE REGARDING PARK RULES

## REPORT IN BRIEF:

At its 2/10/22 meeting, the Chico City Council approved Mayor Coolidge's request to direct the Bidwell Park and Playground Commission (BPPC) to review certain park rules and Chico Municipal Code (CMC) regulations. Over several meetings, the Commission reviewed the pertinent park regulations and provided recommendations regarding potential revisions to the Chico Municipal Code.

**Recommendation:** Review and approval of the following proposed Bidwell Park & Playground Commission recommendations to the City Council to approve:

1. Designating all City Parks as Drug Free Zones
2. Changing the closing time for City parks and greenways from 11:00 p.m. to 10:00 p.m.
3. Reducing the speed limit now for vehicles and bicycles in Lower Bidwell Park from 20 mph to 15 mph.
4. Conducting a traffic analysis of Lower Bidwell Park to include reviewing e-bike use and Upper Bidwell Park.
5. Staff providing more specific information to the Rangers and the Police Department on the current CMC noise related codes.
6. Installing the new rules signs after the no camping restrictions are enforced.

**FISCAL IMPACT:** The Speed and Traffic analysis is estimated to cost between \$20,000-\$30,000. There would also be costs associated with changing the closing times on all of the signs in Bidwell Park and the City's greenways, and the purchase of Drug Free Zone signs.

## BACKGROUND:

Chico Municipal Code (CMC) Chapter 12.04 provides General Provisions to designate city parks, playgrounds and greenways, the naming of public parks, and states the control vested in the Commission. This section also previously included Section 12.04.050 to allow the City Council to designate Drug Free Zones in City Parks but this section was repealed in 2013 by advice of legal counsel, that the law authorizing these designations had expired.

CMC Title 12R and the mirrored Chapter 12.18 entitled "Rules and Regulations of Bidwell Park and Other Parks and Playgrounds" provide a large list of rules and regulations governing the use of the City's parks, playgrounds, and open spaces. Title 12R further provides that the Public Works Director ("Director") be primarily responsible for administering the rules and regulations but provides for an appeal process to be aggrieved by the BPPC if necessary.

CMC Chapter 9.38 provides for various noise restrictions at residential, commercial, and park properties within the city limits. However, it should be noted that Section 9.38.080 provides for an exemption from the noise requirements for special events that are of interest to and are open to the public.

## DISCUSSION:

At its meetings on 3/28/22 and 4/25/22, the Commission reviewed the following Council directed park related CMC topics:

- Drug Free Zones
- Park Closing Times
- Enhanced Signage

- Openly carried weapons (axes, knives, machetes etc.)
- Bicycle/Road Safety
- Noise
- Code of Conduct

The following table summarizes the BPPC's discussions and recommendations regarding these topics:

CMC Code Section	Topic	Notes/BPPC Actions
Previously Repealed Section 12.040.050	Drug Free Zones	The City Attorney confirmed Drug Free Zones are still allowed and the BPPC recommended Council approval to designate all City parks as Drug Free Zones.
12R.04.370	Closure Times of Parks	The BPPC recommended City Council approval to change the park closing times from 11:00 p.m. to 10:00 p.m.
Article III of Title 12R.04 and Chapter 12R.32	Bicycle/Road Safety	The BPPC recommended that the City Council approve: <ol style="list-style-type: none"> <li>1. Reducing the speed limit now for vehicles and bicycles in Lower Bidwell Park from 20 mph to 15 mph.</li> <li>2. Conducting a traffic analysis of Lower Bidwell Park to include reviewing e-bike use.</li> <li>3. To include Upper Bidwell Park in the traffic analysis.</li> </ol>
12R.04.190 & Chapter 9.38	Noise	The BPPC discussed the current CMC noise restrictions and determined that the current CMC rules are sufficient and just need to be better enforced. To assist with enforcement, Chair Glatz recommended that Staff provide a bullet point list of the specific CMC codes related to noise to the Rangers and the Police Department.
12R.04.195	Enhanced Signage	The BPPC previously approved larger "rules" signs that will be placed throughout the park. Installation was delayed due to limited staffing and the current encampment situation. Staff recommended that the signs be installed after the no camping restrictions are enforced.
12R.04.235	Enforce openly carried weapons, specifically axes, knives machetes etc.,	Per the CMC, firearms or other projectile weapons are not allowed in City parks and greenways, but it does not address knives etc. However, current State laws allow "dirks and daggers" to be openly carried and in plain view. Dirks and daggers are a knife or other instrument with or without a handguard that is capable of and ready to use as a stabbing weapon. Based on this information, the BPPC agreed that no additional enforcement was allowed.
12R.04.230	Code of Conduct	The BPPC discussed Chair Glatz's proposed Code of Conduct. It was the consensus of the BPPC that the new CMC rules and the above CMC proposed revisions address Chair Glatz's Code of Conduct proposal.

