



*****REVISED*****
CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
Regular Meeting Agenda
March 25, 2019, **6:30 pm**
City Council Chambers - 421 Main Street

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

1. REGULAR COMMISSION MEETING

1.1. Call to Order

1.2. Roll Call

2. CONSENT AGENDA

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

2.1. APPROVAL OF MEETING MINUTES

Action: Approve minutes of BPPC meeting held on 2/25/19.

2.2. PERMIT FOR SHORT TRACK MOUNTAIN BIKE RACES IN MIDDLE BIDWELL PARK FROM 4/11/19 THROUGH MAY 5/2/19.

Caroline Nolan from North State Composite MTB Team (Applicant) requests a permit to hold short track mountain bike races between Wildwood Avenue and north side of Five Mile on Thursday evenings from 4/11/19 to 5/2/19. This event has been held in Bidwell Park in the past.

Recommendation: *Conditional approval of the permit*

2.3. PERMIT TO HOLD VACATION BIBLE EXPERIENCE AT CHILDREN'S PLAYGROUND AND BIDWELL BOWL FROM 6/26/19 THRU 6/30/19.

Jenna Christophersen, from Bidwell Presbyterian Church (Applicant) requests a permit to hold their 14th Annual Vacation Bible Experience at Children's Playground. This program is for 5 consecutive days at Children's Playground and Bidwell Bowl. The Applicant has requested to use the lawn areas for the event and anticipates 200 attendees daily.

Recommendation: *Conditional approval.*

3. ITEMS REMOVED FROM CONSENT – IF ANY

4. NOTICED PUBLIC HEARINGS NONE

5. REGULAR AGENDA

5.1. PRESENTATION REGARDING NATURE CENTER PROJECT

The Public Works Director- Operations & Maintenance will be presenting information regarding the hazardous tree and fire fuels reduction maintenance project behind the Nature Center building in Lower Bidwell Park.

Recommendation: *None this is an informational item only at this time.*

5.2. UPDATE ON THE PROPOSED DRAFT OF THE PARK AND STREET TREE DIVISION OPERATING AND CAPITAL BUDGETS FOR FISCAL YEAR 2019-20

Staff will provide an update on the proposed Park Division and Street Tree Division operating and capital project requests for fiscal year 2019-20.

Recommendation: None this is an informational item only

5.3. CONSIDERATION OF 2019 COMMITTEE ASSIGNMENTS AND CHANGE IN BPPC REGULAR MONTHLY MEETING TIME.

BPPC members also serve on the Policy Advisory, Natural Resources, AND Tree Committees, and the City's *ad hoc* Bicycle Advisory Committee, which provide recommendations to the full Commission. The Commission will consider Chair McReynold's Committee assignments and meeting days and times.

Recommendation: Staff recommends that the BPPC:

1. Approve the 2019 Committee Member Assignments and Meeting Days;
2. Acknowledge the City Manager's approval to change the BPPC regular meeting start time to 6:00 p.m. effective for the April 29, 2019 meeting.

6. BUSINESS FROM THE FLOOR

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

7. REPORTS AND COMMUNICATIONS

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

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

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

7.3. Park & Natural Resources Manager Report (*Verbal Report*), if applicable

8. COMMISSION REQUESTS

Pursuant to AP&P 10-1, a majority vote of the Commission will be needed in order to agendize these items for discussion at a future meeting. If agendized, public comment will be taken at that meeting. Speaker cards will not be accepted for these items.

8.1 Commissioners Haar and Moore request to agendize discussion regarding fire prevention and vegetation management .

9. ADJOURNMENT

Adjourn to the next regular meeting on 4/30/19 at **6:00 p.m. (*please note new meeting time*)** in the Council Chamber of the Chico Municipal Center building located at 421 Main Street, Chico, California.



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

CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Minutes of
February 25, 2019 Regular Meeting

1. REGULAR COMMISSION MEETING CALL TO ORDER

1.1 Call to Order

Linda Herman, Park and Natural Resources Manager, called the meeting to order at 6:30 p.m.

Mayor Randall Stone addressed the Commission.

1.2 Swearing-in of Commissioners.

Debbie Presson, City Clerk, administered the oath to the new members of the Commission: Moore, Smith Peters, Grist, and Liles.

1.3 Election of Chair and Vice Chair

Debbie Presson, City Clerk, explained the process of the election of Chair and Vice Chair. Clerk Presson noted that the Commission would nominate for each position and then 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 section of Vice Chair. Once the Vice Chair is selected, staff would turn the rest of the meeting over the newly appointed Chair.

Chair nominations: Elaina McReynolds (nominated by Commissioner Haar), Aaron Haar (nominated by Commissioner Glatz).

McReynolds – Ayes: 7. McReynolds selected as Chair
Haar – Votes not taken as McReynolds received more than 4 votes.

Vice Chair nominations: Aaron Haar (nominated by Jeff Glatz)

Haar – Ayes: 7. Haar selected as Vice Chair.

The Commission then took a short recess and reconvened with Commissioner McReynolds presiding as Chair.

1.4 Roll Call

Commissioners present:

Anna Moore
Garrett Liles
Scott Grist
Elaina McReynolds
Aaron Haar
Lise Smith Peters
Jeffrey Glatz

Staff Present: Linda Herman (Park and Natural Resource Manager), Erik Gustafson (Public Works Director), Richie Bamlet (Urban Forest Manager), Shane Romain (Park Services Coordinator), Angie Irmer (Administrative Assistant).

2. CONSENT AGENDA

Commissioner Haar made a motion to remove items 2.2 and 2.3.

2.1 APPROVAL OF MEETING MINUTES

Chair McReynolds made a motion to approve the minutes of 1/28/19.

Motion carried as follows:

AYES: Commissioner Moore, Commissioner Liles, Commissioner Grist, Commissioner Haar, Commissioner Smith Peters, Commissioner Glatz, Chair McReynolds

ABSENT: None

NOES: None

3. ITEMS REMOVED FROM CONSENT

2.2 PERMIT FOR BIDWELL BUMP MOUNTAIN BIKE RACE IN MIDDLE AND UPPER BIDWELL PARK ON 4/20/19.

Jarret Yount from Bidwell Bump (Applicant) requests a permit to hold a mountain bike race in Middle and Upper Bidwell Park on 4/20/19. This event has been held in Bidwell Park for nearly a decade.

Recommendation: Conditional approval of the permit

Commissioner Haar inquired about the date of 4/20/19 and asked if the time of year is when the event is normally held.

Shawn Hughes and Jarret Yount addressed Commissioner Haar's question and other questions

2.3 PERMIT TO HOST A SUPPORT GROUP MEETING AT THE COUNCIL RING FROM 4/14/19 THRU 10/27/19.

Angela Weaver Baucom. from the God Squad (Applicant)) requests a permit to host a support group in the Council Ring. This group has been meeting at this location for 20+ years, and the meetings are approximately 1.5 hours long.

Recommendation: Conditional approval of the permit.

Commissioner Haar questioned why this was before the Commission and Herman responded it because it was for multiple days

Commissioner Haar made a motion to approve both permit as recommended. Second by Commissioner Liles.

