



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)

Regular Meeting Agenda
August 28, 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. Roll Call

2. CONSENT AGENDA

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

2.1. APPROVAL OF MEETING MINUTES

Action: Approve minutes of BPPC held on 06/26/17.

2.2. APPROVE PERMIT FOR MOUNTAIN BIKE RACE IN MIDDLE AND UPPER BIDWELL PARK (9/30/17).

Jarret Yount (Applicant) requests a permit to host a mountain bike race, the Bidwell Bump, in Middle and Upper Park. The event requires BPPC consideration as the race will use trails in Bidwell Park that are not considered intensive use areas. **Recommendation:** *Approve permit with conditions.*

2.3. APPROVE PERMIT FOR EDUCATIONAL FIELD TRIP TO CEDAR GROVE IN LOWER BIDWELL PARK (4/16/18 AND 4/17/18).

Maria Trenta With Mi Escuelita Maya Preschool (Applicant) requests a permit to take their pre-school classes on a field trip to Cedar Grove Picnic Area, on two separate days to introduce them to nature. **Recommendation:** *Approve permit with conditions.*

3. ITEMS REMOVED FROM CONSENT – IF ANY

4. NOTICED PUBLIC HEARINGS - NONE

5. REGULAR AGENDA

5.1. CONFIRMATION OF PARK AND NATURAL RESOURCE MANAGER (Verbal Report)

As authorized by Chico Municipal Code Section, the Public Works Director – Operations & Maintenance appointed Linda Herman as Interim Park and Natural Resource Manager (P&NRM) on March 6, 2017. The Director is requesting that the Commission confirm his intent to officially appoint Ms. Herman as the permanent P&NRM. **Recommendation:** *Approve the appointment.*

5.2. ACCEPTANCE OF REPORT AND RECOMMENDATIONS FROM THE BPPC POLICY ADVISORY COMMITTEE MEETING HELD ON 8/8/17

The Policy Advisory Committee met on 8/8/17 to review Chico Municipal Code (CMC) Chapters 12R.08 and 12R.010 related to park reservations and fees. Committee Chair Reddemann will report on the meeting and provide recommendations for the Commission's consideration. The Committee will also continue discussions of these CMC Chapters at its September 13, 2017 meeting. **Recommendation:** *The Committee recommends approval of the following:*

1. *Designating Children's Playground and Picnic Site 37 as exclusive use areas available for private reservations.*
2. *Forwarding review of CMC Chapter 12R.04 Article IV – "Rules for Dogs" to the Policy Advisory Committee.*

5.3 ACCEPTANCE OF REPORT FROM THE BPPC TREE COMMITTEE MEETING HELD ON 8/10/17

At its 6/26/17 meeting, Commissioners provided Staff with CMC sections that they consider to be important and need to be revised. CMC Chapter 14.40 entitled "Street Trees" establishes regulations controlling and governing the planting, removal and maintenance of trees and shrubs on city-owned property and right-of-way. CMC Chapter 16.66 entitled "Tree Preservation Regulations" provides for the protection of City and private trees during the development processes. **Recommendation:** *None. The Committee is still in discussion on these topics.*

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

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, Interim Park and Natural Resource Manager.

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

7.3. Park & Natural Resource Manager Report (Verbal Report)–Linda Herman, Interim Park and Natural Resource Manager)

8. ADJOURNMENT

Adjourn to the next regular meeting on September 25, 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
June 26, 2017 Regular Meeting

1. REGULAR COMMISSION MEETING

1.1. Call to Order

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

1.2. Roll Call - Commissioners present:

Jeff Glatz
Aaron Haar
Alberto Hernandez
Elaina McReynolds
Tom Nickell
Valerie Reddemann
Marisa Stoller

Commissioners absent: None

Staff present: Linda Herman (Interim Park and Natural Resource Manager), Erik Gustafson (Public Works Director), Richard Bamlet (Urban Forest Manager), Shane Romain (Park Services Coordinator), Chris Constantin (Assistant City Manager) and Mike O'Brien (Police Chief).

2. CONSENT AGENDA

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

Commissioners Reddemann and Haar disqualified themselves from Item 2.2 due to their business affiliations with CARD.

2.1. APPROVAL OF MEETING MINUTES

Action: Approve minutes of BPPC held on 5/31/17.

MOTION: Approve minutes as submitted. **MADE BY:** Haar. **SECOND:** Reddemann. **AYES:** 7 (Haar, Stoller, Hernandez, McReynolds, Reddemann, Nickell, and Glatz). **NOES:** 0. **ABSENT:** 0.

2.2. CONSIDERATION OF A MINUTE ORDER RECOMMENDING A LEASE WITH THE CHICO AREA PARK AND RECREATION DISTRICT (CARD) FOR AN AREA ADJACENT TO THE NATURE CENTER.

CARD, as the operator of the Nature Center, is considering applying for a grant to obtain funds to construct an outdoor classroom in the grassy area in lower Bidwell Park adjacent to the existing Exhibit building. The grant guidelines require land tenure or a lease agreement with a 30-year term to receive funding.

Recommendation: Interim Park & Natural Resource Manager recommends BPPC approval of the Minute Order recommending City Council approval of the 30-year lease, if the grant is awarded to CARD.

MOTION: Approve Minute Order as submitted. **MADE BY:** Hernandez. **SECOND:** Glatz. **AYES:** 5 (Haar, Stoller, Hernandez, McReynolds, Reddemann, Nickell, and Glatz). **NOES:** 0.

ABSENT: 0. It is noted for the record that Commissioners Reddemann and Haar were disqualified from voting on this item

ITEMS REMOVED FROM CONSENT – NONE

3. NOTICED PUBLIC HEARINGS - NONE

4. REGULAR AGENDA

4.1. CONSIDERATION OF AN APPEAL OF A DENIED TREE REMOVAL PERMIT FOR 1241 ARCADIAN AVE.

Teisha and Edwin Hase (Applicant) requested a permit to remove two Pin Oaks located at 1241 Arcadian Drive. Applicant cites utility line concerns and aesthetics as the principal reasons for removal. Staff denied the permit as the trees are not dead, dying, or pose a dangerous or defective condition. Per the Chico Municipal Code and at the request of the Applicant, the BPPC is considering an appeal of the denied permit. **Recommendation:** *Urban Forest Manager requests BPPC commission to consider and chose one of two presented options.*

Option 1. Repeal denial of the tree removal permit. Approve removal of two pin oaks at 1241 Arcadian.

Option 2: Uphold denial of the tree removal permit.

Urban Forest Manager (UFM) Bamlet presented the staff report providing background information on why the tree removal permit was denied, and details on the two options presented for the Commission's consideration.

The applicant Teisha Hase presented her reasons for her repeal of the denied removal permit, stating that the Pin Oaks are the wrong tree in the wrong place, and are unsightly since they have been severely pruned by PG&E. The UFM indicated that although the permit has been denied, the City would help trim up the trees to try to improve their appearance.

Five members of the public spoke on this item, all in favor of not removing the trees.

Commissioner Haar questioned what are PG&E regulations regarding trimming trees and tree lines. Commissioner McReynolds stated that she would not want to set precedence in removing trees that were badly pruned by the utility company.

MOTION 1: Approve full conversion of Park Rangers to sworn rangers (Option 1). **MADE BY:** Hernandez **SECOND:** None. **MOTION FAILED DUE TO LACK OF SECOND**

MOTION 2: Approve upholding the permit denial (Option 2) as presented. **MADE BY:** Nickell. **SECOND:** McReynolds. **AYES:** 6 (Haar, Stoller, McReynolds, Reddemann, Nickell, and Glatz). **NOES:** 1 (Hernandez). **ABSENT:** 0.

4.2. CONTINUED REVIEW AND CONSIDERATION OF TRANSITIONING NON-SWORN PARK RANGERS TO SWORN STATUS

The Commission continued its consideration of the proposal to transition Park Rangers into sworn, armed Rangers and changing the reporting structure from Public Works to the Chico Police Department. The Commission will continue to discuss the implementation alternatives, and will review a draft Memorandum of Understanding between the Public Works and the Police Departments should the proposal be approved by the BPPC and the City Council consideration. **Recommendation:** *City staff requests the Commission:*

- 1) Provide their thoughts, perspectives, concerns, or any other input on the proposed Hybrid Program recognizing that it is only conceptual and recently considered; and

- 2) Provide their perspective on the three potential options below.

Option 1 Full Conversion: The existing three Park Ranger positions would convert to sworn Park Ranger status and be moved into the Police Department effective July 1, 2018.

Option 2 Hybrid: Two existing Park Rangers would be converted to sworn Park Rangers and moved into the Police Department effective July 1, 2018. One Park Ranger would be retained within Public Works to coordinate all park ranger activity between Police and Public Works and to oversee a Reserve Park Ranger program which will predominately provide non-enforcement related education, interpretation, and service to the parks and greenways.

Option 3 No Change: No change to current Park Ranger Program

Public Works Director – Operations and Maintenance (PWD O&M) Gustafson provided a summary of the staff report and introduced Assistant City Manager (ACM) Constantin and Police Chief O'Brien (COP) to provide additional information regarding the proposed transition.

ACM Constantin summarized the proposal to convert the Park Rangers to sworn Rangers and discussed the options, including the new option requested by the Commission at its 5/30/17 meeting to convert one Ranger to a sworn officer position and to keep two Rangers to perform duties under the Park Division.

The COP provided statistics on the numbers and types of park-related calls that come in through dispatch and discussed the proposed Memorandum of Understanding (MOU) between the Police Department and the Public Works Department for the transition. The COP also stressed the importance of the public registering their bicycles to help with deterring theft and "chop shops".

The Commissioner's and Public comments and questions included the following"

- **Commissioner McReynolds** - Questioned how the proposed change will make a difference and why there isn't a greater police presence in the Park now. She also expressed concerns regarding increased costs associated with transitioning to sworn officers, the integration of work flow between Ranger and Police duties, and particularly the change in culture that will occur going from non-sworn to sworn rangers.
- **Commissioner Haar** – Voiced significant concerns with the ability for the sworn Rangers to perform vital important services that are currently performed by the Rangers, such as closing of gates, dealing with lock outs, and continued presence of alcohol and drug abuse in the parks. Haar also questioned the increased public safety costs, especially with CalPERS going up, and whether enforcement could be accomplished more efficiently by security cameras and increased contractual security services. He also voiced concern with the potential loss of important interpretive services, such as the Junior Ranger Program.
- **Commissioner Hernandez** – Questioned if the existing General Fund budget could afford the additional costs of the sworn Rangers, in which the ACM responded that the proposal is cost neutral. Hernandez asked why the current police beats don't include the parks and greenways. He also expressed concern for the potential escalation of minor incidents, such as dog off leash, when guns are in play.
- **Commissioner Reddemann** – Asked Staff their opinion on the proposal, in which PWD O&M responded that he can see both sides and that there is an increasing need for more enforcement in City parks and greenways. Reddemann also asked how the MOU will work and what are the repercussions for noncompliance. ACM responded that the MOU will be enforced by the City Manager and that the Ranger would revert the PWD if it did not work out.
- **Commissioner Stoller** – Asked about the number of emergencies currently occurring in the park and whether the Rangers would receive training in how to deal with these emergencies while

armed. Chief O'Brien said that the Rangers, sworn or not sworn, could receive Crisis Intervention Training.

- Commissioner Nickell – Expressed concern about the increased crime and unsafe conditions he has seen in the park, particularly in the One Mile Recreation Area. He also asked if the sworn Rangers would be absorbed into the Police Department and used for nonpark related duties, in which the COP responded that the Rangers will have different uniforms to distinguish them from police officers. Nickell also reminded the Commission and the public that security guards can only perform citizen arrests.
- Commissioner Glatz – Stated that he has experienced unsafe situations in the park, citing one time being threatened by a gun and believes sworn Rangers are necessary. He also indicated that even if the Rangers are in the Police Department couldn't they still perform the interpretive functions.
- Public Comments – Eleven members of the public spoke regarding this item, all of which voiced opposition to the transition to sworn Rangers. Their collective comments included the following:
 - The resulting change in the Bidwell Park culture and the loss of the many interpretive and valuable services the Rangers provide to the public and Parks Division
 - Concerns for the escalation of incidences, which could be deadly when guns are involved
 - How other agencies, cities, the State and the Federal government, tried to do this and it did not work. They now have both sworn and nonsworn Rangers.
 - The greater need for more training, such as mental health, social service, and deescalation, versus being armed.
 - The City has already paid the price for this proposal by losing one of the existing Rangers to employment elsewhere.

After considering the comments from the Commission and the public, the following motions were made:

MOTION 1: Approve no change to current Park Ranger Program (Option 3). **MADE BY:** Haar. **SECOND:** Hernandez. **AYES:** 3 (Haar, Hernandez, and McReynolds). **NOES:** 4 (Stoller, Reddemann, Nickell, and Glatz). **ABSENT:** 0. **MOTION FAILED**

MOTION 2: Approve full conversion of Park Rangers to sworn rangers (Option 1). **MADE BY:** Glatz. **SECOND:** None **MOTION FAILED DUE TO LACK OF SECOND**

MOTION 3: Approve to table the discussion to allow for more public vetting. **MADE BY:** Haar. **SECOND:** Hernandez. **AYES:** 3 (Haar, Hernandez, and McReynolds). **NOES:** 4 (Stoller, Reddemann, Nickell, and Glatz). **ABSENT:** 0. **MOTION FAILED**

MOTION 4: Approve converting 2 Rangers to sworn Rangers under the Police Department, and maintaining 1 Ranger to remain in Public Works Department (Hybrid Option 2). **MADE BY:** Reddemann. **SECOND:** Nickell. **AYES:** 4 (Stoller, Reddemann, Nickell, and Glatz). **NOES:** 3 (Haar, Hernandez, and McReynolds). **ABSENT:** 0. **MOTION PASSED.**

4.3. PRIORITIZATION OF CHICO MUNICIPAL CODE REVISIONS

At its 5/31/17 meeting, the Commission was requested to provide to Staff a list of potential Chico Municipal Code (CMC) regulations pertaining to City Parks and trees that they believe may need revising for consideration and prioritization at tonight's meeting.

Recommendation: Interim Park & Natural Resource Manager recommends that the BPPC review the list of CMC Sections provided by the Commissioners and:

- 1) Prioritize and approve the top CMC Sections to be reviewed over the 2017-18 fiscal year, and

- 2) Forward any of the priority CMC Sections to the pertinent BPPC Committees for review and recommendation, if desired.

