



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
July 25, 2016, 6:30 pm
Municipal Center - 421 Main Street, Council Chamber

Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 411 Main Street during normal business hours or online at <http://www.chico.ca.us/>.

1. REGULAR COMMISSION MEETING

- 1.1. Call to Order
- 1.2. Roll Call

2. CONSENT AGENDA

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

- 2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC held on 6/27/16.

- 2.2. Permit for 37th annual Endangered Species Fair (5/6/17)

The Butte Environmental Council (BEC) requests a permit to host the 37th Annual Endangered Species Faire, an educational event at the One Mile Recreation Area. **Recommendation:** *Approval of permit with conditions.*

ITEMS REMOVED FROM CONSENT – IF ANY

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

- 4.1. Agreement for refreshment concessions in Bidwell Park

In July 2015, the BPPC approved an extension with the Operator (Chuck Averill of the Dog House) to operate the One Mile Concession Stand. However, as per recent Council directives, the City has developed a new agreement and staff requests approval of the new agreement, which will be forwarded to Council for final approval. **Recommendation:** *Recommend to Council approval of the new contract.*

5. BUSINESS FROM THE FLOOR

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

6. REPORTS

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

- 6.1. Parks and Street Trees Division Report - Dan Efseaff, Park and Natural Resource Manager.

7. ADJOURNMENT

Adjourn to the next regular meeting on 8/29/16 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).



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

CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Minutes of
June 27, 2016 Regular Meeting

1. REGULAR COMMISSION MEETING

1.1. Call to Order

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

1.2. Roll Call

Commissioners present:

Mary Brentwood
Alberto Hernandez
Jim Moravec
Valerie Reddemann
Janine Rood
Marisa Stoller
Drew Traulsen

Commissioners absent:

Staff present: Dan Efseaff (Park and Natural Resource Manager), Erik Gustafson (Public Works Director-Operations & Maintenance), (Franks Fields Administrative Services Director), Linda Herman (Public Works Administrative Manager) and Shane Romain (Park Services Coordinator).

2. CONSENT AGENDA

2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC meeting held on 6/27/16

2.2 Permit Application for 42nd annual Almond Bowl (11/6/16)

Chico Running Club would like to host a 5K, ½ and full marathon beginning at 1 Mile Oak Grove A & B in Lower Park and extending into Middle and Upper Bidwell Park. **Recommendation:** *Approval of permit with conditions.*

MOTION: Approve the Consent agenda as submitted. **MADE BY:** Reddeman. **SECOND:** Rood. **AYES:** 7 (Brentwood, Hernandez, Moravec, Reddemann, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** None

ITEMS REMOVED FROM CONSENT – NONE

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. Presentation and Review of the 2016-2017 Fiscal Year Budget Review (Informational Only)

Gustafson provided the introduction of this item. Chair Moravec requested a review of the Fiscal Year 2016-2017 budget at the BPPC meeting held on 4/25/16. Chico City Council approved the budget at their meeting held on 6/21/16. Gustafson passed the item over to Fields to provide the overview.

Fields introduced himself and presented the background and details of how the budget process is undertaken both verbally and by PowerPoint showing budget comparisons from the past 5 years.

Moravec asked if the State has the authority to dictate or enforce changes to a City's budget.

Fields explained that the State has the authority to come in and conduct and audit and implement course corrections.

Brentwood asked about carry over funds.

Fields explained that any excess or savings of funds do not automatically stay within a department. Any savings and subsequent expenditure would go to Council for consideration.

Brentwood commented it occurred to her that departments would not have incentives to save money if their budgets were reduced based on their reduced spending.

Fields explained that it is the Department Manager's responsibility to use funds allocated responsibly and not spend money for no good reason.

Moravec thanked Fields for the presentation and information.

Gustafson directed attention to the staff report attachment C, Capital Improvements Projects and explained that there were 10 listed that would be presented.

Stoller asked about the in-lieu tree fund and where donations were coming from.

Efseaff said that the 14,000 donation came from PG and E

Herman also pointed out another close to \$14,000 that was collected as in lieu fees from a development and explained that the Department is now tracking these fees.

