



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
January 30, 2017, 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. Swearing-in of Commissioners – Dani Rogers, Deputy City Clerk
- 1.3. Election of Chair and Vice Chair- Dan Efseaff, Parks and Natural Resources Manager
- 1.4. Roll Call
- 1.5. Special Presentation: Recognition of Outgoing BPPC Commissioners

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 12/19/16.

2.2. Permit Earthbound Skills to Reserve 5 Mile Picnic Area, (3/13/17 – 3/17/17)

Applicant (Joni Mitchell Earthbound Skills) would like a permit to hold a 5-day Spring break camp at 5 Mile Picnic Area. **Recommendation:** *Conditional approval.*

2.3. Permit DCBA to Reserve City Plaza for Thursday Night Farmer's Market (4/6/17 – 9/28/17)

Applicant (Stephanie Yunker Downtown Chico Business Association (DCBA) requests to hold the 21th Annual Thursday Night Farmer's Market at City Plaza. **Recommendation:** *Conditional approval.*

2.4. Permit DCBA to Reserve City Plaza for Friday Night Concerts in the Plaza (5/5/17 – 9/8/17)

Applicant (Stephanie Yunker Downtown Chico Business Association (DCBA) is requesting to hold the 40st Annual Friday Night Concerts at City Plaza. **Recommendation:** *Conditional approval.*

2.5. Permit Kayla Mahoney to Reserve Picnic Site #37 (9/8/17)

Applicant (Kayla Mahoney) would like a permit to reserve picnic site #37 for a wedding rehearsal brunch. **Recommendation:** *Conditional approval.*

ITEMS REMOVED FROM CONSENT – IF ANY

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. Consideration of Tree Permit: 695 E 4th St

Applicant (Blake Anderson) requests to remove and replace a Chinese Pistache with an October Glory tree. Applicant cites improved aesthetics as the principal reason for removal. Staff previously approved a planting request, but rejected the removal as the tree is not dead, dying, or poses a dangerous or defective condition. Under City code, the BPPC may consider the permit for the convenience of the landowner. Removal and replacement costs will be borne by the applicant. **Recommendation:** *Staff does not recommend removal; however staff provides recommended conditions if the BPPC approves the permit.*

4.2. Discussion of Committee Assignments and the 2017 Meeting Calendar.

Annually, the Commission selects a Chair and Vice-Chair. BPPC members serve on the Policy Advisory, Natural Resources, Street Trees Committees and the City's ad hoc Bicycle Advisory Committee. Assignments are at the BPPC Chair's prerogative with staff recommendations. In addition, the Commission will consider the Committee and BPPC meeting schedules for 2017. **Recommendation:** *Staff recommends that the BPPC: 1) select a chair and vice-chair; 2) approve the revised 2017 calendar; and 2) the Chair announce committee assignments.*

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. Special Report: Public Works - Engineering Capital Projects Update on Ceres Avenue Bridge Deck Replacement, Comanche Creek Greenway Project Phase II, and Sycamore Creek Bike Path Phase I - Tracy Bettencourt, Regulatory and Grants Manager, and Wyatt West, Assistant Engineer (Verbal Report).
- 6.2. Special Report: 2016 Park Division Annual Report - Dan Efseaff, Park and Natural Resource Manager.
- 6.3. Parks and Street Trees December Division Report - Dan Efseaff, Park and Natural Resource Manager.

7. ADJOURNMENT

Adjourn to the next regular meeting on February 27, 2017 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
December 19, 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
Jim Moravec
Janine Rood
Marisa Stoller
Drew Traulsen
Alberto Hernandez

Commissioners absent:

Valerie Reddemann

Staff present: Dan Efseaff (Park and Natural Resource Manager), and Shane Romain (Park Services Coordinator).

2. CONSENT AGENDA

2.1. Approval of Meeting Minutes

Action: Approve minutes of BPPC meeting held on 10/24/16

2.2. Permit Love on the Rocks 5K/10 in 5 Mile, Middle and Upper Bidwell Park (2/11/17)

Applicant (Under the Sun Events) would like to host a 5K/10K run that will end in Upper Bidwell Park. This is the 23rd year Under the Sun Events has sponsored this popular 5K/10K that has ended with runners given the opportunity to say or renew their marriage vows. **Recommendation:** *Conditional approval.*

2.3. Permit an Educational Field Trip at Cedar Grove, Lower Bidwell Park (4/20/17 and 4/21/17)

Applicant (Mi Escuelita Maya Preschool) would like to take their pre-school class on a field trip to Cedar Grove Picnic Area and introduce them to nature on two separate days. **Recommendation:** *Recommend approval.*

2.4. Permit Walk MS Fundraiser at Oak Grove A & B, Lower Bidwell Park (4/30/2017)

Applicant (National Multiple Sclerosis Society) would like to host the Walk MS Fundraiser event to raise funds and to bring families and care takers together to bring hope and inspiration to those that have multiple sclerosis. **Recommendation:** *Recommend approval.*

2.5. Permit Walk to End Alzheimer's 5K Fundraiser at Oak Grove A & B, Lower Bidwell Park (10/7/17)

Applicant (Jody Cornilsen) is requesting permission to set up for their event on Friday, 10/6/17, the day before the actual event on 10/7/17. The Applicant is also requesting the gate at Woodland Avenue and 4th Street to remain closed from 8:30 A.M. – 11:00 A.M. on 10/7/17. **Recommendation:** *Specific measure.*

MOTION: Approve the Consent agenda as submitted with the exception of item 2.4. **MADE BY:** Hernandez. **SECOND:** Rood. **AYES:** 6 (Brentwood, Hernandez, Moravec, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** Reddemann

ITEMS REMOVED FROM CONSENT

2.4. PERMIT WALK MS FUNDRAISER AT OAK GROVE A & B, LOWER BIDWELL PARK (4/30/2017)

The applicant noticed a discrepancy between the staff report and the conditions. Chair Moravec pulled the item from the consent agenda for further discussion. Romain provided the staff report for the event. In the reasons for BPPC approval section of the report the later start time of 9:00 am was listed yet in the conditions section on condition # 5 it still had an 8:30 am start time.

MOTION: Approve the Walk MS permit with the start time of 9:00 am and amend condition # 5 to the 9 am start time on the staff report. **MADE BY:** Stoller. **SECOND:** Rood. **AYES:** 6 (Brentwood, Hernandez, Moravec, Rood, Stoller and Traulsen). **NOES:** 0. **ABSENT:** Reddemann

3. NOTICED PUBLIC HEARINGS – None

4. REGULAR AGENDA – NO ITEMS

5. BUSINESS FROM THE FLOOR

As it was her last official meeting, Commissioner Brentwood expressed her gratitude for serving on the commission for two terms (8 years) thanked the City Council for the appointment, staff and the press

6. REPORTS

6.1. Natural Resources Committee Report, Marissa Stoller, Committee Chair

Stoller reported the following:

- About 60 people at the December 13th meeting
- The entire committee was present
- Able to address and dismiss rumors about Upper Park Road being paved
- Lots of comments via email and in person

- Went over draft of Upper Park Road survey
- Binder of information received from Doug Laurie to share with other commissioners
- Efseaff explained that we are still gathering information and public comment
- Minutes from the meeting will be attached to the next Park Division Report

6.2. Parks and Street Trees Division Report – Dan Efseaff, Park and Natural Resource Manager

Efseaff reported the following;

- Santos fire update, rehabilitation efforts, 10 Mile House Road now open, constructed bike jumps removed
- New tables at 1 Mile
- Tree removal contract
- Controlled burn in Upper Park at the Homestead Meadow
- Flood damage, at least 12 trees down that had an effect on infrastructure, Crooked House destroyed

Romain reported the following;

- Park Ranger program what projects they have been involved with
- Volunteer report
- Donor organizations
- Annie B's donations
- Caper Acres Fun Run
- Volunteer orientation

7. ADJOURNMENT

Adjourned at 7:15 p.m. to the next regular meeting on Monday, January 30, 2017 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

1/17/2017

Distribution: BPPC



BPPC Staff Report

Meeting Date 1/30/2017

DATE: 1/18/17
TO: Bidwell Park and Playground Committee (BPPC)
FROM: Theresa Rodriguez, Administrative Assistant
SUBJECT: Permit to Hold a Spring Break Camp for Multiple Days at 5 Mile Picnic Area, (3/13/17 – 3/17/17)

REPORT IN BRIEF:

Applicant (Joni Mitchell) with Earthbound Skills would like a permit to hold a 5-day Spring break camp, at 5 Mile Picnic Site, to explore nature.

Recommendation: Conditional approval.

Event Details

Date of Application	1/3/2017
Date of Event	3/13/17 – 3/17/17
Time of Event	8:00 AM – 4:00 PM
Event Name	Spring Break Camp
Applicant Name	Joni Mitchell "Jahnia"
Location	5 Mile
Description	Explore Nature
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? Several
# Participants	20 - 40
Reason for Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Do not harvest or take any park of the natural condition.
- 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: Joni Mitchell



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

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

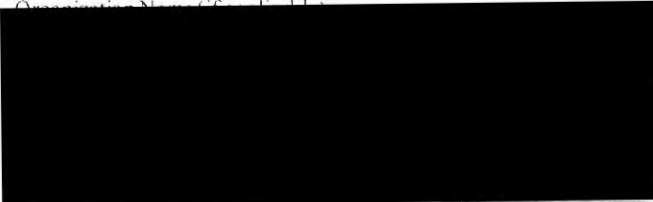
PLEASE PRINT:

Name of Applicant/Contact Person: Jon Mitchell "Jahnia"

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

Organization Name (if applicable): Earthbound Skills

Day and Date of Event: March 13th - March 17th, 2017



From: 8:00 AM To: 4:00 PM
Total Time Needed for Set-up, Event, and Clean-up

From: 8:00 AM To: 3:00 PM 20-40

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)
 - tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - 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

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
 - Band Stand (15 amp)
 - BBQ-Pick up key on _____ Mon - Fri 8:00 AM - 3:30 PM
- Oak Grove B
- 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 \$ 80.00 00 minimum, please call for quote
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # _____ \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable)
- Early Entrance Fee \$ _____ (\$32.50/hr. public events only)
- Additional Park Use Fees \$ _____ (see fee schedule)

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

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

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

Park Fee Total: \$ 239.00

Convenience Fee: \$ _____

Total Fee Required: \$ 239.00

City of Chico Cash Receipt No. CR415882 Payment Method: CK 1010 Date: 1/3/17 Received By: TR

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector	Applicant 920 Fund	Cleaning Service Risk Management (e-mail)	Park Services Coordinator DCBA
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SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:



Insurance Required



Not Required

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

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: March 3, 2017

Organization Named on Certificate of Insurance Joni Mitchell/Earthbound Skills

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 Joni Mitchell
Signature of Applicant

X 1-3-2017
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

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: _____

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



BPPC Staff Report

Meeting Date 1/30/17

DATE: 1/25/17
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Downtown Chico Business Association Thursday Night Farmers Market, (4/6/17 – 9/28/17)

REPORT IN BRIEF:

Applicant (Downtown Chico Business Association (DCBA)), is hosting the 21th annual Thursday Night Farmer's Market. This weekly market features farm-fresh produce from CDFA certified farmers, prepared foods from food trucks and booths, handmade, local arts and crafts, and live entertainment for all ages.

Recommendation: Conditional approval.

Event Details

Date of Application	1/6/2017
Date of Event	4/6/17 – 9/28/17
Time of Event	5:00 PM – 10:00 PM
Event Name	Thursday Night Farmer's Market
Applicant Name	Stephanie Yunker, Downtown Chico Business Association
Location	City Plaza
Description	Weekly Farmer's Market including activities in the Plaza
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 21
# Participants	1000+/-
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions:

Staff recommends the following conditions:

- Continued adherence to all park rules.
- The applicant must provide sufficient monitoring
- The applicant will need to do a final inspection at the conclusion of the event and remove any associated trash.

Attachments: Stephanie Yunker

Distribution: Application and Permit For Park Use



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:	
PUBLIC <input 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:

Stephanie Junker
Name of Applicant/Contact Person

Thursday Night Market
Description of Event: Family BBQ, walk/run, describe below if needed

DCBA
Organization Name (if applicable)

4/6 - 4/28 Thursdays
Day and Date of Event:

[Redacted]
Contact Phone # Alternate Phone #

From: 5p To: 10p
Total Time Needed for Set-up, Event, and Clean-up
From: 6p To: 9p varies
Time of Event Only Number of people

E-mail address: [Redacted]

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

AREA REQUESTED: (Please check if requested)

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

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
 - Oak Grove A Oak Grove B
 - Sycamore Way Parking Lot Closure-Public Events ONLY
 - Electricity (15 amp) parking area, restroom area (Pick up key)
 - Band Stand (15 amp)
 - BBQ-Pick up key on: _____ 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: weekly certified market and community festival

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

SECTION 2 - PERMIT FEES

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

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

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

Credit Card and ATM payment as credit will be assessed a \$2.00 convenience fee. Convenience Fee: \$ _____
Fee due upon submittal of application ~ Make Checks Payable to: City of Chico ~ Total Fee Required: \$ _____

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

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

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: on file w/city

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

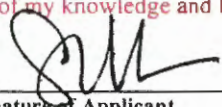
- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X 
Signature of Applicant

X 1/6/17
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

SECTION 3

CONDITIONS FOR PARK USE

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

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the Sycamore pool deck.
- Bounce Houses** Bounce houses and other similar play equipment are only permitted with a reservation and upon approval by the Park Division. The operators of this equipment must provide proof of insurance. Bounce houses are not allowed in Caper Acres.
- Campfires** No campfires allowed.
- Camping** No overnight camping allowed. Bidwell Park is a "day use park" only.
- Clean up** Permittee is required to completely clean up area at the conclusion of event. Additional garbage bags may be obtained from the General Services Department at time of reservation. (12R.04.180 CMC)
- Damages** Any damage to City property as a result of this event will be repaired at permittee's expense.
- Dogs** Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times **dogs must be on a leash**. Along the north side of Upper Park Road, dogs may be "off leash" anytime. While "off leash," dogs must remain under control via master's voice. **Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.**
- Electrical** All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
- Fishing** **Big Chico Creek:** Check California Fish and Game Regulations, <http://www.dfg.ca.gov/regulations/>, Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek.
Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
- Gate Closures** Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp
- Glass** No glass 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**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
 - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
 - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
 - No vehicles are permitted to travel or park on grass areas.

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

Signed: _____



EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>Varies</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. 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 _____ Location of portable restrooms <u>varies</u>	Yes	No
Note: Restrooms shall be removed within 24 hrs after conclusion of event.		
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>varies</u> Number of Recycling Containers <u>varies</u> Sanitation Company <u>Recology</u> Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ 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. <u>Varies</u>	Yes	No



BPPC Staff Report

Meeting Date 1/30/17

DATE: 1/25/17
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Downtown Chico Business Association Friday Night Concerts at City Plaza, (5/5/17 – 9/8/17)

REPORT IN BRIEF:

Applicant (Downtown Chico Business Association (DCBA)) requests a permit to host its 40th Annual Friday Night Concerts at City Plaza. The concerts have been a favorite summertime tradition. Held weekly, the Friday Night Concerts are Chico's best place to hear free live, local music. The concerts offer entertainment to suit every musical preference — styles range from blues to swing to classic rock to reggae.

Recommendation: Conditional approval.

Event Details

Date of Application	1/6/2017
Date of Event	5/5/17 – 9/8/17
Time of Event	5:00 PM – 9:00 PM
Event Name	Friday Night Concerts
Applicant Name	Stephanie Yunker
Location	City Plaza
Description	Free live, local music concert
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 40
# Participants	1000 +/-
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions:

Staff recommends the following conditions:

- Continued adherence to all park rules.
- The applicant must provide sufficient monitoring
- The applicant will need to do a final inspection at the conclusion of the event and remove any associated trash.

Attachments: Application and Permit for Park Use

Distribution: Stephanie Yunker



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

Type of Event:

PUBLIC PRIVATE

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:

Stephanie Yunker
Name of Applicant/Contact Person

Friday Night Concerts
Description of Event: Family BBQ, walk/run, describe below if needed

DCBA
Organization Name (if applicable)

5/5 - 9/8 (Fridays)
Day and Date of Event:

From: 5p To: 9p
Total Time Needed for Set-up, Event, and Clean-up

From: 7p To: 8:30p varies



Contact Phone # _____ Alternate Phone # _____

E-mail address: _____

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

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp)
 - tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - 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

- 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: _____ 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: Weekly outdoor concerts

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

SECTION 2 - PERMIT FEES

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

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

Additional fees for City Plaza use:

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

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

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

Park Fee Total: \$ _____
Convenience Fee: \$ _____

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

Total Fee Required: \$ _____

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

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

FEES OUTLINED IN CITY ORDINANCE/FRANCHISE

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: on file w/city

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X



Signature of Applicant

X

1/6/17

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

SECTION 3

CONDITIONS FOR PARK USE

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

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



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>Varies</u>	Yes	No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): _____	Yes	No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ Note: 100 amp electrical service requires a certified electrician to operate.		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ Note: Gate Monitors are required at the entrances and exits for early Park entrance. 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 _____ Location of portable restrooms <u>varies</u>	Yes	No
Note: Restrooms shall be removed within 24 hrs after conclusion of event.		
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>varies</u> Number of Recycling Containers <u>varies</u> Sanitation Company <u>PECOLOGY</u> Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ 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. <u>Varies</u>	Yes	No



BPPC Staff Report

Meeting Date 1/30/17

DATE: 1/18/17
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Theresa Rodriguez, Administrative Assistant
SUBJECT: Permit to Reserve Picnic Site #37, (9/8/17)

REPORT IN BRIEF:

Applicant (Kayla Mahoney) would like a permit to reserve picnic site #37 for a wedding rehearsal brunch.