Motion carried as follows:

AYES: Commissioner Moore, Commissioner Liles, Commissioner Grist, Commissioner Haar, Commissioner Smith Peters, Commissioner Glatz, Chair McReynolds

ABSENT: None

NOES: None

4. NOTICED PUBLIC HEARINGS - None

5. REGULAR AGENDA

Commissioner Haar and Commissioner Glatz disqualified themselves from Item 5.1 and left the room.

5.1 CONSIDERATION OF CHICO AREA RECREATION DISTRICT'S (CARD) REQUEST TO INSTALL A SEASONAL PORTABLE RESTROOM AT SYCAMORE FIELD IN LOWER BIDWELL PARK

The Chico Area Parks and Recreation District (CARD), which has a long-term City lease for use of Sycamore Field in Lower Bidwell Park, requests BPPC approval to provide a temporary portable ADA restroom during the Chico Senior Softball League (CSSC) season from late February to mid-September each year.

Recommendation: Consider approval of the seasonal portable restroom at Sycamore Field as requested by CARD.

Ann Willman, General Manager of Chico Area Recreation District, addressed the Commission

Commissioner Moore made a motion to support Chico Area Recreation Districts request for a seasonal portable restroom at Sycamore Field. Seconded by Commissioner Smith Peters.

Motion carried as follows:

AYES: Commissioner Moore, Commissioner Liles, Commissioner Grist, Commissioner Smith Peters, Chair McReynolds

ABSENT: None

NOES: None

DISQUALIFIED: Commissioner Haar and Commissioner Glatz

Commissioners Haar and Glatz rejoined the meeting

5.2 CONSIDERATION OF CHAIR AND VICE CHAIR APPOINTMENTS, 2019 BPPC MEETING CALENDAR, CHANGING THE TIME OF THE BPPC MEETINGS, AND COMMITTEE ASSIGNMENTS.

The Bidwell Park and Playground Commission (BPPC) will select a Chair and Vice-Chair. BPPC members also serve on the Policy Advisory, Natural Resources, and Tree 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 BPPC meeting schedule for 2019, and whether to change the meeting time from 6:30 p.m. to 6:00 p.m.

Recommendation: The Park & Natural Resources Manager recommends that the BPPC:

1. Select a Chair and Vice-Chair to begin presiding at the March 25, 2019 meeting;
2. Approve the 2019 regular BPPC meeting schedule;

3. Approve changing the regular meeting time from 6:30 p.m. to 6:00 p.m.;
4. Submit requests for Committee assignments to the new Chair for consideration for appointment at the March BPPC meeting.

Park & Natural Resources Manager Herman stated that Item 1 was addressed at the start of the meeting.

Item 2, the approval of the 2019 regular BPPC meeting schedule, is discussed by the Commission. The May 2019 meeting date conflict was addressed, and all Commissioners agreed that the preference is for the meeting to be held on Monday, May 20, 2019.

Commissioner Haar made a motion to approve the calendar as amended. Seconded by Commissioner Liles.

Motion carried as follows:

AYES: Commissioner Moore, Commissioner Liles, Commissioner Grist, Commissioner Haar, Commissioner Smith Peters, Commissioner Glatz, Chair McReynolds

ABSENT: None

NOES: None

Item 3, approve changing the regular meeting time from 6:30 p.m to 6:00 p.m. Time change of the meeting is addressed.

Commissioner Glatz made a motion to approve the meeting time change to 6:00 p.m. Seconded by Commissioner Liles.

Motion carried as follows:

AYES: Commissioner Moore, Commissioner Liles, Commissioner Grist, Commissioner Haar, Commissioner Smith Peters, Commissioner Glatz, Chair McReynolds

ABSENT: None

NOES: None

Item 4, Commission requested to submit requests for Committee assignments to the new Chair McReynolds or consideration for appointment at the March BPPC meeting.

6. BUSINESS FROM THE FLOOR

John Merz, Eric Ginny, and Dick Corey addressed the Commission

7. REPORTS AND COMMUNICATIONS

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

- a. Parks Division Report – Linda Herman, Park and Natural Resources Manager – Park and Natural Resources Manager Herman had nothing to add and asked if there were questions.

- b. Street Tree Division Report – Richie Bamlet, Urban Forest Manager. – Urban Forest Manager Bamlet stated that the CalFire Grant is now approved and active.
- c. Park & Natural Resources Manager Report (**Verbal Report**), if applicable – Park and Natural Resources Manager Herman stated that the City Council will be considering the Commission’s recommendations regarding repairs to Upper Park road at their 3/5/19 meeting.

8. ADJOURNMENT

The meeting adjourned at 7:55 p.m. to the next regular meeting on 3/25/19 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building located at 421 Main Street, Chico, California.

Date Approved: / /.

Prepared By:

Angela Irmer, Administrative Assistant

Date

Distribution: BPPC
3/21/2019



BPPC Staff Report

Meeting Date 03/25/2019

DATE: 3/15/19
 TO: Bidwell Park and Playground Committee (BPPC)
 FROM: Angie Irmer, Administrative Assistant
 SUBJECT: Short Track MTB Race

REPORT IN BRIEF:

Applicant, Caroline Nolan for North State Composite MTB Team, would like to reserve Upper Bidwell Park, Wildwood Trail Area for a multi-day Short Track MTB Race

Recommendation: Conditional approval.

Event Details

Date of Application	1/25/2019
Date of Event	Every Tuesday beginning April 11 through May 2, 2019
Time of Event	4:00 p.m. to 8:00 p.m.
Event Name	Short Track MTB Race
Applicant Name	Caroline Nolan for North State Composite MTB Team
Location	Upper Bidwell Park, Wildwood Trail Area
Description	
New Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. Years? Click here to enter text.
# Participants	
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.
- Vehicles shall park in established parking area and not on the side of the road. roads and comply with all laws.
- The applicant must provide sufficient monitoring to keep racers on the established route as well as direct traffic where the route crosses the road. (Per 2012 evaluation: *Signage "should be designed to be more visible and located in several places."*) Signage must also be in place in order to ensure racers follow the established routes and also to notify other park users of the event.
- In the event the Upper Park trails are closed due to wet or unsafe conditions, the race course will need to be altered accordingly and approved by the Park Division. The applicant has agreed to move the route to paved paths and roads in the case of a wet weather closure of the trails. Applicant may be asked to submit an alternative wet weather compliant route to the Park Division.
- 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 with map

Distribution: Caroline Nolan

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3/21/2019



City of Chico

APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division

2/26/19 AMENDED

Type of Event:

PUBLIC PRIVATE

SECTION 1 - APPLICANT INFORMATION

Must be 18 or older to submit and application • No glass containers • Application fee due upon submittal •

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

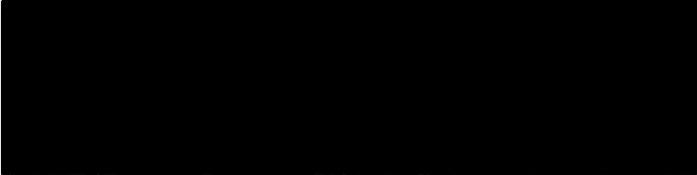
PLEASE PRINT:

Caroline Nolan

Name of Applicant/Contact Person (needed)

North State Composite MTB Team

Organization Name (if applicable)



Contact Phone # Alternate Phone #

Short Track MTB Race

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

Thursday April 4, 11, 18, 25 2019

MAY 2 AMS

Day and Date of Event:

From: 4:00 pm To: 8:00 pm

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

From: 4:30 To: 7:30 75

Time of Event Only Number of people

E-mail address

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

AREA REQUESTED: (Please check if requested)

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

- [X] Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 30.00 ~~\$120.00~~ (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # \$ _____ (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable)
- 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 DEBIT payment will be assessed a 2.75% convenience fee.