The Interim Park & Natural Resource Manager presented the Commission's responses regarding prioritizing Chico Municipal Code Sections that may need revising. It was the consensus of the Commission to prioritize CMC discussions as follows:

- 1) Forward discussion of CMC Chapters 12R0.08 and 12R0.10 regarding park reservations and fees to the BPPC Policy Advisory Committee (PAC).
- 2) Forward discussion of CMC Chapters 14.40 and 16.66 regarding Street Trees and Tree Preservation regulations to the BPPC Tree Committee.
- 3) Discuss the following CMC revisions in order of priority during FY 2017-18.
 - a. CMC Chapter Section 12R.04.110 - Dog Requirements
 - b. CMC Chapter Section 12.04.195 – Signage
 - c. CMC Section 12R.04.070 - Bicycle Safety
 - d. Other Sections in Title 12R.04 relating to smoking, trash, noise, alcohol, and camping.

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 AND COMMUNICATION**

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

- 6.1. Parks Division Report - There were no questions asked by the Commission on this report.
- 6.2. Street Tree Division Report - There were no questions asked by the Commission on this report.
- 6.3. Park & Natural Resource Manager Report (Verbal Report–Linda Herman, Interim Park and Natural Resource Manager) - There was nothing to report

7. **ADJOURNMENT**

Commission adjourned to the next regular meeting on September 26, 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:

Linda Herman, Interim Park and Natural Resource Manager

Date

Distribution: BPPC

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8/25/2017



BPPC Staff Report

Meeting Date 8/28/17

DATE: 7/7/17
 TO: Bidwell Park & Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Mountain Bike Race in Upper Park, 9/30/17

REPORT IN BRIEF:

Jarrett Yount (Applicant) would like to host The Bidwell Bump, a mountain bike race in Middle and Upper Park on established trails. The start line will be at Five Mile Picnic Area and the finish line will be at Bidwell Golf Course, with routes on the north and south side of Middle and Upper Park. The applicant expects approximately 200 participants.

Recommendation: *Conditional approval.*

Event Details

Date of Application	6/20/2017
Date and Time of Event	9/30/17 7:00 A.M. – 3:30 P.M.
Event Name	Mountain Bike Race
Applicant Name	Jarrett Yount
Location	5 Mile Picnic Area through Upper Park
Description	Mountain bike race
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years? 4 in Upper Park
# Participants	200
Reason for BPPC Consideration?	Not an intensive use area.
BPMMP Consideration	Mountain biking is a permissible use under the Bidwell Park Master Management Plan (BPMMP). The plan also notes that Upper Park is a protected area for non-intensive recreational uses and non-intensive wilderness compatible recreation shall be provided in Upper Park (O.Upper-2; I. Upper-1). The use of Upper Park trails for the race is considered an intensive use and requires BPPC approval.

Conditions

Staff recommends the following conditions:

- Continued adherence to all park rules.
- Gate schedule access must be agreed to and ok'd prior to event day.
- Must be prompt to meet the Ranger at 7:00 A.M.
- Communicate with the Rangers at least 30 minutes or more to allow interior park access to the diversion dam gate and the gate to pistol range road so that the volunteer staff can be in place.
- Emergency access must be maintained.
- No parking on the park side of Centennial Ave. Mandatory parking monitors to divert cars off Centennial once the lot is full to either Hooker Oak Park parking lot or the north side of Five Mile Parking Area.
- Maintain participants at 200 as described on the application.
- Flaggers and safety personnel must be at all road crossing points.
- Riders must stay on the trail, even in narrow areas, as not to widen the trails by passing.
- Must not cut along the sides of trails or trample grass and plants.

- Set-up vehicles shall be restricted to one vehicle in closed areas and must travel on established gravel and paved roads and comply with all laws.
- Report any medical incidents/accidents to the on duty Ranger.
- 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 that the Middle 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 will 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 and Permit for Park Use

Distribution: Jarrett Yount



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.

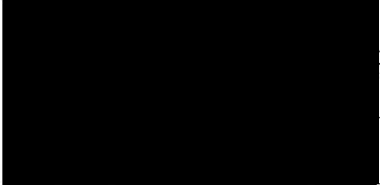
PLEASE PRINT:

Jarret Yount

Name of Applicant/Contact Person (needed)

Bidwell Bump

Organization Name (if applicable)



Address

Contact Phone #

Alternate Phone #

Mountain Bike Race

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

September 30 / October 1, 2017 -

Day and Date of Event:

From: 7:00am To: 3:30pm

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

From: 9am To: 2pm 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)
Event Restrooms
Fountain - On
Fountain - Off
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:

Co-sponsor with CSU, Chico Cycling team

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

<input checked="" type="checkbox"/>	Application Fee	\$ 19.00 (Non-Refundable)
<input checked="" type="checkbox"/>	Reservation Fee	\$ 120.00 (\$11.00 minimum, please call for quote)
<input checked="" type="checkbox"/>	Insurance Fee	\$ 40.00 (\$40.00 to process outside insurance)
<input checked="" type="checkbox"/>	Vendor Fee # 3	\$ 18.00 (\$6.00 per vendor)
<input checked="" type="checkbox"/>	Damage Deposit	\$ 100.00 (\$100.00 refundable)
<input checked="" type="checkbox"/>	Early Entrance Fee	\$ 32.50 (\$32.50/hr. public events only)
<input type="checkbox"/>	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: \$ 329.50

Convenience Fee: \$ 9.06

Total Fee Required: \$ 338.56

City of Chico Cash Receipt No. CR 421129 Payment Method: CC 0090 Date: 6/20/17 Received By: TR

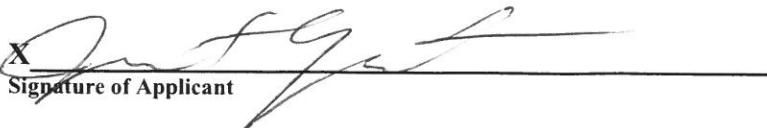
Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector	Applicant 920 Fund	BPPC DCBA	Cleaning Service Risk Management (e-mail)
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SECTION 3 - CONDITIONS FOR PARK USE

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

- Alcohol** Alcohol is not permitted in any City Park or Playground.
- BBQ's** Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
- Bicycles** Must observe all California vehicular codes including one-way streets. Riders are expected to be courteous and yield to equestrian and pedestrian traffic. Helmets must be worn at all times in Upper Park, except when on pavement. Riders must stay on designated trails. Bicycle riding is not allowed in Caper Acres or on the 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:**

X 
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 Jarret Young'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: September 15, 2017
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.

[Signature] X 5-15-2017
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: _____

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>41</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) <input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: <u>3</u> (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: <u>Food Truck on site</u>	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am. (Subject to approval by the General Services Department Director and/or Senior Park Ranger.) If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: _____ 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 _____ Phone Number _____ Location of portable restrooms _____ Note: Restrooms shall be removed within 24 hours after conclusion of event.	Yes	No
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. For events with 200+ participants, additional trash and recycling cans are required. Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.	Yes	No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>At Sign up area. Attached to E2 up</u> Note: All signs and banners shall be free standing and not affixed to Park property.	Yes	No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
CITY PLAZA ONLY: Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <u>only</u> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St. Chico. (530) 879-6900.	Yes	No
Will City street closure(s) be needed? A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.	Yes	No



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:

Maria Trench
Name of Applicant/Contact Person (needed)

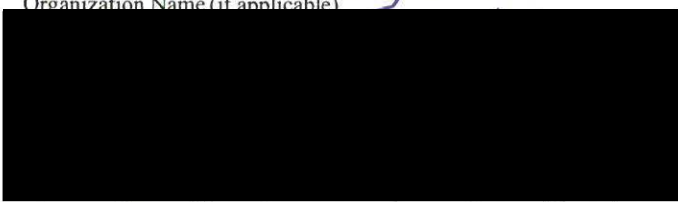
Preschool Outdoor Educational Event
Description of Event: (family BBQ, walk/run, describe below if needed)

Mi Esavelita Maya Preschool
Organization Name (if applicable)

Mon 09/16/18 < Tues 09/17/18
Day and Date of Event:

From: 8:30 AM To: 5:00 pm
Total Time Needed for Set-up, Event, and Clean-up

From: 9:00 AM To: 4:30 PM 45
Time of Event Only Number of people



E-mail address:

Contact Phone # _____ Alternate Phone # _____

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)
- Cedar Grove Picnic Area
 - Electricity (15 amp) tables, restroom area (circle)
 - Water (public events only)
 - 100 amp Electrical Service
- 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: _____

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 \$ 22.00 (\$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 DEBIT payment will be assessed a 2.75% convenience fee.

Park Fee Total: \$ 41.00

Convenience Fee: \$ 1.12

Total Fee Required: \$ 42.12

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

City of Chico Cash Receipt No. CR 422790 Payment Method: CC 4465 Date: 08/11/17 Received By: TR

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:** 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:

X

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 _____'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: _____
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 08/11/17
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: _____

John Burek
Signature of Park and Natural Resources Manager

8-17-17
Date

EVENT INFORMATION

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

3rd year

Is this an annual event? How many years have you been holding this event? <u>2 years, this will be our</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
Is there a patron admission, entry, or participant fee(s) required for your event?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
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 <input checked="" type="radio"/>
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 <input type="radio"/>	No <input checked="" type="radio"/>
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (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 <input checked="" type="radio"/>
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 <input type="radio"/>	No <input checked="" type="radio"/>
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 <input type="radio"/>	No <input checked="" type="radio"/>
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Portable Restrooms: You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <i>Note: Restrooms shall be removed within 24 hours after conclusion of event.</i>	Yes <input type="radio"/>	No <input checked="" type="radio"/>
Sanitation and Recycling: As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <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 <input type="radio"/>	No <input checked="" type="radio"/>
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>Small banner with preschool's name</u> <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
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 <input type="radio"/>	No <input checked="" type="radio"/>
Do you request irrigation to be turned off before and during your event?	Yes <input type="radio"/>	No <input checked="" type="radio"/> <i>MS</i>
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? <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 <input type="radio"/>	No <input checked="" type="radio"/>
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 <input type="radio"/>	No <input checked="" type="radio"/>



BPPC Staff Report

Meeting Date: 8/28/2017

DATE: 8/22/2017
 TO: Bidwell Park and Playground Commission
 FROM: Theresa Rodriguez, Administrative Assistant
 SUBJECT: Mi Escuelita Maya Preschool, 4/16/18 – 4/17/18

REPORT IN BRIEF:

Mi Escuelita Maya Preschool would like to take their pre-school classes on a field trip to Cedar Grove Picnic Area, on two separate days, to introduce them to nature.

Maria Trenta (Applicant) with Mi Escuelita Maya Preschool offers an integrated program that values high standards of early childhood education, multicultural experiences, a daily application of the performing arts, Spanish language enrichment, organic eating habits, and an environmentally friendly life style as a foundation for their children’s learning process and growth.

Recommendation: *Conditional approval.*

Event Details

Date of Application	8/11/2017
Date of Event	4/16/18 – 4/17/18
Time of Event	9:00 AM – 4:00 PM
Event Name	Outdoor Class
Applicant Name	Maria Trenta
Location	Cedar Grove Picnic Area & Meadow
Description	Outdoor class
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years 4
# Participants	250
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

Conditions

Staff recommends the following conditions:

- Adherence to all park rules.
- Do not take or alter any part of the natural condition of the park.
- All signage should be free standing and not affixed to park property. No usage of chalk.
- The applicant will need to do a final inspection at the conclusion of the event and pick up any associated trash.

Attachments: Application and Permit for Park Use,

Distribution: Maria Trenta



DATE: 8/24/17
TO: Bidwell Park and Playground Commission
FROM: Policy Advisory Committee (Chair Reddemann, Glatz & Nickell)
SUBJECT: Report from Policy Advisory Meeting on 8/08/17

BACKGROUND

At its 6/26/17 meeting, the Bidwell Park and Playground Commission (BPPC) referred the review of Chico Municipal Code (CMC) Chapters 12R.08 and 12R.10 to the Committee for potential revisions to the provisions regarding park reservations and fees. In the Committee agenda report, Staff provided background information regarding the BPPC previous discussions regarding park reservations and fees in 2013 and presented the following additional items:

1. Combining CMC 12.08 and 12.10 into one CMC Chapter that addresses both public and private events. This will reduce some of the repetition, redundancy, and potential conflicts. It will also make it easier for the public to find everything they need to know in one place.
2. Establishing a difference between a park “reservation”, versus a park “event”: For instance a “reservation” could be the use of a group picnic site for either a public or private event with less than 100 or maybe 200 people. While an “event” would include a private or public event with more than 200 people, or a special activity such as walk/run or wedding. This would help facilitate the ability to make a “reservation” online in the future, while an “event” would still require a permit process.
3. Raising the insurance requirements from groups of 100 people to 200 people, whether public or private.
4. Designating Children’s Playground, Picnic Site 37 (Redwood Grove), and maybe the section of Five Mile near the restrooms as exclusive use/reservable areas. This would allow regular and routine private reservations in these areas to be approved by Staff. Any nonroutine or unusual items would still be reviewed by the BPPC.
5. Further defining permit requirements, if any, for “free-speech” events.
6. Increasing the event duration for Director approval of permits from 10 hours to 15 hours (i.e. 6 am to 9 pm, dependent upon park gate hours, but also allows for early setup for races/pubic events).
7. Revising and refining the permit submittal and refund deadlines.
8. Establishing reservation “blocks”, such as 5 or 6 hours. Currently one reservation fee is charged an event for any length.
9. Establishing a Special Use Permit and possible fee, that would be used for research projects, docent led walks and bike rides, or activities provided by other agencies. The permit would likely consist of a non-refundable application fee and maybe other fees if staff assistance or park amenities are required.
10. Whether to charge a fee for Caper Acres Birthday Rings
11. Establishing a more defined permit process and fee requirements for filming in the City parks and greenways.

DISCUSSION:

The Committee discussed the items above as well as the topics of further defining “amplified sound” and whether to lift some of the noise restrictions for reserving Bidwell Bowl. At Staff’s suggestion, the Committee talked about fees in general, and will discuss more specific details regarding fees at the September PAC meeting. The Committee’s overall comments include the following:

- Committee member Glatz voiced concerns about amplified sound related to events, and the need to increase fees for public events and particularly for filming purposes.
- Committee member Nickell voiced concerns about raising the insurance and deposit requirements for events over 200 people, stating potential security and damages. Commissioner Reddemann suggested that Staff consult the City Attorney and/or Risk Management about this idea.
- The Committee recommended approval of designating Children's Playground and Picnic Site 37 as "exclusive use" and reservable areas, but wants further discussion on designating more areas in the Five Mile Recreation Area.
- All Committee members liked the idea of designating "free speech" areas that would not require reservations, and Staff's suggestion that the stage area behind the Plaza restrooms be a potential location.
- The Committee also discussed whether to distinguish between non-profits or "for profits" and will talk about that more when fees are discussed at their next meeting.

Public member Tom Barrett asked that the Committee consider revising the CMC sections related to dogs on leashes. Committee member Glatz requested that this topic be put on the Committee's September meeting agenda.

RECOMMENDATION:

At this time, the Committee recommended (3-0) that the Commission consider approving the following:

1. Designating Children's Playground and Picnic Site 37 as exclusive use areas available for private reservations.
2. Forwarding review of CMC Chapter 12R.04 Article IV – "Rules for Dogs" to the Policy Advisory Committee.