Gustafson highlighted the corridor improvement fund of \$75,000 that is to be used for tree maintenance and plantings and Efseaff stated that it is already being utilized in many areas.

Rood clarified that these types of funds were not Capital Improvements funds in the past.

Efseaff said that these funds are now more targeted and in addition to the regular budget.

Gustafson explained the next item. Rehabilitation to Upper Park Road that are planned to go in phases.

Rood asked about the actuals column for the 15/16 year on the project to clarify that no funds were spent.

Gustafson confirmed.

Moravec asked if a grant is being sought for this project.

Gustafson explained that this project is rolling over and this allows to begin obtaining permits, etc.

Rood asked about how funds or if funds were going to be used for public influence.

Efseaff explained that there are 2 aspects to the project policy and user aspects.

Gustafson talked briefly about facility improvement projects and tree maintenance projects.

Rood asked if the 2015/16 monies for these projects will also roll over.

Efseaff yes and the funds are being currently utilized.

Brentwood asked about if some of the funds could be used for improved signage in the park.

Efseaff, yes, in addition to other infrastructure improvements and a sign manual that is slated to come forward in the future.

Gustafson bringing back to the tree projects talked about 139,000 still left in contractual to be used. He continued to explain the Bidwell Bowl project. Increased lighting, safety considerations The last item he mentioned was the Caper Acres renovation plan in phases. Significant funding. A priority.

Reddemann very excited things are moving in the right direction.

Brentwood what is the huge difference in funding between 14/15 and 15/16.

Fields explained that Council just approved a significant amount of money for parks whereas there were not really any funds allotted for the several years.

Herman referred to page D1 in the report for comparisons.

Efseaff says that there now is possibly a different philosophy and park funding.

Moravec asked about funding for the Comanche Creek finding.

Herman explained the grants that were received and then the commitment of funds from the Friends of Comanche Creek for maintenance in subsequent years.

Moravec asked for any other questions.

Hernandez asked about cuts or additions of staff.

Fields says that the City Manager is working on ideas and it is a push pull and that there is not any desire to implement more cuts.

Moravec asked if any member of the public had comment on this item

Forest Harlan representing the Disability Action Center, wanted to add that a project to take into consideration would be to work on the bike path to connect Upper Park and 5 Mile. He explained that there is about a 200-foot section that needs to be completed to intersect. He continued to explain that the ongoing projects and improvements in the park are appreciated and his organization is very happy with the ADA Horseshoe Lake trail.

Moravec asked if there were any other comments from the public. None.

5. BUSINESS FROM THE FLOOR

Forest Harlan, Disability Action Center, commented on access to Upper Park. He would like to see the Upper Park Rd. only open to the Diversion Dam Gate, then restricted auto traffic beyond that point.

6. REPORTS

6.1. Park and Street Trees Division Report – Dan Efseaff, Park and Natural Resources Manager and Shane Romain Park Services Coordinator

Efseaff reported the following:

- Caper Acres Fantasy Fun Run, a success \$2,500.00 raised to go toward renovation
- Efseaff pointed out reports were coming from both April and May as he was addressing Upper Park trail work on Monkey Face. Incremental improvements and signage.
- Volunteers planted trees north of campus
- Number of fire incidents over last few months
- Improvements to park infrastructure, picnic tables BBQs
- Comanche Creek Ribbon Cutting
- Continued repairs to Sycamore Pool
- Tree maintenance
- Friends of Bidwell Park, Spanish Broom eradication

Romain reported the following:

- Thanked the Commissioners for all of their contributions to recent projects
- Earth Day/ Sherwood Forest Trail
- Jr. Ranger Program
- National Trails Day
- Upward Bound Workday

Moravec called for questions from either the public or Commission on the report. Stoller asked about the Peregrine Point report. Efseaff explained that there will be a 5-year review report at the July meeting.

7. ADJOURNMENT

Adjourn to the next regular meeting on Monday, July 25, 2016 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved: _____ / _____ / _____ .
Prepared By: _____

Shane Romain, Park Services Coordinator

Date

Distribution: BPPC

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7/19/2016



BPPC Staff Report

Meeting Date: 7/25/2016

DATE: 6/29/2016
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez
 SUBJECT: Endangered Species Faire, 5/6/2017

REPORT IN BRIEF:

The Butte Environmental Council (BEC) requests a permit to host the 37th Annual Endangered Species Faire, an educational event at the One Mile Recreation Area.