Staff is requesting that the Commission review and approve the above BPPC directions and recommendations to be presented to the City Council for approval.



DATE: May 20, 2022  
TO: Bidwell Park & Playground Commission (BPPC)  
FROM: Linda Herman, Park and Natural Resources Manager  
SUBJECT: REVIEW OF THE DRAFT 2022-23 PARK AND STREET TREE DIVISION OPERATING AND CAPITAL BUDGETS.

## REPORT IN BRIEF:

Staff will provide the proposed Parks and Street Tree Division operating and capital project budgets for fiscal year 2022-23, which was reviewed and preliminarily approved by the City Council at its 5/17/22 meeting .

**Recommendation:** None, this is an informational item only.

## BACKGROUND:

Each year the City Manager presents a Draft Proposed Budget for the following fiscal year, which starts on July 1, to the City Council for consideration. The Annual Budget, which is available on the City's website, includes the following components:

- Budget Message and Resolution
- Budget Policies
- Five-Year Fund Projections
- Fund Summaries
- Operating Budgets
- Capital Improvement Program (CIP) Projects

Historically, the Park and Street Tree Divisions were funded by Park Fund 002, which are General Fund funds specifically dedicated for Parks, Street Trees, and Public Plantings pursuant to Section 1104 of the City Charter. General Funds are also used to fund the majority of other City functions, such as public safety, finance, administration, and public works.

## DISCUSSION:

At its meeting on 5/17/22, the City Council considered the proposed City Manager recommended budget for Fiscal Year 2022-23. A copy of the proposed budget for the Parks Division is attached as Exhibit A. The budget for the Street Tree Division, which is now in a new street related Fund 307, is attached as Exhibit B. The 2022-23 budget for Parks is \$1,815,093, as compared to \$1,757,587 budgeted in 2021-22. The 2022-23 budget for Street Trees/Public Plantings is \$1,450,768, while the 2021-22 budget was \$1,626,014. The major changes from last year's Parks & Street Tree Division budgets are summarized as follows:

### Park Division Changes (002-682):

1. The reclassification of the current Parks Services Coordinator to an Assistant Park Manager position. This position will assist the Park & Natural Resources Manager and oversee the new Outreach & Engagement Division.
2. Addition of one Senior Maintenance Worker to the Parks Division
3. Addition of \$927,000 to the following Capital Projects
  - a. Caper Acres Renovation projects
  - b. Park Facility Improvements (new and replacement of park fixtures and infrastructure)
  - c. Park Tree Maintenance (Removal and pruning of trees in Bidwell Park and other city park lands)
  - d. Vegetation Management Plan (prescribed burns, goats, vegetation thinning etc.)
  - e. Lower Park Road Resurfacing (\$515,000 in Fund 307)

### Street Tree Division Changes (307-686):

1. Moved into a new Fund 307, which now houses all streets and road related Divisions and expenses.
2. Reclassification of a current Maintenance Aide to a Maintenance Worker

3. Addition of one Maintenance Worker
4. Addition of \$25,000 for Walnut Tree Maintenance and Removal

New Homeless Outreach & Engagement Division (052-682 and 052-688):

1. One Senior Maintenance Worker
2. Two Maintenance Workers
3. One Social Worker (Temporary position)
4. Two Case Worker Aides (Temporary positions)
5. Addition of \$73,000 to the Illegal Encampment Cleanup Capital Project

New Grant Funded Projects for 2022-23

1. \$218,000 for the Lindo Channel Defensible Space FEMA Grant Project (Manzanita to Hwy 99).
2. Cal Fire Seed to Shade Project for a total of \$504,682.

The City Council is scheduled to approve the Final 2023-23 Budget on June 7, 2022.