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

Park Fee Total: \$ 89.00 ~~279.00~~

Convenience Fee: \$ 0.00

Total Fee Required: \$ 89.00

City of Chico Cash Receipt No. 11287 Payment Method: CK 076317 Date: 2/26/19 Received By: AWJ

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

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 at 9:00pm, October – March and 11:00pm, April - September 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:

X Caroline A Nolan

Signature of Applicant

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 101 or more.

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

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

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

If insurance is required, Certificate of Insurance, meeting City standards must be received by: 3 / 21 /2019

Organization Named on Certificate of Insurance North State Composite

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 Caroline A Nolan

Signature of Applicant

X 1/25/2019

Date

RETURN THIS FORM TO:

City of Chico - Park Division

965 Fir Street

Chico, CA 95928

email to Parkinfo@chicoca.gov

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

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

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

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

Approved.

Approved subject to listed additional condition(s) _____

Denied by the General Services Director. Reason: _____

Application fee waived (12R.08.100 CMC). Reason: _____

Reservation fee waived (12R.08.250 CMC). Reason: _____

Vendor fee waived (12R.08.250 CMC). Reason: _____

Insurance fee waived (12R.08.240 CMC). Reason: _____

Damage deposit fee waived (12R.08.260 CMC). Reason: _____

Application approved by the Bidwell Park & Playground Commission. Date: _____

Application denied by the Bidwell Park & Playground Commission. Reason: _____

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? _____	Yes	No xxxxxxx
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes xxxx	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 xxxxxx
When will amplified sound/music be heard? Time from: _____ until: _____ amps needed (15 or 100) _____ <i>Note: 100 amp electrical service requires a certified electrician to operate.</i>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [] Bounce house [] Climbing wall [] Ropes Course [] Other: _____ Name of Operator: _____	Yes	No xxxxxx
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 xxxx
Will event require that any part of the Park remain closed beyond the normal time of opening? <i>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.</i> (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No xxxxxx
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ until: _____ <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No xxxxxx
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 xxxxxx
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 _____ <i>Note: Restrooms shall be removed within 24 hours after conclusion of event.</i>	Yes	No xxxxxx
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 _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	Yes xxxx	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>Cones to mark course direction</u> <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	Yes xxxx	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <i>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</i>	Yes	No xxxx
Do you request irrigation to be turned off before and during your event?	Yes	No xxxx
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <i>If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.</i>	Yes	No
Will City street closure(s) be needed? <i>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</i>	Yes	No



BPPC Staff Report

Meeting Date: 3/25/2019

DATE: 3/1/19
 TO: Bidwell Park and Playground Commission (BPPC)
 FROM: Angie Irmer, Administrative Assistant
 SUBJECT: Bidwell Presbyterian Church - Vacation Bible Experience at Children's Playground (6/17/19 – 6/21/19)

REPORT IN BRIEF:

Jenna Christophersen, (Applicant – Bidwell Presbyterian Church) requests a permit to hold their 14th Annual Vacation Bible Experience at Children's Playground. This program is for 5 consecutive days at Children's Playground and Bidwell Bowl. The Applicant has requested to use the lawn areas for the event and anticipates 150 attendees daily.

Recommendation: *Conditional approval.*

Event Details

Date of Application	12/10/2018
Date of Event	6/17/19 – 6/21/19
Time of Event	8:00 A.M. – 1:00 P.M. daily
Event Name	VBX 2017
Applicant Name	Jenna Christophersen
Location	Children's Playground and Bidwell Bowl
Description	Vacation Bible Experience for kids 1 st – 6 th grade
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 14 years
# Participants	150
Reason for BPPC Consideration?	Event is for multiple days.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- No signs or decorations to be attached or hung from City structures, trees, tree barriers, or vegetation.
- Vehicles to be parked in designated parking areas only.
- Park may not be closed to the general public.

Attachments: Application and Permit For Park Use

Distribution: Jenna Christophersen



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 to submit and application • 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: Nancy Bultema JENNA CHRISTOPHERSON AMJ Annual VBX Event

Name of Applicant/Contact Person (needed)

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

Bidwell Presbyterian Church

June 17 - June 21, 2019

Organization Name (if applicable)

Day and Date of Event:

From: 8:00 a.m. To: 1:00 pm

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

From: 9:00 To: 12 200

Time of Event Only

Number of people

E-mail address

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

AREA REQUESTED: (Please check if requested)

Bidwell Bowl Amphitheater

Electricity (15 amp)

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

Cedar Grove Picnic Area

Electricity (15 amp) 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)

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:

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 \$ 150.00 + 11.00 for Bidwell/Bowl (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 4000 (\$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

Park Fee Total: \$ 309.00 + 11.00

Convenience Fee: \$ 4.92 + .30

Total Fee Required: \$ 313.92 + 11.30

Credit Card and DEBIT payment will be assessed a 2.75% convenience fee.

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

City of Chico Cash Receipt No. 9752
9754
9755

Payment Method: CC 1523 - 11.00
CK 3761 - 4100
CK 3762 - 930

Date: 11/3/19

Received By: AMJ
AMJ
AMJ

CC 1523 - 1199.00 11/3/19

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 at **9:00pm, October – March and 11:00pm, April - September** 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:


Signature of Applicant

Digitally signed by Marcie Anderson
DN: cn=Marcie Anderson, o=Bidwell Presbyterian Church, ou=mailto:marcianderson@bidwellpres.org,
c=US
Date: 2018.12.03 10:50:27 -0800

SECTION 4 – INSURANCE

(to be determined by Park Office)

INSURANCE REQUIREMENTS ARE APPLICABLE TO:

- (1) All Public Events per Title 12R.08.240. and/or
- (2) All Events Public or Private where:
 - (a) Amplified sound is used -or- (b) The number of people participating amount to 101 or more.

<input checked="" type="checkbox"/> Insurance Required	<input type="checkbox"/> Not Required
--	---------------------------------------

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

For liability coverage purposes, it is BIDWELL PRESBYTERIAN CHURCH's intent (applicant) and the City of Chico's intent (hereinafter referred to as the "Parties"), that this permit is a written contract between the Parties. Pursuant to the insurance policy related to this permit/written contract, and consistent with the Certificate of Liability Insurance and Additional Insured Endorsements, the Parties hereby attach and incorporate by this reference, the Certificate of Liability Insurance and Additional Insured Endorsements, which are further expressly made a material part of the said permit/written contract between the Parties.