Attachments: 8-8-17 PAC Agenda Report

Distribution: BPPC
8/24/2017



CITY OF CHICO
BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)
POLICY ADVISORY COMMITTEE

Regular Meeting Agenda
August 8, 2017, 6 p.m.

Municipal Center - 421 Main Street, Conference Room 1

****Please note meeting day was changed to a Tuesday for this meeting****

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

1. **CALL TO ORDER**

2. **REGULAR AGENDA**

2.1. **REVIEW OF CHICO MUNICIPAL CODE (CMC) CHAPTERS RELATED TO PARK RESERVATIONS AND FEES.**

At its 6/26/17 meeting, the BPPC referred the review of Chico Municipal Code Chapters 12R.08 and 12R.10 to the Committee for potential revisions to the provisions regarding park reservations and fees.

Recommendation: Staff recommends that the Committee review and provide input on Staff's proposed revisions, and/or provide other revisions to Chico Municipal Code (CMC) Chapters 12R.08 and 12R.10 regarding park permits and reservations.

3. **BUSINESS FROM THE FLOOR**

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

4. **ADJOURNMENT**

Unless otherwise noticed, adjourn to the next regular meeting on September 13, 2017 at 6:00 p.m. in Conference Room 1, 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 (3) working days prior to the meeting.



DATE: 8/4/17
TO: Policy Advisory Committee (PAC) of the Bidwell Park and Playground Commission (BPPC)
FROM: Linda Herman, Interim Parks & Natural Resource Manager
SUBJECT: REVIEW OF CHICO MUNICIPAL CODE (CMC) CHAPTERS RELATED TO PARK RESERVATIONS AND FEES.

RECOMMENDATION:

Staff recommends that the Committee review and provide input on Staff's proposed revisions, and/or provide other revisions to Chico Municipal Code (CMC) Chapters 12R.08 and 12R.10 regarding park permits and reservations.

BACKGROUND:

Chico Municipal Code CMC Chapters 12R.08 authorizes and establishes and regulated public events in City parks and playgrounds. CMC 12R.10 authorizes and establishes a procedure for reserving facilities for private events. In addition, City of Chico Fee Schedule 80.020 – "Park Division Fees" authorizes the collection of permit, reservation, and other park use fees for these public and private events. Copies of CMC 12R.08 and 12R.10 is attached as Attachment "A".

On 01/17/13, the Policy Advisory Committee (PAC) reviewed the Park Division Fee schedule and changes proposed by Staff, but did not specifically address CMC revisions. The group made several recommendations on conducting more investigation into some of the fee amounts and adding language to cover costs that are incurred for staff, equipment, and materials for cleanup after an event. The Staff report from the 1/17/13 meeting is attached as Attachment "B".

The Bidwell Park and Playground Commission (BPPC) reviewed the PAC recommendations at its 4/29/13 meeting and requested additional information from Staff regarding the following:

1. Public versus Private Events
 - a. That the definition of a "Public Event" be more clearly defined than how it is currently defined in CMC 12R.08.030.
 - b. Distinguish the difference between Public and Private Events fees.
 - c. Whether the impact of a large private event to the Park and to staff is the same as that of a large public event.
2. Public Events: Nonprofits vs For-profit entities
 - a. Whether other cities applied different fee schedules for holding a public event based on whether the applicant is a non-profit or a for-profit entity.

Due to staff reductions and other work priorities, fee revisions were not taken back to the BPPC for final decision, but were added as a priority on the Commission's Work Plan.

DISCUSSION:

At its 6/26/17 meeting, the BPPC approved revisiting the review of CMC Sections 12R.08 and 12R.10 and forwarded this review to the Policy Advisory Committee. Staff also reviewed the provisions and is recommending that the Committee discuss and consider the following:

Potential CMC Revisions:

1. Combining CMC 12.08 and 12.10 into one CMC Chapter that addresses both public and private events. This will reduce some of the repetition, redundancy, and potential conflicts. It will also make it easier for the public to find everything they need to know in one place.

2. Establishing a difference between a park “reservation”, versus a park “event”: For instance a “reservation” could be the use of a group picnic site for either a public or private event with less than 100 or maybe 200 people. While an “event” would include a private or public event with more than 200 people, or a special activity such as walk/run or wedding. This would help facilitate the ability to make a “reservation” online in the future, while an “event” would still require a permit process.
3. Raising the insurance requirements from groups of 100 people to 200 people, whether public or private.
4. Designating Children’s Playground, Picnic Site 37 (Redwood Grove), and maybe the section of Five Mile near the restrooms as exclusive use/reservable areas. This would allow regular and routine reservations in these areas to be approved by Staff. Any nonroutine or unusual items would still be reviewed by the BPPC.
5. Further defining permit requirements, if any, for “free-speech” events.
6. Increasing the event duration for Director approval of permits from 10 hours to 15 hours (i.e. 6 am to 9 pm, dependent upon park gate hours, but also allows for early setup for races/pubic events).
7. Revising and refining the permit submittal and refund deadlines.

Potential CMC Revisions related to Fees:

1. Establishing reservation “blocks”, such as 5 or 6 hours. Currently one reservation fee is charged an event for any length.
2. Establishing a Special Use Permit and possible fee, that would be used for research projects, docent led walks and bike rides, or activities provided by other agencies. The permit would likely consist of a non-refundable application fee and maybe other fees if staff assistance or park amenities are required.
3. Whether to charge a fee for Caper Acres Birthday Rings
4. Establishing a more defined permit process and fee requirements for filming in the City parks and greenways

There are many items to be discussed related to the Parks Division Fee Schedule- 80.020, but Staff is recommending that these items be discussed at a future PAC meeting after discussion of the above CMC proposed changes.

Fiscal Impact: None at this time. Fiscal impacts will be identified as part of the Fee Schedule discussions.

Attachments:

Attachment “A”: CMC Chapters 12R.08 and 12R.10

Attachment “B”: 1/17/13 PAC Meeting Staff Report

Distribution: BPPC

ATTACHMENT "A"

Print

Chico, CA Code of Ordinances

Chapter 12R.08
PERMITS AUTHORIZING PUBLIC EVENTS CONDUCTED IN
CITY PARKS AND PLAYGROUNDS

Section:

- 12R.08.010 Purpose.**
- 12R.08.020 Findings.**
- 12R.08.030 Definitions.**
- 12R.08.040 Designation of park and playground areas as intensive use areas.**
- 12R.08.050 Permit requirements.**
- 12R.08.060 Exceptions to permit requirements.**
- 12R.08.070 Park director permits authorizing public events conducted in city parks and playgrounds.**
- 12R.08.080 Applications for a director permit - Place and time of filing.**
- 12R.08.090 Applications for a director permit - Form and content.**
- 12R.08.100 Applications for a director permit - Application fee.**
- 12R.08.110 Applications for a director permit - Review by chief of police.**
- 12R.08.120 Action on applications for a director permit - Time for taking action.**
- 12R.08.130 Action on applications for a director permit - Approval and issuance of permit.**
- 12R.08.140 Action on applications for a director permit - Permit alternatives.**
- 12R.08.150 Action on applications for a director permit - Denial of permit.**
- 12R.08.160 Park commission permits authorizing public events conducted in city parks and playgrounds.**
- 12R.08.170 Applications for a park commission permit - Place and time of filing.**

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- 12R.08.180 Applications for a park commission permit - Form and content.**
- 12R.08.190 Applications for a park commission permit - Application fee.**
- 12R.08.200 Applications for a park commission permit - Review by chief of police, fire chief or director of public works.**
- 12R.08.210 Action on applications for a park commission permit - Time for taking action.**
- 12R.08.220 Action on applications for a park commission permit - Approval or denial of permit.**
- 12R.08.230 General permit conditions - Indemnification agreement.**
- 12R.08.240 General permit conditions - Liability insurance.**
- 12R.08.250 General permit conditions - Basic park use fees.**
- 12R.08.260 General permit conditions - Additional park use fees.**
- 12R.08.263 General permit conditions - Bidwell Bowl.**
- 12R.08.270 Special conditions of permits.**
- 12R.08.280 Revocation of permits.**
- 12R.08.290 Emergency suspension of a public event.**
- 12R.08.300 Interference with public events.**
- 12R.08.310 Compliance by permittee with other city laws and regulations.**

12R.08.010 Purpose.

This chapter is adopted pursuant to Chapter 12.16 of this code for the purpose of regulating public events conducted in city parks and playgrounds in order to ensure that such events are carried out in a safe manner, in a manner that does not unreasonably interfere with the use of such parks and playgrounds by other members of the general public not participating in the events, and in a manner which does not damage park or playground property including, in particular, park and playground landscaping or natural vegetation, and in order to require persons sponsoring or conducting a public event to pay a park use fee based on a fair share of that part of the cost of operating and maintaining the city's parks and playgrounds which is reasonably attributable to the use of the parks and playgrounds for such public event.

(Res. No. 153 92-93 §3 (part))

12R.08.020 Findings.

The Bidwell Park and Playground commission finds as follows:

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A. That it is in the public interest to regulate the use of the city's parks and playgrounds for public events in order to ensure that such events are carried out in a safe manner, in a manner that does not unreasonably interfere with the use of such parks and playgrounds by other members of the general public not participating in the public event, and in a manner which does not damage park and playground property including, in particular, park and playground landscaping or natural vegetation, and in order to require persons utilizing the city's parks and playgrounds for a public event to pay a park use fee based on a fair share of that part of the cost of operating and maintaining such parks and playgrounds which is reasonably attributable to the use of the parks and playgrounds for the public event;

B. That in regulating the use of the city's parks and playgrounds for public events, recognition must be given to the fact that certain city parks and playgrounds or portions of such parks and playgrounds have been historically used for such events or are particularly suited to be used for the events, including, in particular, events involving the exercise of free speech rights, and that by reason thereof, the conduct of public events in city parks and playgrounds or portions of such parks and playgrounds designated in this chapter as "intensive use areas," can best be regulated through the expeditious issuance of ministerial permits authorizing such events by the **director** where the public event does not exceed 10 hours in duration, except in those cases in which there are specific grounds for denying such permits, all as hereinafter provided for by this chapter;

C. That in regulating the use of the city's parks and playgrounds for public events, recognition must also be given to the fact that certain parks and playgrounds or portions of such parks and playgrounds, such as portions of Bidwell Park and city's creekside greenways, have historically been used as open space, dedicated to passive recreational uses requiring peace, quiet and tranquillity, or dedicated to recreational uses which may be incompatible with the conduct of certain public events, and that by reason thereof, the conduct of public events in city parks and playgrounds or portions of such parks and playgrounds, described in this chapter as "non-intensive use areas," can best be regulated by providing for the issuance of discretionary permits authorizing such events by the Bidwell Park and Playground commission in those cases in which the commission finds that approval of the event is in the public interest and will not unreasonably interfere with the use of such non-intensive use areas of the city's parks and playgrounds by other members of the general public not participating in the event, also in the manner hereinafter provided by this chapter;

D. That in regulating the use of the city's parks and playgrounds for public events, further recognition must be given to the fact that even in an intensive use area of a city park or playground, such events conducted in such intensive use area for extended periods of time in excess of ten hours might unreasonably interfere with the use of intensive use areas by other members of the general public not participating in the event and, that by reason thereof, events in intensive use areas exceeding ten hours in duration can best be regulated by providing for the issuance of discretionary permits authorizing such event by the Bidwell Park and Playground commission in those cases in which the commission finds that approval of the event is nevertheless in the public interest, also in the manner hereinafter provided for by this chapter; and

E. That in regulating public events in which persons participating in or viewing the event are charged a fee or solicited for a donation or which include the sale of food, beverages or merchandise and/or the rental of equipment or other things, the **director** should be vested with authority to issue a ministerial permit for such public event only in those cases in which the event is conducted by a nonprofit organization providing a service of benefit to the Chico

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community, and that the Bidwell Park and Playground commission should retain sole authority to issue a discretionary permit authorizing the event in those cases in which the event is not conducted by a nonprofit organization providing a service of benefit to the Chico community.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.030 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions shall be given the construction of the words and phrases used in this chapter:

A. Exercise of Free Speech Rights. The phrase “exercise of free speech rights” means the articulation of a verbal statement, distribution of literature and/or the conduct of some other activity, the purpose of which is to convey a religious, political, philosophical or ideological message to others.

B. Public Event. The term “public event” means any activity undertaken in a city park or playground or portion of a city park or playground which is participated in or open to participation by members of the general public or a particular segment of the general public. Such activities shall include, but not be limited to, any activity in a city park or playground which is publicized prior to the date or time of the activity in a manner intended to invite attendance or participation in the activity by members of the general public or a particular segment of the general public; any activity in a city park or playground which is carried out in a manner intended to attract the attention of any members of the general public or a particular segment of the general public; any activity in which the persons participating in or viewing the activity are charged a fee or solicited for donations; and any activity which includes the sale of food, beverages or merchandise and/or the rental of equipment or other things.

(Res. No. 153 92-93 §3 (part))

12R.08.040 Designation of park and playground areas as intensive use areas.

A. Initial Designation of Intensive Use Areas. For purposes of this chapter, the following city parks and playgrounds, or portions of such parks and playgrounds are initially designated as intensive use areas:

1. The following portions of Bidwell Park as delineated in Exhibits “C, F, and J” attached to Chapter 12R.04 of this Title:
 - a. The One-Mile Recreation Area,
 - b. The Campfire Council Ring area,
 - c. The Cedar Grove area,
 - d. The Five-Mile Recreation Area.
2. The following roads or portions of roads within Bidwell Park:
 - a. Petersen Memorial Drive.

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- b. South Park Drive from 4th Street east to Centennial Avenue.
- c. Upper Park Road from Wildwood Avenue east to end of the road.

3. The following additional parks and playgrounds as delineated in Exhibits "A, D, and E" attached to Chapter 12R.04 of this Title:

- a. Children's Playground,
- b. City Plaza,
- c. Depot Park,
- d. Bidwell Bowl Amphitheater.

B. Additional Designation of Intensive Use Areas. Whenever a new park or playground is acquired by the city, or whenever there is a substantial change in the character or use of an existing city park or playground or portion thereof, the Bidwell Park and Playground commission shall designate such park or playground or portion thereof as an intensive use area unless the commission finds:

1. The city park or playground or portion of such park or playground has been dedicated as open space to remain in its natural state, or has been dedicated to a passive recreational use requiring peace, quiet and tranquillity, and, by reason thereof, the regular use of such park or playground or portion thereof for public events would normally be incompatible with such dedicated use; or

2. The city park or playground or portion of such park or playground has been dedicated to an active recreational use, but the regular use of such park or playground or any portion thereof for certain public events would substantially interfere with such active recreational use and/or threaten the safety of those persons engaged in such use.