Recommendation: Conditional approval.

Event Details

Date of Application	12/30/2016
Date of Event	9/8/2017
Time of Event	8:00 AM – 2:00 PM
Event Name	Rehearsal Brunch (wedding)
Applicant Name	Kayla Mahoney
Location	Picnic Site #37
Description	Rehearsal Brunch
New Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. Years? Click here to enter text.
# Participants	40
Reason for BPPC Consideration?	Not an intensive use area.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
Must park in designated parking areas of the picnic site only, no road or shoulder parking.
- Follow One Way traffic designations.
- Free standing signage.
- 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: Kayla Mahoney



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

BPPC

Type of Event:

PUBLIC PRIVATE

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:

KAYLA MAHONEY
Name of Applicant/Contact Person

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

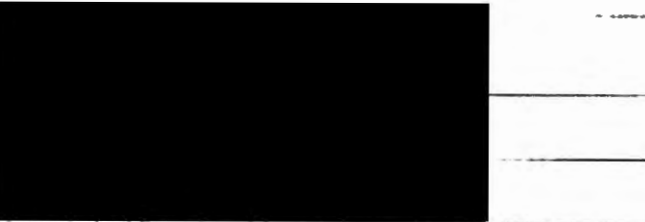
9/8/17
Day and Date of Event:

From: 8:00 am To: 2:00 pm
Total Time Needed for Set-up, Event, and Clean-up

From: 10:00am To: 1:00pm 40
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



Contact Phone # Alternate Phone #

AREA REQUESTED: (Please check if requested)

- Bidwell Bowl Amphitheater
 - Electricity (15 amp)
- Note: Special conditions apply for amplified sound (12R.09.263 CMC)
- Cedar Grove Picnic Area
 - Electricity (15 amp) tables, restroom area (circle)
- Meadow
 - 100 amp Electrical Service
 - Water (public events only)
- Children's Playground
 - Electricity (15 amp)-Pick up key on: _____ Mon - Fri 8:00 - 3:00
 - Water (public events only)
 - 100 amp Electrical Service
- City Plaza (Additional fees may apply)
 - Electricity (15 amp)
 - Event Restrooms
 - Fountain - On
 - Meter Bags 0 _____
 - 100 amp Electrical Service
 - Water (public events only)
 - Fountain - Off
 - Sound Curtain

- Council Ring
 - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no base 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 _____ 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): Site 37
- Early Entrance Needed (public events only) Yes No

Additional Description of the Event: Redwood Grove (lot 37), on Peterson Drive side of Lower Bidwell Park.

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 for schedule 80.020

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

Additional fees for City Plaza use:

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

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

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

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

Park Fee Total: \$ 30.00

Convenience Fee: \$ 2.00

Total Fee Required: \$ 32.00

City of Chico Cash Receipt No. 00415875 Payment Method: CC 8437 Date: 12/30/16 Received By: LH

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)	TR/KA

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.08.210, 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@chico.ca.gov

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

Organization Named on Certificate of Insurance _____

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

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

NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

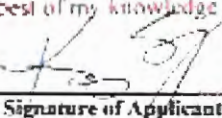
- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance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

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

SECTION 5 - ACCEPTANCE OF CONDITIONS

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

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

X 
Signature of Applicant

X 12/29/16
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@chicoen.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

SECTION 3

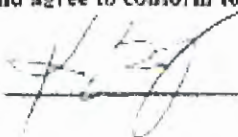
CONDITIONS FOR PARK USE

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. <i>Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.</i>
Electrical	All power extension cords, sound amplification equipment, and staging to be supplied by permittee. Permittee shall provide "tripping" prevention devices over power cords crossing any pathway.
Fishing	Big Chico Creek: Check California Fish and Game Regulations, http://www.dfg.ca.gov/regulations/ , Freshwater Sport Fishing, Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek , Horseshoe Lake: Age 14 and over - license, catch and release; Under 14 - no license, catch and keep.
Gate Closures	Upper Park gate at parking area E is closed on Sundays and Mondays and during wet periods. Gates can be closed for approved special events. See www.chico.ca.us/general_services_department/park_events/park_closures/parking.htm
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: _____



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? _____	Yes	<input checked="" type="radio"/> No
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes	<input checked="" type="radio"/> No
Will there be amplified sound/music at event? (Please see "Conditions For Park Use") Specify type (microphone, band, radio, PA system etc): _____	Yes	<input checked="" type="radio"/> No
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ <small>Note: 100 amp electrical service requires a certified electrician to operate</small>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	<input checked="" type="radio"/> No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____ _____	Yes	<input checked="" type="radio"/> No
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 events with less than 1,000 people at One Mile must start before 8:30am</small> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	<input checked="" type="radio"/> No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <small>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance.</small>	Yes	<input checked="" type="radio"/> No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	<input checked="" type="radio"/> No
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <small>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</small>	Yes	<input checked="" type="radio"/> No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <small>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</small>	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: _____ <small>Note: All signs and banners shall be free standing and not affixed to Park property</small>	<input checked="" type="radio"/> 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. <small>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</small>	Yes	<input checked="" type="radio"/> No
Do you request irrigation to be turned off before and during your event?	<input checked="" type="radio"/> Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bugs 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 111 Main St, Chico, (530) 879-6900	Yes	<input checked="" type="radio"/> No
Will City street closure(s) be needed? <small>A separate permit must be obtained from the Engineering Division at 111 Main Street, Chico, (530) 879-6900</small>	Yes	<input checked="" type="radio"/> No



CITY OF CHICO

Tree Report

To: Bidwell Park and Playground Commission Date: 1/25/17
 From: Dan Efseaff, Park and Natural Resources Manager File:
 Subject: 695 E 4th St

Incident Date: 12/8/2016

Type of Incident: Other (describe) Permit Request for Remove and Replant a Tree

Incident Description / Background: See Attached Report No report (Provide description). Applicant (Blake Anderson) is requesting to have a permit to remove a Chinese Pistache and replace it with an October Glory tree. The City approved the planting of 2 October Glory trees on either side of the Pistache. Applicant cites visual appeal for the removal and replanting of a uniform trees. If approved, the applicant indicates a willingness to plant the tree and to water the trees.

Location: Address: 695 E 4th St **City Tree?** Yes. No. Explain: [Click here to enter text.](#)

Tree Details from Database	Tree Service and Request History																												
<div style="border: 1px solid black; padding: 5px;"> <p style="background-color: #4a7ebb; color: white; padding: 2px;">Parcel 004-184-005-000</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> </div> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #e6e6e6;">APN</td><td>004-184-005-000</td></tr> <tr><td style="background-color: #e6e6e6;">ADDRESS</td><td>695 E 4TH ST</td></tr> <tr><td style="background-color: #e6e6e6;">GP</td><td>LDR</td></tr> <tr><td style="background-color: #e6e6e6;">Designation</td><td>LDR</td></tr> <tr><td style="background-color: #e6e6e6;">Land Use</td><td>Single_Family</td></tr> <tr><td style="background-color: #e6e6e6;">Zoning</td><td>R1</td></tr> <tr><td style="background-color: #e6e6e6;">Zoning Overlay</td><td>n/a</td></tr> <tr><td style="background-color: #e6e6e6;">Land Use Code</td><td>1012</td></tr> <tr><td style="background-color: #e6e6e6;">Owner</td><td>ANDERSON BLAKE & STAFFORD SARAH</td></tr> <tr><td style="background-color: #e6e6e6;">Owner 2</td><td>n/a</td></tr> <tr><td style="background-color: #e6e6e6;">Owner Addr</td><td>695 E 4TH ST CHICO CA 95928</td></tr> </table> <p style="background-color: #4a7ebb; color: white; padding: 2px; margin-top: 5px;">Parcel Activity Tracking</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> </div> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="background-color: #e6e6e6;">Service Requests</td><td>1 open</td></tr> <tr><td style="background-color: #e6e6e6;">Work Requests</td><td>0 open</td></tr> <tr><td style="background-color: #e6e6e6;">Activity</td><td>0 attached</td></tr> </table> </div>	APN	004-184-005-000	ADDRESS	695 E 4TH ST	GP	LDR	Designation	LDR	Land Use	Single_Family	Zoning	R1	Zoning Overlay	n/a	Land Use Code	1012	Owner	ANDERSON BLAKE & STAFFORD SARAH	Owner 2	n/a	Owner Addr	695 E 4TH ST CHICO CA 95928	Service Requests	1 open	Work Requests	0 open	Activity	0 attached	<div style="border: 1px solid black; padding: 5px;"> <p><input checked="" type="checkbox"/> See Attached History.</p> <p><input checked="" type="checkbox"/> See map</p> <p><input checked="" type="checkbox"/> Details or additional information</p> <hr/> <p style="text-align: center;">Observations</p> <p>Photographs? <input type="checkbox"/> Yes (attach). <input checked="" type="checkbox"/> No.</p> <p>Physical evidence? <input type="checkbox"/> Yes. <input type="checkbox"/> No. Explain: Click here.</p> <p>Weather: <u>N/A</u></p> <p>Tree Conditions: <u>Healthy</u></p> <p>Observations: <u>The Chinese Pistache is not dead, dying, diseased, or causing a defective condition or public hazard. The City does not recommend removal as the tree is in good health and represents a considerable investment as a mature tree. The service request for this property is related another tree (sycamore) that is not part of this request.</u></p> </div>
APN	004-184-005-000																												
ADDRESS	695 E 4TH ST																												
GP	LDR																												
Designation	LDR																												
Land Use	Single_Family																												
Zoning	R1																												
Zoning Overlay	n/a																												
Land Use Code	1012																												
Owner	ANDERSON BLAKE & STAFFORD SARAH																												
Owner 2	n/a																												
Owner Addr	695 E 4TH ST CHICO CA 95928																												
Service Requests	1 open																												
Work Requests	0 open																												
Activity	0 attached																												



CITY OF CHICO

Tree Report



Service History

Trees 6440

Common Name	Pistache, Chinese
Position	S:2
Addr	695 4TH ST E
Theme Desc	Street
Work Zone	6
Maint Type	Thin
Maint Year	n/a
Latest Observation	08/31/2009
Diameter	9.00
Height	20.00
Vigor	Fair
Struct	Minor defects

Point Properties

Lat 39.7324858648

Lon -121.833114681

Trees Activity Tracking

Work Requests	0 open
Activity	0 attached

Conclusions:

The tree is not dead, dying or poses a danger to the public. The species is on the approved street tree list. Therefore, Staff rejected the original permit. The applicant requested BPPC consideration. Under City Code (CMC14.40.170), the BPPC may consider the removal for the convenience of the property owner. Staff does not recommend removal. If the BPPC approves the request, staff recommends the following conditions:

- 1) The tree will be removed at the landowner's expense utilizing an approved tree service according to City standards; and
- 2) The landowner plants an approved street tree to City specifications for planting within one (1) year. If not planted, the landowner will pay an in-lieu fee for tree planting and the City will complete the planting at an appropriate location.

S:\Admin\PERMITS\Tree_Permits\2016\Denied\695 E 4th St\BPPC_Tree_Report_695_E_4th_St.docx
1/25/2017



**PUBLIC WORKS DEPARTMENT
PARK DIVISION**

411 Main St., 3rd Fl.
P.O. Box 3420
Chico, CA 95927-3420

(530) 896-7800
(530) 895-4825 Fax
Email: Parkinfo@chicoca.gov
Website: www.chico.ca.us

CITY OF CHICO

**APPLICATION REQUESTING PERMISSION
TO PLANT, REMOVE, ALTER, OR DISTURB PUBLIC TREES**

Blake Anderson & Sarah Stafford

Property Owner

Representative

Property Owner Address including zip code

Representative Address

Owner's Phone Number

Representative's Phone Number

Owner's Email Address

Representative's Email Address

REQUEST TO:

⁽²⁾ Plant ⁽¹⁾ Remove Alter Disturb

Address where tree(s) are located:

695 E. 4th St. (but on the Cypress St. side)

Number of Tree(s):

Diameter of Tree(s)

Species of tree(s): (Use additional paper if necessary)

(2)

up to 9 inches

Acer Rebrum "October Glory" - Red Maple - 15 gallon.

Reason for request:

I wish to plant one nearest my carport, remove existing tree and replant. These trees will look stunning while driving down Cypress and would be a beautiful addition at the entrance of the park. They are smaller trees and would not obstruct view of stop signs. These trees would also provide morning shade on our property plus limit view passing cars have into our house.

(Enclose a map showing the exact location of the tree(s) and any proposed improvements along with any other documents which will help explain your request)

ONLY QUALIFIED TREE SERVICES MAY PERFORM WORK ON CITY TREES

Tree Service Performing Work

Dan Gibson Arborist Services

Phone #

Chico Business License #

California Contractor's License #

Certified Arborist #

WE1292A

Attach Copy of Certificate of Liability Insurance/Homeowner's Ins

Date

10-18-16

Signature of Property Owner or Authorized Representative



PUBLIC WORKS DEPARTMENT
Parks Division

411 Main St., 3rd Floor
P.O. Box 3420
Chico, CA 95927-3420

(530) 896-7800
Fax (530) 895-4825
<http://www.chico.ca.us>

**PERMIT
TO
PLANT, REMOVE, ALTER OR DISTURB PUBLIC TREES**

TO: Blake Anderson
Sarah Stafford

DATE: 12-8-16



Your application requesting permission to plant, remove, alter or disturb public trees has been:

_____ Approved subject to the condition(s) listed below.

 X Denied for the reason(s) listed below.

Appeal Procedure: Should you disagree with this and wish to appeal this decision, you must submit a written letter addressed to the Bidwell Park and Playground Commission within 15 days of the receipt of this notice of denial. Any appeal submitted will be placed on the next regular meeting of the Bidwell Park and Playground Commission (last Monday of each month).

Condition(s) of approval/reason(s) for denial:

The Chinese Pistache removal is being denied because it is not dead, dying, diseased, causing a public hazard, or interfering with an improvement to the property. The request to plant 2 new street trees will be done by City of Chico staff.

If the above condition(s) is/are agreeable to you, please sign both copies and return them to the Park Department at the address listed above. A copy, signed by a representative of the City, will be returned to you and will be your permit to perform the authorized work.

I hereby acknowledge that I both understand and agree to comply with the conditions of the permit as listed above.

(Date) Signature of property owner or representative
12-8-16 *David Bettencourt*

(Date) Park Director or authorized City representative

Distribution: (When fully executed)

___ PkD ___ CDD ___ ADPW-ENGR ___ PL DIR ___ UF

Email - For Bidwell Park Playground Commission

From: Blake Anderson [REDACTED]
Sent: Thursday, December 08, 2016 2:19 PM
To: Park Information
Subject: Re: For Bidwell Park & Playground Commission
Attachments: Letter for Park & Playground Commission.pdf

RE the previously sent email:

Dear Bidwell Park & Playground Commission,

I recently talked with Dave Bettencourt regarding my request to plant three new trees on the Cypress St side of my address: 695 E. 4th St. One of the trees, a Chinese Pistache is healthy and I will not be allowed to remove it.

I wish to appeal this as I would like to plant three new October Maple Glory trees and water them. I think the vibrant addition to the parkway strip at the entrance of Bidwell Park will make quite an amazing sight and the parkway strip will look uniform. And I am willing to do this at my own expense (even trimming).

I understand why I am not allowed to remove a healthy tree...please know that I am doing it to improve the parkway strip/area. I care deeply about the plant life of Chico and promise to care for these trees for as long as I am here...and I plan on being around at this address for many decades to come.

When you have a chance could you please confirm receipt?

I have attached the denied permit for the Chinese Pistache

695 E 4th St 12-8-16.pdf

doc01514920161018152727.pdf

On Thu, Dec 8, 2016 at 1:45 PM, Blake Anderson [REDACTED] wrote:
Dear Bidwell Park & Playground Commission,

I recently talked with Dave Bettencourt regarding my request to plant three new trees on the Cypress St side of my address: 695 E. 4th St. One of the trees, a Chinese Pistache is healthy and I will not be allowed to remove it.

I wish to appeal this as I would like to plant three new October Maple Glory trees and water them. I think the vibrant addition to the parkway strip at the entrance of Bidwell Park will make quite an amazing sight and the parkway strip will look uniform. And I am willing to do this at my own expense (even trimming).

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Email - For Bidwell Park Playground Commission
when you have a chance could you please confirm receipt?

--

Warmest Regards,
Blake Anderson

[Redacted]

[Redacted]

--

Warmest Regards,
Blake Anderson

[Redacted]

[Redacted]

12-8-16

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Blake Anderson
Homeowner: 695 E. 4th St.



DATE: January 20, 2017
 TO: BPPC
 FROM: Dan Efsseff, Park and Natural Resource Manager
 SUBJECT: Review BPPC 2017 Committee Assignments and Meeting Schedule

REPORT IN BRIEF:

Annually, the Bidwell Park and Playground Commission (BPPC) selects a Chair and Vice-Chair and adopts the meeting calendar. BPPC members serve on the Policy Advisory, Natural Resources, Street Trees Committees and the City's *ad hoc* Bicycle Advisory Committee. Assignments are at the BPPC Chair's prerogative with staff recommendations and can be announced at the next meeting. In addition, the Commission provides feedback on committee meeting times. **Recommendation:** *Staff recommends that the BPPC 1) select a Chair and Vice-Chair, 2) approve the revised 2017 calendar, and 3) the Chair announce committee assignments.*

BACKGROUND:

Under Article X of the City Charter (Board and Commissions General Provisions, #3. Organization), the Commission shall select a chair and vice-chair at the first scheduled meeting of the year. According to AP&P 10-1 (IX), a Chair may serve no more than two consecutive years as presiding officer. Current Chair Jim Moravec and Vice-Chair Mary Brentwood will be leaving the commission in 2017. Therefore, the incoming BPPC commissioners will make new selections for these positions. The Chair also makes Committee assignments and designates committee chairs.