If insurance is required, Certificate of Insurance, meeting City standards must be received by: 6-3-19
Organization Named on Certificate of Insurance BIDWELL PRESBYTERIAN CHURCH

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 Marcia [Signature] X 12/10/18
 Signature of Applicant Date

RETURN THIS FORM TO:

City of Chico - Park Division
965 Fir Street
Chico, CA 95928
email to Parkinfo@chicoca.gov

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

SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION

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

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

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

Signature of Park and Natural Resources Manager

Date

EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? _____	Yes	<input type="radio"/> No
Is there a patron admission, entry, or participant fee(s) required for your event?	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 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 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 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): _____	Yes	<input type="radio"/> No
Time of closure from: _____ until: _____		
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ 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	<input 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 hours after conclusion of event.	Yes	<input type="radio"/> No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: _____ Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	<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	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 bags for unloading and loading only may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



DATE: March 20, 2019
TO: BPPC
FROM: Linda Herman, Park and Natural Resources Manager
SUBJECT: CONSIDERATION OF DRAFT PROPOSED 2019-20 PARK AND STREET TREES BUDGETS

REPORT IN BRIEF:

Staff will provide a review of the draft proposed budgets for the Parks and Street Tree Divisions for fiscal year 2019-20. The update will include the review of both the operating and capital project budgets.

Recommendation: None, this is an informational item only.

BACKGROUND:

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

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

The 2019-20 Draft Proposed budget is tentatively scheduled to be considered by City Council at its May 21, 2019 meeting, with the Final Budget to possibly be considered at the first meeting of June.

The Park and Street Tree Divisions are funded by Park Fund 002, which is General Funds specifically dedicated by Section 1104 of the City Charter for Parks, Street Trees, and Public Plantings.

DISCUSSION:

Because the 2019-20 budgets are still in process, Staff will be providing 2019-20 budget information for the Park and Street Tree Divisions based on the Council adopted 2018-2019 budgets for these Divisions. In Fiscal Year 2018-19, the Parks and Street Trees Division budgets combined totaled over \$3 million. Attached as Attachment A for the Commission's information and discussion are:

1. 2018-19 Fund 002 Fund Summary, which also provides information on revenues and capital projects.
2. 2018-19 Park Division Operating Budget (002-682)
3. 2018-19 Street Tree and Public Planting Operating Budget (002-686)

ATTACHMENTS:

Attachment A: 2018-19 Parks & Street Tree Fund Summary and Budgets

City of Chico
2018-19 Annual Budget
Fund Summary
Park FUND

FUND 002 Park	FY15-16	FY16-17	FY2017-18		FY2018-19	
	Actual	Actual	Council Adopted	Modified Adopted	City Mgr Recomm	Council Adopted
Revenues						
42441 Tree Replacement In-Lieu Fee	0	700	0	0	0	0
42501 Park Use Fees	17,621	17,412	20,000	20,000	17,000	17,000
42605 Appeals Fee	2	0	0	0	0	0
42691 CalPERS UAL Svc Chg - Misc.	0	19	0	0	0	0
42699 Other Service Charges	5,138	5,215	5,000	5,000	5,000	5,000
43018 Administrative Citations	6,892	4,029	5,000	5,000	4,000	4,000
44101 Interest on Investments	(3,574)	(7,126)	0	0	0	0
44131 Lease-Bidwell Park Golf Course	48,352	39,876	40,000	40,000	40,000	40,000
44140 Concession Income	4,852	6,544	6,000	6,000	6,000	6,000
44501 Cash Over/Short	0	180	0	0	0	0
44505 Miscellaneous Revenues	81	0	0	0	0	0
44506 Credit Card Fees	0	123	0	0	0	0
46001 Donation from Private Source	372	60	0	0	0	0
46010 Reimb of Damage to City Prop	2,141	5,403	1,000	1,000	1,000	1,000
Total Revenues	81,877	72,435	77,000	77,000	73,000	73,000
Expenditures						
Operating Expenditures						
682 Parks and Open Spaces	1,759,821	1,759,723	1,915,576	1,929,538	1,867,776	1,867,776
686 Street Trees/Public Plantings	917,011	1,022,261	1,129,162	1,130,662	1,202,364	1,202,364
995 Indirect Cost Allocation	284,429	284,429	284,429	284,429	287,396	287,396
Total Operating Expenditures	2,961,261	3,066,413	3,329,167	3,344,629	3,357,536	3,357,536
Capital Expenditures						
17011 Sycamore Pool Reconstruction	43,294	0	0	0	0	0
17024 Five-Mile Irrigation	0	3,318	20,600	45,607	0	0
18050 Cedar Grove Improvements	0	0	0	0	21,115	21,115
19005 Bidwell Park Master Mgmt Plan	190	131	0	7,359	25,750	25,750
50243 Caper Acres Renovation	0	275	230,000	369,314	0	0
50302 Corridor Tree Improvements	18,964	85,980	0	12,306	20,600	20,600
50303 Upper Park Road Rehabilitation	115	25,891	0	48,744	0	0
50304 Park Facility Improvements	29,293	77,098	115,000	152,359	115,000	115,000
50305 Park Tree Maintenance	10,000	5,855	34,500	63,145	46,000	46,000
50312 Bidwell Bowl Rehabilitation	0	0	0	17,250	0	0
Total Capital Expenditures	101,856	198,548	400,100	716,084	228,465	228,465
Total Expenditures	3,063,117	3,264,961	3,729,267	4,060,713	3,586,001	3,586,001
Other Financing Sources/Uses						
From:						
3001 General	2,982,398	3,188,069	3,652,267	3,862,572	3,513,001	3,513,001
3900 General Liability Ins Reserve	0	0	0	121,141	0	0
3902 Unemployment Insurance Reserve	0	4,455	0	0	0	0
To:						
Total Other Sources/Uses	2,982,398	3,192,524	3,652,267	3,983,713	3,513,001	3,513,001
Excess (Deficiency) of Revenues And Other Sources						
	1,158	(2)	0	0	0	0
Fund Balance, July 1	(1,156)	2	0	0	0	0
Fund Balance, June 30	2	0	0	0	0	0