**ATTACHMENTS:**

- Exhibit A: 2022-23 Parks Fund 002 Summary  
Exhibit B: 2022-23 Street Trees Fund 307 Summary

**City of Chico**  
**2022-23 Annual Budget**  
**Fund Summary**  
**PARK FUND**

FUND 002 PARK	FY19-20	FY20-21	FY2021-22		FY2022-23	
	Actual	Actual	Council Adopted	Estimated Final	City Mgr Recomm	Council Adopted
<b>Revenues</b>						
42501 Park Use Fees	9,725	4,144	10,000	10,000	8,000	0
42699 Other Service Charges	1,992	(224)	1,000	1,000	1,000	0
43018 Administrative Citations	0	325	0	0	0	0
44101 Interest on Investments	(1,669)	(1,971)	0	0	(1,971)	0
44131 Lease-Bidwell Park Golf Course	45,452	44,421	40,000	40,000	40,000	0
44140 Concession Income	807	0	1,500	1,500	1,500	0
46010 Reimb of Damage to City Prop	4,208	0	1,000	1,000	1,000	0
<b>Total Revenues</b>	<b>60,515</b>	<b>46,695</b>	<b>53,500</b>	<b>53,500</b>	<b>49,529</b>	<b>0</b>
<b>Expenditures</b>						
<b>Operating Expenditures</b>						
300 Police	131,782	160,360	261,900	261,900	418,780	0
682 Parks and Open Spaces	1,612,384	1,528,070	1,757,587	1,757,587	1,815,093	0
686 Street Trees/Public Plantings	1,129,428	1,280,460	1,499,621	1,626,014	0	0
995 Indirect Cost Allocation	283,031	276,608	290,862	290,862	301,772	0
<b>Total Operating Expenditures</b>	<b>3,156,625</b>	<b>3,245,498</b>	<b>3,809,970</b>	<b>3,936,363</b>	<b>2,535,645</b>	<b>0</b>
<b>Capital Expenditures</b>						
17011 Sycamore Pool Reconstruction	0	0	61,800	61,800	0	0
17024 Five-Mile Irrigation	0	0	20,600	61,705	0	0
18050 Cedar Grove Improvements	0	0	0	21,115	0	0
19005 Bidwell Park Master Mgmt Plan	22,212	2,052	30,900	59,326	0	0
50243 Caper Acres Renovation	239,183	0	0	0	128,750	0
50302 Corridor Tree Improvements	0	17,726	103,000	188,778	0	0
50303 Upper Park Road Rehabilitation	910	172,800	0	114,456	0	0
50304 Park Facility Improvements	57,142	80,555	103,000	159,991	103,000	0
50305 Park Tree Maintenance	0	6,912	103,000	217,748	103,000	0
50312 Bidwell Bowl Rehabilitation	0	0	25,750	43,000	0	0
50422 Illegal Encampment Cleanup	12,230	17,769	30,000	30,000	103,000	0
50438 Vegetation Management Plan	1,753	29,339	75,000	79,976	77,250	0
50496 Parking Fee Infrastructure	0	0	108,000	108,000	0	0
50497 BCC Erosion Repair	0	0	327,250	327,250	0	0
50551 Walnut Tree Maintenance	0	0	0	0	25,000	0
<b>Total Capital Expenditures</b>	<b>333,430</b>	<b>327,153</b>	<b>988,300</b>	<b>1,473,145</b>	<b>540,000</b>	<b>0</b>
<b>Total Expenditures</b>	<b>3,490,055</b>	<b>3,572,651</b>	<b>4,798,270</b>	<b>5,409,508</b>	<b>3,075,645</b>	<b>0</b>
<b>Other Financing Sources/Uses</b>						
From:						
3001 General	3,495,394	3,462,832	4,744,770	5,435,504	3,077,616	0
3100 Grants Operating	0	0	0	1,800	0	0
To:						
9100 Grants - Operating Activities	(26,591)	(53,836)	0	0	0	0
9307 Streets and Roads	0	0	0	0	(51,500)	0
<b>Total Other Sources/Uses</b>	<b>3,468,803</b>	<b>3,408,996</b>	<b>4,744,770</b>	<b>5,437,304</b>	<b>3,026,116</b>	<b>0</b>
<b>Excess (Deficiency) of Revenues And Other Sources</b>	<b>39,263</b>	<b>(116,960)</b>	<b>0</b>	<b>81,296</b>	<b>0</b>	<b>0</b>
<b>Fund Balance, July 1</b>	<b>(3,599)</b>	<b>35,664</b>	<b>0</b>	<b>(81,296)</b>	<b>0</b>	<b>0</b>
<b>Fund Balance, June 30</b>	<b>35,664</b>	<b>(81,296)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Fund Name: Fund 002 - Park  
Authority: City Charter, Section 1104  
Use: Unassigned  
Authorized Capital Uses: Major programs, buildings and facilities, major equipment  
Authorized Other Uses: Operating, debt service  
Description: Parks, street trees and public plantings only. All revenues restricted to park purposes only.