PROCEDURES FOR SWEARING IN

As the current chair will no longer be on the BPPC, Staff will call the meeting to order. Deputy City Clerk Dani Rogers will administer the Oath of Office to new Commissioners Glatz, Haar, McReynolds, and Nickell. Staff will call roll and the first order of business will be the selection of Chair and Vice Chair. Staff opens nominations for the 1-year position of Chair. If there is more than one nominee, then the Commission votes on each nominee in the order received. The first person receiving four or more votes will serve as the new Chair. Staff will then follow the same process on the selection of Vice Chair. Once the Vice Chair is selected, staff would turn the rest of the meeting over to the newly appointed Chair.

BPPC ANNUAL CALENDAR

The BPPC meets on the last Monday of the month and so 2017 calendar presents the following potential conflicts:

- The May meeting falls on the Memorial Day holiday (5/29/17).
- The December meeting (12/25/17) falls on Christmas Day.

Therefore, Staff recommends that the BPPC maintain the meeting schedule (the last Monday of the month), with the following changes:

- Move the May meeting to the following day, Tuesday (5/30/17); and
- Move the December meeting to the 3rd Monday in December (12/18/17).

All regular BPPC meetings start at 6:30 pm.

COMMITTEE STRUCTURE AND CURRENT ASSIGNMENTS

Each year, the Chair appoints Commissioners to serve on the Policy Advisory, Natural Resources, Street Trees and the City's *ad hoc* Bicycle Advisory Committee. The Committees allow for detailed consideration of issues and as work groups, convene only if detailed discussions is needed. The Committee then reports findings or recommendations to the entire Commission. The Committees include:

1. **Natural Resource Committee (3 members) - 2nd Tuesday of the month** - Reviews resource-based matters such as vegetation management, trails, greenways and other topics. Staff anticipates 2-3 meetings in 2017.
2. **Policy Advisory Committee (3 members) – 2nd Wednesday** - Responsible for interpreting existing policies, and considering proposed or potential policy changes matters dealing with art, code changes, finances, and the volunteer program. Staff anticipates 1-3 meetings in 2017.

3. **Tree Committee (3 members) – Not scheduled** - Reviews tree policies (street and park), street tree permit appeals and any other matters that affect the interpretation of policy and management practices. In 2016, no assignments were made to the Tree Committee and all tree-related items came directly to the full commission. Staff recommends this approach until the City hires a new Urban Forest Manager. If the workload or staff capacity changes than the Committee can be reactivated.

Representatives to the City Bike Advisory Committee (1 member plus 1 alternate) – as scheduled - This Committee reviews bike projects and concerns relative to matters related to bicycles, bicycle routes, and facility improvements. The representative provides meeting updates after meetings and provides a BPPC perspective on issues.

Current Committee assignments are as presented in Table 1. BPPC committee assignments are at the Chair prerogative with commissioner and staff input.

Table 1. Current Committee Assignments.

NAME	Natural Resource	Policy Advisory	Bicycle Advisory
Monthly Meeting Date (As Needed)	2nd Tuesday	2nd Wednesday	To Be Announced
Alberto Hernandez		M	Alternative
Drew Traulsen*		M	
Janine Rood*	M		
Jim Moravec*			M
Marisa Stoller	C		
Mary Brentwood*	M		
Valerie Reddemann		C	

* Leaving BPPC

Staff recommends maintaining the current Committees, and that the Chair makes assignments at the next meeting. This will allow staff to contact new BPPC members to provide their committee preferences and available dates (traditionally BPPC committees are the 2nd and 3rd Wednesdays or Thursdays of the month and start at 6 pm.

BPPC AND COMMITTEE ATTENDANCE

1. Regular BPPC meeting (Table 2).

Table 2. 2016 Attendance to BPPC Meetings.

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Attended	Absent	%	
Day	25	29	28	25	31	27	25	29	26	24	28	19				
Board Members																
Brentwood, Mary	Member	X	O	X	X	C	X	O	X	O	X	C	X	7	3	70%
Hernandez, Alberto	Member	X	X	X	X	C	X	X	X	X	C	X	10	0	100%	
Moravec, Jim	Chair	X	X	X	X	C	X	X	X	X	O	C	X	9	1	90%
Reddemann, Valerie	Member	X	X	X	X	C	X	O	X	X	X	C	O	8	2	80%
Rood, Janine	Member	X	X	X	X	C	X	X	X	X	X	C	X	10	0	100%
Stoller, Marisa (Corley)	Member	X	X	X	X	C	X	X	X	X	X	C	X	10	0	100%
Traulsen, Drew	Member	X	X	X	X	C	X	O	X	O	X	C	X	8	2	80%

X = Present O = Absent C = Cancelled

2. Policy Advisory Committee – none held.
3. Natural Resource Committee – 2 total.
4. Tree Committee – none held.
5. Bike Committee – none held.

Attachments: None



DATE: 1/10/17
 TO: Bidwell Park and Playground Commission (BPPC)
 FROM: Dan Efseaff, Park and Natural Resource Manager
 SUBJECT: 2016 Annual Report

2016 ANNUAL PARK AND STREET TREES DIVISION REPORT

1. Overview

The Parks Division and Street Trees Division are pleased to share this annual report to the Bidwell Park and Playground Commission and the public. The objective of this document is to provide transparency to the public and report on performance of the Divisions. It also allows us to reflect on last year’s accomplishments and lay out new approaches to tackle upcoming issues. As there is a lot of information to digest, we split up the report into 3 parts: 1) the narrative (this section), 2) supporting tables and figures (Attachment A), and 3) photographs (Attachment B). We have minimized the tables and figures in the first part and the reader should consult the supplemental section for details.

In 2016, the organization focus continues toward providing basic and emergency services. Although staffing cuts initiated in 2013 (the staffing levels for both divisions is half of 2009 levels) continue to limit services, we developed new solutions to handle tasks, such as using resources such as volunteers and new capital projects to complete the backlog of work. The pages below highlight some of the work completed in this last year and is a testament to the people that are trying to make Chico a better place.

As citizens, commissioners, and staff we have much work to do and we will continue to build better partnerships and ways to do things every day. We look forward to working with the community toward solutions in 2017!

2. Division Description

The City of Chico’s Parks, Open Spaces, Greenways, and Preserves Division (Park Division) is under the Public Works Department. The Division’s major responsibilities include maintaining and operating City Parks, open space, and recreational areas, including Bidwell Park (one of the largest municipally owned parks in the United States), Children’s Playground, City Plaza, Lindo Channel, Little Chico Creek greenway, 1st and Verbena, Bidwell Ranch, Teichert Ponds, and other preserves. The City’s Park Rangers, Park Maintenance Crew, and Park Services Coordinator all work within the Park Division. Employees also support tasks to support other Public Works Divisions. The Division is divided into the several programs (Table 1).

The City Street Trees Program, is integrated with the Parks Division. The program cares for and manages approximately 40,000 City street trees and includes areas within the City Right of Way and also in public planting areas, such as many of the maintenance districts and public landscape areas within Chico. The program consists of field staff (arborist, tree workers, landscape inspector, etc.) and contractors (landscape, tree work, stump grinding, etc) to carry out the work of the division.

Table 1. Description of Division Programs.

Program Name	Description
Parks Division	
Administrative and Visitor Services	Administrative functions of the Parks Division include reservations, permits, support and analysis for Bidwell Park and Playground Commission meetings, development and management of budgets, vendor payments and contracts, and customer and visitor services. Our efforts in customer service are an important part of providing citizens with a good experience in the park and community.
Maintenance and Infrastructure	Park maintenance staff cares and maintains Bidwell Park and other assigned parks, preserves, and greenways. Many citizens are surprised at the scope required to maintain city-owned areas for safety and the satisfaction of park visitors. Our staff works seven days a week (365 days a year) and is comprised of three maintenance workers, one senior

	maintenance worker, and a field supervisor. Parks also uses contractors for certain tasks and areas. Park staff duties include cleaning, safety inspection, graffiti removal, and maintenance of park grounds, facilities, and play areas.
Planning and Monitoring	The Park and Natural Resource Manager with support from other departments and outside entities such as non-profits or consultants primarily conducts tasks associated with this program. Tasks include planning for trails, and vegetation management, and monitoring.
Natural Resource Management	Natural resource tasks have long been an important part of Park Division work. Trails, invasive weed control, plantings, tree work, even managing behaviors in the park have an important effect on Park health.
Outreach and Education	Community outreach and education is an important element to encourage appropriate use and appreciation of parks and resources. The Rangers take a key role in this function, with a focus on proactive enforcement of rules and protection of resources. However, all staff provide information to park users because of the visible nature of our work.
Ranger and Lifeguard	Park Rangers protect park resources and educate the community; patrol the City parks and greenways; enforce rules and laws; emergency response; visitor assistance; report and address damage and safety concerns; event coordination; conduct educational and interpretive programs; monitor; assist with natural resource management tasks; open/close park gates and facilities; assist prescribed burns and vegetation management projects. Since 2015, the Chico Area Recreation District (CARD) provides lifeguards to the City.
Volunteer and Donations	The Volunteer Program enlists the help of the community to manage and enhance Parks and Greenways. Volunteers serve as park ambassadors through Park Watch and work on a variety of projects to help with habitat improvements, infrastructure improvements, monitoring, and trails. The Donation Program provides critical support for interns, habitat restoration work and materials, invasive plant removal, and benches.

Street Trees and Public Plantings Division

Public Plantings and Landscapes	The program oversees landscape maintenance and installations in and around City Specialty and Neighborhood Parks, Municipal buildings, Parking/Transportation facilities, and Public Plantings. This is the city's largest annual service contract and directs services over 117 different fund accounts and over 250 service location points within the city's landscape areas. The City communicates daily with the landscape contractor, promoting contract compliance and efficient quality services. Landscaped areas in this program are categorized as: <ul style="list-style-type: none"> • City Specialty and Neighborhood Parks including City Plaza, Children's' Playground, Ringel Park, Depot Park, Verbena Fields, Humboldt Park, Emerson, Husa/Nob Hill and various greenways and vegetation mitigation sites. • Municipal buildings or facilities including City Hall, Municipal Services Center, Fire Stations, Police Department, and Waste Water Treatment Plant. • Parking/Transportation facilities including the Parking Lots, Bus Transportation Center, Amtrak Depot and the Airport Terminal and its facilities. • Public Plantings including Chico Maintenance Districts (CMD), Right of Ways (ROW) park-strips, back-ups and street medians throughout town.
Street Trees	The Street Trees program cares for approximately 40,000 trees planted in the Public Right of Way and other city-owned areas (excluding natural areas such as Bidwell Park and Greenways).

3. Resources

The Operating Budget (Table 1) for both Divisions comes from General Fund sources. Park funds are complemented by donations and volunteer support. Lessees also take care of certain park facilities. The Parks/Open Spaces (682) budget supports staff time, contracts, maintenance and repair not only for Bidwell Park, but for greenways (Lindo Channel, Little Chico Creek, and Comanche Creek), Depot Park, City Plaza, Children's Playground, Teichert Ponds, and Preserves.

In FY 2016-2017 staff will look to fortify staffing. For example, we will request a seasonal ranger, Park Attendant or administrative help (to assist with events and logistics), Maintenance Worker (1 FTE) and Maintenance Aide (1 FTE) (Partial restoration of cuts to allow for the return of regular facility hours, to perform minimal maintenance and safety, and support basic park projects and volunteer efforts), and Tree maintenance Worker (Partial restoration of cuts (2 FTE). This

allows for a viable crew number that could use the boom truck and safely work off of the ground, and provide for more comprehensive actions in response to emergencies.

4. Bidwell Park and Playground Commission 2015 – 2016 Work Plan

At the September 28, 2015 meeting, the BPPC adopted a Biennial Work Plan. The BPPC supported an alternative approach to reflect the current realities of limited resources by adopting a Primary and Secondary Priority List. The secondary list would be pursued as resources allow and opportunities arose. The priorities aid staff and the BPPC to track progress.

Table 2. Current Status of 2016-2017 Work Plan

Goal/Subgoal	Status	Comments
1. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. <ul style="list-style-type: none"> a. Complete Trails Plan (BPMMP, O.T-1 and Appendix E). b. Update Natural Resources Management Plan (BPMMP, 3.5.3.2 and Appendix C). 	In progress	The Natural Resource Committee continued work on the trails plan with a focus on Upper Park Road policy, working on collecting public input. Staff made some incremental progress on collecting information related to objectives for both plans. Staff anticipates substantial progress as capacity increases with the hiring of an Urban Forest Manager.
2. Support Street Tree Programs on the following: <ul style="list-style-type: none"> a. Review and update approved Street Trees list and plan. 	Limited progress	Note that this is a more focused document than the Urban Forest Plan. As noted in the last annual report, progress on this priority hinges on the hiring of an Urban Forest Manager, which did not occur in 2016.
3. Review and update Park policies, rules, and fees. <ul style="list-style-type: none"> a. Review current rules, fee structure, and practices for reservations, events, and special use (weddings, research, field trips, events, etc.) permit process for City properties to streamline and modernize process. The review will also evaluate commercial use of the Park and consider standards for event signs. b. Review and revise Rules and Regulations related to dogs and pets in Bidwell Park and other City-owned properties. 	In progress	<ul style="list-style-type: none"> a. The City should unveil an on-line reservation system late in 2017. The modernization of the Park fee schedule will take a considerable effort and will begin after other priorities are completed and will likely carry over into the next workplan. b. Staff and Commissioners began background research to aide with the review of dog and pet issues, which included information from park users and a sampling of rules from comparable agencies. This item will come before the Policy Advisory Committee for evaluation, public input, and to develop a recommendation to the full BPPC.
4. Explore funding opportunities to better support Park Division projects and programs. <ul style="list-style-type: none"> a. Develop funding for the implementation of renovation projects for Caper Acres 	In progress	Since 2015, Caper Acres fundraising efforts have raised over \$25,000. Repairs and renovations have begun on a small scale, but will greatly be accelerated in 2017 with the completion of a Phase I Plan. The plan will identify priorities and specifications which will aid with communication to donors and service groups and provide a blueprint to complete work. Catastrophic storm damage to the Crooked House, accelerated the replacement of this Phase III item.

Secondary Priorities

- A. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. Complete three of the following specific projects:
 - a. Update Trails Manual (BPMMP, I.T-1 and Appendix E).
 - b. Complete Park Infrastructure inventory (BPMMP, supports O.MS-2).
 - c. Adopt a sign manual for Bidwell Park (BPMMP, I.I/E-3 and O.DS-1).
 - d. Complete a feasibility/policy analysis for Upper Park Road (BPMMP I.Upper-15).
- B. Support Street Tree Programs on the following:

- a. Finalize the Urban Forest Management Plan (UFMP), including Environmental Review and prioritize short-term objectives that are possible within current budgetary constraints.
- b. Review and support a Street Trees Encroachment Planting Permit Program (developed as a City Administrative Policy and Procedure (AP&P).
- C. Review and update Park policies, rules, and fees. Complete two of the following:
 - a. Explore the need for and potentially designate new racecourse routes in Bidwell Park.
 - b. Review Bidwell Bowl sound restrictions.
 - c. Develop a naming policy for facilities and park areas.
- D. Explore funding opportunities to better support Park Division projects and programs. Priority items that help support this goal are to:
 - a. Continue support of park event(s) to celebrate the park, raise community awareness of issues and needs, and develop funds. Commissioners will establish obligations to help raise donations, recruit volunteers, or volunteer for Park fundraising efforts.
 - b. Seek funding for an architectural/historical review of Bidwell Bowl to determine reasonable actions for its renovation.
- E. Provide increased management focus on other City properties, including:
 - a. Develop a Lindo Channel Master Management Plan.
 - b. Receive information on ongoing mitigation bank efforts on Bidwell Ranch.
 - c. Develop management plan concepts for City Greenways (based on Lindo Channel Master Management Plan).
 - d. Review list of City properties and the current status of management plans.

5. Park Division Highlights

a. Administrative and Visitor Services

- 1) Service Requests – Staff closed over 1000 service requests in 2016. Street Trees staff closed over 739 requests of the 1103 that entered into the system. While there is still 964 Street Tree requests open, this breaks the steady increase in Service Requests from less than 150 in 2013 to over 1200 in mid-2016.
- 2) Park Hours - The increase of 0.25 FTE in ranger time allowed most park gates to return to pre-2013 hours for vehicle access. Restrooms returned to the pre-staffing cut levels with a new arrangement with the Sheriff's Department allowing Bidwell Park restrooms to be opened and serviced.
- 3) BPPC Support – Staff supported 10 BPPC meetings, and 2 Natural Resource Committee meetings, which equaled the numbers in 2015.
- 4) Park Leases – City Staff developed new leases using the City's new agreement template for the One Mile Concession Stand with the Dog House, and the Chico Equestrian Arena with the Chico Equestrian Association. Copies of submitted Annual Reports are attached (Attachment C). Any not submitted in time will be attached to future Division Reports.
- 5) Park Permits – Staff issued a total of 542 permits with Total event participation at 50,909. The estimates do not include spectators, which could increase the numbers significantly. This continues the decline from 2012 (694 permits and 81,472 participants).
- 6) Public Works Operations Consolidation – Parks staff again returned to 965 Fir Street this fall to provide additional coverage for administrative staff and increased coordination with other divisions. The move should allow for more administrative support during peak times.

b. Planning and Monitoring

- 1) Peregrine Point Monitoring Report – At the 8/29/16 BPPC meeting, staff presented a 5 year review of the monitoring program and data and provided recommendations for the course and monitoring approach. Staff will incorporate recommendations from the report into a revised 5 year Monitoring Plan that the BPPC will consider for adoption at a future meeting. The BPPC reviewed and accepted the 2015 Monitoring Report. ORAI has continued maintenance on the course, however, the extremely small window over the past 2 years have contributed to delays on key improvements recommended in the plan.