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

City of Chico
2018-19 Annual Budget
Operating Summary Report
Public Works

Department Summary by Fund-Activity	Prior Year Actuals		FY2017-18		FY2018-19		% inc. (dec.)
	FY2015-16	FY2016-17	Council Adopted	Modified Adopted	CM Recommend	Council Adopted	
Total 001-620	1,059,081	1,066,399	1,020,217	1,020,817	1,096,594	1,096,594	7
001-650 Public Right-of-Way Mtce							
4000 Salaries & Employee Benefits	910,998	875,677	1,009,466	1,009,466	1,062,865	1,062,865	5
5000 Materials & Supplies	224,623	235,806	218,300	218,300	233,300	233,300	7
5400 Purchased Services	3,615	2,666	17,320	17,320	17,320	17,320	0
8900 Other Expenses	4,619	7,844	8,675	8,675	11,925	11,925	37
8910 Non-Recurring Operating	0	0	10,455	10,455	12,000	12,000	15
8990 Allocations	1,128,818	1,088,449	1,174,250	1,174,250	1,228,632	1,228,632	5
Total 001-650	2,272,673	2,210,442	2,438,466	2,438,466	2,566,042	2,566,042	5
002-682 Parks and Open Spaces							
4000 Salaries & Employee Benefits	1,018,386	1,011,459	1,205,637	1,205,637	1,100,163	1,100,163	(9)
5000 Materials & Supplies	81,291	76,399	74,990	74,990	71,625	71,625	(4)
5400 Purchased Services	342,256	324,621	306,021	309,983	230,870	230,870	(26)
8900 Other Expenses	70,280	88,318	68,127	78,127	143,487	143,487	84
8910 Non-Recurring Operating	10,000	0	0	0	0	0	0
8990 Allocations	237,608	258,926	260,801	260,801	321,631	321,631	23
Total 002-682	1,759,821	1,759,723	1,915,576	1,929,538	1,867,776	1,867,776	(3)
002-686 Street Trees/Public Plantings							
4000 Salaries & Employee Benefits	450,815	504,210	692,213	692,213	664,805	664,805	(4)
5000 Materials & Supplies	13,314	15,896	15,465	15,465	12,210	12,210	(21)
5400 Purchased Services	313,799	348,823	260,885	260,085	325,185	325,185	25
8900 Other Expenses	5,998	5,385	6,282	8,582	8,782	8,782	2
8990 Allocations	133,085	147,947	154,317	154,317	191,382	191,382	24
Total 002-686	917,011	1,022,261	1,129,162	1,130,662	1,202,364	1,202,364	6
002-995 Indirect Cost Allocation							
8990 Allocations	284,429	284,429	284,429	284,429	287,396	287,396	1
Total 002-995	284,429	284,429	284,429	284,429	287,396	287,396	1
Total General/Park Funds	6,732,584	6,818,223	7,296,933	7,285,995	7,618,302	7,618,302	5
050-682 Donations							



DATE: March 19, 2019
 TO: BPPC
 FROM: Linda Herman, Park and Natural Resources Manager
 SUBJECT: CONSIDERATION OF 2019 COMMITTEE ASSIGNMENTS AND CHANGE IN BPPC REGULAR MONTHLY MEETING TIME.

REPORT IN BRIEF:

Bidwell Park and Playground Commission (BPPC) members also serve on the Policy Advisory, Natural Resources, and Tree Committees, and the City’s *ad hoc* Bicycle Advisory Committee, which provide recommendations to the full Commission. The Commission will consider Chair McReynold’s Committee assignments, and meeting days and times.

Recommendation: Staff recommends that the BPPC:

1. Approve the 2019 Committee Member Assignments and Meeting Days;
2. Acknowledge the City Manager’s approval to change the BPPC regular meeting start time to 6:00 p.m. effective for the April 29,2019 meeting.

BACKGROUND:

At its 2/25/19 meeting, the BPPC selected Commissioner Elaina McReynolds as Chair and Commissioner Aaron Haar as Vice-Chair and adopted the 2019 BPPC regular meeting calendar. The BPPC also reviewed the structure and composition of the three BPPC advisory Committees. Staff requested the Commissioners provide their Committee preferences to the Chair McReynolds for announcement at the March BPPC meeting. The Commission also approved Staff’s request to move the BPPC regular meeting start time from 6:30 p.m. to 6:00 p.m. to be consistent with the City Council and other City Boards and Commission meeting times.

DISCUSSION:

BPPC Chair McReynold’s Committee assignments and current meeting days are presented in the Table below. The Committee meetings are currently held at 6:00 P.M. and meet only as needed.

2019 Committee Assignments and Meeting Days (if scheduled)

NAME	Policy Advisory	Tree	Natural Resource	Bicycle Advisory
Monthly Meeting Date (Meets As Needed)	2nd Wednesday	2nd Thursday	3rd Wednesday	To Be Announced
Jeff Glatz	Member			
Scott Grist		Member	Chair	
Aaron Haar		Member	Member	
Garrett Liles		Chair		
Elaina McReynolds	Member			
Anna Moore	Chair			
Lise Smith-Peters			Member	Member

Staff recommends maintaining the current Committee schedule as these days and times were chosen based on the availability of meeting rooms. However, the Commission is welcome to make any changes to the days and times if needed.

Administrative Policy & Procedure (AP&P 10-1) entitled “Board, Commission, Advisory Committees and Task Force Rules of Procedure” states that requests to change Commission meeting times must be approved by the City Manager. The City Manager approved the Commission’s request in the attached email dated 2/28/19 (Attachment A). To adequately notify the public of the change in meeting times, the Commission must acknowledge the City Manager’s approval at its next regular meeting.

ATTACHMENT A: 2/28/19 City Manager email

ATTACHMENT A

Linda Herman

From: Mark Orme
Sent: Thursday, February 28, 2019 10:36 AM
To: Linda Herman
Cc: All City Clerk; Erik Gustafson; Shane Romain; Angela Irmer
Subject: RE: Request to Change Bidwell Park & Playground Commission Meeting Time

Linda,

I hereby approve this request. Glad to see everyone sees the benefit of this change, as I do as well.

Good day,
Mark

Mark Orme
*City Manager for the
Beautiful City of Chico*

From: Linda Herman
Sent: Thursday, February 28, 2019 10:29 AM
To: Mark Orme <mark.orme@Chicoca.gov>
Cc: All City Clerk <All-City-Clerk@Chicoca.gov>; Erik Gustafson <erik.gustafson@Chicoca.gov>; Shane Romain <shane.romain@Chicoca.gov>; Angela Irmer <angela.irmer@Chicoca.gov>
Subject: Request to Change Bidwell Park & Playground Commission Meeting Time

Hi Mark,

At its meeting on 2/25/19, the Bidwell Park & Playground Commission (BPPC) unanimously approved Staff's recommendation to move the meeting time for the regular BPPC meetings from 6:30 p.m. to 6:00 p.m. Staff recommended this change so that the BPPC meeting times are consistent with the starting times of the City Council and other City Commission meetings. In addition, the BPPC advisory Committee meetings start at 6:00 p.m., and this will make it less confusing for the public to know when the BPPC regular meetings start as well.

Section XII. A.3. of Administrative Policy & Procedure 10-1 entitled BOARD, COMMISSION, ADVISORY COMMITTEES AND TASK FORCE RULES OF PROCEDURE states that a request to change Commission meeting times must be submitted in writing to the City Manager for approval.

Please let me know if you have any questions or need more information for your consideration of this request from the BPPC.