C. Nonintensive Use Areas. For purposes of this chapter any city park or playground or portion of such park or playground not designated as an intensive use area in the manner provided by this section shall be deemed a nonintensive use area.

(Res. No. 153 92-93 §3 (part), Res. No. 52 97-98) (Res. No. 31-13 §26)

12R.08.050 Permit requirements.

Except as otherwise provided in this chapter, it is unlawful for any person to sponsor or conduct a public event in a city park or playground unless authorized by a permit issued by the **director** or the Bidwell Park and Playground commission in the manner hereinafter provided by this chapter.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.060 Exceptions to permit requirements.

Notwithstanding the provisions of this chapter to the contrary, a permit shall not be required for the following public events conducted in a city park or playground:

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A. Any public event conducted in a city park or playground or portion of such park or playground which is sponsored or carried out by another public agency, a private organization or an individual pursuant to a lease or other agreement between the city and such public agency, private organization or individual;

B. Any public event conducted in a city park or playground in which the agency, organization or individual operating the Chico Creek Nature Center is the sole organizer and sponsor of the public event and in which the predominant purpose of the public event is the observation of park vegetation, wildlife, streams and/or geological formations.

(Res. No. 153 92-93 §3 (part))

12R.08.070 Director permits authorizing public events conducted in city parks and playgrounds.

The director shall issue each permit required by this chapter for all public events conducted in a city park or playground or portion of a city park or playground which is designated as an intensive use area and runs for a period of time not exceeding 10 hours in length, except for any such event, other than an event conducted by a nonprofit organization providing a service of benefit to the Chico community, which includes the sales of food, beverages or merchandise and/or the rental of equipment or other things, and/or in which persons participating in or viewing the public event are charged a fee or solicited for a donation.

(Res. No. 153 92-93 §3 (part))

12R.08.080 Application for director permit - Place and time of filing.

Applications for a director permit authorizing a public event in a city park or playground, should be filed in the office of the director at least 57 days prior to the date of such event in order to ensure adequate time for an appeal of the director's action on such application to the Bidwell Park and Playground commission in the manner provided for by Chapter 12R.02 of this title, and at least 107 days prior to the date of the event in order to ensure adequate time for appeal of the director's action on the application to the commission, as well as a further appeal from the decision of the commission thereon to the city council, also in the manner provided for by Chapter 12R.02 of this title.

Nevertheless, applications for a director permit authorizing a public event in a city park or playground shall be acted upon by the director if filed in the office of the director at least 7 days prior to the date of such event. Moreover, the time for filing an application for a director permit authorizing a public event may be waived by the director if the director determines that sufficient time remains to review and act on the application in the manner hereinafter required by this chapter prior to the date of such event. However, where an application for a director permit authorizing a public event is not filed at least 57 days prior to the date of such event, any right to appeal the action of the director on such application to the Bidwell Park and Playground Commission shall be deemed waived if there is insufficient time for such appeal, and where an application for a director permit authorizing a public event is not filed at least 107 days prior to the date of such event, any right to appeal the action of the director on such application to the

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commission, and to further appeal the decision of the commission thereon to the city council shall be deemed waived if there is insufficient time for such appeals.

Under no circumstances shall an application for a director permit authorizing a public event in a city park or playground be filed more than 1 year prior to the proposed date of such event.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.090 Applications for a director permit - Form and content.

Applications for a director permit authorizing a public event in a city park or playground shall be filed by a natural person who is 18 years of age or older, shall be in a form prescribed by the director, and shall contain all of the following information:

- A. The name, home and business address, and home and business telephone number of the person filing the application;
- B. If the event is to be conducted by an organization, the name, address and telephone number of the organization, the name, home and business address, and home and business telephone number of the president, leader or other head of the organization, and documentation of the authority under which the applicant is applying for the permit on behalf of the organization;
- C. The name, home and business address, and the home and business telephone number of the person who will be present at and in charge of the event on the day of the event;
- D. The name, home and business address, and home and business telephone number of any persons assigned to monitor the event;
- E. The nature of the event;
- F. The proposed date and estimated starting and ending time of the event;
- G. The proposed location of the event;
- H. The estimated number of persons conducting, participating in and/or viewing the event;
- I. The type of any equipment or facility to be used in the event, including, but not limited to, any sound amplification equipment;
- J. The parking requirements for the event;
- K. The amount of any fee to be charged or donation to be solicited from those persons participating in or viewing the event;
- L. The type and number of any vendors who will sell food, nonalcoholic beverages or merchandise as part of or incident to the event; and
- M. Any other information which the director finds reasonably necessary, given the nature of the event, to determine whether a permit authorizing the event should be approved in the manner hereinafter provided by this chapter or whether such permit should be issued subject to any special conditions, also in the manner hereinafter provided for by this chapter.

(Res. No. 153 92-93 §3 (part), Res. No. 11 96-97 §4) (Res. No. 31-13 §1)

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12R.08.100 Application for a director permit - Application fee.

Application Fee Requirements. Applications for a director permit authorizing a public event in a city park or playground shall be accompanied by an application fee which shall be in the amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council, based on the estimated administrative costs incurred by the city for processing such applications and issuing such permits.

Waiver of Application Fee. The application fee required by this section shall be waived by the director whenever an application is filed for a public event in which the dominant purpose of the event is the exercise of free speech rights and the applicant establishes that the applicant does not have the financial resources to pay such fee by filing with the director financial statements demonstrating such inability to pay, and by filing with the director a declaration executed by or on behalf of applicant under penalty of perjury attesting to such inability to pay.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.110 Applications for a director permit - Review by chief of police.

Applications for a director permit authorizing a public event in a city park or playground shall be referred by the director to the chief of police for the chief's review and recommendations whenever the director determines that the chief's review and recommendations will assist the director in acting on the application. Upon receipt of such a referral, the chief of police shall consider such application, conduct any investigation necessary to evaluate the application, and report back to the director the chief's recommendations on the action to be taken by the director on the application, including, but not limited to, the chief's recommendations in regard to any special conditions of the permit issued pursuant to the application, all prior to the date the director is required to act on the application. In the report of the chief of police on an application for a director permit authorizing a public event in a city park or playground, the chief shall also set forth the number, type and estimated hours of employment of police department personnel, if any, which will be required to monitor such event in order to enable the director to compute any additional park user fees to be assessed and levied incident to the issuance of the permit for the event in the manner hereinafter provided for by Section 12R.08.260 of this chapter.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.120 Action on applications for a director permit - Time for taking action.

Following the filing of a completed application for a director permit authorizing a public event in a city park or playground, the director shall act on such application by approving or disapproving the application not later than 7 days from the date of filing the application, or as soon as practicable prior to the date of such event where the director has waived the time for filing the application in the manner hereinbefore provided by this chapter.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

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12R.08.130 Action on applications for a director permit - Approval and issuance of permit.

Where the director determines that a completed application has been filed for a director permit authorizing a public event in a city park or playground in the manner required by this chapter, that there is no reason for proposing approval of a permit authorizing such event on alternative dates and times and/or at alternative locations in the manner hereinafter provided by this chapter, and that there are no grounds for denying such permit as hereinafter provided for by this chapter, the director shall approve the permit subject to all of the general conditions hereinafter required by this chapter, plus any special conditions authorized by this chapter and determined by the director to be necessary in order to protect the health and safety of those persons participating in the event as well as members of the general public using city park or playground facilities in and around the site of the event but not participating in the event, and/or in order to prevent damage to park or playground property in and around the site of the event. Upon approving an application for a director permit authorizing a public event in a city park or playground, the director shall promptly cause a notice of such action to be served on the permit applicant and, where appropriate, shall provide a copy of such notice to the chief of police. Thereafter, the director shall issue a permit authorizing the public event to the person or organization designated as the permittee in the application at such time as the permittee has executed the indemnification agreement, provided the liability insurance and paid the park use fees required as a general condition of such permit, and has also fulfilled all special conditions of the permit which must be complied with prior to issuance of the permit.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.140 Action on applications for a director permit - Permit alternatives.

Where, following the filing of an application for a director permit authorizing a public event in a city park or playground, the director determines that there are grounds for denying such application, but that such grounds would not exist if there was a change in the date, time and/or location of such event, or the director determines that the event will substantially endanger public safety, but that such endangerment could be eliminated or significantly reduced by changing the date, time and/or location of the event in a manner which does not unreasonably interfere with the exercise of free speech rights, the director shall propose approval of a permit authorizing the event at such alternative dates or times and/or at such alternative locations. Promptly following such action, the director shall cause a notice proposing such permit alternatives to be served on the permit applicant, and shall also provide copies of such notice to the city attorney, and where appropriate, the chief of police. In such notice, the director shall state the reasons for the director's determination not to approve a permit for the public event proposed by the application on the date and time or at the location set forth therein and shall set forth the right of the applicant to appeal such determination in the manner provided for by Chapter 12R.02 of this title.

Any applicant desiring to accept such permit alternative shall file a written notice of acceptance with the director not later than 5 days after service of the notice of permit alternatives. In the event the applicant fails to accept such permit alternatives in the manner and within the time provided for herein, then the permit application shall be deemed denied.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

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12R.08.150 Action on applications for a director permit - Denial of permit.

A. Grounds for Denial. The director shall deny an application for a director permit authorizing a public event in a city park or playground if the director determines that:

1. The person applying for the permit has failed to provide additional information requested by the director pursuant to subsection M of Section 12R.08.090, or has otherwise failed to complete the application;

2. The information contained in the application, including any additional information requested by the director in the manner provided for by subsection M of Section 12R.08.090, is found to be false in any material respect;

3. The application is filed for a public event at a location, date and time which would cause such event to conflict or interfere with another public event which was authorized or will be authorized by a permit issued pursuant to an application filed prior in time, or will conflict or interfere with the exclusive use of city park and playground facilities reserved by a person or group of persons in the manner provided for by Chapter 12R.10 of this title where the application for such reservation was also filed prior in time;

4. The nature and size of the public event will require a diversion of city police officers to monitor the public event which is so great in number as to cause police protection in the rest of the city to be seriously jeopardized; provided, however, that nothing herein authorizes the denial of a permit because of the need to protect persons conducting the event from the actions of others if reasonable permit conditions can be imposed to allow for adequate protection of persons conducting the event given the number of city police officers available to monitor the event;

5. The nature or size of the public event threatens to cause significant damage to city park or playground property, including, but not limited to, park or playground landscaping or natural vegetation; provided, however, that nothing herein authorizes the denial of a permit by reason of threatened damage to park or playground property caused by the actions of persons not conducting such event; or

6. The location of the public event will substantially interfere with construction or maintenance work previously scheduled to take place in or around the site of such event.

B. Notice of Denial. Where the director determines to deny an application for a director permit authorizing a public event in a city park or playground, the director shall promptly cause a notice of such determination to be served on the permit applicant and shall provide copies of such notice to the city attorney and, where appropriate, the chief of police. In such notice, the director shall state the reasons for the director's determination not to approve a permit for the public event proposed by the application and shall set forth the right of the applicant to appeal such determination in the manner provided for by Chapter 12R.02 of this title.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.160 Park commission permits authorizing public events conducted in city parks and playgrounds.

The Bidwell Park and Playground commission may issue any permit required by this chapter whenever the permit authorizes a public event which is conducted in a city park or playground or

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portion of a city park or playground not designated as an intensive use area, authorizes a public event which will exceed ten hours in length or authorizes a public event, other than an event conducted by a nonprofit organization providing a service of benefit to the Chico community, which includes the sale of food, beverages or merchandise and/or the rental of equipment or other things, and/or in which persons participating in or viewing the event are charged a fee or solicited for a donation.

(Res. No. 153 92-93 §3 (part))

12R.08.170 Applications for a park commission permit - Place and time of filing.

Applications for a park commission permit authorizing a public event in a city park or playground should be filed in the office of the director at least 85 days prior to the date of such event in order to ensure adequate time for an appeal of a decision of the Bidwell Park and Playground commission on such application to the city council in the manner provided for by Chapter 12R.02 of this title.

Nevertheless, applications for a park commission permit authorizing a public event in a city park or playground shall be considered and acted upon by the Bidwell Park and Playground commission if filed in the office of the director at least 35 days prior to the date of such event. In addition, applications for a park commission permit authorizing a public event in a city park or playground may be considered and acted upon by the park commission if filed in the office of the director less than 35 days prior to the date of such event where the park commission waives the 35-day filing time for good cause shown. However, where an application for a park commission permit authorizing the public event in a city park or playground is not filed at least 85 days prior to the date of such event, any right to appeal the decision of the Bidwell Park and Playground commission on such application to the city council shall be deemed waived if there is insufficient time for such appeal.

Under no circumstances shall an application for a park commission permit authorizing a public event in a city park or playground be filed more than 1 year prior to the proposed date of such event.

(Res. No. 153 92-93 §3 (part), Res. No. 95 96-97 §1) (Res. No. 31-13 §1)

12R.08.180 Applications for a park commission permit - Form and content.

Applications for a park commission permit authorizing a public event in a city park or playground shall be in a form prescribed by the director and shall contain the following information:

A. The application shall contain all of the information required in the case of an application for a director permit authorizing a public event in a city park or playground, as provided for by Section 12R.08.090 of this chapter.

B. Where the application is for a public event in a city park or playground or portion of such park or playground not designated as an intensive use area, the application shall contain a statement of the reasons why such event cannot be conducted in an intensive use area of a city

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park or playground, except in those cases in which the event consists of a bicycle or foot race in Bidwell Park which will utilize park roads.

C. Where the application is for a permit authorizing a public event in a city park or playground or portion of such city park or playground designated as an intensive use area which exceeds ten hours in duration, the application shall contain a statement of the reasons for the extended duration of such event.

D. Where the application is for a permit authorizing a public event in which persons participating in or viewing such event are charged a fee or solicited for donations or which includes the sale of food, beverages or merchandise and/or the rental of equipment or other things and the event will not be conducted by a nonprofit organization providing a service of benefit to the Chico community, the application shall contain a statement of the reasons why approval of a permit authorizing the event would be in the public interest.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.190 Applications for a park commission permit - Application fee.

Applications for a park commission permit authorizing a public event in a city park or playground shall be accompanied by an application fee in an amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council based on the estimated administrative costs incurred by the city for processing and reviewing such applications.

(Res. No. 153 92-93 §3 (part))

12R.08.200 Applications for a park commission permit - Review by chief of police or fire chief.

Applications for a park commission permit authorizing a public event in a city park or playground shall be referred by the director or Bidwell Park and Playground commission to the chief of police and/or fire chief for their review and recommendations whenever the director or commission determines that review and recommendations by the chief of police, fire chief and/or will assist the commission in acting on the application. Upon receipt of such a referral, the chief of police and/or fire chief shall consider such application, conduct any investigation necessary to evaluate the application, and report to the Bidwell Park and Playground commission their recommendations on the action to be taken by the commission on the application, including, but not limited to, their recommendations in regard to any special conditions of a permit issued pursuant to such application, all prior to the date the commission acts on the application. In their reports on an application for a park commission permit authorizing a public event in a city park or playground, the chief of police and/or fire chief shall also set forth the number, type and estimated hours of employment of city personnel, if any, which will be required to monitor or otherwise render services in connection with such event in order to enable the Bidwell Park and Playground commission to compute any additional park user fees to be assessed and levied incident to the issuance of a permit for the event in the manner hereinafter provided for by Section 12R.08.260 of this chapter.