**City of Chico**  
**2022-23 Annual Budget**  
**Fund Summary**  
**STREETS AND ROADS FUND**

FUND 307 STREETS AND ROADS	FY19-20	FY20-21	FY2021-22		FY2022-23	
	Actual	Actual	Council Adopted	Estimated Final	City Mgr Recomm	Council Adopted
<b>Revenues</b>						
41181 RSTP Exchange	1,279,469	1,321,744	1,080,000	1,080,000	1,080,000	0
41201 State Gas Tax-Sec 2105	571,888	562,073	645,335	659,421	719,317	0
41204 State Gas Tax-Sec 2106	320,768	318,448	338,600	359,540	392,409	0
41207 State Gas Tax-Sec 2107	722,117	760,580	759,053	898,648	982,702	0
41210 State Gas Tax-Sec 2107.5	10,000	10,000	10,000	10,000	10,000	0
41211 State Gas Tax-Sec 2103	773,047	736,065	990,378	945,443	1,098,064	0
41213 State Gas Tax - SB1	1,928,513	2,028,657	2,191,175	2,309,236	2,541,377	0
41214 State Gas Tax-SB1 Loan Repaymt	126,037	0	0	0	0	0
44101 Interest on Investments	84,369	38,599	0	38,599	38,599	0
<b>Total Revenues</b>	<b>5,816,208</b>	<b>5,776,166</b>	<b>6,014,541</b>	<b>6,300,887</b>	<b>6,862,468</b>	<b>0</b>
<b>Expenditures</b>						
<b>Operating Expenditures</b>						
620 Street Cleaning	0	0	0	0	1,328,457	0
650 Public Right-of-Way Mtce	0	0	0	0	1,796,504	0
653 Transit Services	0	0	0	0	76,318	0
654 Transportation-Bike/Peds	0	0	0	0	181,900	0
655 Transportation-Planning	0	0	0	0	365,086	0
659 Transportation-Depot	0	0	0	0	43,199	0
686 Street Trees/Public Plantings	0	0	0	0	1,450,768	0
995 Indirect Cost Allocation	0	0	0	0	38,586	0
<b>Total Operating Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,280,818</b>	<b>0</b>
<b>Capital Expenditures</b>						
12058 Bicycle Path-LCC to 20th St Pk	32,080	9,301	0	14,886	200,000	0
12066 Cohasset Road Widening	0	0	0	0	400,000	0
16004 Eaton Road Widening	0	0	0	0	500,000	0
16011 Traffic Safety Improvements	191,990	292,209	250,000	519,437	250,000	0
16038 Bruce Road Reconstruction	48,560	88,349	0	763,090	0	0
18906 Annual Ped/ADA Improvements	0	0	0	296,190	0	0
50057 Pavement Mgmt/Assessment Prog	17,763	40,049	30,000	115,516	0	0
50067 North Esplanade Reconstruction	0	0	0	0	1,500,000	0
50073 SR 99 & Southgate IC	0	0	0	0	1,200,000	0
50227 Retroreflectivity Signage	55,722	70,847	94,510	112,902	30,900	0
50231 Salem St Bridge Replacement	2,103	2,180	0	35,521	3,395,000	0
50232 Guyann Rd Bridge Replacement	1,463	0	0	488	4,226,000	0
50233 Pomona Ave Bridge Replacement	1,900	600	0	37,213	3,295,000	0
50302 Corridor Tree Improvements	0	0	0	0	51,500	0
50307 Annual Bikeway Maintenance	0	0	0	0	200,000	0
50336 Citywide System Safety Improv	2,313	4,441	0	60,597	0	0
50337 Emergency Veh. Preemptive Sys.	0	9,391	0	8,408	0	0
50340 Nord Ave (SR32) Roundabouts	236	0	0	0	0	0
50347 SR 99 Bikeway Phase 5	0	0	0	0	10,104,000	0
50355 Esplanade Safety Improvements	0	0	0	0	2,700,000	0
50357 Ivy Street Bridge at LCC	0	0	0	10,000	0	0
50373 Annual Bridge Rehabilitation	408	25,682	0	74,318	0	0
50387 Cactus Ave Traffic Signal	0	0	200,000	200,000	0	0
50388 Annual Sidewalk Repair	0	0	0	0	309,000	0
50390 Annual Storm Drain Repair	0	0	0	0	20,600	0
50410 Annual O&M Street Maintenance	0	0	0	0	515,000	0
50441 Hegan Lane Congestion Relief	0	0	0	0	800,000	0
50442 2020 Esplanade Road Rehab	1,702,109	1,555,853	0	0	0	0
50451 2021 Road Rehabilitation	0	346,942	300,000	1,953,058	0	0
50453 Notre Dame Bridge at LCC	0	0	0	0	3,500,000	0
50472 Floral Eaton Roundabout	0	0	0	0	2,000,000	0
50475 SR32 Widening Ph3	0	0	200,000	200,000	95,000	0
50487 2023 Active Transp Plan	0	0	0	0	50,000	0
50488 SR 99/Eaton Road SB Ramps	0	0	300,000	300,000	1,100,000	0
50489 Citywide Benchmark	0	0	150,000	150,000	0	0
50491 2022 Road Rehab	0	0	2,500,000	2,100,000	0	0
50492 2023 Road Rehab	0	0	0	100,000	2,550,000	0
50493 2024 Road Rehab	0	0	0	100,000	0	0
50494 2025 Road Rehab	0	0	0	100,000	0	0
50495 2026 Road Rehab	0	0	0	100,000	0	0
50498 Lower Park Rd Resurface	0	0	0	0	515,000	0
50537 W Sac Avenue Upper RR Xing Imp	0	0	0	0	1,400,000	0
50540 Eaton Rd Corridor Study	0	0	0	0	40,000	0
50547 2070 Traffic Signal Upgrades	0	0	0	0	100,000	0
50548 Commerce Court Gap Closure	0	0	0	0	650,000	0
50552 Bike Path PCI	0	0	0	0	75,000	0
50553 2023 Sidewalk Repair Program	0	0	0	0	300,000	0