Thank you

Linda

Linda Herman
Park & Natural Resources Manager
City of Chico



DATE: 3/20/19
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Linda Herman, Park and Natural Resources Manager
SUBJECT: Parks Division Report

NARRATIVE

1. Updates

- a. Upper Park Road Repairs – At its meeting on 3/5/19, the City Council approved the Commission’s recommendations to seek grant funds to repair the Upper Park Road to allow emergency vehicle access to the end of the road (Lot U), to make repairs to allow private vehicle access to Salmon Hole (i.e. move Diversion Dam gate), and to continue discussions regarding allowing private vehicle access beyond Salmon Hole, with possibility limiting day/times access is allowed.
- b. Caper Acres Crooked House – The award of contract for the installation of the new Crooked House in Caper Acres is being finalized. It is hoped that construction will be complete by May/June 2019.
- c. Grant Applications– Two Notice of Interest (NOIs) were submitted to the FEMA/CAL-OES Hazard Mitigation Grant Program seeking funds to use various treatments (chipping, mowing, grazing etc.) to reduce vegetation/fuel in Middle/Upper Park, and to provide defensible space at top of bank and along private properties on Lindo Channel. Staff has also been working with the local Chico/Shasta Cascade Conservation Corps to apply for Prop 68 grant funds to be able to use the CCCs for various projects in Bidwell Park and City greenways.
- d. New Signs for Upper Park Swimming Holes – Staff is working on replacing the signs at the popular swimming holes in Upper Bidwell Park with more durable and attractive metal signs. Attached as Exhibit A are some sample designs being contemplated. The signs will also have a reflective background and will include universal park symbols along the bottom indicating no alcohol, no smoking, no camping, etc. instead of words to help with any language barriers.
- e. Stoney Fire Area/Peregrine Point Disc Golf– Removal of hazardous trees continue on the Guardian Trail. The weather has delayed the installation of split rail fencing, chips, tee signs, etc. at the Disc Golf Course, but Staff and ORAI are poised to start work as soon as the weather allows. As required by the Mitigation and Monitoring Program, another assessment of potential impacts from Disc Golf and the Stoney Fire of Bidwell Knotweed, Blue Oaks, and Butte Checker Bloom will be conducted over the next month.

2. Maintenance Program

- a. General Routine Maintenance -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 cleanups and the constant removal of graffiti from all park infrastructure.
- b. Lower Park: Staff worked on preparing the park for the winter season by sweeping the lawns to remove the bulk of the downed leaf litter, sweeping, and blowing the roads and pathways. Staff shut down the free-standing drinking fountains in Lower and Middle park to keep from freezing. Caper Acres Nico project received a new replacement C-Spring surf rider.
- c. Middle Park: Standard maintenance.
- d. Upper Park: Staff went back to the Upper Park road work sites to touch up and correct any failures after the first big rain event. Staff will be scheduling the repair of the new lower erosion sites to allow the Horseshoe Lake gate to be open for the busy Spring. Staff also worked on Annie Bidwell and South Rim Trails to help reopen these trails

- e. Greenway Parks: Staff has installed the three new kiosks and three new trash cans at Comanche Creek. The kiosks are to replace the old ones, the cans are to supplement the existing cans.
- f. Upcoming projects: Trail markers and signs for Middle and Upper Park (in progress). Create service path and bore holes for alternate pins and signs at tees throughout disc golf course. Par Course Station Replacement.
- g. Upcoming projects: Trail markers and signs for Middle and Upper Park (in progress). Align and make fence post holes for split rail fence along Woodland Avenue. Create service path and bore holes for alternate pins and signs at tees throughout disc golf course in cooperation with ORAI. Par Course Station Replacement.

3. Ranger and Lifeguard Programs

- a. Ranger James LeDonne has accepted a position with City Code Enforcement, but he has graciously agreed to work as a Ranger on Thursdays, Fridays and Saturdays until the end of June. Law Enforcement Ranger Bradford will join the park ranks after he completes his field training with Chico PD. His anticipated arrival date is July 1.
- b. Attempted Fencing Theft – On Sunday 2/24/19, a park patron noticed a truck and flatbed trailer outside Caper Acres in the early dawn hours. He called police to report people loading the temporary fencing on a trailer. Rangers were on site within two minutes and found the loaded trailer unhitched, but no suspects or vehicle on scene. Police surmise the thieves were using a scanner and left immediately upon hearing the dispatch of rangers and police. The unregistered trailer was confiscated and to date no new information as to the identity of the perpetrators has come in. This incident shows the importance of “See Something, Say Something”.
- c. Rain Rain Rain! - February rainfall was just over 11 inches, 42% of Chico’s annual average rainfall in one month. In two months, storms, ground saturation, and winds caused multiple trees in the park to fall over roadways, trails, and the interior of the park. Rangers worked to identify hangers and close roadways and trails along Petersen and South Park Drives until downed trees and limbs could be safely removed.

4. Natural Resource Management

- a. Woodland Ave. Project– Work continues to clear invasive vegetation such as Japanese Honeysuckle, Himalayan Blackberry and Johnson grass that has encroached onto Woodland Ave in Lower Bidwell Park. The old barbed hog wire fencing is also being removed. Installation of a new split rail fence by the Chico Rotary Club, along with planting of Valley Oak trees, are scheduled for mid-April.

5. Outreach and Education

- a. Horseshoe Lake Fishing Line Recycling– New fishing line recycling bins made and donated by Dan McManus and informational signs have been developed to encourage Horseshoe Lake visitors to properly dispose of fishing line to help protect wildlife. Mr. McManus has also generously agreed to maintain the bins and collect the fishing line for one year. The project is part of a free statewide fishing line recycling program through the California Coastal Commission and California Division of Boating and Waterways (http://dbw.parks.ca.gov/?page_id=29426).

6. Volunteer and Donor Program

- a. Spring events– Spring is the busiest time of year for the volunteer program. Several events are being planned that include Chico Rotary, California State University, Chico, Butte County Office of Education, elementary schools and local businesses.
- b. Caper Acres – The Burnham family generously donated \$1,000.00 toward an upcoming shade structure over the Nico play area.
- c. Upcoming Volunteer Opportunities:
 - i. Cats in the Community – On April 1, for Cesar Chavez Day, the Parks Division will host students from CSU, Chico participating in the Cats in the Community Day of Service event. The participants will give back to the community in a collective effort to cleanup parks and greenways, downtown, campus neighborhoods, and community gardens
 - ii. Volunteer Calendar – Volunteer events are updated frequently, view current opportunities at http://www.ci.chico.ca.us/general_services_department/park_division/volunteer_calendar.asp

MONTHLY SUMMARY TABLES

Table 1. Monthly Volunteer Hours

Parks and Greenway -PALS- (Partners, Ambassadors, Leaders & Stewards) Volunteer Activities, February 2019							
Date	Location	Partner/Agency	Task	# of Volunteers	Hrs Worked	# of Vols Xs Hrs = Total Hrs	Leader
All of February	Bidwell Parks	Park Watch	Park Ambassadors	111	Varied	1492	Chris Johnson
various	CCG	FCCG	Restoration; Planning	1	6	6	Emily Alma
various	CCG	FCCG	Gen. Cleanup	1	23	23	Liz Stewart
various	CCG	FCCG	Restoration	1	5	5	Liz Stewart
various	CCG	FCCG	Monitoring	1	3	3	Janet Ellner
2/1/2019	5 Mile	PALS	Gen. Cleanup	2	3	6	Michael Hicks
2/6/2019	CCG	FCCG	Gen. Cleanup	2	3	6	Liz Stewart
2/8/2019	Lower Park	PALS	Gen. Cleanup	4	3	12	Michael Hicks
2/19/2019	Lower Park	PALS	Restoration	1	1	1	Ashley Turner
2/21/2019	Lower Park	CAVE	Restoration	1	3	3	Ashley Turner
2/22/2019	Lower Park	PALS	Gen. Cleanup	11	3	33	Michael Hicks
2/23/2019	CCG	FCCG/Build.com	Restoration	8	3	24	Janet Ellner
2/23/2019	Lower Park	CAVE	Veg. Mgmt.	12	3	36	Ashley Turner
2/23/2019	Humboldt Rd	Respect the Walls	Gen. Cleanup	6	3	18	Debbie Meline
2/28/2019	Cedar Grove	PALS	Veg. Mgmt.	6	3	36	Linda Calbreath
				TOTAL HRS		1703	