Recommendation: *Conditional approval.*

Event Details

Date of Application	5/16/2016
Date of Event	5/6/2017
Time of Event	6:00 AM - 6:00 P.M.
Event Name	Endangered Species Faire
Applicant Name	Katherine Beeson
Location	One Mile Oak Grove A and B
Description	A free event for all ages, with environmental education
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years , this is the 37 years
# Participants	3,000
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions:

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. Work with Rangers on access for vendors prior to gates opening at 9:00 AM.
3. Provide parking monitors.
4. Provide at least 2 ADA accessible and 5 standard portable restrooms at the event site.
5. Limited vehicle access.
6. No chalk, tape or paint markings on City property and roads. All decorations must be free standing, do not affix any decorations to park property.
7. No cars pathways or interior of park.
8. Follow One Way designations.
9. Use of Sycamore Field must be approved through Chico Area Recreation District (C.A.R.D.)

Attachments: Application and Permit for Park Use

Distribution: Katherine Beeson, Butte Environmental Council



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

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

SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Katherine Beeson

Name of Applicant/Contact Person

Butte Environmental Council

Organization Name (if applicable)



Contact Phone #

Alternate Phone #

Endangered Species Faire (small parade, vendors, activities, etc)

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

Saturday, May 6, 2017

Day and Date of Event:

From: 6am To: 6pm

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

From: 11am To: 4pm 3,000

Time of Event Only Number of people

E-mail address: [Redacted]

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

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp)
 - Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:30
 - Water (public events only)
 - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp)
 - Event Restrooms
 - Fountain - On
 - Meter Bags # _____
 - 100 amp Electrical Service
 - Water (public events only)
 - Fountain - Off
 - Sound Curtain
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
 - Oak Grove A
 - Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
 - Band Stand (15 amp)
 - BBQ-Pick up key on: 5/5/17 Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
 - Electricity (15 amp)
- Lower Bidwell Park (public events only): _____
- Upper Bidwell Park (public events only): _____
- Other (specify) (public events only): _____
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event:

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

SECTION 2 - PERMIT FEES

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

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 301.00 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # 8 \$ 48.00 (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable)
- Early Entrance Fee \$ 32.50 (\$32.50/hr. public events only) before 7am
- Additional Park Use Fees \$ _____ (see fee schedule)

Additional fees for City Plaza use:

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

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

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee.

Park Fee Total: \$ 540.50

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

Convenience Fee: \$ 0

Total Fee Required: \$ 540.50

City of Chico Cash Receipt No. CR408413 Payment Method: OK019044 Date: 5/16/16 Received By: TR

Office	Permit File (original)	Park Ranger 1	Senior Park Ranger	Applicant	Cleaning Service	Park Services Coordinator
Distribution:	Park Field Supervisor	Park Ranger 2	Landscape Inspector	920 Fund	Risk Management (e-mail)	DCBA

SECTION 3

CONDITIONS FOR PARK USE

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

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

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

Signed: _____

Katie Beer

SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:



Insurance Required



Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733,
or email at risk-management@chicoca.gov

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

Organization Named on Certificate of Insurance Butte Environmental Council

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X Katie Beers
Signature of Applicant

X 5/10/16
Date

RETURN THIS FORM TO:

City of Chico - Park Division
411 Main St., 3rd Floor
Chico, CA 95928

FAX 530-895-4825 or email to Parkinfo@chicoca.gov

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

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

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>37</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>band, PA system, microphones</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>10am</u> until: <u>4pm</u> amps needed (15 or 100) <u>15</u> Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>0</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>4 food trucks will have food prepped in their vehicles</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6am</u> until: <u>5pm</u> Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance	Yes	No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Johnny on the Spot</u> Phone Number <u>893-5687</u> Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hrs after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans <u>6</u> Number of Recycling Containers <u>4</u> Sanitation Company <u>Recology</u> Phone Number <u>342-4444</u> Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>banners on stage, lawn signs & A-frames at entry points</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



BPPC Staff Report

Meeting Date: 07/25/16

DATE: 07/8/16
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Agreement for the One Mile Concession Stand

REPORT IN BRIEF:

The Bidwell Park and Playground Commission (BPPC) will consider a new agreement with Chuck Averill dba The Dog House to continue to operate the Concession Stand at the Sycamore Pool in the Bidwell Park One Mile Recreation Area. A new agreement is necessary to implement new City Council directives and policies concerning City leases and agreements. The new policy now requires Council approval of any leases or agreements with terms of five years or more.