DATE: 5/18/22  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Linda Herman, Park and Natural Resources Manager  
SUBJECT: Parks Division Report

## NARRATIVE

### 1. Updates

- a. Upper Park Road Sediment Reduction Project – The Notice Inviting Bids for the construction of this project was issued on 5/19/22. A mandatory pre-bid meeting will be held on 5/26/22 and bids are due on 6/13/22. A public workshop to discuss the project details and construction process is tentatively scheduled for 6/15/22. Work is anticipated to begin in mid-July.
- b. Horseshoe Lake Prescribed Burn – The Chico Fire Department, with valuable assistance from the fire crews from the Big Chico Creek Ecological Reserve and the CA Conservation Corps, successfully implemented a 15-acre prescribed burn at Horseshoe Lake on 5/17/22. It was a great collaborative effort with more to come in the Fall 2022.
- c. Encampment Enforcement – The Outreach & Engagement case worker aides and PD Target Team have been working hard to facilitate the move of homeless individuals to the City's Pallet Shelter and other housing options. Currently, there are approximately 80 residents at the Shelter.
- d. Sycamore Pool Opening Delayed – Park crews are working hard to get the Sycamore Pool area ready for the busy Memorial Day holiday weekend. They will be draining and conducting the big initial cleaning of the pool next week. However, the official opening of the pool will be delayed as CARD is having difficulty hiring lifeguards this year.

### 2. Maintenance Program

Staff provides on a needs and time basis the cleaning and safety inspections of all recreation areas including grounds, playgrounds, picnic sites, roads, and paths, coupled with the weekend cleaning and re-supplying of all open park restrooms. Maintenance and repair of park fixtures, daily opening of gates, posting reservations and the removal of graffiti from all park infrastructure.

- a. Lower Park: Finished the Nico project in time for the Spiring Jamboree. Installed a new drinking fountain next to the restrooms in Caper Acres. Imported five truckloads of fall material into Caper Acres. Repaired and replaced several broken play items in Caper Acres. Refurbished or replaced many bollards as needed throughout the park.
- b. Middle Park: Cleaned up many broken and fallen limbs throughout the park from the wind events in the first part of April. Started to replace some of the worn and damaged trash cans in the park. Removed a wood bench and table that was crushed by a tree limb from Picnic Site 4.
- c. Upper Park: Replaced many broken split rails sections throughout the park. Replaced a broken valve box at Lot E. Reinstalled the Bear Hole sign after getting it re-powder coated.
- d. Upcoming projects: Clean and prep Sycamore Pool for its opening in June. Continue to keep the lawns and reservation areas looking good as park use starts to ramp up.

### 3. Volunteer and Donor Program

- a. Chico Spring Clean – The Chico Spring Clean Day was a wonderful event that brought approximately 150 volunteers from the Chico community together for a day of service. Volunteers contributed their time in a variety of

ways. There were volunteers in parks, greenways, schools, downtown and neighborhoods. Approximately 40 cubic yards of debris was removed from around the communities throughout Chico. The event was made possible from a \$2,000 donation from Explore Butte County and other sponsorships from media outlets, Recology, Waste Management, Butte County Landfill, and other sponsors.