Table 2. Monthly Public and Private Permits

Monthly Public Permits -February				
Date	Location	Organization	Event	Participant #
	No Public Events Scheduled for February			
Totals				0

Table 3. Monthly Private Permits

Monthly Private Permits - February		
Type	# Permits	# Participants
Private	1	24
Caper Acres	3	55
Totals	4	79

Table 4. Monthly Maintenance Hours.

Category	Staff Hours	% of Total	% Change from Last Month	2018 Trend
1. Safety	280	37.3%	72.1%	
2. Infrastructure Maintenance	94	12.6%	55.0%	
3. Vegetation Maintenance	121	16.1%	1095.5%	
4. Admin Time/Other	255	34.0%	61.2%	
Monthly Totals	749	100%	76.0%	

Table 5. Monthly Illegal Encampment Cleanups

Illegal Encampment Cleanups, February 2019									
Date	Location	Coop. Org.	# of Staff	# Workers/ Vols.	Total People	Hours Worked	People Xs Hours Total	Total Debris Yrds	# of Camps
2/1/2019	Middle Park	PALS	2	3	5	3	15	5.5	2
2/6/2019	Comanche Creek	FOCC	2	2	4	1	4	3	3
2/7/2019	Midway Bridge	ACS	0	9	9	1	9	2	2
2/7/2019	Orange/Dayton	ACS	1	9	10	1	10	4	2
2/8/2019	Lower Park	PALS	2	4	6	2	12	5	4
2/10/2019	Comanche Creek	none	1	0	1	0.5	0.5	1	1
2/11/2019	Depot	ACS	1	5	6	0.25	1.5	1	1
2/12/2019	Humboldt Park	ACS	1	5	6	0.25	1.5	1.5	2
2/14/2012	Skyway	ACS	2	5	7	2	14	10	4
2/20/2019	Comanche Creek	FOCC	1	2	3	1.5	4.5	2	3
2/22/2019	Lower Park	PALS	1	6	7	2	14	2.5	3
2/22/2019	Middle Park	PALS	1	4	5	1	5	2.5	2
2/24/2019	Horse Arena	none	1	0	1	0.5	0.5	0.5	2
2/25/2019	Cedar Grove	ACS	0	5	5	0.25	1.25	1.5	1
2/23/2019	Lower Park	none	1	0	1	0.5	0.5	1.5	1
							TOTAL HRS	TOTAL DEBRIS YRDS	TOTAL CAMPS
							93	43.5	33

Table 6. February Monthly Citations and Warnings

Ranger Report – Citations 2019

Violation - Citations	Monthly			Annual		
	Total Citations	%	Rank	Total Citations	%	Rank
Alcohol	0	0%	4	0	0%	5
Animal Control Violations	0	0%	4	0	0%	5
Bicycle Violation	0	0%	4	0	0%	5
Glass	1	17%	2	1	13%	2
Illegal Camping	0	0%	4	0	0%	5
Injury/Destruction City Property	0	0%	4	1	13%	2
Littering	1	17%	2	1	13%	2
Other Violations	4	67%	1	5	63%	1
Parking Violations	0	0%	4	0	0%	5
Resist/Delay Park Ranger	0	0%	4	0	0%	5
Smoking	0	0%	4	0	0%	5
Totals	6	100%		8	100%	

Ranger Report - Warnings 2019

Violation - Warnings	Monthly			Annual		
	Total Warnings	%	Rank	Total Warnings	%	Rank
Alcohol	0	0%	7	0	0%	8
Animal Control Violations	6	13%	2	9	8%	4
Bicycle Violation	6	13%	2	12	11%	2
Glass	0	0%	7	0	0%	8
Illegal Camping	25	52%	1	65	59%	1
Injury/Destruction City Property	0	0%	7	0	0%	8
Littering	0	0%	7	3	3%	6
Other Violations	5	10%	4	12	11%	2
Parking Violations	1	2%	6	2	2%	7
Resist/Delay Park Ranger	0	0%	7	0	0%	8
Smoking	5	10%	4	8	7%	5
Totals	48	100%		111	100%	

PHOTOGRAPHS



Figure 1 Build.com volunteers planting at Comanche Creek



Figure 2 Peggy Henry's retirement recognized by City Council after 25 years with the Park Division.

Photo courtesy of Karen Laslo



Figure 3 Maidu Living Village info presentation.

Photo courtesy of Laura Urseny, Chico E-R



Figure 4 Fishing line recycling containers and signs for Horseshoe Lake



Figure 5 Uprooted trees from storms

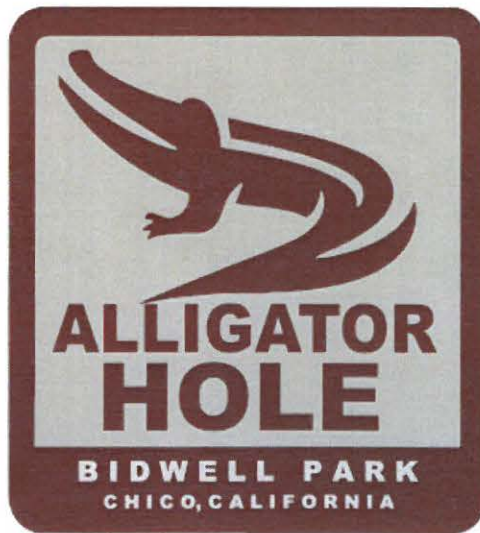
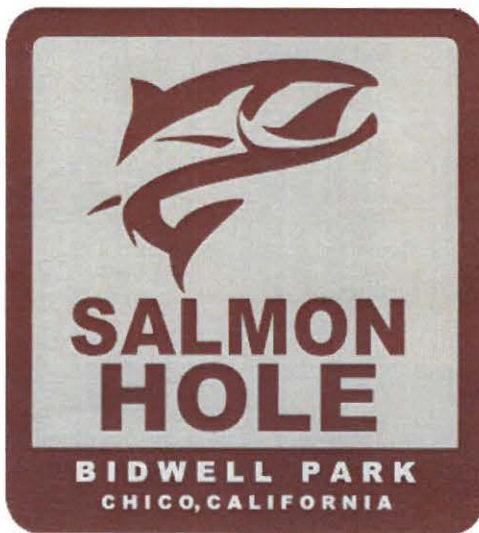


Figure 6 Flooding at 5-Mile

ATTACHMENTS: Exhibit A: Upper Park Signs Concepts



EXHIBIT A - POTENTIAL SIGN DESIGNS
FOR UPPER PARK SWIMMING HOLES





DATE: 03/20/19
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Richie Bamlet, Urban Forest Manager
SUBJECT: Street Trees Division Report

NARRATIVE

Updates

Recruitment – Recruitment for Maintenance Worker – Tree Trimmer. Drew Ratana started employment 4/3/19.