Recommendation: *Recommend City Council approval of the new concessions Agreement.*

Background:

In Fall 2009, Park Division staff worked with an Ad-Hoc Committee on Concessions at One Mile Recreation to formulate a Request for Proposals (RFP) to offer concessions at the One Mile building adjacent to the Sycamore Pool. Chuck Averill dba The Dog House (Operator) was the successful proposer. In June 2010, an agreement was executed between the City and the Operator, which required the Operator to make improvements to the building, established an initial 5-year term with the option to renew for another 5-years, and set a 15% of the gross receipts compensation rate to be paid to the City.

The Operator renovated the building, including making the counter ADA accessible, and opened full-time in August 2010. In 2011, the Operator requested a reduction in the compensation rate to 8 % in 2011, and 12% thereafter to help pay for the \$45,000 spent to renovate the building. At its 5/31/11 meeting, the BPPC recognized the hardship of this investment, but was reluctant to modify the entire agreement. The BPPC moved to support a temporary reduction in 2011 to 12%, and to return to 15% in 2012 and following years.

The One Mile Concession has become a destination for visitors to the Lower Park area over the last five years. Beyond the concession operation, the Operator provides a number of beneficial services to the City and citizens such as Operator's staff sharing information to park staff on observations at One Mile, and customer service beyond concessions such as providing Band-Aids, directions, and other assistance to park visitors. The operator provides annual reports and has pre- and post-season meetings with staff to discuss changes and progress. These annual reports are provided to the BPPC as part of the Park Division Annual Reports.

Pursuant to Section 1006.C of the City Charter, which authorizes the BPPC to enter into leases and contracts for terms of less than 15 years, the BPPC granted another 5-year extension of the agreement with the Operator to continue offering concessions at One Mile. However at that time, the City Council was in the process of reviewing all City leases and agreements and developing a new policy regarding the content, review, and approval of these agreements. In light of this potential new policy, a one-year agreement was executed with the Operator in 2015 to extend the term to 9/30/16.

Discussion:

With the current changes to City contracting policies, the City developed an agreement template (Agreement) as the model to use for agreements within the City operations. The Agreement will also simplify contracting in the future. The new Agreement with the Operator will consolidate the two five-year extensions of the original agreement into one 10-year term commencing on October 1, 2016 and terminating on September 30, 2026. The compensation will also be established at the original 15% rate. All other provisions, such types of merchandise sold and the allowable operating seasons and hours, will remain the same as in the last agreement executed in 2015.

Because of the significant investment in the property and the good standing of the Operator, Staff recommends execution of the new Agreement.



DATE: 7/20/16
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Parks and Street Trees and Public Landscapes Report

NARRATIVE

1. Maintenance Program

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

- a. Lower Park: Staff continues to complete various damage control tasks throughout the lower park ranging from vandalism clean up to rebuilding picnic sites damaged from downed trees.
- b. Middle Park: Irrigation repairs on the Five mile lawns, repairs to the golf course fence due to vandalism, repairs to Lot E fence due to reckless driving and overcrowding for lot size.
- c. Greenways: Trail building at Comanche Creek Greenway Park. Vegetation management at Tiechert ponds.
- d. Upper Park: Staff tidied up the unfinished volunteer trail work on the Monkey Face trail for the season. Park staff added a hand rail to the stairs at the Yahí trail head per requests from trail users.

2. Ranger and Lifeguard Programs

- a. Lifeguard Program: Midway thru the season, guards continue to vigilantly watch the water at Sycamore Pool. One rescue of a tired swimmer was logged since the last report. Bee stings and minor first aid continue to be the most prevalent call for lifeguard services. In June, the pool was closed twice due to rain and chilly temperatures.
- b. Ranger Program: Rangers continue to work closely with Chico PD to address encampments and bad behavior in greenways and various City parks. A camp sweep on June 29th netted five arrests in Lost Park, Children's Park and Bidwell Bowl. Continued early morning sweeps are expected throughout the summer months.