- b. Donations – Target Department Store donated a \$500 E-gift card in support of the parks volunteer program. \$400.00 in Caper Acres brick donations was also received.
- c. Upcoming Volunteer Opportunities –
  - i. Upward Bound – Over 200 Upward Bound students will be volunteering in Bidwell Park on June 17th. The Upward Bound program provides opportunities for participants to succeed in their precollege performance. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree.
  - ii. Volunteer Calendar – To find out about upcoming volunteer events please [CLICK HERE](#) or visit <https://www.chico.ca.us/post/volunteer-calendar>

## MONTHLY SUMMARY TABLES

**Table 1. Monthly Volunteer Hours**

Parks, Trees and Greenways -PALS- (Partners, Ambassadors, Leaders & Stewards) Volunteer Activities, April 22							
Date	Location	Partner/Agency	# of Volunteers	Hrs. Worked	# of Vols Xs Hrs. = Total Hrs.	Task	Leader
Various	Chico Parks and Greenways	PALS	106	N/A	1041	Park Ambassadors	Shane Romain
4/1/2022	Verbena Fields	TEK	17	3	51	Veg. Mgmt.	Cathryn Carkhuff
4/1/2022	Comanche Creek	FOCCG	3	3.5	10.5	General Cleanup	Liz Stewart
4/4/2022	Caper Acres	Work Training Center	7	3	21	Veg. Mgmt.	Patricia Gardner
4/4/2022	Comanche Creek	FOCCG	2	2	4	General Cleanup	Liz Stewart
4/8/2022	Comanche Creek	FOCCG	4	4	16	General Cleanup	Liz Stewart
4/11/2022	Caper Acres	Work Training Center	7	3	21	Veg. Mgmt.	Patricia Gardner
4/11/2022	Comanche Creek	FOCCG	3	3	9	General Cleanup	Liz Stewart
4/12/2022	Verbena Fields	TEK	15	3	45	Veg. Mgmt.	Cathryn Carkhuff
4/15/2022	Comanche Creek	FOCCG	2	2	4	General Cleanup	Liz Stewart
4/15/2022	Verbena Fields	TEK	12	3	36	Veg. Mgmt.	Cathryn Carkhuff
4/18/2022	Caper Acres	Work Training Center	7	3	21	Veg. Mgmt.	Patricia Gardner
4/19/2022	Comanche Creek	FOCCG	2	3	6	General Cleanup	Liz Stewart
4/22/2022	Verbena Fields	TEK	7	3	21	Veg. Mgmt.	Cathryn Carkhuff
4/22/2022	Comanche Creek	FOCCG	4	3	12	General Cleanup	Liz Stewart
4/25/2022	Verbena Fields	TEK	15	3	45	Veg. Mgmt.	Cathryn Carkhuff
4/27/2022	Comanche Creek	FOCCG	2	2	4	General Cleanup	Liz Stewart
4/29/2022	Comanche Creek	FOCCG	5	4	20	General Cleanup	Liz Stewart
4/29/2022	Verbena Fields	TEK	14	3	42	Veg. Mgmt.	Cathryn Carkhuff
4/29/2022	Parkview Elementary	CUSD/BEC	75	3	225	Tree Planting	Richie Bamlet
4/30/2022	Comanche Creek	FOCCG	3	3	9	General Cleanup	Liz Stewart
4/30/2022	Various	City of Chico	150	3	450	Chico Spring Clean	Shane Romain
				<b>TOTAL HRS.</b>	<b>2113.5</b>		



**Table 2. Monthly Parks and Greenways Cleanup totals**

Parks and Greenways Cleanups, April 2022

Date	Location	Coop. Org.	# of Staff	# Workers/Vols.	Total People	Hours Worked	People Xs Hours Total	Total Debris (cubic yards)	Total Debris (lbs)	Total Debris (tons)
4/1/2022	Alba Ave		3		3	1.5	4.5	10	1640	
4/1/2022	Wind Chime		3		3	1.5	4.5	10		
4/6/2022	LCC bikepath		2		2	0.5	1	5		
4/6/2022	Bruce Rd		2		2	0.5	1	4		
4/6/2022	Annie's Glen		2		2	1	2	3		
4/7/2022	Eaton and Cohasset		2		2	1.5	3	5		
4/7/2022	Manzanita Ct.		2		2	1	2	3		
4/7/2022	Guill St		3		3	2	6	10	2740	
4/8/2022	Windchime		2		2	0.5	1	2		
4/8/2022	Guill St		2		2	1	2	1		
4/8/2022	Longfellow		2		2	2	4	6		
4/20/2022	Council Chambers		2		2	2	4	5		
4/20/2022	Pine and Cypress		2		2	1.5	3	5		
4/20/2022	Lindo at Brookwood		2		2	1.5	3	3		
4/25/2022	Montecito		2		2	1.5	3	2		
4/26/2022	LCC at Cypress		2		2	1.5	3	3		
4/26/2022	Council Chambers		2		2	2	4	4		
4/27/2022	Annie's Glen		4		4	2	8	10	2520	
							<b>TOTAL HRS</b>	<b>TOTAL DEBRIS YARDS</b>	<b>TOTAL LBS</b>	<b>TOTAL TONS</b>
							59	91	5260	2 1/2