Bidwell Park Tree Trimming – The contract for Capers Acres tree works has been finalized. All trees growing in or over Caper Acres have been surveyed. Three trees are scheduled for removal. Two trees are scheduled for partial removal. Sixteen trees are scheduled for trimming. Capers Acres will be closed to park users during tree work operations.

Planning/Monitoring

Tree Permits – The UFM issued five tree permits in February. Two removal permits were approved. Two removal permits are pending review. three tree trimming permits were approved and one is pending review. One planting permit was approved.

Damage Reports – UFM completed one damage reports for Risk Management. The claim related to fallen limbs property and damage.

Planning and Building Development

UFM reviewed three plan reviews. Comments included CMC 19.68 tree preservation measures during construction, landscape species choices including use of Bradford pear, insufficient rooting volume for parking lot trees and use of organic mulches.

UFM is currently reviewing and developing a Street Tree Plan. This plan will guide developers and Landscape architects when designing the tree canopy component of new developments. The plan also assists in making species choices when replanting removed street trees. Outcomes of the plan include ensuring an homogeneous streetscape, avoiding the over-use of any one species and the introduction of new species and deletion of others according to Chico's climate and other environmental and social factors. The development of the Street Tree Plan will be ongoing per provisions outlined in CMC 14.44.090.

Miscellaneous

In Late February multiple Public Works crews responded to a period of stormy weather. Crews worked through the night and responded to calls relating to flooding and downed trees. See photo 1 showing the level of the water

Maintenance

1. Caper Acres play area enjoys a natural setting in the floodplain of Big Chico Creek. Many native Valley Oak and California Sycamores provide shading and access to nature for children playing. However, in

recent years there have been several instances of large limbs falling within the perimeter fence. Many of these failure events can be described as “Summer Limb Drop.” This phenomenon is not fully understood; however, large trees, long-extended limbs and hot, calm summer days are usually implicated. In addition, recent tree assessments by City of Chico staff have indicated that the trees within Caper Acres are in a state of decline. Years of compacted ground by park users and natural tree aging have culminated in a grove of trees that are approaching the end of their useful life. The tree pruning work aims to reduce risk as well as provide for a phased removal of tree canopy to minimize the loss of canopy benefits.

Pruning/Removal prescription: Twenty-seven (27) trees located in, or immediately adjacent to, Caper Acres have been assessed by City personnel. Twenty-one (21) of those trees need pruning and/or removal and are included in this bid request. Of the twenty-one:

- a. Three (3) trees have been assessed for Priority 1 removal. (See photo 2 showing two of the Valley oaks)
- b. Two (2) trees have been assessed for partial Priority 1 removal.
- c. Six (6) trees have been assessed for Priority 1 pruning with a safety and risk reduction objective.
- d. Ten (10) trees have been assessed for Priority 2 Pruning with a safety and risk reduction objective.

The playground will be closed for a time for work to resume. Closures will be publicized via media. All work shall be overseen by the City’s Urban Forest Manager

- 2. Tree Division is increasing its capacity to answer larger project Service calls. Photos 3 and 4 show before and after shots of an avenue of large Camphor trees that were pruned by in-house staff. Deadwood was removed in response to concerns raised by the adjacent church.

Outreach and Education

UFM attended webinars on tree inventory software and canopy assessments.

Tree crew attended a structural pruning seminar in Sacramento. Crew learned techniques on how to improve long-term tree health using relatively few small pruning cuts on young trees. See photo 5.

Senior tree trimmer continues to study for upcoming ISA tree worker climbing certification test and exam.

Street Tree Supervisor Report

The Street Tree Supervisors monthly summary data tables for February are included below:

MONTHLY SUMMARY TABLES

Table 1

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	80.5	13.5%	110.3%	
2. Tree Work	337	56.4%	61.8%	
3. Special Projects	132.5	22.2%	202.3%	
4. Admin Time/Other	48	8.0%	52.2%	
Monthly Totals	598	100.0%	77.1%	

Table 2

Item	Values	% Change from Last Month	Trend
5. Productivity			
Calls			
Call Outs	75	87.2%	▣▣
Service Requests: Submitted		-	▣▣
Service Requests: Completed	50	60.2%	
Sub Total	0	-	
Trees			
Planted: Trees	0	-	▣▣
Pruned	222	200.0%	
Removed: Trees (smaller)	0	-	
Removed: Stumps	0	-	
Removed: Trees	4	40.0%	▣▣
Sub Total	226	186.8%	
Tree Permits (#)			
Submitted	8	133.3%	▣▣
Approved	5	125.0%	▣▣
Denied	0	-	
Total	13	130.0%	▣▣

Upcoming Issues/Miscellaneous

Tree Division assisted Chico Tree Advocates in securing a \$1500 grant to help celebrate National Arbor Day 26th. Plans are being developed to hold Arbor Day events with CUSD students. Tree Division is also working in partnership with Butte Environmental Council, Butte County Master Gardeners and CARD to host two tree planting workshops in April. Participating residents will receive a free shade tree and instruction on its planting, care and maintenance.

PHOTOGRAPHS



Photo 1. Panoramic photo of Big Chico Creek water levels in Lost Park 2/27/19



Photo 2. Two Valley oaks in Caper Acres scheduled for removal. Public Works is tentatively making plans to turn these two trees into "megalift" wood carvings..



Photo 3 Row of four large Camphor trees before pruning. 285 E 5th St. 3/15/19



Photo 4. Camphor trees After pruning. 285 E 5th St



Photo 5. Structural pruning seminar. Sacramento Howe park 3/1/19

Linda Herman

From: Aaron Haar <aaronhaar@yahoo.com>
Sent: Tuesday, February 26, 2019 10:53 AM
To: Linda Herman
Cc: Shane Romain
Subject: Agenda items from public comments

Greetings Linda,

I'd like to put on the Agenda items from public comments last night regarding fire prevention and vegetation management. I'd like all committees and Fire dept involved in accessing current management programs and areas we can improve. Example would asking policy advisors to discuss if adopting goats is feasible use of revenue vs staff time. Natural resources to look at increasing setbacks requirements and prioritizing vegetation management. We could break into three parts lower middle and upper as suggested unless you use a different method.

Best Regards
Aaron Haar

[Sent from Yahoo Mail for iPhone](#)

Linda Herman

From: Anna Moore <annabmoore8@gmail.com>
Sent: Friday, March 15, 2019 1:02 PM
To: Linda Herman
Subject: Agenda Item for Next Meeting

Good Afternoon, Linda--

At the next meeting, could we please vote to agendize discussion of possible immediate measures that could be taken toward fire mitigation in the parks?

Thank you.

Anna B Moore