(Res. No. 153 92-93 §3 (part), Res. No. 150 96-97) (Res. No. 31-13 §27)

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12R.08.210 Action on applications for a park commission permit - Time for taking action.

Following the filing of a completed application for a park commission permit authorizing a public event in a city park or playground, the Bidwell Park and Playground commission shall consider the application at its first regular or adjourned regular meeting after the tenth day following filing of the application, provided, however, that the commission may defer acting on such application to a subsequent meeting or meetings when the commission determines that additional information must be obtained in order to properly evaluate such application, or where the commission determines there is likely to be sufficient public interest in the application to justify holding a public hearing on the application at a subsequent meeting. Notice of all meetings of the Bidwell Park and Playground commission on an application for a park commission permit authorizing a public event in a city park or playground shall be given to the permit applicant at least ten days prior to the date of such meeting, and where action on such permit is deferred by the commission to a subsequent meeting in order to permit a public hearing on such application, notice of the time and date of such hearing shall be published at least once in a newspaper of general circulation within the city at least ten days prior to the date of the hearing.

(Res. No. 153 92-93 §3 (part))

12R.08.220 Action on applications for a park commission permit - Approval or denial of permit.

After considering an application for a park commission permit authorizing a public event in a city or playground in the manner hereinbefore provided by this chapter, the Bidwell Park and Playground commission shall approve such permit if the commission determines that approval of such event is in the public interest and will not unreasonably interfere with the use of the nonintensive use areas of the city's parks and playgrounds by other members of the general public not participating in the event. If the Bidwell Park and Playground commission fails to approve the application after considering same, then the application shall be deemed denied.

(Res. No. 153 92-93 §3 (part))

12R.08.230 General permit conditions - Indemnification agreement.

As a condition precedent to the issuance of a permit authorizing a public event in a city park or playground, the permittee shall enter into an agreement with the city which shall be in a form approved by the city attorney and which shall set forth the undertaking of the permittee to indemnify the city, hold the city harmless and reimburse the city from and for any liability, damage or loss occurring during the course of such event where such liability, damage or loss is proximately caused by the negligent or intentional act or omission of the permittee or any person who is under the permittee's legal control. In addition, such agreement shall provide that where a claim is made against the city by suit or otherwise, whether the same be groundless or not, arising out of such negligent or intentional act or omission, then the permittee shall defend the city and shall indemnify the city for any judgment rendered against it or any sums paid out in settlement or otherwise. Such agreement shall be filed with the director prior to the issuance of the permit.

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(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.240 General permit conditions - Liability insurance.

A. Insurance Requirements. As a condition precedent to the issuance of a permit authorizing a public event in a city park or playground the permittee, in addition to executing the indemnity agreement hereinbefore required by this chapter, shall also obtain comprehensive general liability insurance from an insurance company licensed to do business in the state of California and having a financial rating in Best's Insurance Guide of at least "B," which provides insurance coverage against liabilities for any death, personal injury or property damage arising out of or in any way connected with such event.

Such insurance shall be in a form approved by the city's risk manager, shall name the city and city's officers, employees and agents as additional insureds under the coverage afforded, shall be primary with respect to any other insurance available to city, and shall include a severability of interest (cross-liability) clause. In the case of a director permit authorizing a public event in a city park or playground, such insurance shall be in the amount of at least \$1,000,000.00, combined single limit. However, in the case of a Bidwell Park and Playground commission permit authorizing a public event in a city park or playground, such insurance shall be in an amount related to the city's likely exposure to risks arising out of such event as determined by the Bidwell Park and Playground commission based on the recommendations of the city's risk manager, but shall not be in an amount less than \$1,000,000.00.

Proof of insurance, in a form approved by city's risk manager, shall be filed with the director prior to issuance of a permit, and such insurance shall be maintained in full force and effect throughout the course of the public event authorized by the permit.

B. Waiver of Insurance Requirements. The insurance required by this section shall be waived by the director for any permit authorizing a public event in a city park or playground or portion of a city park or playground designated as an intensive use area which does not exceed ten hours in length where the director determines that the dominant purpose of the event is the exercise of free speech rights.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

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

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

B. Waiver of Fees by the director for Free Speech Events. The basic park use fees required by this section shall be waived by the director for any permit authorizing a public event in a city park or playground or portion of a city park or playground designated as an intensive use area which does not exceed ten hours in length where the dominant purpose of such event is the exercise of free speech rights, and the permittee establishes that the permittee does not have the

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financial resources to pay such basic park use fee by filing with the director financial statements demonstrating such inability to pay, together with a declaration, executed by or on behalf of the permittee under penalty of perjury, attesting to such inability to pay.

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

(Res. No. 153 92-93 §3 (part), Res. No. 95 96-97 §2) (Res. No. 31-13 §1)

12R.08.260 General permit conditions - Additional park use fees.

A. Additional Park Fee Requirements. As a condition precedent to the issuance of a permit authorizing a public event in a city park or playground, the permittee shall also pay to the city an additional park use fee in an amount equal to the city's total estimated cost for providing city personnel and/or equipment, if any, which are necessary in order to monitor such event or otherwise provide city services for or in connection with the event. Such additional park use fee shall be determined by the director based upon a schedule of additional park use fees and rates established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council and based on the estimate of the chief of police and/or fire chief as to the number and hours of employment of city personnel necessary to control the public event or otherwise provide city services for or in connection with the such event.

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

(Res. No. 153 92-93 §3 (part), Res. No. 95 96-97 §3, Res. No. 150 96-97) (Res. No. 31-13 §28)

12R.08.263 General permit conditions - Bidwell Bowl.

All events conducted in that part of Children's Playground known as the Bidwell Bowl pursuant to a permit issued in the manner provided by this chapter shall comply with the following additional requirements:

A. All events shall be carried out only during the following times:

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1. Monday through Thursday during the months of September through and including May: 5:00 p.m. - 8:00 p.m.
2. Monday through Thursday during the months of June through and including August: 8:00 a.m. - 8:00 p.m.
3. Fridays during the months of September through and including May: 5:00 p.m. - 10:00 p.m.
4. Fridays during the months of June through and including August: 8:00 a.m. - 10:00p.m.
5. Saturdays: 9:00 a.m. - 10:00 p.m.
6. Sundays: 9:00 a.m. - 9:00 p.m.

B. Amplified sound shall comply with and be subject to the following limitations:

1. Amplified music shall be permitted during the event if and only if it is played during the event for a cumulative period of time not exceeding more than 20 minutes in length.
2. Events utilizing amplified sound shall be limited to one per weekend and a total of three other times during the week.
3. Monday through Friday, amplified sound shall be permitted only between 5:00 p.m. and 9:00 p.m.
4. Saturday and Sunday, amplified sound shall be permitted only between 10:00 a.m. and 9:00 p.m.
5. All speakers shall be directed in a southerly direction towards the audience.

(Res. No. 95 96-97 §4)

12R.08.270 Special conditions of permits.

When acting on a permit authorizing a public event in a city park or playground, the director or Bidwell Park and Playground commission may condition such permit or the issuance thereof on the permittee's compliance with reasonable requirements concerning the conduct of such event which are necessary to ensure that the event is carried out in a manner that will not threaten the health and safety of those persons participating in the event and in a manner which will not damage park or playground property including, but not limited to, park or playground landscaping or natural vegetation; provided, however, that such requirements shall not unreasonably restrict the exercise of free speech rights. Such conditions may include, but shall not be limited to, requirements concerning the following:

- A. Accommodations for the parking of vehicles used by those persons attending or participating in the public event;
- B. Accommodations for pedestrian traffic in and around the site of the event;
- C. Inspections and approval by city personnel of structures and equipment to be used in the event to ensure that such structures have been safely constructed and that such equipment can be safely operated;

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- D. Provision of electrical power to be utilized during the event;
- E. Provision of signage and barricades as may be necessary in order to avoid conflicts between persons participating in the event and other persons using park facilities in and around the site of the event or which may be necessary to protect park or playground landscaping or natural vegetation in and around site of the event;
- F. Provisions of monitors and security personnel as may be necessary to safely carry out the public event;
- G. Access to the site of the event through park gates at times when such gates are normally closed in order to prepare for such event or to clean up and remove equipment and structures at the conclusion of the event;
- H. Overnight camping by persons engaged in preparing for the event or providing overnight security for equipment and structures utilized in such event;
- I. Provision and operation of first aid stations and/or sanitary facilities, including handicapped-accessible sanitary facilities;
- J. Provision and use of garbage containers, and the cleanup and restoration of the site of the event at the conclusion of such event;
- K. Use of sound amplification equipment during the course of the event; and
- L. Provision of a notice of permit conditions to event participants.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.280 Revocation of permits.

A. Grounds for Revocation. The director may revoke a director permit or park commission permit authorizing a public event in a city park or playground at any time the director determines that such event is being conducted in violation of the terms and conditions of such permit, or persons conducting the event have violated or threatened to violate any applicable law or regulation. In addition, the director may revoke any director permit authorizing a public event in a city park or playground whenever the director determines that there were grounds for denying such permit in the manner hereinbefore provided by this chapter which were first disclosed or otherwise made known to the director after issuance of the permit; provided, however, that nothing herein shall authorize the director to revoke a permit because of the need to protect persons conducting a public event authorized by such permit from the actions of others; provided, further, that the director shall not revoke a permit unless and until the director advises the permittee and/or the responsible persons of the grounds for such permit revocation and provides the permittee and/or responsible persons a reasonable opportunity to correct same.

B. Notice of Revocation. Where the director determines to revoke a director permit or park commission permit authorizing a public event in a city park or playground, the director shall promptly cause written notice of such action to be served on the permittee and shall provide copies of such notice to the park commission and to the city attorney, as well as to the chief of police and/or fire chief where the chief of police or fire chief are charged with monitoring such event and/or otherwise providing city services in connection with the conduct of the event.

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However, where the director determines to revoke a permit authorizing a public event on the day of the event, the director shall announce such action to the persons conducting or otherwise participating in such event, those city officers and employees actually engaged in monitoring the event or providing services in connection with the conduct thereof, and to any person in charge of the event where such person can be located at the site of the event. Thereafter, the director shall cause written notice of such action to be served on the permittee and shall provide a copy of the notice to the park commission and the city attorney. In such written notice, the director shall set forth, with particularity, the reasons for such action.

(Res. No. 153 92-93 §3 (part), Res. No. 150 96-97) (Res. No. 31-13 §29)

12R.08.290 Emergency suspension of a public event.

The director, chief of police, fire chief, a park ranger or a sworn peace officer employed by the city may temporarily suspend a public event in any city park or playground which is authorized by a director permit or a park commission permit issued in the manner hereinbefore provided by this chapter whenever there is an emergency which requires the event to be temporarily suspended to protect public health or safety. Whenever a public event is temporarily suspended for this reason, the permittee and all other persons participating in such event shall immediately comply with the suspending officer's instructions.

(Res. No. 153 92-93 §3 (part)) (Res. No. 31-13 §1)

12R.08.300 Interference with public events.

No person shall knowingly obstruct, impede, hamper or otherwise interfere with a public event in any city park or playground which is authorized by a permit issued in the manner herein before provided by this chapter, nor with any person participating in such event.

(Res. No. 153 92-93 §3 (part))

12R.08.310 Compliance by permittee with other city laws and regulations.

The issuance of a permit authorizing a public event in the manner provided by this chapter shall not release the permittee from the obligation of complying with the provisions of Chapter 3.32 of code, which prohibits persons from transacting and carrying on any business in this city without procuring and obtaining the business license provided for therein, from complying with the provisions of Chapter 5.38 of this code, which prohibits persons from operating or maintaining a food facility within the city without a food facility permit issued by the health officer pursuant to that chapter, from complying with the park rules provided for in this title and/or from complying with any other state or city law or regulation applicable thereto.

(Res. No. 153 92-93 §3 (part))

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Chico, CA Code of Ordinances

**Chapter 12R.10
RESERVATION OF FACILITIES IN CITY PARKS AND
PLAYGROUNDS**

Section:

12R.10.010 Purpose.

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12R.10.010 Purpose.

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This chapter is adopted pursuant to Chapter 12.16 of this code in order to authorize and establish a procedure for reserving facilities within the city's parks and playgrounds for the exclusive use of a person or group of persons requesting reservation of same.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.020 Findings.

The Bidwell Park and Playground commission finds as follows:

A. That the reservation of facilities within the city's parks and playgrounds for the exclusive use of a person or group of persons is appropriate and should be permitted in those situations where the exclusive use of the reserved facilities would not unreasonably interfere with the right of the general public to the use and enjoyment of the city's parks and playgrounds;

B. That in establishing procedures to be followed by persons seeking to reserve city park and playground facilities for their exclusive use, it would be proper to delegate to the park director authority to approve such reservations in those cases in which the facilities to be reserved are within that portion of the city's parks and playgrounds previously determined by the commission to be particularly suitable for such use and where the reserved facilities are to be used for a period of time not exceeding ten hours in length, all in the manner hereinafter provided by this chapter; and

C. That in establishing the procedures to be followed by persons seeking to reserve city park and playground facilities for their exclusive use, it would also be proper for the commission to retain the exclusive right to approve such reservations in those cases in which the facilities to be reserved are not located within that portion of the city's parks and playgrounds previously determined by the commission to be particularly suitable for such use and/or where the reserved facilities will be used for a period of time which does exceed ten hours in length, provided that the commission also finds, in each such case, that reservation of such facilities is in the public interest and will not unreasonably interfere with the general public's use and enjoyment of the city's parks and playgrounds

(Res. No. 153 92-93 §4 (part))

12R.10.030 Designation of park and playground areas as exclusive use areas.

A. Initial Designation of Exclusive Use Areas. For purposes of this chapter, the following portions of Bidwell Park, as more particularly delineated in Exhibits "C, F, and J" attached to Chapter 12R.04 of this Title, are initially designated as exclusive use areas:

1. The group picnic areas within the One-Mile Recreation Area;
2. The Birthday Ring within the Caper Acres Playground Area;
3. The group picnic area within the Cedar Grove Area;
4. The meadow within the Cedar Grove Area;
5. The group picnic area within the Five-Mile Recreation Area; and

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6. The Campfire Council Ring Area.

B. The following additional parks and playgrounds as delineated in Exhibits "A" and E" attached to Chapter 12R.04 of this Title:

1. Bidwell Bowl Amphitheater; and
2. Depot Park.

C. Additional Designation of Exclusive Use Areas. Whenever a new park or playground is acquired by the city or whenever there is a substantial change in the character or use of an existing city park or playground, the Bidwell Park and Playground commission shall designate a portion of such park or playground as an exclusive use area whenever the commission finds that such designation would be in the public interest.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §30)

12R.10.040 Approval of the reservation of park facilities by the director.