**Table 3. Upcoming Public Permits**

June					
Date	Location	Organization	Event	# Participants	
6/1-6/11/22	Cedar Grove Meadow	Legacy Stage	Shakespeare in the Park	150	
06/17/22	One Mile	CARD	Movies in the Park	300	
06/18/22	One Mile	Under the Sun Events	Run with the Law 5k/1 mile run	450	
<b>Totals</b>				<b>900</b>	

**Table 4. Monthly Private Permits**

<b>April</b>		
<b>Type</b>	<b># Permits</b>	<b># Participants</b>
Private	11	520
Caper Acres	21	447
<b>Totals</b>		<b>967</b>

# PHOTOGRAPHS



Figure 1 Bear Hole



Figure 2 Bear Hole



Figure 3 Spring Clean sign in



Figure 4 Spring Clean



**Figure 5 Spring Clean CPOA BBQ**



**Figure 6 Ready for eclipse Chico Observatory**



**Figure 7 Horseshoe Lake Rx Burn**



**Figure 8 CCC Fire Crew member**



DATE: 05/23/22  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Richie Bamlet, Urban Forest Manager  
SUBJECT: Tree Division Report

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## NARRATIVE

### 1. Updates

- a. Grant approval – City received authorization to start work on the new CalFire grant to plant and maintain 1000 new trees across the City. The project “From Seed to Shade- Chico's Next Generation Urban Forest” is budgeted at \$811,741 including match funding.
- b. As part of the City budget approval process, a new Maintenance Worker in Tree Division was approved as well as approval to reclassify an existing Maintenance Aide to a Maintenance Worker.
- c. National Arbor Day April 29 was celebrated in partnership with Chico Unified School District at Parkview elementary school. Seventy-five students participated.
- d. Service requests - In April, 133 calls for service were received, up from 59 In April. 49 were related to hanging or fallen limbs.

### 2. Planning/Monitoring

- a. Damage Reports No damage reports were sent to Risk management in April.

### 3. Planning and Building Development

- a. Landscape development comments included mitigation for removal of street trees and species choices.

### 4. Miscellaneous

- a. Urban Forest Revitalization Project: Urban Forest Master Plan- Members of the working group met for the third and fourth time. The group assessed the city urban forest program using the Vibrant Cities Lab Community Assessment and Goal setting tool. The exercise analyzed a wide range of parameters that help determine the current status of the program. It also assesses the gap between current and desired status of over 27 different parameters. The results will be used to help develop program goals and their implementation planning.
- b. From Seed to Shade- Chico's Next Generation Urban Forest 3-year grant project 8GA21446. City received the final contract from CalFire 5/17/22. Public Works will now start scheduling tree planting projects and start the hiring process of grant funded staff. Residents interested in having stumps removed and replaced with new shade trees, or want new shade trees in the adjacent right-of-way, trees for their front yard or fruit trees for their back yard should contact Public Works at [chicotrees@chicoca.gov](mailto:chicotrees@chicoca.gov) or call 530 896 7800.

**5. Maintenance**

- a. New Tree Maintenance – Volunteers continued meeting at Public Works to help replant dead trees. Tree mortality remains low at around 3%. Trees that are quickly replaced demonstrate to the public that trees are maintained and not just forgotten once they have been planted.
- b. California Park Drive –Landscape work has started in the central median. West Coast Arborists removed 33 trees, pruned 41 trees and stump ground an additional 12 stumps ready for planting. The first phase of turf grass removal has been completed. Once the irrigation has been upgraded, the first batch of new Red sunset maple trees will be installed along with new organic mulch and rock edging.
- c. Bike Path Maintenance – Tree Division completed bike path maintenance near Cohasset. A Thank You letter was received and published in the Chico Enterprise Record. See Figures 7 and 8.