Both the addition of wood chips and installing alternative basket locations require the use of machinery that can be brought on site when the soil is dry and the fire danger is low.

- 2) Trails and Natural Resources Plan – Parks made minimal progress on these tasks such as updating GIS coverage and plant lists. The most significant progress concerned questions on Upper Park Road.
 - a) Upper Park Road – Staff developed a scope of work on the review of Upper Park Road with a consultant (as of 1/19/17, the contracting is nearly complete). Staff worked with the Natural Resource Committee at 2 very well attended meetings to obtain public input on policies related to this important park feature. A questionnaire will be developed for on-line and field surveys. The Natural Resources Committee (NRC) considered public input on the uses of the gravel portion of Upper Park Road; while staff worked on a companion to assess the condition of the road and provide remedies and costs. This item is part of the update for the Bidwell Park's Trail Plan. Staff will be finalizing a survey in 2017 to comprehensively collect information.
- 3) Horseshoe Lake Monitoring - Chico Environmental submitted the annual monitoring report associated with the lead clean-up (See March 28, 2016 Division Report submitted to the BPPC).
- 4) Bidwell Ranch – In late 2016, the City accepted bids for grazing at Bidwell Ranch and Foothill Preserve. The City awarded Bradley and Sons the winning bid based on the \$13,500 in annual revenue to the City. Cattle limit the growth of non-native grasses and enhance the flowering of vernal pool plants. The long-term disposition of Bidwell Ranch is connected to the Butte Regional Habitat Conservation Plan (BRHCP).

c. Maintenance and Infrastructure

- ii. Maintenance– Staff continues daily maintenance and unfortunately defers bigger items until we have resources to complete such work. In addition, special projects (such as opening new parks) and responsibilities (such as supporting volunteer efforts) have become the norm for park workers.
- iii. Improvements – Several improvements were made possible with a Capital Improvement Project (CIP) budget approved by Council last year. Last year was the first year that the City had a CIP for general park facility improvements. Some of the benefits include:
 - 1) One Mile Recreation Area - new tables, improved lockable BBQs, and other improvements replaced features that had fallen into disrepair, such as the water supply (jug fillers) and the access to electricity. The One Mile restrooms received a new coat of paint to the interior and new hand dryers have replaced the battered and abused old ones.
 - a) Caper Acres Repairs and Improvements – new roof on the restrooms and new paint and flooring in the Crooked House before it was destroyed in this winter's storms. The damage from the storms necessitated the razing of the house. Staff is helping develop the priorities for the renovation plan.
 - b) Five Mile Building Revamp- Staff painted interior and exterior. However, the inspection of the more serious work needs to be undertaken as we have major rot issues due to maintenance deferral.
 - c) Upper and Lower Park Parking lots: Staff resurfaced Horse Arena and lots B, C and E with 94 tons of basalt road base this year and patched lower park lots as time and budget would allow, all lots are in dire need to be completely reworked with new material.
 - d) Cedar grove – received a partial make over with the replacement of all the picnic tables at the reservation site. Parks also purchased the remaining seven pieces of the Par Course equipment to complete the 2009 rebuilding of the existing course. Work will commence in the spring as time allows. –.

- e) Native Plantings –Staff completed the re-vegetation of the cliff site at Vallombrosa and Manzanita on Big Chico Creek. They planted a variety of herbaceous plants and grasses, installed new fencing and signage in hopes of saving the cliff from human caused erosion.
- f) Sycamore Pool repair – Parks crew completed additional repairs to the Sycamore Pool Deck and filling in of large cracks and holes in the pool floor and walls they also installed a new removable pole for the kiddie pool area.

iv. Comanche Creek Greenway–

- 1) One of the biggest accomplishments of the year was the opening of the Comanche Creek Greenway in July (7/22/16). Parks Staff worked closely Public Works Capitol Projects staff to develop the Greenway on time with a very short construction window (about 6 months). The newly opened facility provides access to a beautiful area of South Chico and provides parking, drinking fountain, picnic tables, benches, interpretive panels, a bike and pedestrian bridge and paved bike path and nearly a mile of new nature trail.
- 2) Upcoming projects may include: 1) Complete trail segments: a) Wrex to Valine, and b) West of bridge, including pedestrian and possibly vehicle access (Phase II funding); 2) Vegetation removal: especially a Yellow flag iris strategy and continue successful efforts on invasive woody plants; 3) Planting: Native grass delayed because of exceptionally early, wet weather. The City will be working with the Friends of Comanche Creek Greenway (FCCG) on a potential native plant hedgerow on the southern border; 4) FCCG continues very active volunteer efforts and the City will continue meeting with the group on a regular basis in 2017.

- v. Teichert Ponds – In fall 2016, Staff begun planning and construction on an improved trail to the "peninsula" area between Ponds 1 and 2. Early rains postponed completion of the project until spring 2017. When completed, the trail and access road will be raised allowing for better access during wet conditions and the trail will have two natural surface viewing "platforms".

- vi. Bridge Repairs - Parks has been concerned about the condition of the Ceres (Lindo Channel) and Marsh (Little Chico Creek) Bridges. As the costs of a comprehensive repair exceeded the Parks materials budget, we reached out to Public Works Engineering to look at better solutions than replacing the timbers (potentially replacing the decking with lightweight concrete, with the benefits of a smoother surface, less ongoing maintenance and has a longer life expectancy than the timber decking). The City will be looking at funding sources to make the repairs and we are hopeful that we will be able to initiate comprehensive repairs in 2017. In the meantime, Parks staff will continue to make repairs on the worst sections.

d. Natural Resource Management

- i. Wet Weather Policy – Staff continued enforcement and monitoring of the Wet Weather Policy. Unfortunately, CDEC relocated the weather station at the USFS tree farm to near Wicks' Corner (near Highways 70 and 149). A citizen notified us of the potential change. As of 1/19/17, it is still not noted in the location of the station information; however it was verified with DWR. Staff explored options for using a new weather station that has data readily available on-line. After some research, Staff will use a combination of sites the KCIC (Chico Airport) station:

- 1) NOAA <http://w1.weather.gov/obhistory/KCIC.html> to provide good 1, 3, and 6 hour precipitation (the hourly data may be too much for our purposes for each day), and
- 2) Weather Underground (<https://www.wunderground.com/history/airportfrompws/KCIC/1998/1/1/DailyHistory.html>) to provide daily data (but does not provide average daily temp and doesn't give the 24 hour ppt).
- 3) This will be reevaluated with the wet weather report.

- ii. Sherwood Forest Restoration Area- Work to removal non-native, invasive species in the overgrown area just east of Caper Acres is underway! The area known as the "jungle" has been nearly taken over by Himalayan

Blackberry and English Ivy. Volunteers prepared the area and have planted 2 dozen Valley Oak trees. The Sherwood Forest Interpretive Trail behind Caper Acres is planned to be used as part of the Jr. Ranger program slated to debut in May of 2017.

iii. Little Chico Creek Corridor -

- 1) Arundo - Volunteer and City efforts continued to manage Arundo along Little Chico Creek. Except for a couple of locations treated in the fall, Arundo is eradicated upstream of Humboldt Neighborhood Park (wind chime). Considerable reduction has occurred on City properties down to 9th and Hazel, but it remains an issue on private property in that section. Treatment will continue as staff and budget allow.
- 2) Rehabilitation project – Rangers to the lead on an effort to clean up the Humboldt Avenue Corridor between Orient and Cypress. Parks worked closely with Chico PD, Butte County ACS, and engaged neighbors. Major limbing up of trees and sight line clearance along with removal of invasive trees and vegetation have removed the non-native improved habitat, and increased citizen enjoyment of the area.

iv. Butte Environmental Council (BEC) Tree Planting – BEC continued to plant and tend blue and valley oaks in Middle and Upper Bidwell Park (145 volunteers planted 117 acorn plots). They will continue maintenance and summer watering until oaks have grown out of their tubes, then replaced with a larger cage.

v. Trails Program –

- 1) Parks Division worked on additional improvements to the Monkey Face loop trail. The Santos Fire and early rains postponed the fall trail season tasks. Crews were able to install split rail, signs, and completed some trail work and volunteers installed jute and straw to close off trail cuts and split rail fencing sections along the beginning of Monkey Face trail to help guide trail users. Staff installed some signage with more to follow as time and budget allow. Next spring, , Parks plans a section of embedded rock, and some rock "steps" to connect the trail with the lower part of Monkey Face, and a new eastern connection from Monkey Face back to the Middle Trail. Rangers will also work on improved signage.
- 2) The new alignment from the Parking Lot to the Middle Trail has been very well received and handled winter extremely well. This section was subject to flooded conditions, loose surface, and erosion. Additional fencing has been added near the Horseshoe Lake parking lot and a new rogue trail was removed.

vi. Spanish Broom Treatment - Susan Mason from Friends of Bidwell Park and Dempsey Vegetation Management reported substantial progress on Spanish broom herbicide treatment in Upper Park with the treatment of well over 1000 shrubs. Wilting of these shrubs was apparent within a week following the treatment. However, numerous other seedlings and plants remain too young to produce seeds. Most of these could be hand-pulled if volunteer labor was available."

vii. Fires - August in the Park will be remembered as the month of fire with five fires breaking out between Bidwell Park and specialty parks. Three small fires in Teichert Ponds were reported during the month and found in close proximity to homeless camps. Upper Park had two fires on consecutive days.

1) Santos Fire -

- a) The Santos fire consumed 88 acres. Crews fought the fire from the ground and air and crews remained in the area for over a week. The fire and dozer cut fire lines caused significant damage to the park, namely, potential erosion issues, destruction of vegetation, and damage to trails.
- b) Staff completed a rehabilitation plan with CALFIRE and work started immediately after the fire. Parks Crew worked with CALFIRE (Ishi Creek Crew) to complete some work prior to the 9/13/16 forecast for heavy rain; and returned in early November to implement erosion control measures at the Fire Area (including Homestead meadow, Guardians Trail, and 10 Mile House Road).

- c) Closed areas included the Guardian Trail between Bloody Pin and 10 Mile House Road; the Pine Trail, and periodic closures of 10 Mile House Road. The Annie Bidwell Trail remained open. The closed area has been reduced to the Guardians and Pine Trails until dry conditions and work can be completed (likely this spring). This policy will be re-evaluated as conditions change. Signs have been posted at trailheads about closures and rangers patrol the area daily to encourage good stewardship. Rangers placed cameras on closed trails. While there is evidence of some mountain biking, rangers report that trail usage appears minimal.
- d) Forthcoming work includes improving trails, native grass planting, refining micro-topography to minimize drainage and erosion issues. Staff anticipates that once the trails appear stable and routes re-established that the Guardians trail will be opened.

- viii. Storm Damage – December storms brought flooding and fallen trees to the park. Several Valley Oaks succumbed to the saturated soils and flood waters exceeded the banks of Big Chico Creek flooding houses, eroding creek banks and leaving considerable debris to clean up. One of the most apparent incidents occurred when a valley oak uprooted in the saturated conditions and fell on the Crooked House. Staff will be inventorying the damage for potential release of emergencies funds.
- ix. Homestead Meadow Prescribed Burn: A 10 acre control burn between Guardian Trail and Annie Bidwell Trail near the Santos Fire area occurred on November 8th. The meadow was overrun with star thistle, a common invasive in the park originally brought in by cattle. Native grasses including blue wild rye, California brome, slender wheatgrass and purple needle grass are planned for this location. Connector trails to the ABT and 10 Mile House Road are planned to link this destination mountain meadow to the trail system in the future. Rainy weather precluded the planting of native grass in this area which will be postponed until fall 2017.

e. Outreach and Education

Community outreach and education is the hallmark and joy of the Parks Division, especially the ranger program from both a safety and educational viewpoint. Some highlights include:

- i. Coordination - With all the duties rangers are tasked with, coordination of presentations are challenging as other duties, priorities, and emergencies come into play. In 2017, an outreach to local schools is planned to encourage classes to schedule events with rangers and for individuals to participate in the Junior Ranger Program.
- ii. Ranger interpretation garners an increased “buy in” and stewardship for the park. Many talks, walks and bike rides are impromptu, but some are planned visitations with specific topical information. Rangers have met with school groups, clubs, volunteers and individual community members desiring to know more about the park. The perennial favorite outreach for the year was the Mountain Lion/Urban Interface PowerPoint. So far it has been shown to two groups with requests for future showings. Rangers have also had about a dozen participants in the last year take advantage of the Ranger Ride Along Program where individuals experience the day to day duties that rangers encounter.
- iii. Events - Park Rangers, staff and our volunteers participated in a number of events including the Snow Goose Festival, Endangered Species Fair, Elk’s Public Safety Day and the Walmart Allied Agency Day.
- iv. Fire Danger Sign - To increase park user's awareness of fire danger, the City of Chico Parks Division erected a "Fire Danger" sign at the entrance to Upper and Middle Park 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. Staff update the sign on a weekly basis unless conditions change dramatically. Citizens interested in the most current fire weather should consult the National Weather Service Fire Weather page (<http://www.wrh.noaa.gov/firewx/?wfo=sto>)
- v. News Releases - Parks and Street Trees Divisions submitted 22 news releases in 2016. Releases shared information about safety, closures, new parks coming online and various event happenings in the park.

f. Ranger and Lifeguard

- i. Lifeguard Update - A lifeguard agreement for the 2017 summer season is set to roll over after a two year trial period. A favorable review of the 2016 season was shared by both parties. A reduction of lifeguard hours was introduced in 2016 after reviewing visitor counts. The current schedule calls for a 1.5 hour reduction of hours daily on non-peak days (M-W), and hour reduction on peak days (F-Sun). Additionally, only weekends will be staffed after the start of CUSD classes up to and including Labor Day. The current hours allow for CARD programming at Sycamore Pool.
- ii. Jr. Ranger Program- The debut of the program is set for spring to coincide with the Park Division's Fantasy Fun Run in May. The program's motto: EXPLORE, LEARN, PRESERVE is coupled with various ranger led activities twice a month intended to teach youth about Bidwell Park history, plants, animals, local native culture, and stewardship in a fun and interactive environment.
- iii. The Butte County Sherriff's Office Alternative Custody Supervision (ACS) and Sheriff's Work Alternative Programs (SWAP) have been integral to the Park Division's operation in 2016. The Sheriff's Department contracted with the City to provide restroom cleaning services for Bidwell Park Monday thru Thursday. In addition, ACS and SWAP have contributed staff for monthly homeless camp cleanups, trash removal, beautification projects and vegetation and tree removal on the Humboldt / Little Chico Creek Corridor.
- iv. Significant Incidents – In addition, to the Santos Fire and floods of mid-December (see above), here are other incidents that occurred in Parks and greenways (Table 6).
 - 1) Injuries – Accidents for injuries requiring EMS response and transport (13) were the lowest in five years of accident data (a 15.2 annual average). While outdoor activities carry inherent risk, prevention strategies can help reduce the number of incidents and the ranger program can help reduce risks. The following are important factors: 1) Trip Preparedness (having proper shoes for outings, carrying water, hats, sunscreen, knowing where one is going); 2) Awareness of limitations (Physical stamina/shape, medical conditions or injuries, physical aptitude in challenging environs); 3) Responsible safe behavior, and 4) Age related injuries and conditions. Three of the four mentioned are areas where a ranger interface, or additional kiosk information may help deter accidental injuries.
 - 2) City Accident/Damage/Theft Reports – The table lists only significant incidents requiring a damage report. On a daily basis, Staff often directly repairs damage in the park, which can occur any time of day. Therefore, routine damages are under-reported.
 - 3) Animal issues – In 2016 staff researched dog issues and what's being done in other municipalities in order to present the BPPC with strategies and potential options for dealing with leash issues, injuries caused by dogs, animal drownings in swimming holes, and conflict with user groups. An update to the current municipal code is planned after the BPPC indicates policy direction in early 2017.
 - 4) Hazardous Materials - Rangers have been first responders in a half dozen incidences within the last year involving an increasing amount of hazardous materials found in creeks and greenways. Rangers have been present at community cleanups and stressed not handling or transporting unidentified substances and mixtures or petroleum products often used in drug making. Haz Mat Response by CFD accompanies all reports of materials and a time consuming evaluation is conducted and materials are removed from site.
- v. Safety - From a crime perspective, ranger report three areas of significance: vehicle break-ins, bike theft and homeless encampment related activities are at the forefront of issues in the parks. Rangers encourage patrons to keep bikes close at all times, even when locking. Additionally, rangers have posted signs in parking lots and remind visitors often not to leave anything visible or valuable in vehicles. Rangers continue to work with police to deal with homeless issues. While the park remains a relatively safe place for citizens, we promote situational awareness and basic personal safety precautions.
- vi. Homeless Encampments – Illegal encampments remained a top issue in 2016. Routinely, areas are given 48 hour notice to vacate and remove personal property before rangers and ACS respond to dismantle camps

and clean up associated debris. Rangers and ACS typically address encampments by corridor once a month with weekly cleanups occurring as time and resources are available. In 2016, crews collected and disposed of 108 tons (400 yards) of debris from camps.