Rangers have been spending time educating park patrons on heat illness and effects on heat on pets. Sadly, two dogs have died this summer in Upper Park.

Ranger LeDonne spent significant time in June working on interpretive signage with Friends of Comanche Creek for the new Comanche Creek Greenway Park slated to open on July 22nd. Signage encompasses information on flora, fauna, and wildlife.

A successful 4th of July celebration occurred after former organizers pulled out. New organizers have stepped up and are committed to continuing the tradition and making it better. 1200 pancake breakfasts were served by the Sheriff's Pancake Wagon and attendance was estimated at 1500 people. Rangers are an integral part of events in the park and pride themselves in keeping the public safe and informed during events and also participate in the planning phases.

- c. Significant Incidents: A three acre brush fire erupted in Upper Park between the Middle Trail and Upper Park Road near lot F on a Tuesday evening in June. Quick response from CFD and Cal Fire contained the fire.
- d. A new fire danger sign is slated to go up on Manzanita and Wildwood Avenue across from Fire Station 5 in August. The 4 x 3 foot sign reads "Fire Danger in Bidwell Park Today" and has an arrow designating the different levels of danger from low to extreme. Two smaller signs attached to the posts will read "No Smoking", and "No Parking on Road Shoulders."

3. Outreach and Education

- a. Chico Creek Nature Center– on 6/15 Rangers spoke with approximately 80 young camp goers at Camp Chico Creek about park safety and wildlife.
- b. Prestige Assisted Living– on 6/29 Rangers visited Prestige Assisted Living and presented on Park history and fun facts to approximately residents.

4. Street Trees and Landscapes

- a. Tree removal bid – The City of Chico will receive sealed bids for the above project at the Public Works Department, located at the Chico Municipal Center, second floor, 411 Main Street, Chico, CA 95928 (Mailing Address: P. O. Box 3420, Chico, CA 95927), until 2:00 PM on July 12, 2016, at which time they will be publicly opened and read aloud. Once the results have been determined by staff, bid results, may be obtained at the following City website address: www.ci.chico.ca.us . On the homepage, click Departments, Capital Project Services, Projects to Bid. The work, under this contract consists of removing dead, dying, diseased, or unsound City trees and also includes grinding the stumps, removing the grindings, and placing Vina loam soil in the routed hole. This will be a one-year contract, with four possible one-year extension, with a list of trees to be removed assigned by the City each year. All wood and debris generated in conjunction with this contract will become the property of the chosen contractor.

5. Volunteer and Donor Program

- a. Annie B's – The City of Chico will once again participate in the North Valley Community Foundation Community Fundraiser. For the first time, Citizen's will be able to donate to support the City's trees. Donations begin August 1. The City is also in the process of setting up a permanent fund thru the NVCF.
- b. Upward Bound- The Parks Division hosted 5 Upward Bound students and 1 student supervisor from June 21st to July 14th. They served a total of 198 hours removing litter and invasive plants from Bidwell Park during their term.
- c. Upcoming Volunteer Opportunities
 - i. Plans for upcoming volunteer opportunities in August are underway. Check for volunteer sessions at http://www.chico.ca.us/general_services_department/park_division/volunteer_calendar.asp
 - ii. Request for proposals are being accepted for the 2016/17 Creek Clean-up contract. The deadline for submissions is July 28,2016. The event is tentatively planned to take place on September 17, 2016.