**6. Outreach, Training and Education**

- a. National Arbor Day – National Arbor Day was celebrated at Parkview elementary school. Tree Division staff worked with CUSD maintenance staff to prepare the sites for planting and assisted in ensuring that students experienced the most fun and learning experience. Students enjoyed learning about how trees improve their campus and helped plant three shade trees as well as an apple tree in the school garden. All 5<sup>th</sup> grade classes participated as well as the TK students. 5<sup>th</sup> grade students had their trees dedicated as their “graduation trees” and provided names for their trees that have been recorded in the city tree inventory. All participating teachers were presented with a tree book for their class library. All classes won a popsicle party to celebrate their new tree. In attendance was BPPC Larry Willis, CUSD board members Eileen Robinson and Caitlin Dalby, CUSD Superintendent Kelly Staley, Parkview Principal Heather Sufuentes, Maintenance and Operations staff Eric German and Dusty Copper. The trees counted towards a ReLeaf grant initiative awarded to Butte Environmental Council managed by Miranda Kokoszka. The initiative aims to plant 70 trees on CUSD school campuses. See Figures 1-6.
- b. ReLeaf “Trees Please” - Public Works also provided match funding to Butte Environmental Council from Tree Preservation in-lieu funds as well as assistance for tree planting at Oak Way Community Park, Neal Dow, and Rosedale elementary schools. To date, 29 trees have been planted in community parks and school campuses. Match funding provided to date is \$1269

**7. Street Tree Supervisor Report**

- a. The Street Tree Supervisor’s monthly summary data tables for April are included below:

**Table 1: April Staff hours**

Category	Staff Hours	% of Total	% Change from Last Month	Trend
<b>Tree Crew Hours</b>				
1. Safety	111	12.5%	119.4%	
2. Tree Work	577	64.8%	89.8%	
3. Special Projects	129	14.5%	430.0%	
4. Admin Time/Other	73	8.2%	98.6%	
<b>Monthly Totals</b>	<b>890</b>	<b>100.0%</b>	<b>106.0%</b>	

**Table 2: April Staff productivity**

Item	Values	% Change from Last Month	Trend
<b>5. Productivity</b>			
<b>Calls</b>			
Call Outs	119	253.2%	□ □ □ □
Service Requests: Submitted	0	-	
Service Requests: Completed	68	128.3%	□ □ □ □
Sub Total	0	-	
<b>Trees</b>			
Planted: Trees	4	-	- □
Pruned	345	37.7%	- □ □
Removed: Trees (smaller)	0	-	
Removed: Stumps	0	-	
Removed: Trees	1	16.7%	□ □ □ □
Sub Total	350	38.0%	- □ □ □
<b>Tree Permits (#)</b>			
Submitted	5	166.7%	□ □ □ □
Approved	3	150.0%	- □ □ □
Denied	0	-	□
Total	8	160.0%	□ □ □ □

**8. Upcoming Issues:**

- a. Tree Division staff will complete neighborhood grid pruning of public right-of-way trees in the Barber neighborhood in the next few weeks.
- b. Service requests – As summer approaches it is anticipated that the number of calls for service related to branch drop will continue to increase. Tree Division and emergency contractors are ready to respond as needed.
- c. Seed to Shade- Chico's Next Generation Urban Forest project. Upcoming programs and contracts with non-profits and other partners will now be compiled to start the implementation of this exciting project. 1000 trees serving many functions for Chico residents will be planted over the next three years

## PHOTOGRAPHS



**Figure 1** National Arbor Day April 29, 2022. Parkview elementary school 5<sup>th</sup> grade class of Ms. Hoelzen. Students planted a “Red push” pistache tree and named it “Tyrone IV”



**Figure 2 and 3.** Students fully participated and were engaged in all aspects of the event. Students got their hands dirty helping plant the trees and helped place worms in each hole.



**Figure 4:** National Arbor Day April 29, 2022. Parkview elementary school 5<sup>th</sup> grade class of Ms. Lawrence. Students planted a “Red sunset maple tree and named it “Grumpy.”



**Figure 5:** National Arbor Day April 29, 2022. Parkview elementary school 5<sup>th</sup> grade class of Ms. Janos. Students planted a “Red sunset” maple tree and named it “Sir Syrup.”





**Figure 6:** National Arbor Day April 29, 2022. Parkview elementary school TK class of Mr. Barry. Students planted a “Red Delicious” apple tree and named it “Appy.”



**Thanks to city for a cleanup well done**

I think the trucks I saw said “City of Chico” on them, and I wanted to say THANKS for the pruning and cleanup done on the bike trail past where it crosses Cohasset. It was a big job well done and has made my daily bike commute even more pleasant.

— Pamela Beeman, Chico

**Figure 7 and 8:** Tree Division staff working on Cohasset bike path. Thank you letter published in Chico ER.