The director is authorized to approve the reservation of city park and playground facilities for the exclusive use of a person or a group of persons where such facilities are located within that portion of a city park or playground designated as an exclusive use area and where the use of the facilities will not exceed ten hours in length.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.050 Applications for the reservation of park facilities which may be approved by the director.

Applications for the reservation of city park and playground facilities which are located within that portion of a city park or playground designated as an exclusive use area and which request exclusive use of such facilities for a period of time not exceeding ten hours in length shall be made at the office of the director at least two days prior to the date such reservation is to be in effect. Such applications shall describe the city park and playground facilities to be reserved, shall set forth the dates and times such facilities are sought to be reserved, and shall otherwise be in the form and include such other information as may be required by the director. In addition, such applications shall be accompanied by an application fee in an amount determined by the Bidwell Park and Playground commission and approved by resolution of the city council based on the estimated administrative costs incurred by the city for processing such applications.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.060 Action on applications for the reservation of park facilities which may be approved by the director.

Upon receipt of an application for the reservation of city park and playground facilities which are located within that portion of a city park or playground designated as an exclusive use area and which requests the exclusive use of such facilities for a period of time not exceeding ten

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hours in length, the director shall approve the application and make the reservation unless the director finds that the city park and playground facilities sought to be reserved have already been reserved pursuant to another application filed prior in time, that the reservation of such facilities will conflict with a public event conducted under a permit issued in the manner provided for by Chapter 12R.08 of this title where the application for such event was also filed prior in time, or where the reservation of such facilities will conflict with construction or maintenance of work previously scheduled to take place in or around the facility sought to be reserved.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.070 Approval of the reservation of park facilities by the Bidwell Park and Playground commission.

The Bidwell Park and Playground commission shall have exclusive authority to approve the reservation of city park and playground facilities for the exclusive use of a person or group of persons where such facilities are located within any portion of a city park or playground not designated as an exclusive use area and/or where the use of such facilities will exceed ten hours in length.

(Res. No. 153 92-93 §4 (part))

12R.10.080 Applications for the reservation of park facilities which must be approved by the Bidwell Park and Playground commission.

Applications for the reservation of city park and playground facilities which are located within any portion of a city park or playground not designated as an exclusive use area and/or which request the exclusive use of such facilities for a period of time which exceeds ten hours in length shall be filed in the office of the director at least 35 days prior to the date such reservation is to be in effect. Such applications shall be in writing, shall describe the city park and playground facilities sought to be reserved, shall set forth the date and times such facilities are sought to be reserved, and shall otherwise be in the form and contain such other information as may be required by the director. In addition, such applications shall be accompanied by an application fee in an amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council based on the estimated administrative costs incurred by the city for processing such application.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.090 Action on applications for the reservation of park facilities which must be approved by the Bidwell Park and Playground commission.

Upon the filing of an application for the reservation of city park and playground facilities which are located within any portion of a city park or playground not designated as an exclusive use area and/or which requests the exclusive use of a reserved area for a period of time exceeding ten hours in length, the Bidwell Park and Playground commission shall consider the application at its first regular or adjourned regular meeting after the tenth day following the filing of the application. Thereafter, the Bidwell Park and Playground commission may approve the

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application and authorize the reservation if the commission determines that exclusive use of the park and playground facilities sought by the applicant at the place, on the date and at the time set forth in the application is in the public interest and will not unreasonably interfere with the general public's use and enjoyment of the city's parks and playgrounds.

(Res. No. 153 92-93 §4 (part))

12R.10.095 Application for the reservation of park facilities - Application fee.

Applications for the reservation of city park and playground facilities within designated exclusive use areas shall be accompanied by an application fee which shall be in the amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council, based on the estimated administrative costs incurred by the city for processing such applications and issuing such permits.

12R.10.100 Park reservation fees.

Incident to and as a condition of the approval of an application for the reservation of city park and playground facilities for the exclusive use of a person or group of persons, the applicant for such reservation shall pay to the city a park reservation fee in an amount established by resolution of the Bidwell Park and Playground commission and approved by resolution of the city council based on a fair share of that part of the overall cost of operating and maintaining the city's parks and playgrounds reasonably attributable to the applicant's use of such facilities pursuant to such authorization.

(Res. No. 153 92-93 §4 (part))

12R.10.110 Liability insurance.

Incident to and as a condition of the approval of an application for the reservation of city park and playground facilities for the exclusive use of a group of persons which number 100 persons or more, the applicant shall obtain comprehensive general liability insurance from an insurance company licensed to do business in the state of California and having a financial rating in Best's Insurance Guide of at least "B," which provides insurance coverage against liabilities for any death, personal injuries or property damage arising out of or in any way connected with the use of such facilities.

Such insurance shall be in a form approved by the city's risk manager, shall name the city and the city's officers, employees and agents as additional insureds under the coverage afforded, shall be primary with respect to any other insurance available to city and shall include a severability of interest (cross-liability) clause. In the case of an application for reservation of city park and playground facilities located within a portion of a city park or playground designated as an exclusive use area and which requests exclusive use of such facilities for a period of time not exceeding ten hours in length, such insurance shall be in an amount of at least \$1,000,000.00 combined single limit. However, in the case of an application for the reservation of city park and playground facilities which are not located in that portion of a city park or playground designated as an exclusive use area and/or which requests exclusive use of such facilities for a period of

ATTACHMENT "A"

time exceeding ten hours in length, such insurance shall be in an amount related to the city's likely exposure to risks arising out of the exclusive use of such facilities as determined by the Bidwell Park and Playground commission based on the recommendations of the city's risk manager, but in no event shall such insurance be in an amount less than \$1,000,000.00.

Proof of such insurance in a form approved by the city's risk manager shall be filed in the office of the city's park director prior to undertaking the use of the reserved facilities and shall be maintained in full force and effect at all times throughout the use of the reserved facilities.

(Res. No. 153 92-93 §4 (part))

12R.10.120 Notice of the reservation of park facilities.

Where the reservation of city park and playground facilities has been approved by either the director or the Bidwell Park and Playground commission in the manner provided by this chapter, the director shall provide the applicant for such reservation with a written authorization to reserve park facilities which describes the facilities to be reserved as well as the date and times such facilities are reserved. In addition, at least 24 hours prior to the time the reservation is to be in effect, the director shall endeavor to cause a notice to be posted at or near the site of the reserved facilities which advises the general public of the date and times such facilities are reserved, as well as the name of the person or organization for which such facilities are reserved.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)

12R.10.130 Interference with persons occupying and using reserved park facilities.

No person shall knowingly impede, hamper or interfere with any other person occupying and using city park and playground facilities where such other person is entitled to the exclusive use of such facilities pursuant to a reservation of park facilities approved either by the director or the Bidwell Park and Playground commission in the manner provided by this chapter, or is part of a group of persons entitled to the exclusive use of such facilities pursuant to the reservation of city park facilities approved either by the director or the Bidwell Park and Playground commission in the manner provided by this chapter.

(Res. No. 153 92-93 §4 (part)) (Res. No. 31-13 §1)



PAC Staff Report

Meeting Date 1/17/13

DATE: 12/10/12
 TO: Policy Advisory Committee (PAC) of the Bidwell Park and Playground Commission (BPPC)
 FROM: Linda Herman, General Services Administrative Manager & Jessica Erdahl, Sr. Park Ranger
 SUBJECT: Recommendation of Revisions to the Park Division Fees – Fee Schedule 80.020.

Recommendation

Committee recommends that the Commission approve and forward to the City Council staff's proposed revisions to the Park Division Fees - Fee Schedule 80.020.

Background

City of Chico Fee Schedule 80.020 – Park Division Fees contains park reservation permit fees and other fees related to the use of Bidwell Park and other City parks. The Schedule also includes fees to donate a park bench and to plant City trees. Except for some minor adjustments each year based on increases in employee wages or the Consumer Price Index (CPI), it has been several years since these fees have been analyzed and revised to reflect actual costs involved in the administration, preparation, coordination, monitoring, and clean up after the reservation.

In addition, the City will be implementing a more convenient online reservation system after the first of the year, and it has become apparent that the City's current reservation fees and permit process need to be clarified and simplified. As Chico's population and the popularity of the park increases for races and other public events, there is also a need to have distinct separate levels of fees between private events and public events due to the amount of time and coordination that is needed for public events, not to mention their inherent impact on City park facilities.

Discussion

As part of this process, staff reviewed fees collected by other agencies such as the Chico Area Park and Recreation (CARD), the cities of Redding, Yuba City, Sacramento and several other agencies. Staff also consulted administrative, ranger, and park maintenance staff as part of this review. The proposed fee schedule revisions are attached both in annotated form (Exhibit "A") and in a clean formatted form (Exhibit "B"). The proposed revisions and the rationale for these revisions are summarized as follows:

I. General Formatting and Language Clarifications

The current version has two separate fee sections, one for private events, and one for public events and is quite repetitive. The revisions involve moving sections of the fee schedule to group fees for both events under specific categories, such as application fee, park reservation fee, deposits etc. with fees for both types of events listed below each category.

- A. Changed the term "basic park fees" to "park reservation fees" or "additional park reservation fees" to make the terminology consistent throughout the document.
- B. Added a provision that large public events provide additional trash and recycling service and portable restrooms.
- C. Current policy is if an applicant cancels an event, the applicant is entitled to receive a full refund for the reservation fee and other additional park use fees (the application fee is nonrefundable). Because of the time and effort involved in preparing for a reservation, staff is proposing establishing a new policy for applicant-initiated cancellations. Staff is proposing that if the applicant cancels a public event within 5 days of the event, that only 50% of the fees be refunded, and that if a private event is canceled within 2 days of the event that the fees not be returned. However, reservation and additional park use fees will be refunded in full for cancellations within these time frames due to inclement weather or for other reasons not initiated by the applicant
- D. Removed the following fees from the Fee Schedule:

ATTACHMENT "B"

1. Wildwood Park Ballfield Fees because this facility has been transferred to CARD.
 2. Tree Planting Fees (to be moved to Fee Schedule 80.030)
 3. Memorial Bench Fees (this will be handled under a separate fee schedule upon the finalization of the donation policy)
- E. Renamed the Fee Schedule from "Park Division Fees" to "Park Reservation Fees."
- F. Staff wanted to receive feedback on the concept of adding a "Special Use Fee" and an additional fee for larger events to support staff (i.e. ranger, event coordinator, park attendant, or administrative staff) to aid with the event. We anticipate these may be part of future fee revisions.
1. In the past, the Parks Division would employ an hourly park attendant to support events in the Park and City Plaza. The staff member would conduct pre-event calls and coordination (or even pre-event site visits), support set-up (including access to closed areas of the park), assist with breaking down the event, and completing an event evaluation. This position has not been hired since 2010 as part of budget cuts. However, many of these functions are now completed by rangers, which takes them away from patrol or alternatively, if calls come in, they are unable to support the event.
 2. The Special Use Fee would capture City costs associated with non-routine events. The application would likely consist of a non-refundable application fee and fees determined by a staff time analysis (for example, additional preparation of an area, monitoring after an event, ranger or attendant support). Some of the additional fees may become a flat rate (for example, we have a good idea as to the costs associated with weddings at Picnic Site 37).
 3. Current code outlines different fees associated with public and private events. In many respects the distinction between public and private events is arbitrary, as a large private event will have the same impacts on a facility as a similarly sized public one. Staff would like to explore a simpler fee structure (and code) that would have fees tied to event size.

II. Revisions to the Park Reservation Fees

- A. One of the main revisions being proposed is to change the private reservation fees. The changes include:
1. Changing from a reservation fee based on per person to a flat fee per facility. The proposed reservation fee for use of most park facilities is \$25, except for Bidwell Bowl Amphitheater which is \$50. Staff determined these rates after reviewing the numbers of participants, types of events, fees paid for private events in previous years, and the maximum seating capacity and amenities offered at each location.
 2. Limiting reservations to 5-hour blocks of time: from 1) 9:00 am to 2:00 pm or from 2) 2:00 pm to 7:00 pm. Currently, a private or public event under 100 people can reserve an entire facility for 10 hours for \$10.50. Private event applicants that opt for using a facility for a longer period of time, must pay for and reserve the facility for the additional block of time.
- B. For public event reservations, the changes include:
1. The fee category for public events that do not charge participants has been deleted so that there is no difference in fees for public events that charge and do not charge participants. The reason for this change is that City staff costs and the impacts on the facilities is the same regardless of whether the applicant charges a participant fee or not.
 2. Fees will still be based on the number of participants using the current pricing of \$0.40/person; however, the schedule contains fewer fee categories, reducing the number of categories from 13 to 4. This will make it easier for both the public and staff to determine fees due.

III. Revisions to the Additional Park Use Fees

- A. Provides for the collection of a \$100 damage deposit for all public and private events that exceed 100 people. This deposit is refundable if no damages are sustained as a result of the event
- B. Adds a flat fee of \$29.00 for use of 100 amp electrical service at those facilities that have this service. Currently, this fee applies only for City Plaza, and this service is available at Cedar Grove and other locations.

- C. Updates the fees based on actual costs for the use of additional City Staff or equipment that is not part of the normal park reservation process. An example of this is if the permittee requires early entry into the park, then an hourly fee for the Park Ranger to open the gates and meet with the permittee would be charged.

Fiscal Impact

Staff's intent with these revisions was to simplify the fee schedule, equitably adjust the fees to try to capture a larger portion of the actual costs associated with reservations, and to minimize large changes to the fees from current park permit charges. However, with the change to a flat reservation fee per facility and limiting reservations to 5-hour time blocks for private events, and changes to the public event reservation fees, there will likely be increased revenues received. These additional revenues will help defer staff and maintenance costs associated with park reservations.

Attachments:

Exhibit "A": Annotated Copy of the Fee Schedule Revisions

Exhibit "B": Unannotated Copy of Fee Schedule

Distribution: BPPC



DATE: 8/10/17
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Street Tree Committee (Vice-chair Haar and Reddemann)
SUBJECT: Report from Tree Committee meeting on 8/10/17 for Consideration of Revisions to Chico Municipal Codes (CMC) Chapters 14.40 and 16.66

Staff members present: Richie Bamlet, Urban Forest Manager (UFM), Linda Herman Interim Natural Resource Manager (NRM). Members of the public present: Charles Withuhn (CW), Karen Laslo (KL), Robin McCollum (RM), Susan Mason (SM), Scott Stoller (SS)

BACKGROUND:

CMC Chapter 14.40 entitled "Street Trees" establishes regulations controlling and governing the planting, removal and maintenance of trees and shrubs on city-owned property and right-of-way. CMC Chapter 16.66 entitled "Tree Preservation Regulations" provides for the protection of City and private trees during the development processes.