- vii. Protection of Resources- Resource protection is a challenging issue for the Park Division given the expanse of the park, greenways and open spaces(5000 + acres) given current staffing. Education goes a long way in mitigating concerns. The Park Watch Program has been a vital link to rangers in providing information about unwanted activities in the park and intercept of those activities.

g. Donations

i. Revenue -

- 1) Street Trees - Street Trees received \$48,680 in revenue with the PG&E donation (\$20K) making up the bulk of the funds. In-lieu fees associated with building permits make up much of the other revenue. These funds provide sources of funding for the restarted tree planting program.
- 2) Parks – Events, private donations, and merchandise sales make up the bulk of donated revenue. The Parks Division received \$19,230 in donations for 2016.

- ii. In-Kind Donations – The Parks Division received approximately \$158,300, in in-kind services in 2016. Highlights include:

- 1) The Alliance for Workforce Development (AFWD) provided an average team of 6 workers for 40 hours a week for an average of 10.50 an hour in 2016 to reduce fire fuels and work on vegetation management projects. The estimated value of the contribution from the (AFWD) program is \$194,350 in 2016.
- 2) The Sheriff's Alternative Custody Supervision (ACS) provided an average of 5 workers for 10 hours a week in 2016. They performed general park maintenance and illegal encampment removal duties. Using a formula of 50 hours per week xs 52 weeks = 2600 hours xs 24.75 hour (California economic rate for volunteer value). The estimated value of the ACS program in 2016 is \$64,350.00
- 3) Orchard Supply Hardware provided approximately \$1,000 worth of tools and equipment to the volunteer program.

iii. Fundraising Events:

- 1) Synergism, "Women Together for Beauty"- Synergism presented "Pure Imagination" a choral program in April of 2016. The group donated \$500 to the Caper Acres Renovation Project.
- 2) Capers Acres Fantasy Fun Run, 2016- Over 200 people participated in the first annual Caper Acres Fantasy Fun Run. There were great costumes and a lot of smiles! Over \$2,500.00 was raised to contribute to the Caper Acres renovation project.
- 3) Annie B's - The City of Chico Parks and Street Trees Division participated in the North Valley Community Foundation Community (NVCF) Fundraiser. 2016 marked the 10th and last year for Annie B's. There were an incredible amount of organization throughout Chico vying for donations. Parks received \$1,700. and Trees received \$450.
- 4) Merchandise – Limited edition Jake Early, Caper Acres Humpty Dumpty Kleen Kanteens are for sale in several stores and at the Park office. All proceeds from the sales go toward the Caper Acres renovation project. The Park Division also sells Park related T-shirts.

h. Volunteer

- i. Volunteer Hours – Citizens dedicated a remarkable 24,830.75 hours in 2016! The total includes volunteer efforts on City-Owned Park, Greenway and Open Space properties. While the immense value of volunteer time goes beyond simple numbers, an estimate of economic value provides a scale for comparison. Using the current rate for the State of California (\$24.75/hour), the Park's total volunteer hours equates to over \$614,561.06.

- ii. Caper Acres Volunteer Service and Donor Registry – Because of the interest in helping with Caper Acres (especially to help rebuild the crooked house), staff have developed a registry to compile interested service providers information (www.raceplanner.com). The registry helps the Parks Division match volunteers, donors, and materials to appropriate projects.
- iii. Park Watch - Members serve as ambassadors to the park, provide information and alert park staff to damage, hazards, vandalism or illicit behavior. Currently, 112 active Park Watch volunteers contribute an average total of 1,100 hours each month.
- iv. Spring Volunteer Orientation– Nearly 40 citizens attended the spring volunteer orientation. Several new Park Watch, Team Leader and general volunteers contributed to the park throughout the year.
- v. Park Partners – Independent groups and volunteer leaders provide a number of weekly volunteer sessions to proactively care for sustaining and restoring City-owned parks, greenways and open spaces. Partners lead volunteer sessions, document worksite progress and report volunteer hours. Several partners, with support from the Parks Division, schedule regular session. Partners include; Friends of Bidwell Park, Friends of Comanche Creek Greenway, Chico Velo-Trailworks, Stream Team, California Native Plant Society, Butte Environmental Council, CAVE and Youth for Change
- vi. Events –
 - 1) Volunteer Saturdays – The weekly events give people and groups that would like to volunteer on a “drop in” type basis the opportunity to do so.
 - 2) CATS in the Community (3/31/16) – 40 students from CSUC converged on Bidwell Park for a day of service. They contributed over 120 hours of work removing litter and performance of vegetation management projects.
 - 3) Earth Day (4/23/16) - Over 225 volunteers came out to the South 1 Mile Area of Bidwell Park to celebrate and help brushing trails, removing invasive plants and litter clean-up. Over 700 volunteer hours were contributed to the effort!
 - 4) National Trails Day (6/4/16) - Parks Staff worked with over 50 volunteers and staff from the Chico Velo-Trailworks, Friends of Bidwell Park, Native Plant Society, California Conservation Corps, and the Alliance for Workforce Development on Chico’s celebration of trails. Citizens contributed more than 200 hours to Park trails.
 - 5) Upward Bound Workday (6/17/16) – More than 250 students and volunteers contributed to the clean-up of the South One Mile Recreation Area. Participants delivered approximately 500 hours of labor, while learning about plant identification and vegetation management. The event significantly contribute to the maintenance of the park and promoted feelings of pride, goodwill and community. Upward Bound serves high school students from low-income families or families in which neither parent holds a bachelor's degree, with the goal of increasing success of completing secondary and postsecondary education.

6. Street Tree and Landscapes Division

a. Street Trees Highlights

- i. Overview – Street Trees will continue to focus on operations to build staffing and contractual capacity to aid in taking care of the City’s trees, streamline permit process, and stabilize (and reduce) number of open service requests.
- ii. Tree Planting - Staff are planned for a significant planting last year. In addition to the 52 trees associated with the PG&E donation, an additional 150 trees will also be planted. This represents a substantial increase from past years. Priority areas will be downtown, areas that have existing irrigation (such as in medians and City-owned park strips). Staff will prioritize neighborhoods with low tree occupancy as that will allow for economies of scale in planting and follow-up care.

iii. Tree City USA –

1) Tree City USA –

- a) The Arbor Day Foundation honored the City of Chico as a 2016 Tree City USA recipient (Chico's 32nd year). The program provides a framework for community forestry management for cities and towns across America. The program requires a summary of certain budget expenses. Below are rough estimates (these will be more refined in the future), but provide some interesting
 - i) Tree Planting and Initial Care (Include cost of tree purchases, labor and equipment for planting, planting materials, stakes, wrapping, watering, mulching, competition control, etc.): \$45,000.
 - ii) Tree Maintenance (Include pruning, insect and disease management, fertilization, watering, etc): \$672,000.
 - iii) Tree Removals (Include cost of equipment, supplies, labor, etc): \$30,000.
 - iv) Management (Include public education, professional training, memberships, salaries, street and park tree inventory): \$75,000.

- 2) Arbor Day Celebration Plantings - Because of the wet weather and storm response, the City of Chico rescheduled two separate Arbor Day Plantings. The City worked with CSU Chico students from the Sustainability Program to plant 5 trees in parkway strips near campus (on Mansion Ave between Arcadian and Citrus Avenues) (4/29/16). In addition, CSU Chico student participating in the Community Action Volunteers in Education (CAVE) helped with the planting of valley oak acorns (over 25) at the One Mile Recreation Area of Lower Bidwell Park. The planting follows the Chico City Council adoption of a resolution on March 1, 2016 celebrating California's Arbor Day. The resolution encourages citizens to support our city's urban forestry program, helping to protect our trees and woodlands for present and future generations.

- iv. Priority Tree Corridor Work - Trees crews will resume working on the priority corridor list and continue work on Vallombrosa Ave. Pine and Cypress Ave and other high priority trees.

- v. Staffing – Sufficient resources to complete tree work continues to be a significant problem for the City. The City will seek to balance the services provided by contractors with a viable tree crew and will make that request in the next Fiscal Year.

- 1) Urban Forest Manager – After the first round of interviews in late 2016, Staff narrowed the list to 3 candidates. The second round of interviews will be in January.
- 2) Hourly workers - The Street Tree Division utilized hourly workers to complete a number of high priority tasks. With the hourlies, we were able to have enough for a City tree crew and were able to keep pace with incoming service requests and certain key projects. For example, the crew prioritized pruning along school corridors to improve visibility and reduce hazards. The crew completed this work in the summer, to take advantage of relatively light traffic.
- 3) California Conservation Corps (CCC) - The CCC crew excelled in a 5 week grates/cages project in the downtown area and a spring tree planting. Two City employees overseeing and working side by side with the CCC crew and 2 hourly helpers, were able to plant 98 trees in 8 days (including site prep and stump grinding of 14 trees). The approach allowed the City to stretch contractual dollars, complete the work quickly, leveraged staff time, and provided good training for CCC members.

vi. Tree Contracts -

- 1) Emergency services – Petersen Tree Care was the low bidder again this year and will be our emergency contractor for the fiscal year. This contract is renewable annually for up to 3 years total.

2) Routine Pruning and Planting – M&S Wesley Tree Service has done some pruning in the residential and corridor areas, but have been limited due to lack of budget funds.

3) Removal Contract - Twin Cities Tree Service is completing the first list of 86 dead/dying trees that was assigned to them in November. Rainy and wet weather conditions have made it challenging for the workers to complete removals. The list should be completed by the end of January. Most sites will be replanted this spring, unless they were removed because they were not planted in a valid planting location. The previous contractor (Salinas) ceased operations prematurely associated with higher costs and the prevailing wage requirement. Tree removal costs rose from \$700/tree to an average of over \$1200/tree and about \$2,500 for the largest ones.

vii. Permits - Property owners have markedly increased the number permit requests on City Street Trees since staffing cuts in 2013. Over 154 permits were issued in 2016 (this number does not include permits approved through planning permits). The numbers of permits from recent years may be summarized as follows: 28 (2013), 66 (2014), and 122 (2015).

b. Public Planting and Landscapes -

i. Overview - The program oversees landscape maintenance and installations in and around City Specialty and Neighborhood Parks, Municipal buildings, Parking/Transportation facilities, and Public Plantings. This is the city's largest annual service contract and directs services over 118 different fund accounts. There is a combination of sites and sub-sites with over 250 service location points within the city's landscape areas. The city's Landscape Inspector communicates daily with the landscape contractor, promoting contract compliance and efficient quality services.

ii. Water Conservation – One focus area over the past couple of years has been the reduction of water use. The City continued strict water conservation practices in our landscapes during 2016.

1) The city currently has 223 water meters in use. Some of the metered water is for landscape and sanitation. Some is for potable water consumption in our parks and municipal buildings. Some is used during permitted community development projects.

2) Water consumption continued to decline from 2015 figures. At the time of this report, only data for January through June 2016 was available. There was a reduction of 14,510 CCF of water consumed during those first six months compared to January through June of 2015. One CCF is 100 cubic feet of water volume. One CCF equals 748 gallons of water.

3) The rain that fell during Fall/Winter of 2016 did not arrive until after the hot months of the year's continued drought conditions when landscape irrigation is typically applied for optimum health and aesthetics of plants. Much of Chico's landscaping is low water use plant material and can tolerate drought conditions, even if showing signs of stress. However, the need to continue strict reductions in 2016 during a time of year when the plant need is highest, produced stress and some plant mortality.

iii. 2015 Landscape parkway conversion guidelines and Urgency Ordinance - On July 7, 2015, Chico's City Council considered and approved the adoption of landscape parkway conversion guidelines and an Urgency Ordinance amending Chico Municipal Code (CMC), Chapters 14.08 and 19.68 regarding encroachment permits and landscape conversions.

a) The ordinance protects and provides for the health and vigor of city street trees, allows qualified removal of existing landscapes without a permit and reduces water use through the planting of low-water use plants and installing water efficient irrigation systems. Due to extended drought conditions in 2015, mandates from the State of California and California Water Service Company's "Turf removal" program, many citizens were contacting the City for information and permission to remove and replant landscaping within the City's ROW and parkway strips adjacent to their property. The ordinance helped reduce staff time related to permitting. It also provided standard guidelines for the community. The guidelines can be found on the city's website on

the "Street Tree Division" page. Use the drop-down menu for Departments and Divisions, located on the City's "Home" page.

- b) One intention of the ordinance was to reduce the need to process permits. However, some landscapes in the ROW have been modified without notification to the City; and the City has not been able to track the number of modifications or measure their impact on the City since its adoption.

- iv. Landscape Design Standard Review - Due to work load and time constraints, a complete review and potential revision of our city landscape standards and the process for new landscape development was not achieved during 2016. The extensive task is being kept as a goal for 2017.

- v. Landscape Development - New housing development often is required to include improvements like public landscaping in the City Right of Ways. There were seven new locations completed this year. They are located on East 20th at Concord, E. Eaton Road between Ceanothus and Floral Avenue, West Eaton Road (west of Penzance) and Humboldt Road at Overseer Court.

- vi. Service requests -
 - 1) Approximately 260 service requests related specifically to city landscapes or the city's landscape contract. Out of those, 160 were requests to identify and locate landscape utilities prior to development construction and utility work.

 - 2) Additionally, 858 requests related to landscape issues. Examples include: check and repair irrigation systems, observations of potential hazards, check and repair related landscape facilities such as fences, sound-walls, electrical lighting, plumbing, check landscape maintenance conditions and quality control, inspect tree conditions, review and inspect new landscape design installations, identify and locate landscape utilities and consult on landscape projects.

 - 3) Comanche Creek Greenway and Storm Water Grant Projects –
 - a) The Landscape Program assisted in the design and installation of the parking lot entrance off of Park Avenue into Comanche Creek Greenway. The project included landscaping along a pedestrian and bike path connecting Ivy Street and 22nd Street. This link improved the access from the neighborhoods surrounding the greenway and the new bridge across Comanche Creek.

 - b) The program also assisted with the completion of six Storm Water Grant projects. These projects provide landscape designs that capture, return and or allow rainwater to permeate into the surrounding soil without running off site. These projects raise public awareness of these design aspects. They are located at City Hall (5th Street side), The Airport Terminal parking lot, the Amtrak Train Depot, Municipal Parking Lot #5 next to Lost Park, Murphy Commons Apartment Complex on Notre Dame Boulevard and Habitat for Humanity at 16th and D Street. The projects will provide long-term benefits to groundwater recharge and water quality.

7. Upcoming Challenges

a. Parks Division

In addition to the wide swath of duties and tasks, staff completes, here are some focus areas that we would like share with the Public and BPPC.

- i. Administrative and Visitor Services – Improved permitted processes will be a focus for 2017. Staff will improve the reservation system for parks (potentially including public events), and making a push to make these available on-line. Staff will focus on improving the permitting and tree report process for trees, providing information for prospective applicants on the requirements for trees related to building permits. Our efforts in customer service are an important part of providing citizens with a good experience in the park and community.

- ii. Maintenance and Infrastructure – Because of limited resources, Parks has deferred a number of maintenance items. Restoration of staffing levels will greatly improve our capacity to complete projects and we will make requests to improve staff with hourly or full time employees. Staff will also return to completing the parks inventory started in 2013. This will provide compelling information on the state of park infrastructure and costs of returning it to safe, serviceable condition.
- iii. Planning and Monitoring – As staffing is improved, the Division will have the capacity to return to key projects (namely the Trails Plan and Natural Resources Management Plan), and improve timeliness on time sensitive reports (i.e. the Peregrine Point monitoring reports and data analysis). Another key focus will be the collection of public input on policy and the technical survey of Upper Park Road.
- iv. Natural Resource Management –
 - 1) Staff will continue the substantial progress made on woody vegetation in targeted areas. For example, concerted efforts with volunteers, staff, and the program partners (Sheriff and principally the Alliance for Workforce Development (AFWD) to remove non-native vegetation and improve sightlines at One Mile. Unfortunately the AFWD group will lose funding at the end of February, with this loss, we will be requesting a staff member for 2016-17 to focus on vegetation and other natural resource projects.
 - 2) Parks plans to complete important trail projects at Teichert Ponds, Comanche Creek, and Monkey Face in Bidwell Park. This will add over 2,000 feet of improve trail projects.
- v. Outreach and Education – Now more than ever, an educated and engaged public, will help the Division take care of Parks. Educated citizens that are knowledgeable about fragile park resources, recreational opportunities and the right way to enjoy them, will encourage stewardship and ensure generations of Chicanos the ability to enjoy the marvelous gifts bestowed upon us by the founders of our city.
- vi. Ranger and Lifeguard – Rangers have a critical and wide ranging responsibilities in the Parks. The description of the program notes: resource protection, education, interpretation, visitor assistance, event organization, public safety and patrol, and enforcement of municipal and penal codes. It is the day to day accomplishments that are telling on what our rangers really do. Some of these include servicing a restroom when we are short maintenance staff, helping a citizen who twisted their ankle or need directions, leading a group of kids to clean up trash, meeting with event coordinators to make sure that a non-profit's key fundraiser is safe and successful; counseling a young daredevil to enjoy the park in a safer manner. One of the continuing challenges have been homeless encampments and the impacts to the parks. As there are a number of efforts in the City regarding homeless issues, we eagerly watch the potential progress, so that Rangers can return to the basic duties that visitors to the park need. In 2017, Rangers will lead volunteers and supervise other partners, to improve sightlines and remove non-native vegetation. The Rangers will also kick off a Junior Ranger Program in 2017.
- vii. Volunteer and Donations – Staff will look to continue improvements on volunteer sign ups. Several fundraising events will be on the calendar for Parks. Fundraising for the Caper Acres renovation will be important for the success of the project. While we will look for opportunities to work with volunteers and in-kind donations, Maintenance staff will serve a key role to ensure that equipment is installed according to playground standards.
- b. Public Plantings and Landscapes – As the state hopefully recovers from drought a number of landscape and tree areas will need to be replanted within current budgets. Staff will look at a number of options including Municipal Districts to complete this need.
- c. Street Trees – Staff is hopeful that capacity will be improved to allow the resurrection of a crew. The hiring of an Urban Forest Manager will also help stabilize the program and move from a reactive to proactive approach. Key areas for improvement will be to stabilize and reduce the number of service requests and to reinvigorate routine pruning and formative pruning.