MONTHLY SUMMARY TABLES

Table 1. Volunteer Hours

Park and Greenway Volunteer Activities June 2016						
Date	Location	Agency	Tasks	# of Volunteers	Total Hrs	Leader
All of June	Bidwell Park	Parks Division	Park Ambassadors	140	1545	Shane
6/7/2016	Lower Park	Parks Division	Litter Removal Veg mgmt.	2	4	Mike
6/4/2016	Upper Park	Chico Velo Trailworks, CCC Native Plant Society, FOBP	Monkey Face and Yahi Trail renovation/brushing	50	200	Thad
6/3/2016	Children's/Lost Park	DCBA	Litter Removal	2	4	Richard
6/7/2016	Children's/Lost Park	DCBA	Litter Removal	5	10	Richard
6/10/2016	Children's/Lost Park	DCBA	Litter Removal	4	10	Richard
6/15/2016	Children's/Lost Park	DCBA	Litter Removal	5	11	Richard
6/18/2016	Children's/Lost Park	DCBA	Litter Removal	3	9	Richard
6/21/2016	Children's/Lost Park	DCBA	Litter Removal	2	4	Richard
6/24/2016	Children's/Lost Park	DCBA	Litter Removal	3	6	Richard
6/28/2016	Children's/Lost Park	DCBA	Litter Removal	3	7	Richard
6/17/2016	Lower Park	Upward Bound	Litter Removal Veg mgmt.	250	500	Shane
6/9/2016	City Offices	Friends of Comanche Creek Greenway	interpretive signage	2	3	Dan
6/17/2016	Comanche Creek Greenway	FCCG	weeding the hedgerow; checking waterline	2	4	Emily
6/23/2016	City Offices	FCCG	interpretive signage	3	3	Dan
6/23/2016	City Offices	FCCG	HRP Grant implementation	7	9	Dan
6/25/2016	CCG	FCCG	removing invasives; collecting trash	8	28	Susan
6/29/2016	City Offices	FCCG	interpretive signage	3	3	Dan
6/29/2016	home	FCCG	grant application objectives	2	2	Janet
6/29/2016	home	FCCG	working on invite list	2	3	Janet
various	various	FCCG	researching and composing text for signage	2	5	Janet;Liz
various	CCG	FCCG	removing weeds; picking up trash	9	9	Susan
various	Lower Park	FOBP	remove yellow starthistle	1	6	Susan
various	Lower Park	FOBP	trash surveys	1	10	Woody
various	Lower Park	FOBP	remove bladder senna	2	7	Susan
various	Upper Park	FOBP	assist in treating broom	2	10	various
various	various	FOBP	remove puncturevine	2	10	Patsy
various	Disc golf course	FOBP	monitoring	1	3	Woody
various	Upper Park	FOBP	pereg. falcon monitoring	1	3	Woody
6/21/2016	Lower Park	Upward Bound	various	6	18	Shane
6/22/2016	Lower Park	Upward Bound	various	6	18	Shane
6/23/2016	Lower Park	Upward Bound	various	6	18	Shane
6/28/2016	Lower Park	Upward Bound	various	6	18	Shane
6/29/2016	Lower Park	Upward Bound	various	6	18	Shane
6/30/2016	Lower Park	Upward Bound	various	6	18	Shane
				TOTAL HOURS	2535.5	

Table 2. Monthly Public and Private Permits

Table Monthly Public Permits				
Date	Location	Organization	Event	Participant #
06/05/2016	Council Ring	God Squad	AA Meeting	60
06/12/2016	Council Ring	God Squad	AA Meeting	60
06/19/2016	Council Ring	God Squad	AA Meeting	60
06/19/2016	Oak Grove B	Asian Bible Church	Music/Baptism/Preaching	50
06/26/2016	Council Ring	God Squad	AA Meeting	60
06/29/2016	Bidwell Bowl Amphitheater	Bidwell Presbyterian Church	VBX Closing Rally	150
Totals			6	440

Table 3. Monthly Private Permits

Table Monthly Private Permits		
Type	# Permits	# Participants
Private	31	1952
Caper Acres	33	890
Totals	64	2842

Table 4. Monthly Maintenance Hours.

Category	Staff Hours	% of Total	% Change from Last Month	2015 Trend
1. Safety	296	23.2%	160.9%	
2. Infrastructure Maintenance	486	38.1%	116.7%	
3. Vegetation Maintenance	226	17.7%	53.7%	
4. Admin Time/Other	267	20.9%	135.6%	
Monthly Totals	1274	100%	104.7%	

Table 5. Monthly Street Tree Productivity.