At its 6/26/17 meeting, Commissioners provided Staff with CMC sections that they consider to be important and need to be revised.

1. Director Definition – Article III 14.40.120. B

Comments received from the Commissioner or public – "The director shall bring all applications..." needs to be amended to read, "The Urban Forester shall bring...and other references to the "director" need to be looked at to see if "Urban Forester" is more appropriate.

Discussion:

- It is the City's policy to have CMC related decisions be decided by the Department Director, or "designee". Public member Withuhn stated that he made the comment because the Director is so busy with many other responsibilities.

2. Tree Planting Calculations - 14.40.150 Permit – Conditions upon issuance

Comments received from the Commissioner or public - "In light of our deficit of over 3000 empty tree planting sites, the "condition upon granting of a removal permit" needs to be at least two trees planted for every one [tree] removed until the City gets caught up on its sapling population"

Discussion:

- UFM suggested taking this provision a step further. It is noted that line 3 of this section states that the Director "may impose upon the granting of such permit such additional conditions as the director deems reasonable". It is suggested that to attain parity amongst the various bodies and persons wishing to remove trees that the following language from CMC **16.66.085 Tree replacement Sections A and B** should apply to removal permits issued under 14.40:

Section A provides for one tree to be planted for every six inches of diameter removed. Discussion is sought as to whether this is a reasonable and relevant use of discretionary conditions that can be imposed by the director under 14.40.

Sections B provides for payment of an in-lieu fee established by an adopted fee schedule. The current fee is \$360 for every six inches removed.

- Withuhn stated that he is OK with one tree for every six inches. He also suggested language that provide a minimum threshold to the number of trees that should be planted as replacement of trees removed. He suggested two trees minimum.
- Committee member Reddemann asked what happens in cases where there is no room to replant replacement trees. UFM stated that applicants can pay an in-lieu fee in addition to planting on-site. There are other planting spots throughout the city that the in-lieu fee can be used for to pay for tree planting. The in-lieu fee can only be used for tree planting. Committee member Haar asked if the city had a nursery and could the in-lieu fee be used for that purpose. Withuhn stated that the city used to have one.
- NRM stated that the in-lieu fee isn't activated until a certain tree diameter threshold at breast height (DBH) is reached, depending on species. Withuhn cited instances where many trees have been removed and they didn't count because they were under the threshold diameter for that species. NRM suggested using a cumulative DBH. Currently for example, six trees of 5" DBH would count as a total of zero DBH. However, the cumulative DBH is actually 30."
- Committee member Reddemann directed that staff look to wordsmith language in the ordinances to account for tree size.
- It is the intention of staff to combine CMC 14.40 and 16.66 into one "Tree Law" ordinance. This will create consistency. Currently there are inconsistencies between the two codes.
- Wider discussion was held regarding possible instances where a permit might not be required. UFM cited Fresno as an example. In Fresno, residents are permitted to trim encroaching branches from within their property, so long as no ladders or climbing is involved. Staff will research this idea and report back to the committee at a future meeting.
- Committee member Reddemann stated that education is needed to teach the proper cuts and how to stay safe. Discussion was had on the possible production of "how-to" videos. This could be great outreach from Public Works. Committee member Haar suggested partnering up with local tree companies. The contract for city tree permit applications could also be bid out with favorable rates for residents.
- NRM noted that there is a long-standing culture of residents not wanting to touch city trees. There is some confusion because residents are responsible for the city park strip maintenance but not a city tree growing in the park strip.

3. Site Clearance - 14.40.300 Branches to be trimmed.

Comments received from the Commissioner or public - the current Code states "It shall be unlawful for any person in the city to permit branches of trees or shrubs growing or being on private property to extend within ten feet from the ground over any portion of the sidewalk or street "... Signs clearance is only 7'. Let's give our trees the same allowance as signs. Change this 10' clearance requirement to 7'.

Discussion:

- UFM stated that It is common language in many other cities municipal codes to cite required clearances of 7 ½ feet above the sidewalk and 14 ½ feet over the roadway. Staff is recommended that this be the new standard on the Code.
- The committee liked the idea of amending the height clearance requirements in the codes
- RM stated that its still important to maintain temporary branches.

4. Permit Compliance Tracking.

Comments received from the Commissioner or public – Is there any follow up to ensure that replacement trees are replanted after removals

Discussion:

- Committee member Reddemann stated that there needs to be a system in place so that residents don't forget to plant a tree if it is a permit requirement.
- Staff will investigate ways to develop a tracking system.
- UFM mentioned that many over seventy residents have pledged to water trees outside their home in instances where there is no irrigation. There was discussion of possibly recognizing these resident at the next Arbor Day Proclamation in the city chambers.

5. Updated Street Tree List Needed

Discussion:

- There was general discussion on the need for a street tree planting list. This list will be included in the future Urban Forest Master plan that will be adopted by city council.
- UFM has started the examination process of the current Street Tree List. This research also relates to commonly cited guidelines as to the amounts of any species that should be represented in a healthy and resilient urban forest.
- UFM presented research into the composition of Chico's urban forest canopy. Chico's canopy is overly represented by maples. Sycamores, pistachios and oaks are approaching the limit recommendations found in the literature. Crape also exceed the species recommendation.
- Discussion was sought on the possibility of limiting certain species to promote species diversity resiliency of the urban forest. UFM floated the idea of grouping street trees into categories that would influence the frequency of use in future plantings. There was general discussion of the over-use of crape myrtles in the city. Committee member Reddemann noted that residents always have the option of planting crape in their yards.
- UFM stated that the largest tree possible should be planted in an available planting spot. However, future maintenance must be taken in account. Withuhn stated that the benefits that big trees provide are worth the extra costs of maintenance.
- Public member Mason said the focus should be on invasive trees and not necessarily non-native trees.
- Committee member Haar Noted that the presence of power lines often steers residents to choose crape as a planting choice.
- RM noted that PG& E have a six-year pruning cycle. The city needs to push back and encourage reasonable pruning standards. RM cited instances where 10' clearance was standard but trees were trimmed to 18' clearance for utility lines. Committee member Haar suggested an item for future discussion to send out recommendations to PG & E.
- Committee member Reddemann directed that staff come back with proposed ways the street tree planting list can be managed so residents can make smarter planting decisions. She stated that we want to empower homeowners.
- UFM stated that he wants to make the list more user friendly. He stated that we still need "work horse" trees on the list that are going to provide meaningful benefits.

6. Streamlining Tree Permits – CMC 14.40 Street Trees

Discussion:

- Staff sought to discuss ideas with the Committee that may help streamline the permit process for residents and businesses wishing to trim the city tree.
- UFM is looking at the permit system. The application and approval are currently separate documents. Staff are looking to streamline the application process.

7. Streamlining Permits – CMC 16.66 Development Projects

Discussion:

- Staff are looking to develop a procedural packet or flow chart so that staff downtown can provide tree permit application processing at the counter. Currently developers must come to the Public Works offices for permit processing, then take that paperwork back to 411 Main street. Currently permits are not tied to a parcel and are not entered into Permits Plus. Permits can sometimes get lost in the system. NRM stated that sometimes a project can run over several years making tracking of permits even more difficult.
- This item will be discussed at a future meeting.

8. Heritage Tree Permit Application - The current fee for the Heritage tree program is \$166.

Comments received from the Commissioners - The current 'required fee' is prohibitive. Amend this to be a \$65 or less. There [are] not nearly enough Heritage Trees designated.

Discussion:

- Staff concerns are predominantly with the amount of time involved in processing Heritage tree applications.
- Committee member Reddemann asked for a breakdown of arbitrary staff costs and an idea of the application process.
- The notion of charging for removal permits was also discussed. However, staff would not want to discourage residents from following the correct process and apply for a permit.

9. Other Potential CMC Requests

In addition to the above suggested revisions, Staff also sought input from Committee on the following items:

1. Parity of fines imposed for unauthorized removals as found in 14.40 and 16.66.
 - a. Currently under CMC 14.40 fines imposed for unauthorized removals are \$300 for a first offence, \$600 for a second offence and \$1200 for a third offence.
 - b. Under CMC 16.66.130 Violation- Penalty the civil penalty for "major damage" is \$5000 or twice the appraised value. The civil penalty for "minor damage" is \$1000 per tree.

Discussion:

- There was general discussion on the wide discrepancy between developer and resident fines for unauthorized tree removals.
- Committee member Haar asked if the current developer fees are sufficient to deter the unnecessary removal of trees.

- Public member McCollum mentioned that he installed tree plaques on county walnut trees to remove plausible deniability in the case of erroneous removal of city trees.
- UFM noted that “appraised value” refers to protocols developed by the Council of Tree and Landscape Appraisal (CTLA). Calculated values for a mature tree can often be far more than \$5000

2. Determine who is the responsible party when an unauthorized tree removal is carried out by a contracted service.

Discussion:

- Committee member Reddemann and Committee member Haar both concurred there should be some onus on contractors to check that citizen driven removal requests do not involve city trees without a permit.
- Committee member Reddemann asked if we should make the penalties clearer on the permit system. Withuhn stated that there are cases where the contractor did not even apply for a permit to remove city trees.
- McCollum stated that the city is liable for anyone operating in the public right of way. The idea of introducing an encroachment permit was discussed.
- NRM suggested a blanket encroachment permit for approved contractors similar to permits in place for waste haulers. Encroachment permits currently require city attorney approval, insurance and bonds. Staff would want to create a simplified process.
- Committee member Reddemann suggested this be an item for future discussion.
- Staff will research what other cities do.

3. Handling of billboards and signs for line of sight/ tree conflicts and removal/pruning requests.

Discussion:

- Committee member Reddemann said staff are looking to develop policy guidance for future issues.
- NRM explained that previous research done by staff in 2014 was never codified. There is currently no policy guidance.
- Committee member Reddemann directed that staff reach out to stakeholders such as billboard businesses as well as other cities to find out how they handle tree/billboard conflicts. This will enable the committee to make a sound recommendation to the Commission.
- Committee member Haar said each situation is case by case. He would look at factors such as what was there first, tree or signs, if the billboard was a primary sign as well as if other remedies to removal would work, such as pruning or sign removal.
- NRM said staff will look to have materials prepared for the September 2017 BPPC meeting

4. Review of ordinance 19.68 as it relates to trees during development.

Discussion:

- This CMC ordinance relates to the protection of existing trees during development. This will be an item for future development. The Tree Care Industry Association (TCIA) is in the process of revising ANSI A300 (Part 5)-2012 “Management of Trees and Shrubs during Site Planning, Site Development, and Construction”. UFM will wait for this process to be completed. The new industry guidance will inform future revisions to this ordinance.

5. Revisions to the Tree Replacement In-Lieu Fee as relates to 16.66. Currently the fee is \$368 per six inches of tree removed.

Discussion:

- Staff will compare in-lieu fees in other cities. This can be an item for future discussion when fees are next reviewed.

6. The idea of extending language in 14.40.180 to other activities such as pruning. Presently, a property owner is responsible for removal of a tree when the removal is for the sole convenience of the property owner.

Discussion:

- This item was discussed generally. Staff will continue researching comparisons with other cities for future discussion

Business from the Floor:

- Public member Laslo mentioned that trees in the alley near her house include hack-berries, cedar, pistachios and privets. She was told by the previous UFM that privets are invasive. They were earmarked for removal but they are still present. Subsequently the Street Tree Supervisor indicated that they are not city trees but are private. UFM will look again at the matter on her behalf.
- Mason noted that the county had a successful campaign to discourage the planting of broom. She also mentioned the nationwide organization "Plantright" whose mission is to educate and deter nurseries from selling invasive species.

Meeting was adjourned at 8:23PM

Attachments:

8-10-17 Tree Committee Agenda report.



DATE: 8/10/17
 TO: Bidwell Park and Playground Commission (BPPC) Tree Committee
 FROM: Richie Bamlet, Urban Forest Manager
 SUBJECT: Consideration of Revisions to Chico Municipal Codes (CMC) Chapters 14.40 and 16.66

RECOMMENDATION:

Staff recommends that the Committee review and provide input on staffs proposed revisions and/or provide other revisions to Chico Municipal Code (CMC) chapters 14.40 and 16.66.

BACKGROUND:

CMC Chapter 14.40 entitled “Street Trees” establishes regulations controlling and governing the planting, removal and maintenance of trees and shrubs on city-owned property and right-of-way. CMC Chapter 16.66 entitled “Tree Preservation Regulations” provides for the protection of City and private trees during the development processes. A copy of Chapter 14.40 and 16.66 are attached as Attachments A and B respectively.

At its 6/26/17 meeting, Commissioners provided Staff with CMC sections that they consider to be important and need to be revised. The revisions as pertaining to trees are listed, not in order of priority, in the table below.

BPPC CMC REVISION LIST				
Item	Commissioner	CMC Code Section	Title	Specific Topics Noted
1	McReynolds	14.40.120	Street Trees	Director Definition
2	McReynolds	14.40.150	Street Trees	Revise Tree Plant calculation
3	McReynolds	14.40.300	Street Trees	Reduce Site Clearance
4	Reddemann	14.4	Street Trees	Tracking Tree Planting/Compliance
5	Stoller	14.4	Street Trees	Update Approve Street Tree List
6	Stoller	14.4	Street Trees	Streamline Permitting
7	Stoller	16.66	Tree Preservation Regulations	Streamlined Permitting Process
8	McReynolds	16.68	Heritage Trees	Reduce Application fee

DISCUSSION:

1. Director Definition – Article III 14.40.120. B

Comments received from the Commissioner or public – “The director shall bring all applications...” needs to be amended to read, “The Urban Forester shall bring...and other references to the “director” need to be looked at to see if “Urban Forester” is more appropriate.

Staff’s Comments – It is the City’s policy to have CMC related decisions be decided by the Department Director, or “designee”

2. Tree Planting Calculations - 14.40.150 Permit – Conditions upon issuance

Comments received from the Commissioner or public - “In light of our deficit of over 3000 empty tree planting sites, the “condition upon granting of a removal permit” needs to be at least two trees planted for everyone [tree] removed until the City gets caught up on its sapling population”

Staff's Comments – Urban Forest Manager (UFM) suggests taking this provision a step further. It is noted that line 3 of this section states that the Director “may impose upon the granting of such permit such additional conditions as the director deems reasonable”. It is suggested that to attain parity amongst the various bodies and persons wishing to remove trees that the following language from CMC **16.66.085 Tree replacement Sections A and B** should apply to removal permits issued under 14.40:

Section A provides for one tree to be planted for every six inches of diameter removed. Discussion is sought as to whether this is a reasonable and relevant use of discretionary conditions that can be imposed by the director under 14.40.

Sections B provides for payment of an in-lieu fee established by an adopted fee schedule. The current fee is \$360 for every six inches removed.