Attachments:

- A. Supplemental Tables and Figures (Detailed Maintenance Tasks, Tree daily reports, Citations, visitors, etc.)
- B. Photographs

C. Annual reports from lessees: 1) Bidwell Park Municipal Golf Course and 2) the One Mile Concession Stand (Dog House). Reports were not available from: the Chico Creek Nature Center, Chico Equestrian Association, Chico Rod and Gun Club, Silver Dollar BMX, Chico Community Observatory. These will be attached to future Division Reports.

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1/26/2017



DATE: 1/20/17
 TO: Bidwell Park and Playground Commission
 FROM: Dan Efseaff, Park and Natural Resource Manager
 SUBJECT: 2016 Annual Park Division Report: Tables and Graphs

2016 ANNUAL PARK DIVISION – SUPPELMENTAL INFORMATION

Table 1. Comparison of Annual Budget and Staffing for the Parks and Street Trees Divisions.

Category	FY 2007-2008	FY 2010-2011	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016 (adopted)	FY 2016-2017 (adopted)	Trend (2007 to present)
Operating Budget									
Park Division	\$1,799,037	\$1,848,137	\$1,817,833	\$1,905,735	\$1,632,784	\$1,642,001	\$1,828,709	\$1,882,405	
Street Trees Division	\$1,131,143	\$971,276	\$1,019,987	\$1,024,171	\$761,066	\$854,196	\$1,031,379	\$1,084,320	
Sub-Total	\$2,930,180	\$2,819,413	\$2,837,820	\$2,929,906	\$2,393,850	\$2,496,197	\$2,860,088	\$2,966,725	
% of General Fund	5.9%	6.8%	6.6%	6.7%	5.4%	5.4%	6.2%	6.3%	
General Fund Budget	\$49,310,955	\$41,282,457	\$42,995,996	\$43,724,540	\$44,449,213	\$45,955,168	\$46,082,444	\$46,881,786	
Staffing ^a									
Park Division	13.5	13	12	12	8.75	8.75	9	9	
Street Trees	11	9	8	6	3	3	3	3	
Total	24.5	22	20	18	11.75	11.75	12	12	

Notes: The Street Tree program was considered part of the Park Division in 1988 and staffing was 16 FTE. The lifeguard program is not part of this estimate but typically adds 2.5 FTE. Administrative staff adds an additional 2 or 3 FTE. Adjusted for inflation, the budget for FY 1988-1989 in 2014 dollars is \$1,188,979. Formatting depicts the numbers relative value to other years.

Table 2. 2016 Service Requests.

2016 Totals	Status			
	Open	Closed	Total	% O/C
Illegal Encampment	14	175	189	8%
Park Rangers	1	14	15	7%
Parks	21	143	164	15%
Trees/Public Landscapes	364	739	1103	49%
Total	400	1071	1471	37%

Table 3. Total Service Requests.

Totals in System	Status			
	Open	Closed	Total	% O/C
Illegal Encampment	15	819	834	2%
Park Rangers	1	87	88	1%
Parks	49	1154	1203	4%
Trees/Public Landscapes	964	6931	7895	14%
Total	1029	8991	10020	11%



Figure 1. Service Requests and Staffing Levels for the Tree Division

Table 4. 2016 Monthly Park Permits Summary.

Permit Type	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Annual Trend	Total
Public Events	2	4	6	12	14	6	6	5	11	18	1	6		91
2016 Public Event Participants	500	1,000	3,530	5,060	3,950	440	1,240	1,379	2,590	5,515	5,250	4,100		34554
Private Events	0	2	12	20	13	31	17	26	25	13	8	0		167
# Participants (private)	0	25	5	1,085	1,575	1,952	825	1,255	1,750	760	250	0		9482
Caper Acres Reservations	3	8	29	36	31	33	30	17	42	43	11	1		284
# Participants (Caper Acres)	70	170	910	973	775	890	315	360	720	1,400	265	25		6873
Total Permits	5	14	47	68	58	70	53	48	78	74	20	7		542
Total Participants	570	1,195	4,445	7,118	6,300	3,282	2,380	2,994	5,060	7,675	5,765	4,125		50909

Table 5. Comparison of Annual Public Permits and Estimated Participants.

Measure	2012	2013	2014	2015	2016	Average	Annual Trend	Total
Total Permits	694	644	582	551	542	602.6		3,013
Total Participants	81,472	69,525	58,500	56,801	50,909	63441.4		317,207

Notes: Participant estimates are self-reported from events and do not include spectators.

Table 6. 2016 Park Maintenance Hours.

Category	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Trend	total	%
1. Safety															
Camp Cleanup	5.5	4.5	8	2	1.5	1	4	0	0	7	17	3		53.5	0.8%
Gates	0	1	0	0.5	0	0	0.5	0.5	0	3	0	0		5.5	0.1%
Graffiti Removal	3.5	13	6.5	15.5	1	3.5	14	2.5	0	2	14.5	0.5		76.5	1.1%
Housekeeping; bathroom cleaning, grounds safety inspection, trash pick up	148	174.5	178.5	132	142	201.5	177.5	105.5	70.5	128.5	106	51		1615.5	23.7%
Other	0	0	0	3	0	0	8	0	0	12	0	1		24	0.4%
Park Picnic Sites & Reservation Area Prep	31.5	33.5	31.5	67.5	15	69	24	45.5	19.5	23	11	6		377	5.5%
Playground Equipment Inspection	2	2.5	1	0	10	12	6	8	4.5	3	7	3		59	0.9%
Road Sweeping & Path Blowing	9	0	0	5.5	0	0.5	0	0	0.5	30	64	16		125.5	1.8%
Equipment Maintenance, Yard, & Vehicle Cleanup & Organization	25	18.5	37.5	14.5	14.5	8.5	5	9	42.5	50	7	42		274	4.0%
Sub Total	224.5	247.5	263	240.5	184	296	239	171	137.5	258.5	226.5	122.5			0.0%
Percent	39.1%	41.1%	26.0%	27.9%	15.1%	23.2%	26.5%	25.3%	24.3%	40.6%	32.2%	31.1%			

2. Infrastructure Maintenance															
Barricade, Bollard, Gate, Fence: repairs, removal, install	10.5	12	14.5	11	24	61.5	76.5	45	0	9	1	3		268	3.9%
Building Maintenance: plumbing, electrical, structural, paint, pressure wash	18.5	18	118.5	0.5	10	6.5	10	93.5	280	22	12	3.5		593	8.7%
Irrigation Repair	0	0	0.5	33	15.5	51	33	12.5	0	0.5	0	0		146	2.1%
Manufacturing of Park Fixtures for Replacement	5	1.5	8	41.5	7	7	19	11	4	1.5	18.5	2.5		126.5	1.9%
Other	0	5.5	27.5	0	7	2	9	0	0	0	1	8		60	0.9%
Park Fixture Maintenance: installation, repair, paint	30	36.5	54	140	41.5	106.5	48	23	7	0	142.5	38		667	9.8%
Parking Lot Maintenance	110	41.5	2	0	6	18	0	8	0	2	9.5	12		209	3.1%
Pool Cleaning & Maintenance	2.5	0	0	0	263	71	25	49	0	5	0	2		417.5	6.1%
Projects: research, planning, staging	37	11.5	12	0	0	8	0	0	0	2	2	0		72.5	1.1%
Trail Maintenance	2	14	16	0	42	148	5	3	0	2.5	16	0		248.5	3.6%
Upper Park Road, add culverts, grade, flows, waddles, parking lots, trash	0	3	6	0	0	6	1	0	0	0	6	13		35	0.5%
Sub Total	215.5	143.5	259	226	416	485.5	226.5	245	291	44.5	208.5	82		2843	41.7%
Percent	37.5%	23.9%	25.6%	26.2%	34.2%	38.1%	25.1%	36.2%	51.3%	7.0%	29.6%	20.8%			
3. Vegetation Maintenance															
Leaf Sweeping	0	0	0	0	1	0	0	0	0	0	45	18		64	0.9%
Other	0	0	2	1	3	8	0	4	0	0	0	0		18	0.3%
Projects: research, planning, staging	3	3.5	0	0	2	0	0	0	0	3	2	0		13.5	0.2%
Tree and Shrubs: pruning, elevations, down limb pick up	7.5	37.5	87	8.5	193	77	13	24.5	6.5	1	8	65		528.5	7.8%
Turf Program: mow, string, trim, fertilize, seed, aerate, verti-cut, herbicide application	0	7.5	133	183.5	218	140.5	130	18.5	28.5	26.5	12.5	0		898.5	13.2%
Wildland Maintenance	0	6	12	21	0	0	0	0	0	4	0	0		43	0.6%
Wildland Restoration	0	42.5	0	0	3	0	0	0	0	101	4	0		150.5	2.2%
Sub Total	10.5	97	234	214	420	225.5	143	47	35	135.5	71.5	83		1716	25.2%
Percent	1.8%	16.1%	23.1%	24.8%	34.5%	17.7%	15.8%	7.0%	6.2%	21.3%	10.2%	21.1%			
4. Admin Time/Other															
Departmental Support	8	8	24	24	8	45	0	12	18	17.5	18	16		198.5	2.9%
Greenways & Satellite Parks: as assigned	0	3.5	16.5	0	0	4	72	19	0	0	0	2		117	1.7%
Other	9.5	6.5	49	0.5	1	0	0	5	16.5	7.5	1.5	8.5		105.5	1.5%
Time Off Work	48	55	85.5	46	111	183	196	131	49.5	80	142	59		1186	17.4%
Training & Safety Meetings	55.5	33	29.5	44.5	33.5	29	23	45.5	19.5	87.5	32	21		453.5	6.7%
Volunteer Program Support	2.5	7.5	50.5	68	43	7.5	3.5	0.5	0	5	4	0		192	2.8%
Sub Total	123.5	113.5	255	183	196.5	268.5	294.5	213	103.5	197.5	197.5	106.5		2252.5	33.1%
Percent	21.5%	18.9%	25.2%	21.2%	16.2%	21.1%	32.6%	31.5%	18.3%	31.1%	28.1%	27.0%			
Monthly Totals	574	601.5	1011	863.5	1217	1276	903	676	567	636	704	394		6812	100%

Table 7. 2016 Warnings and Citations by Area.

Annual Places - Warnings 2016																		
Violation - Warnings	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Year Trend	Total Warnings	%	Rank		
Lower Park	65	83	88	61	103	70	66	44	85	42	36	32		775	38.8%	1		
Middle Park	7	14	16	11	19	4	6	0	0	3	0	1		81	4.1%	4		
Upper Park	17	36	32	44	54	53	35	56	31	5	5	6		374	18.7%	3		
Specialty Park/Greenways	69	84	71	64	95	82	60	58	75	59	32	17		766	38.4%	2		
Total	158	217	207	180	271	209	167	158	191	109	73	56		1996	100.0%			

Annual Places - Citations 2016																		
Violation - Citations	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Year Trend	Total Citations	%	Rank		
Lower Park	1	18	3	4	6	11	5	7	13	3	8	1		80	26.4%	2		
Middle Park	0	5	1	1	1	4	1	2	1	1	0	1		18	5.9%	4		
Upper Park	1	14	6	21	25	15	30	4	6	7	2	0		131	43.2%	1		
Specialty Park/Greenways	3	10	3	7	8	5	1	5	17	3	9	3		74	24.4%	3		
Total	5	47	13	33	40	35	37	18	37	14	19	5		303	1			

Table 8. Warnings and Citations by Type.

2016 Warnings																		
Violation - Warnings	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Year Trend	Total Warnings	%	Rank		
Alcohol	9	24	0	6	21	12	21	14	26	5	3	0		141	7.1%	7		
Animal Control Violations	27	38	43	43	63	42	33	25	37	7	10	8		376	18.8%	2		
Bicycle Violation	29	35	48	17	27	32	17	8	22	14	1	5		255	12.8%	4		
Glass	14	19	14	19	31	25	8	14	9	8	1	2		164	8.2%	5		
Illegal Camping	35	28	30	33	44	38	31	40	56	43	36	30		444	22.2%	1		
Injury/Destruction City Property	3	8	7	0	6	0	3	3	3	1	0	0		34	1.7%	10		
Littering	5	6	28	23	25	11	7	19	9	7	3	0		143	7.2%	6		
Other Violations	1	10	3	0	0	2	3	0	16	8	4	0		47	2.4%	8		
Parking Violations	3	16	3	2	2	7	9	2	0	0	1	0		45	2.3%	9		
Resist/Delay Park Ranger	2	0	2	3	0	1	1	1	0	0	0	0		10	0.5%	11		
Smoking	30	33	29	34	52	39	34	32	13	16	14	11		337	16.9%	3		
Total	158	217	207	180	271	209	167	158	191	109	73	56		1996	100.0%			

2016 Citations																		
Violation - Citation	Jan 1	Feb 2	Mar 3	Apr 4	May 5	Jun 6	Jul 7	Aug 8	Sep 9	Oct 10	Nov 11	Dec 12	Year Trend	Total Citations	%	Rank		
Alcohol	0	0	0	3	13	1	5	0	1	1	0	0		24	7.9%	4		
Animal Control Violations	1	0	0	0	0	3	2	0	6	3	0	1		16	5.3%	5		
Bicycle Violation	0	0	0	0	1	0	0	0	0	0	0	0		1	0.3%	11		
Glass	0	1	2	2	1	1	2	1	0	0	0	0		10	3.3%	7		
Illegal Camping	1	13	5	6	6	10	4	5	12	1	10	3		76	25.1%	2		
Injury/Destruction City Property	1	1	0	0	1	0	0	0	1	2	0	0		6	2.0%	8		
Littering	0	0	1	2	0	0	0	0	0	0	1	0		4	1.3%	9		
Other Violations	0	0	0	1	4	0	0	3	11	5	7	0		31	10.2%	3		
Parking Violations	1	31	5	17	13	16	22	6	4	2	1	1		119	39.3%	1		
Resist/Delay Park Ranger	0	1	0	0	0	1	1	0	0	0	0	0		3	1.0%	10		
Smoking	1	0	0	2	1	3	1	3	2	0	0	0		13	4.3%	6		
Total	5	47	13	33	40	35	37	18	37	14	19	5		303	100.0%			

Table 9. Comparison of Significant Incidents 2012-2016.

Report Type	2012 Reports	2013 Reports	2014 Reports	2015 Reports	2016 Reports
Injury Accident/EMS	18	14	16	15	13
City Property Damage	26	9	6	7	8
Fire	13	3	0	4	7
Animals	1	0	5	3	3
Other	1	1	1	1	0
Total	59	27	28	30	31

Table 10. 2016 Breakdown of Volunteer Program Tasks.

Category	Total Hours	%	Rank	Estimated Value
Misc.	224.50	0.9%	8	\$ 5,556.38
Trash and Weed Removal	2413.75	9.7%	2	\$ 59,740.31
Monitoring	254	1.0%	7	\$ 6,286.50
Outreach	144	0.6%	10	\$ 3,564.00
Park Ambassadors	17435	70.2%	1	\$ 431,516.25
Planning	168	0.7%	9	\$ 4,158.00
Planting	839.75	3.4%	5	\$ 20,783.81
Trail work	1329	5.4%	3	\$ 32,892.75
Trash pickup	766	3.1%	6	\$ 18,958.50
Vegetation Management	1256.75	5.1%	4	\$ 31,104.56
Total	24830.75			\$ 614,561.06

Note: Hours x California's current rate for volunteers (\$24.75) provides approximate value of time.

Table 11. 2016 Estimate of In-Kind Donations.

Date	Location	Agency	Tasks	Total Hours	Estimated Value (\$)
Various	1 Mile, Greenways	BC Sherriff - ACS Crew	Trash Removal	960	\$23,760
Various	Various	Alliance for Work Force Development	Fuels Reduction	6080	\$150,480
Total				7040	174240

Note: Hours x California's current rate for volunteers (\$24.75) provides approximate value of time.

Table 12. 2016 Tree Planting Summary.

Funding Source	Fund			Trees Planted	Fall 2016 Survivorship	Notes
	Number	Total	Spent			
Corridor CIP	50302	\$ 18,964	\$ 375	3	3	Will plant additional ones in 2017.
In-Lieu Fees	42441			41	41	First year with in-lieu fund in place.
PG&E Donation (South Chico)	46001	\$ 20,000		64	64	Intended to replace 52 trees. Planting approach allowed for "overplanting" with same budget.
Subtotal				108	108	
Comanche Creek Capital Project	50282	N/A	N/A	10	10	Budget part of a large project. No detail available for this task.
Bidwell Park Volunteers		N/A	N/A	157	79	Rough estimate, includes volunteer program and BEC. Planted from acorns. Survivorship estimated.
Subtotal				167	89	
Total				275	197	
Salvation Army (planted 2014)		Not a City Fund		40	23	Excellent survivorship (all) in the 17 Street tree locations. Limited survivorship in unirrigated areas in greenway and several trees were vandalized.

Notes: Survivorship as of Fall 2016. Does not include trees planted as part of development and private permits. Costs estimated for CIP.

N/A - Not Applicable.

Note: Updated costs were not available as of publication time. Staff will provide an updated estimate in a future Division Report.

Table 13. 2016 Tree Maintenance Hours and Numbers.