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	98	10.9%	171.9%	
2. Tree Work	415.75	46.2%	141.2%	
3. Special Projects	255	28.4%	180.9%	
4. Admin Time/Other	130.5	14.5%	159.1%	
Monthly Totals	899.25	100.0%	156.5%	

Item	Values	% Change from Last Month	Trend
5. Productivity			
Calls			
Call Outs	82	146.4%	□□□□□
Service Requests: Submitted	0	-	
Service Requests: Completed	91	227.5%	□□□□□
Sub Total	173	180.2%	□□□□□
Trees			
Planted: Trees	0	-	□□□
Pruned	121	89.6%	□□□□□
Removed: Trees (smaller)	2	14.3%	□□□□□
Removed: Stumps	0	-	□
Removed: Trees	0	-	
Sub Total	123	82.6%	□□□□□
Tree Permits (#)			
Submitted	0	-	
Approved	4	80.0%	□□□□
Denied	0	-	□
Total	4	80.0%	□□□□
6. Contracts			
Expenditures (\$)	\$ -	-	□□□□□
Trees (#)			
Planted	0	-	
Pruned	69	-	□□□□□
Removed: Trees (smaller)	0	0.0%	
Removed: Stumps	10	-	□□□□
Removed: Trees	0	0.0%	
Routine Maintenance	0	-	
Total	79	-	□□□□□

Table 6. Monthly Incidents

6/4/2016	Lower Park	Rescue	Adult Counseled
6/6/2016	City Plaza	Warrant	Arrest
6/7/2016	Lower Park	Petty Theft	Cop Logic Rpt
6/9/2016	City Plaza	Dog Bite	Dog Quarantined
6/9/2016	Depot Park	Warrant	Arrest
6/11/2016	Cedar Grove	Vehicle 459	Cop Logic Rpt
6/12/2016	Upper Park	Lost Property	Cop Logic Rpt
6/13/2016	Middle Park	Vehicle 459	Cop Logic Rpt
6/13/2016	Lower Park	Lost Property	Cop Logic Rpt
6/16/2016	Middle Park	Vehicle 459	Cop Logic Rpt
6/17/2016	Middle Park	Vehicle 459	Cop Logic Rpt
6/21/2016	Middle Park	Vehicle 459	Cop Logic Rpt
6/22/2016	City Plaza	415	Arrest
6/22/2016	Upper Park	fire	extinguished
6/24/2016	Lower Park	Vehicle 459	Cop Logic Rpt

Table 7. Monthly Citations and Warnings

Ranger Report - Citations 2016							
Violation - Citations	Monthly			Annual			Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	1	3%	5	10	5%	4	
Animal Control Violations	3	9%	3	4	2%	8	
Bicycle Violation	0	0%	8	1	0%	11	
Glass	1	3%	5	11	5%	3	
Illegal Camping	10	29%	2	55	25%	2	
Injury/Destruction City Property	0	0%	8	3	1%	9	
Littering	0	0%	8	2	1%	10	
Other Violations	0	0%	8	8	4%	5	
Parking Violations	16	46%	1	115	52%	1	
Resist/Delay Park Ranger	1	3%	5	5	2%	7	
Smoking	3	9%	3	7	3%	6	
Totals	35	100%		221	100%		

Ranger Report - Warnings 2016							
Violation - Warnings	Monthly			Annual			Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	12	6%	6	72	6%	7	
Animal Control Violations	42	20%	1	256	21%	1	
Bicycle Violation	32	15%	4	188	15%	4	
Glass	25	12%	5	122	10%	5	
Illegal Camping	38	18%	3	208	17%	3	
Injury/Destruction City Property	0	0%	11	24	2%	9	
Littering	11	5%	7	98	8%	6	
Other Violations	2	1%	9	16	1%	10	
Parking Violations	7	3%	8	33	3%	8	
Resist/Delay Park Ranger	1	0%	10	8	1%	11	
Smoking	39	19%	2	217	17%	2	
Totals	209	100%		1242	100%		

PHOTOGRAPHS



Figure 1: 250 Upward Bound Students receive directions



Figure 2: Upward Bound Students cool off and relax after work session



Figure 3: Upward Bound Students removing illegal dam on Big Chico Creek.



Figure 4: Camp Chico Creek kids takeover Park Ranger truck.



Figure 5: Yahi trailhead staircase