Category	Units	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Trend	Total	%
		1	2	3	4	5	6	7	8	9	10	11	12			
1. Safety																
Camp Cleanup	hrs														0	0.0%
Equipment Maintenance	hrs	29.5	28	25	18	5	21	31	12	66	24	17	11		287.5	3.7%
Other	hrs														0	0.0%
Inspections	hrs	50	74	54	44	48	74	74	79	66	72	22	31		688	9.0%
Safety Meetings	hrs	6	2	2	3	4	3	4	4	7	2	1	5		43	0.6%
Training (hours)	hrs	3	8		7					24	24				66	0.9%
Sub Total		88.5	112	81	72	57	98	109	95	163	122	40	47		1084.5	14.1%
Percent		19.0%	17.0%	11.7%	14.8%	9.9%	10.9%	13.4%	12.0%	22.9%	15.6%	10.7%	11.1%			
2. Tree Work																
Brush Chipping and	hrs			1	6										7	0.1%
Call Out Clean up	hrs	2	3	3		7	18	12	6	12					63	0.8%
Call Outs	hrs	14	20	52	17	42	36	80	60	49	52	0	45		467	6.1%
Down Limbs and	hrs	26	65.5	43	52	41	66	127	112	71	80	44	29		756.5	9.8%
Emergency Tree Work	hrs			63.75	29.5	61.5	121.25	58.5	5	20.75	27	8	34		429.25	5.6%
GIS/Tree Inventory / Monitoring	hrs	13		48	6							24	67		158	2.1%
Install Grates and Cages	hrs	52	35			1	2					21			111	1.4%
Irrigate	hrs		22		63	104	143.5	111	155	132	75	0			805.5	10.5%
Other	hrs														0	0.0%
Plant	hrs	5	221.5	3	13							18			260.5	3.4%
Prune - Elevate	hrs														0	0.0%
Prune - Formative	hrs	15	25	7	12						6	1	59		125	1.6%
Prune - Priority	hrs		27	124.5	63		10			21	36	9			290.5	3.8%
Prune - Routine	hrs														0	0.0%
Prune - School Zone/Traffic Safety	hrs	94	45	7	26	28	16		5	17	72	31	5		346	4.5%
Remove: Priority	hrs	1	30	4	22	10	3		1	11	8	9	10		109	1.4%
Remove: Stump	hrs		6												6	0.1%
Sub Total		222	500	356.25	309.5	294.5	415.75	388.5	344	333.75	356	165	249		3934.25	51.2%
Percent		47.5%	75.9%	51.4%	63.7%	51.3%	46.2%	47.6%	43.5%	46.8%	45.4%	44.0%	58.6%			

3. Special Projects

Bidwell Park	hrs														0	0.0%
City Plaza Projects	hrs			7								50			57	0.7%
City Properties	hrs														0	0.0%
Downtown Chico	hrs	12				1							17		30	0.4%
Other	hrs									24					24	0.3%
Pest control	hrs	58											30		88	1.1%
Priority Corridors	hrs					140	255	270	279	152.5	124	6			1226.5	16.0%
Storm Damage	hrs	53	9	104	5								19		292	3.8%
Support	hrs														0	0.0%
Sub Total		123	9	111	5	141	255	270	279	176.5	226	56	66		1717.5	22.4%
Percent		26.3%	1.4%	16.0%	1.0%	24.5%	28.4%	33.1%	35.3%	24.7%	28.8%	14.9%	15.5%			

4. Admin Time/Other

Assist Police and Fire	hrs														0	0.0%
Assist DPW	hrs	8		3								68	5		84	1.1%
Reporting	hrs														0	0.0%
Time Off Work	hrs	25.5	38	141.5	99	82	130.5	48	72.5	40	80	46	58		861	11.2%
Sub Total		33.5	38	144.5	99	82	130.5	48	72.5	40	80	114	63		945	12.3%
Percent		7.2%	5.8%	20.9%	20.4%	14.3%	14.5%	5.9%	9.2%	5.6%	10.2%	30.4%	14.8%			

Monthly Totals		467	659	692.75	485.5	574.5	899.25	815.5	790.5	713.25	784	375	425		7681.25	100%
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5. Productivity

Calls																
Call Outs	#	4	4	14	3	8	7	21	12	9	10	0	8		100	
Work	#	35	25	34	42	48	75	95	82	47	54	30	35		602	
Calls: Storm Damage	#	10	2	31	1						15		7		66	
Submitted	#														0	
Service Requests:	#	37	51	63	75	40	91	81	149	84	105	57	234		1067	
Sub Total		86	82	142	121	96	173	197	243	140	184	87	284		1835	
Trees																
Planted: Trees	trees		99	3	6										108	
Pruned: Formative	trees	18	43	46	38						10	3	129		287	
Pruned: Routine	trees														0	
Pruned: School Zone/Traffic Safety	trees	109	12	3	51	49	13		7	13	57	35	7		356	
Pruned: Priority	trees	5	6	36	11	86	108	350	148	145	92	7	54		1048	
Removed: Trees	trees	1	6	9	18	14	2		2	6	6	4	8		76	
Removed: Stumps	trees		14												14	
Removed: Trees	trees														0	
Sub Total		133	180	97	124	149	123	350	157	164	165	49	198		1889	
Tree Permits (#)																
<u>Alter or Disturb</u>																
Submitted	#														0	
Approved	#	1													1	
Denied	#														0	
<u>Plant</u>																
Submitted	#														0	
Approved	#	2				1							2		5	
Denied	#			1											1	
<u>Prune</u>																
Submitted	#														0	
Approved	#	7		1	3		4	4			4	2	3		28	
Denied	#														0	

Remove																	
Submitted	#																0
Approved	#	5		2	2	4		2	1	1	2	1	2				22
Denied	#	1		1				2			2		1				7
Sub Total - Submitted		0	0	0	0	0	0	0	0	0	0	0	0				0
Sub Total - Approved		15	0	3	5	5	4	6	1	1	6	3	7				56
Sub Total - Denied		1	0	2	0	0	0	2	0	0	2	0	1				8
Total		16	0	5	5	5	4	8	1	1	8	3	8				64
Permits (# City Trees)																	
Plant - Development	trees																0
Plant - City Trees	trees																0
Plant - Permit	trees	15			2	7		7	2		1	1	3				38
Prune	trees	17		1	7		30	15			5	5	4				84
Remove	trees	14		1	3	4		2	2	1	2	1	2				32
Sub Total - Under		46	0	2	12	11	30	24	4	1	8	7	9				154
Ratio (Plant:Remove)		0	-	0	0	0	-	0	0	0	#VALUE!	0	0				1.19

6. Contracts

Emergency Tree Work	\$			\$ 14,344	\$ 6,638	\$ 14,133	\$ 31,039	\$ 15,834	\$ 1,225	\$ 4,981	\$ 6,090	\$ 1,860	\$ 7,480				\$ 103,623	71%
Plant	\$																\$ -	0%
Prune - Formative	\$																\$ -	0%
Prune - Priority	\$	\$ 3,050	\$ 9,179		\$ 2,188	\$ 7,113	\$ 11,813		\$ 1,050								\$ 34,392	23%
Prune - Routine	\$																\$ -	0%
Remove - Stump	\$								\$ 2,475								\$ 2,475	2%
Remove - Tree	\$																\$ -	0%
Routine Maintenance	\$	\$ 2,520	\$ 3,675														\$ 6,195	4%
Sub Total		\$ 5,570	\$ 12,854	\$ 14,344	\$ 8,825	\$ 21,246	\$ 42,851	\$ 15,834	\$ 4,750	\$ 4,981	\$ 6,090	\$ 1,860	\$ 7,480				\$ 146,685	100%
Trees (Contract)																		
Planted	trees																0	0%
Pruned: Formative	trees																0	0%
Pruned: Priority	trees	9	31	18	18	27	69	12	4	5	4		6				203	82%
Pruned: Routine	trees																0	0%
Pruned: School Zone/Traffic Safety	trees																0	0%
Removed: Stumps	trees								4								4	2%
Removed: Trees	trees			6	5	13	10	2			1		4				41	17%
Removed: Trees	trees																0	0%
Routine Maintenance	trees																0	0%
Sub Total		9	31	24	23	40	79	14	8	5	5	0	10				248	100%

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1/25/2017



DATE: 1/20/17
TO: Bidwell Park and Playground Commission
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: 2016 Annual Park Division Report: Photos

2016 ANNUAL PARK DIVISION PHOTOS



Figure 1 Yahi Trail Head new banister..



Figure 2. Monkey Face Trail Head.



Figure 3. Sycamore pool deck repair.



Figure 4. Commissioner Hernandez and Park Watch at Snow Goose Festival



Figure 5. Chico Velo-Trailworks Brushing B Trail



Figure 6. Earth Day trail work in Lower Park



Figure 7. Chico Rugby at Sherwood Forest Restoration area



Figure 8. CSUC Recreation 240 students work on picnic site 8



Figure 9. Staff led Citrus Elementary on birding trip in Upper Park



Figure 10. Camp Chico Creek learns about Park stewardship



Figure 11. Replacement Ranger Patrol vehicles arrived early in 2016. The new trucks were a welcome addition to the fleet, replacing trucks that were at the end of their service life.



Figure 12. Rangers responded to several cases of environmental crimes. Notable accomplishments include a pilot assessment and investigation of unlawfully harvested Elderberry as well as prevention and citation of several subjects illegally panning for gold in Big Chico Creek



Figure 13. Rangers conducted post-winter trail safety checks in Upper Park partnering with maintenance to clear trails.



Figure 14. Winter storms late in the year brought loads of water through Big Chico Creek. Rangers worked to close affected areas and assess the park for damage.



Figure 15. Rangers LeDonne and Hiemstra began an archeological investigation into some of Upper Bidwell Park military History.



Figure 16. Rangers partnered with local fire agencies to secure closed areas and evacuate civilians during the Santos Fire in Upper Park



Figure 17. Rangers partnered with volunteers and ACS crews to remove tons of garbage from Bidwell Park and City Greenways.



Figure 18. Rangers produced and added new signage to the park.



Figure 19. Elaina McReynolds of Park Watch receives outstanding leadership award.



Figure 20. Over 200 Upward Bound students arrive for a volunteer day



Figure 21. Commissioner Stoller presents award at Caper Acres Fun Run



Figure 22. And they're off! Start of Caper Acres Fun Run



Figure 23. This tree has outgrown the grate and cage and needs to be removed before it causes injury to the tree.



Figure 24. Removing the grate and cage.



Figure 25. Back filling with mulch will help protect the roots and will make for safe sidewalk traffic.



Figure 26. Down Catalpa tree at 452 E 8th Ave.



Figure 27. Down Raywood ash at 2104 Fern Ave.



Figure 28. Down Ailanthus tree blocking the alley at 1519 Boucher St.



Figure 29. Tree planting in Richmond Park Subdivision with assistance from a CCC Crew.



Figure 30. Tree planting in the Downtown area with assistance from 2-hourly maintenance workers.



Figure 31. This large pecan tree located at 544 Olive St uprooted and landed in a private oak tree during a storm on 3-13-16.



Figure 32. This large valley oak tree (3 feet in diameter and 85 feet tall) located at 854 E 5th St uprooted and fell across the street on 3-14-16.



Figure 33. Arbor Day tree planting on Mansion Ave with CSUC 4-29-16.



Figure 34. More Arbor Day tree planting with CSUC 4-29-16.



Figure 35. Following up on a service request to inspect a leaning red oak that the property owner was concern about.



Figure 36. After a thorough root collar inspection I determined the tree to be hollow with extensive decay at the base.



Figure 37. The decay becomes more extensive below ground.



Figure 38. The contractor John Petersen displays how extensive by standing inside the cavity.



Figure 39. **City Specialty and Neighborhood Parks** including City Plaza, Children's Playground, Ringel Park, Depot Park, Verbena Fields, Humboldt Park, Emerson, Husa/Nob Hill and various greenways and mitigation sites.



Figure 40. **Municipal** buildings or facilities including City Hall, Municipal Services Center, Fire Stations, Police Department, and Waste Water Treatment Plant.



Figure 41. **Parking/Transportation** facilities including the Parking Lots, Bus Transportation Center, Amtrak Depot and the Airport Terminal and its facilities

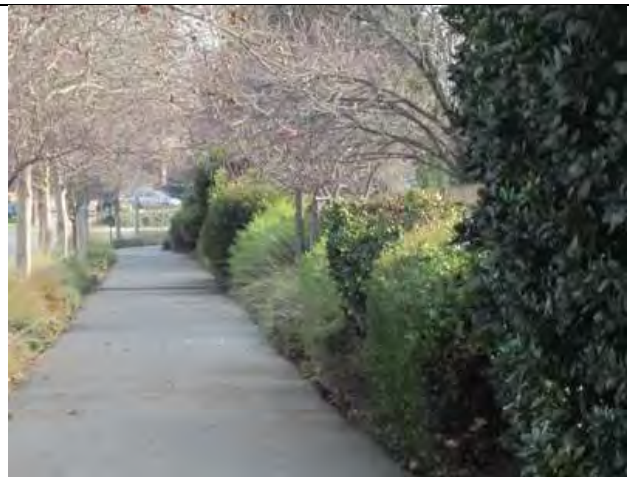


Figure 42. **Public Plantings** including Chico Maintenance Districts (CMD), Right of Ways (ROW) park-strips, back-ups and street medians throughout town.

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JAN 09 2017

CITY MANAGER
CITY OF CHICO

January 3, 2017

City of Chico

Bidwell Park and Playground Commission

Bidwell Park Golf Course Annual Report:

Bidwell Park Golf Course is blessed with the natural beauty and setting of the park which surrounds it, and provides a respite and relaxing destination for those that use not only the golf course, but the park itself. In October of 2012, BPGC Inc. brought on board Empire Golf to manage the day to day operations of Bidwell Park Golf Course. After 4 years Empire Golf and BPGC Inc. have continually improved the course conditions and the golfers over all experience here at Bidwell Park Golf Course. The golf course is in the best shape it has been in for many, many years and the greens are some of the best in the area. Due to the great partnership between BPGC Inc. and Empire Golf, BPGC Inc. has extended Empire Golf's contract to run through 2022. The original contract was for 5 years starting October 6, 2012.

Our mission remains the same as it has been in the past to provide and promote broad-based opportunities for people of all ages and abilities, to increase and enhance equal access of recreational benefits, to heighten public awareness regarding the healthful rewards of participation in the game of golf, and to continue to serve as a valuable community asset for the residents of Chico and the surrounding areas.

Bidwell Park Golf Course experienced a change in weather in 2016, as most did in Northern California. Well needed rains hit California throughout parts of April and returning early in October with lots to follow through the end of the year. With the increase of water meant the lakes were full throughout the summer and early fall months creating competition for the entertainment dollar May – September. With that said our rounds were down approximately 9% from 54,054 in 2015 to 49,370 rounds in 2016.

In 2013 Bidwell Park Golf Club Inc. and Empire Golf worked with the City of Chico, Parks Department and other entities to obtain a liquor license here at Bidwell Park Golf Course which was obtained in April 2014. With the addition of the liquor license we proceeded to remodel the Food & Beverage operation spending \$180,000 in improvements to create what is now known as the "Bidwell Bar & Grill". The Bar & Grill has become a popular spot to stop in for golfers and non golfers alike as bikers and hikers in the park have been made to feel very welcome, along with their four legged friends. Bidwell Park Golf Course even hosted the awards ceremonies for the Annual Bidwell Bump bike race which concluded at the golf course (September 24th 2016). With the extension of an outdoor seating area over the past couple of years, traffic has picked up dramatically bringing in new customers from throughout the park.

Other accomplishments for 2016 include the following:

*Solar project completed (October 2016), installing a Solar field to run the irrigation/pump stations on the golf course, including fencing around the project. Solar project approved by City of Chico & Bidwell Park and Playground Commission. All parts of the project met the requirements of the Bidwell Parks Master Plan as set forth in the original approval to move forward with the project.

*Continual reduction in water usage yearly per our drought plan put into effect in 2014, which includes returning certain areas back to native grasses.

*Installation of a new irrigation controller (\$30,000) to better control irrigation levels to individual heads throughout the course. Also numerous other irrigation projects to continually improve irrigation system, approximately \$48,000 in improvements.

*Our maintenance staff continued to work on the removal of Privets along the creek side along the 6th fairway.

*Maintenance efforts continue between Bidwell Park Golf Course and the Butte Environmental Council to keep the 75 Oak Tree's which were planted in 2014/2015 healthy & growing.

*Continual improvements of cart paths throughout the golf course with over \$2,000 of new road base added throughout the year.

*Replacement of the old fencing next to the 6th tee & the creek side which was replaced with a rough cut cedar to match fencing at Horseshoe Lake. \$2,000 project.

*Our ladies beginners twilight league continues to grow as we had another successful year in 2016 increasing participation as we continue to help grow the game of golf. One of the areas in golf that continues to see a rise in participation is women's golf. Junior golf programs spiked in 2015 and continued to grow throughout 2016.

*Substantial investment in Golf Shop Merchandise has allowed us to better service the golfers needs and increase golf shop sales.

Bidwell Park Golf Course's "Players Club Plan" established in 2013, continues to grow in size and is becoming our most popular plan for area golfers. Our memberships grew to over 290 memberships including Annual, Monthly & Players Club plans in 2016.

Signage at the entrance to the golf course, radio, website, facebook and other marketing has helped to better inform park users that the Bidwell Bar & Grill is a spot for the users of the park (walkers, hikers, bike riders & golfers) to stop for breakfast, lunch or just a cold beverage before continuing on with the rest of their day. With the addition of the alcohol license, new opportunities to generate revenue in areas such as tournaments, banquets & meetings continue to increase.

Bidwell Park Golf Club Inc. & Empire Golf have high expectations for the 2017 golf season which will soon be upon us. With Empire Golf's aggressive agronomic plans for the golf course and our focus to constantly improve on our service, product and presentation of the facility, we look forward to the future at Bidwell Park Golf Course.

Roger Clark

President, BPGC Inc.



ANNUAL REPORT

2016 One Mile Concessions By The Dog House

Overview: 2016 completes the 7th year of concessions re-opened at the One Mile Recreation Area by The City of Chico and The Dog House – 6 full seasons 2011 – 2016 & one partial season kicked-off on August 14th 2010. As with preceding years, we were excited to get started again, however, the weather did not cooperate holding back our early open, beginning May 14th – we typically open by Cinco De Mayo weekend or earlier.

Once more, we were extremely pleased to be a part of this public-private partnership -- staff managed business remarkably well, park-goers were exceedingly delighted to see the concession open again, and vandalism was kept to a minimum.

Staffing & Management: As with previous years, we began preparing in February/March by interviewing, hiring and training new staff. Every year in every way, hiring, training and preparing good staff and good teams is critical. By April, four (4) new employees and two (2) existing employees (One Mile Veterans) were ready to re-open the concession.

New staff this year: Emily, August, Alita & Ashley. **Veterans:** Megan, Kadin, Madelyn, Julie, & Rilee. **Management:** Chuck is in the park 1 –to- 2 times per day, every day we are open and then some, May – September & Lainie maintained and managed the books along with assistance from one accountant.

Looking Back & Looking Ahead: Over the past 7 years, we have experienced a variety of complex issues playing themselves out and affecting business in a variety of different ways -- weather, the economy, transients, park & pool closures, good and bad press regarding water quality and the like, well attended and poorly attended events, vandalism, drowning and death all playing a role in the ups and downs we have experienced in the park. For us, the best case scenario is always the same – remain steady and reliable, serve a wide variety of quality foods, drinks and snacks. Train and present good staff, provide great customer service, keep the concession stand spotless and manage all operations to the best of our ability.

Lesson learned & Ideas for The Future: 1) It is critical that **lighting** continue to be maintained and kept on around the concession stand at night. Almost every time lighting problems have existed, attempted break-ins have followed. 2) Seasonally maintaining and **posting good signage** for promoting the concession stand at all information kiosks and boards in the park is extremely important and good for business. 3) Lastly, we believe there are possibly many more opportunities for the City to assist in **marketing** the concession and/or making it comfortable for people to visit the concession and the Sycamore Pool area. It is important to recall that 15% of all gross proceeds go back to the City -- an **important public-private partnership** that the entire community benefits from.

Numbers:

Days Open This Year	= 109 -- 89 Peak Days, 20 Days Off Peak
Total Staff Involved	= 11
Gross Sales	= \$42,195.99
Highest Sales Day	= \$1,301.83, 4 th of July
Lowest Sales Day	= \$66.39, May 27 th
Gross Rent	= \$6,329.55
Avg. Rent/Mo. Peak	= \$1,781.54
Avg. Rent Per Sq. Ft.	= \$6.96



DATE: 1/20/17
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. Updates

- a. Natural Resources Committee (NRC) Report– At the last BPPC meeting Commissioner Stoller and staff gave a verbal summary of the last NRC meeting (12/13/16). A written summary of the meeting is included (Attachment A).
- b. New BPPC Member Orientation – Staff will be setting up an orientation with new members in February.

2. 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 has been busy with cleanup from the first round of winter storms. We have had trees come down though out the lower park plus flooding at multiple spots along big Chico creek, damage is ranging from mudded out sites, erosion of creek banks to demolished play structures and fences. Caper Acres has lost yet another play feature with the crushing of the crooked house by a large oak.
- b. Middle Park: Flood and down tree cleanup of the Five Mile Area.
- c. Upper Park: Clearing the Yahi trail of downed trees has been spotty at best due to the wet and muddy conditions from the flooding.
- d. Greenway Parks: Weekly checks and garbage clean up at Comanche creek. All work has paused on the Teichert ponds and Comanche Creek trails until things dry out a bit. The Ceres street bicycle bridge continues to degrade, as crews continue to patch the holes in hope that funding will soon happen for the deck replacement
- e. Upcoming projects: All on hold until we have some extended dry weather. Comanche creek trail; Valeen to Wrex, Teichert ponds trail, Peregrine point disc golf alternative hole placement, Start to install the replacement PAR course equipment along exiting course.

3. Ranger Program

- a. In addition to their other duties, rangers continue to remain busy during the off season working on projects with an interpretive bend. The Junior Ranger Program debut is slated for spring as are weekly ranger led volunteer activities, walks and bike rides. Rangers are contributing regularly to the Park's Facebook page.
- b. Despite the seasonal rains and cooler temperatures, homeless issues in the parks and greenways have not abated. Rangers continue to work closely with police and Sheriffs ACS crews to clean areas and maintain safe spaces for park patrons.
- c. December Storms brought significant rainfall to the area resulting in downed trees, flooded roadways, stream bank erosion and the destruction of the Crooked House within Caper Acres. Rainfall totals for the December are currently at 159% of normal. Staff and rangers worked diligently to clear roadways and trails of fallen trees, identify hazards and close park roads for removal of trees and debris for public safety.

4. Natural Resource Management

- a. Upper Park Road – The City completed an agreement with Pacific Watershed Associates to complete an assessment of Upper Park Road. The first phase of work (a report that outlines treatment prescriptions, strategies and costs for prioritized erosion and sediment control mitigation for various options). The first phase will not exceed

about \$21K. Future phases may include more detailed plans for specific crossings and parking areas on Upper Park Road and an evaluation of Ten Mile House Road.

- b. Native Grass Planting – staff had planned to plant approximately 10 acres this fall; however, the continuing wet weather and on-set of spring will preclude the successful germination of the seed; therefore, we will plan for a fall planting and preparation at the Homestead Meadow and Comanche Creek.

5. Outreach and Education

- a. Wildlife Cameras– Two wildlife cameras were purchased this year and recently put up in different areas of the park to capture lesser seen wonders. Flora, fauna, and park wildlife viewed unobtrusively will be featured on the Park's Facebook Page on an ongoing basis.
- b. Ranger James researched World War Two era ordinance found near the old bunker and outdoor rifle range near Horseshoe Lake. Rangers LeDonne & Hiemstra provided a showing and history of the spent shells with park visitors on a sunny Saturday in December.

6. Street Trees

- a. Tree City USA –Staff submitted documentation in support of the City of Chico's 2016-2017 application.
- b. Urban Forest Manager position– After the first round of interviews Staff has narrowed the list to 3 candidates. The second round of interviews will be in January.
- c. Storm Damage- With the recent heavy rains we have had numerous emergency calls for broken limbs and uprooted trees.

7. Volunteer and Donor Program

- a. Spring Volunteer Orientation– March 30, 2017 from 6:30 – 8:30 PM has been selected for the annual spring volunteer orientation. A follow-up to the program will occur on Saturday, April 1st from 10:30 AM to Noon. This once a year event gives citizens the opportunity to learn in detail about how to volunteer with the Parks Division and the opportunities that are available.
- b. Caper Acres Volunteer Service and Donor Registry– There has been significant interest from the community to help rebuild the crooked house in Caper Acres. A registry has been developed for interested service providers to submit their information. This will help the Parks Division better organize potential volunteers and donors for appropriate projects.
- c. Upcoming Volunteer Opportunities –
 - i. Volunteer Saturdays – In early March Volunteer Saturdays will return. The weekly events give people and groups that would like to volunteer on a “drop in” type basis the opportunity to do so.
 - ii. Block Party with a Purpose– The next in a series of neighborhood waterway clean-ups that are organized by the Butte Environmental Council is scheduled for February 11th. Details can be found at www.becnet.org/events

8. Upcoming Issues/Miscellaneous

- a. Budget– staff will be working on budget requests for FY 2016-2017.

MONTHLY SUMMARY TABLES

Table 1. Monthly Volunteer Hours

Park and Greenway Volunteer Activities, December 2016						
Date	Location	Agency	Tasks	# of Volunteers	Total Hrs	Leader
All of December	Various	Park Watch	Park Ambassadors	135	1271	Shane Romain
All of December	CCG	Susan Mason	Various	1	67	Susan Mason
12/3/2016	Lost Park	FOBP,Stream Team	Veg. Mgmt. Planting	18	36	Lise,Timmarie
12/11/2016	Lindo Channel	BEC	Litter Removal	unavailable	unavailable	Becky Holden
12/16/2016	CCG	FCCG	T-Post removal	2	6	Susan Mason
12/20/2016	CCG	FCCG	Veg. Mgmt.	2	9	Susan Mason
12/21/2016	CCG	FCCG	Planting, Chipping	5	14	Janet Ellner
				TOTAL HRS	1403	

Table 2. Monthly Public and Private Permits

Monthly Public Permits

Date	Location	Organization	Event	Participant #
12/02/2017	City Plaza	DCBA	Community Christmas Tree Lighting	500
12/10/2017	1 Mile	Under the Sun Events/Salvation Army	Salvation Army 5K Fun Run	200
12/19/2017	City Plaza	DCBA/City of Chico	Viking Victory Parade	3,000
12/21/2017	City Plaza	Tracy Davis	Women's March on Washington in Chico	250
12/27/2016	City Plaza	Chabad Jewish Center	Holiday Celebration and Menorah Lighting	50
12/29/2016	1 Mile	Mechoopda Indian Tribe	10K Run/Walk	100
Totals			6	4,100

Table 3. Monthly Private Permits

Type	# Permits	# Participants	
Private			Caper Acres was closed 12/16/16 - 12/31/16
Caper Acres	1	25	because of storm damage
Totals	1	25	only 2 reservations had to be cancelled

Table 4. Monthly Maintenance Hours.











1. Safety	123	31.1%	54.1%	
2. Infrastructure Maintenance	82	20.8%	39.3%	
3. Vegetation Maintenance	83	21.1%	116.1%	
4. Admin Time/Other	107	27.0%	53.9%	
Monthly Totals	394	100%	56.0%	

Table 5. Monthly Street Tree Productivity.

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	47	11.1%	117.5%	
2. Tree Work	249	58.6%	150.9%	
3. Special Projects	66	15.5%	117.9%	
4. Admin Time/Other	63	14.8%	55.3%	
Monthly Totals	425	100.0%	113.3%	

Item	Values	% Change from Last Month	Trend
5. Productivity			
Calls			
Call Outs	50	166.7%
Service Requests: Submitted	0	-
Service Requests: Completed	234	410.5%
Sub Total	284	326.4%
Trees			
Planted: Trees	0	-
Pruned	190	422.2%
Removed: Trees (smaller)	8	200.0%
Removed: Stumps	0	-
Removed: Trees	0	-
Sub Total	198	404.1%
Tree Permits (#)			
Submitted	0	-
Approved	7	233.3%
Denied	1	-
Total	8	266.7%
6. Contracts			
Expenditures (\$)	\$ 7,480	-
Trees (#)			
Planted	0	-
Pruned	6	-
Removed: Trees (smaller)	0	-
Removed: Stumps	4	-
Removed: Trees	0	-
Routine Maintenance	0	-
Total	10	-

Table 6. Monthly Incidents

12/07/2016	Cedar Grove	Vehicle Burglary	Cop Logic Rpt
12/09/2016	Upper Park	Vehicle Burglary	Cop Logic Rpt
12/09/2016	Ringle Park	Recovered Stolen Bike	Recovery
12/18/2016	Ringle Park	Warrant	Arrest
12/21/2016	Lower Park	Bike theft	Cop Logic Rpt
12/31/2016	City Plaza	Warrant	Arrest

Table 7. Monthly Citations and Warnings

Ranger Report - Citations 2016							
Violation - Citations	Monthly			Annual			Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	0	0%	4	24	8%	4	
Animal Control Violations	1	20%	2	16	5%	5	
Bicycle Violation	0	0%	4	1	0%	11	
Glass	0	0%	4	10	3%	7	
Illegal Camping	3	60%	1	76	25%	2	
Injury/Destruction City Property	0	0%	4	6	2%	8	
Littering	0	0%	4	4	1%	9	
Other Violations	0	0%	4	31	10%	3	
Parking Violations	1	20%	2	119	39%	1	
Resist/Delay Park Ranger	0	0%	4	3	1%	10	
Smoking	0	0%	4	13	4%	6	
Totals	5	100%		303	100%		

Ranger Report - Warnings 2016							
Violation - Warnings	Monthly			Annual			Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	0	0%	6	141	7%	7	
Animal Control Violations	8	14%	3	376	19%	2	
Bicycle Violation	5	9%	4	255	13%	4	
Glass	2	4%	5	164	8%	5	
Illegal Camping	30	54%	1	444	22%	1	
Injury/Destruction City Property	0	0%	6	34	2%	10	
Littering	0	0%	6	143	7%	6	
Other Violations	0	0%	6	47	2%	8	
Parking Violations	0	0%	6	45	2%	9	
Resist/Delay Park Ranger	0	0%	6	10	1%	11	
Smoking	11	20%	2	337	17%	3	
Totals	56	100%		1996	100%		

PHOTOGRAPHS

A large Valley Oak falls from ground saturation and splits the Crooked House in two.



Water overflows onto Petersen Drive at Hwy 99 during December storms.



Attachments:

- A. Natural Resources Committee (NRC) Report (12/13/16)

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1/25/2017



DATE: 12/14/16
TO: Bidwell Park and Playground Commission
FROM: Natural Resources Committee/Park Division Staff
SUBJECT: Staff Report from Natural Resources 12/13/16 Meeting

1. CALL TO ORDER

Chair Stoller called the meeting to order at 6:00 pm.

Attendees: Commissioners present: Marisa Stoller, Mary Brentwood and Janine Rood. Staff present: Erik Gustafson, Dan Efsseff, Linda Herman and Shane Romain.

Chair Stoller explained that the meeting would follow City Council meeting rules and she reviewed that protocol. She also explained online resources to the audience and noted that a survey on Upper Park Road would be available soon.

2. REGULAR AGENDA

2.1. Trails Plan Priorities for Bidwell Park: Upper Park Road

This item continues public input in updating Bidwell Park's Trail Plan as recommended under the Bidwell Park Master Management Plan (BPMMP). The Natural Resources Committee (NRC) will consider the uses of the gravel portion of Upper Park Road to assess if the current policies and approaches are adequate. A companion effort is underway to assess the condition of the road and provide remedies and costs; however, this effort concentrates on the policies related to the road. Staff recommends that the NRC follow the process used for trails priorities, and provide input on 1) Problems, 2) Attributes and 3) Priorities, Remedies, and Specific Actions. This input will influence the development of a policy that will return to the NRC and will be incorporated into the Trails Plan.

Upper Park Road was brought to the forefront with the closure of the road due to storm damage in 2012. The NRC is seeking early public input and collecting information to bring back to the Bidwell Park and Playground Commission (BPPC). Views about the problems and attributes of Upper Park Rd. are being gathered to help identify priorities, remedies and specific actions. Capital project dollars are available for an initial study of the road that will help determine long term, sustainable and maintainable road design options.

Efsseff provided background information and review of the NRC meeting on September 13, 2016. He reviewed the information packet, discussed how to access information online and explained that these meetings are to gather public input and information. He dismissed the rumors that the City was considering paving the road. Additionally, he reviewed current policy for Upper Park trails, gate schedules and shared there would be a survey for the public coming soon. A draft of the survey was included in the meeting information packet.

Stoller opened up to general questions from the committee. She started with comment on the survey and noted on question #17 that there should be a zero dollar a day option. Efsseff acknowledged. Stoller feels that a lot of good information will come out of the survey.

Rood commented on the clarity of the survey instructions whether one answer or multiple response types of questions were presented. Efsseff said there would be further clarification to the survey.

Brentwood brought forth that there were a lot of comments before the meeting about paving Upper Park Road and wanted it to be reiterated that was not what is being discussed. Efsseff said again that he did not know how or why the paving of the road became a topic of discussion in the community but that is not what is being discussed at these meetings.

Stoller explained that these discussions are addressing the future maintenance of the road and sustainability. Efsaff pointed out the road is graded every year. The goal is to create a road that is much more durable and sustainable.

Rood asked that clarification on the process of moving forward be provided. Efsaff outlined the information that is provided in the trails plan and priorities for Upper Park and said that he anticipates that enough information will be gathered by early fall of 2017 to bring back to the Bidwell Park and Playground Commission (BPPC).

Brentwood asked if gate schedules were a topic of discussion for this meeting. Efsaff said that yes the schedule would be looked at geographically and on time restrictions.

Stoller moved to open to public comments and reminded attendees that the meeting is a public forum and that no decisions would be made and speakers are limited to 3 minutes.

Much of the meeting provided an opportunity for members of the public to provide input. Staff collected this information and will formulate a plan based on the information presented and to be collected in the near future.

There were 18 speaker cards submitted. Many expressed they were satisfied with the policy that is currently in place for Upper Park Road. A majority indicated a preference for non-motorized uses over motorized uses, although many indicated a balance was desirable. Several speakers differentiated between a balance up to Diversion Dam and more restrictions on motorized use past that point. Other comments that were made included cost and where funding for the road is going to come from, accessible transportation options, parking, emergency and service vehicle access, gate placement and gate schedules and year round motorized access.

Stoller closed the discussion as there were not any more speaker cards and moved to the next agenda item.

3. BUSINESS FROM THE FLOOR

Doug Laurie inquired about different possible funding sources for Upper Park Road rehabilitation and if staff or the Commission were prepared to discuss. Stoller explained that this meeting was gathering public feedback and discussion on grants etc. would be for future meetings. Mr. Laurie mentioned that the Butte County Conservation District could be a source of funding to repair the road.

4. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Attachments: None

Distribution: BPPC
1/25/2017