3. Site Clearance - - t14.40.300 Branches to be trimmed.

Comments received from the Commissioner or public - the current Code states “It shall be unlawful for any person in the city to permit branches of trees or shrubs growing or being on private property to extend within ten feet from the ground over any portion of the sidewalk or street “...” Signs clearance is only 7'. Let's give our trees the same allowance as signs. Change this 10' clearance requirement to 7'.

Staff's Comments - It is common language in many other cities municipal codes to cite required clearances of 7 ½ feet above the sidewalk and 14 ½ feet over the roadway. Staff is recommending that this be the new standard on the Code.

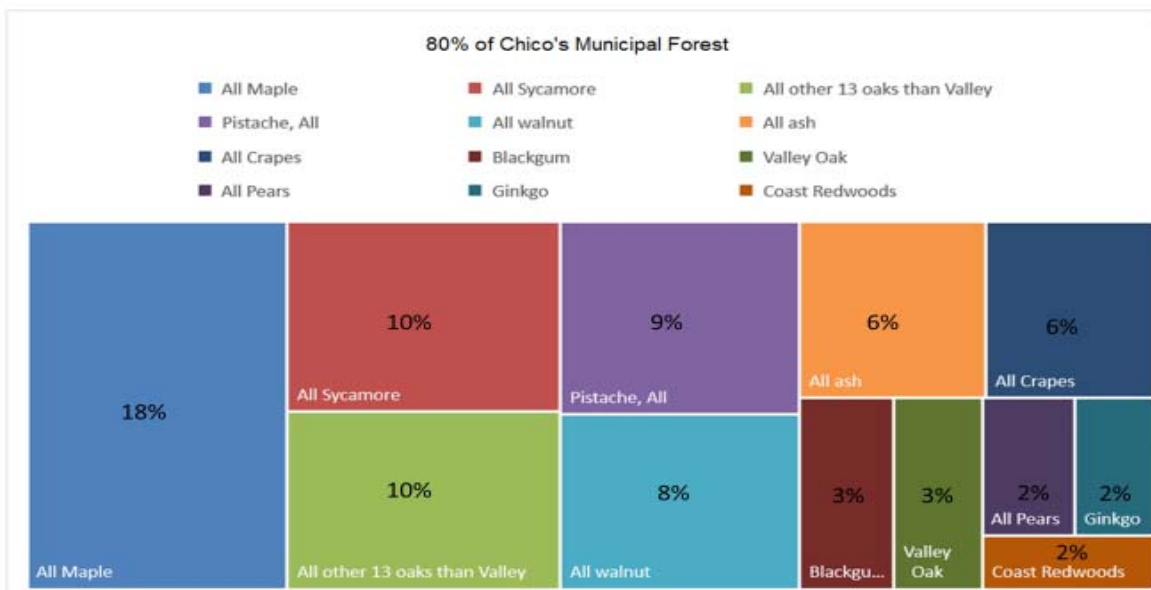
4. Permit Compliance Tracking.

Comments received from the Commissioner or public – Is there any follow up to ensure that replacement trees are replanted after removals

Staff's Comments -Staff seeks input into tracking for compliance of tree planting. Staff also seeks Committee input on how city staff can encourage and facilitate more tree planting and public engagement within the community.

5. Updated Street Tree List Needed

Staff's Comments – The UFM has started the examination process of the current Street Tree List. This research also relates to commonly cited guidelines as to the amounts of any species that should be represented in a healthy and resilient urban forest. A broad breakdown of Chico's Urban Forest is presented in the table below



The table below outlines conventional thinking as it relates to canopy composition of a healthy and resilient urban forest.

Species Diversity Recommendations	
Author	Diversity Recommendations
Barker (1975)	No single species should make up more than 5% of the total species richness
Miller and Miller (1991); Smiley, Kielbaso and Proffer (1986)	No species shall exceed 10% of the population
Moll (1989)	No species should exceed 5% and no genus should exceed 10%
Santamour, F.S. (1990)	Plant no more than 10% of any species, no more than 20% of any genus and no more than 30% of any family.
Ball, J (2016) Forestry Prof South Dakota State Uni	No More than 5% of the urban forest from any one genus
Citations:	
Barker, P.A. 1975. Ordinance control of street trees. Journal of Arboriculture. 1(11):212-215.	
Moll, G. 1989. Improving the health of the urban forest. Pp. 119-130. In Moll, G. and S. Ebenreck (eds.). Shading our Cities: A Resource Guide for Urban and Community Forests. Island Press. Washington, D.C	
Miller, R.H., and R.W. Miller. 1991. Planting survival of selected street tree taxa. Journal of Arboriculture. 17(7):185-191.	
Santamour, F.S. 1990. Trees for urban planting: diversity, uniformity, and common Sense. Proceedings of the 7th Conference of the Metropolitan Tree Improvement Alliance. 7:57-65.	

As can be seen from a comparison of the canopy analysis and various canopy composition recommendations, Chico's canopy is overly represented by maples. Sycamores, pistachios and oaks are approaching the limit of Moll's 1989 recommendations. Crapes also exceed the species recommendation. Discussion is sought on the possibility of limiting certain species use to promote species diversity resiliency of the urban forest. Attachment C is Barkers paper from 1975 for background reading.

6. Streamlining Tree Permits – CMC 14.40 Street Trees

Staff would like to discuss ideas with the Committee that may help streamline the permit process for residents and businesses wishing to trim the city tree.

7. Streamlining Permits – 16.66 Development Projects

Staff have started investigating how the permit process can be streamlined and will discuss these at a future meeting.

8. Heritage Tree Permit Application - The current fee for the Heritage tree program is \$166.

Comments received from the Commissioner - The current 'required fee' is prohibitive. Amend this to be a \$65 or less. There [are] not nearly enough Heritage Trees designated.

9. Other Potential CMC Requests

In addition to the above suggested revisions, Staff seeks input from Committee on the following:

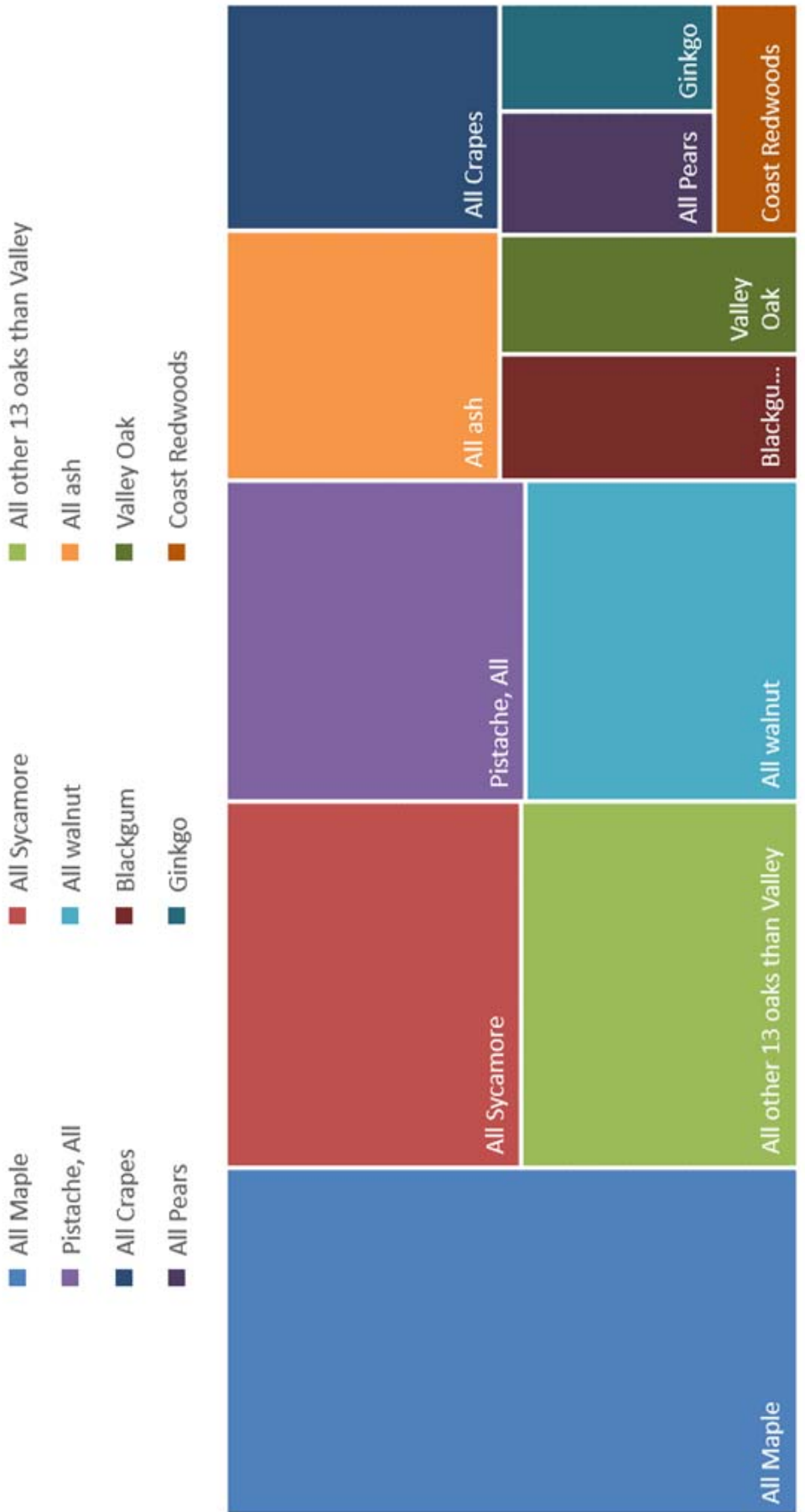
1. Parity of fines imposed for unauthorized removals as found in 14.40 and 16.66.
 - a. Currently under CMC 14.40 fines imposed for unauthorized removals are \$300 for a first offence, \$600 for a second offence and \$1200 for a third offence.
 - b. Under CMC 16.66.130 Violation- Penalty the civil penalty for "major damage" is \$5000 or twice the appraised value. The civil penalty for "minor damage" is \$1000 per tree.
2. Determine who is the responsible party when an unauthorized tree removal is carried out by a contracted service.

3. Handling of billboards and signs for line of sight/ tree conflicts and removal/pruning requests.
4. Review of ordinance 19.68 as it relates to trees during development.
5. Revisions to the Tree Replacement In-Lieu Fee as relates to 16.66. Currently the fee is \$368 per six inches of tree removed.
6. The idea of extending language in 14.40.180 to other activities such as pruning. Presently, a property owner is responsible for removal of a tree when the removal is for the sole convenience of the property owner.
7. Consider merging CMC 14.40 and 16.66 into an overall “tree law” under one CMC Chapter.

Attachments:

- Attachment A CMC code 14.40
- Attachment B CMC code 16.66
- Attachment C Barker (1975) – Ordinance Control of Trees

80% of Chico's Municipal Forest





DATE: 8/23/18
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Linda Herman, Interim Park and Natural Resource Manager
SUBJECT: Parks Division Report

NARRATIVE

1. Updates

- a. Upper Park Road Study – Pacific Watershed Associates completed its assessment and final report to repair Upper Park Road. A presentation from the firm and discussion of the report is scheduled for the September 25th Commission meeting.
- b. Caper Acres Renovation –
 - i. **New Entrance Landscaping and Bridge** - The Sunrise Rotary Club members will be donating their time and materials for the redesign of the landscaping, paths, and entry bridge in front of Caper Acres. The work will begin on September 16th and is expected to be completed by mid-October. Entrance to Caper Acres during construction will be relocated to the south maintenance gate near the parking lot.
 - ii. **New Swing Area** -CSU, Chico's Construction Management Department and students will be donating labor and materials to construct concrete seat walls, and install the new swings and other play equipment in the swing area, also starting on September 15th. The work will continue through the Fall Semester. The area will be fenced off during construction, and Birthday Ring 1 will be unavailable for reservations. Ring 2 will still be available.
- c. Comanche Creek Greenway – Engineering Staff applied for an Urban Greening Grant to complete Phase II of the greenway project, which would include continuation of the Class I (paved) bike path to Hegan Lane, and complete the trails on the south side of the creek west of the Mosquito Vector Control District facility. A bike path is also proposed for the north side from the bridge to Estes Road. Staff was notified that representatives from the granting agency will be touring the greenway on Monday August 28th, which is the first step in a potential grant award.

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 installed two new replacement drinking fountains on the South One Mile restroom building. Staff teamed up with ACS to refurbish the Cheese play structure inside Caper Acres, this was a donation funded project to help de-blight the crumbling infrastructure of this much-loved playground. Parks rented an excavator to help remove the large stumps left over from this winter's storms that are encroaching onto the road ways.
- b. Middle Park: Five Mile Water system failure, staff was able to reset for the time being. Electrician from Wastewater Treatment Plant will work on setting up a new larger compressor for the system soon.
- c. Upper Park: Staff continues with the weekly ongoing fence repairs at Lot E. A new gate bollard had to be fabricated for the Upper Park entrance due to a driver accident destroying the old one.
- d. Greenway Parks: Weekly checks and garbage clean up at Comanche creek.
- e. Upcoming projects: Comanche creek trail; Valine to Wrex, Teichert ponds trail, Peregrine point disc golf alternative hole placement, start to install the replacement PAR course equipment along existing course.

3. Ranger and Lifeguard Programs

- a. Lifeguards– The 2017 season is drawing to a close as lifeguards are now at the pool weekends only thru Labor Day. Roughly a dozen swimmer assists have been made in the last couple of months along with treatment for minor first aid incidents such as bee stings, scraps, cuts and abrasions. Lifeguards have reported a significant drop in attendance at the pool weekdays this summer, but also said weekend trends were busy.

- b. Rangers- Going into the summer season short one ranger made duties more challenging for existing rangers. Primary duties revolved around keeping the park safe and operational given the number of trees/limbs falling and dealing with a vast amount of vandalism done to infrastructure in the park. Much time was spent with the ongoing challenge of dealing with homeless issues in the park and greenways and working cleanups with ACS (Sheriff's Alternative Custody workers) and various volunteer groups.
- c. Significant Incidents – There were several incidents of mention from the past couple of months.
- An abandonment of weeks old pit mix puppies occurred on Petersen Drive in June. Park patrons alerted the ranger and the emaciated pups were taken to the shelter to be nursed back to health, de-wormed, and have ticks and fleas removed. All nine pups were eventually adopted out between the shelter and Humane Society.
 - In July, a vandalism incident involving a juvenile driver losing control of a vehicle and hitting a tree in the North Five Mile parking area occurred. The juvenile was arrested for DUI and his passenger for public intoxication. \$1700 in damage was done to the parking lot. The driver was billed for damages.
 - A helicopter was needed to extract an injured hiker out of Salmon Hole in July. The victim was short hauled to a parking area and ground transported to Enloe for further treatment of his injuries.
 - In August, a zip line apparatus was found at Salmon Hole with several trees irreparably damaged from construction. Park crews worked to remove the line only to have vandals come back and destroy more park property, namely cutting out the emergency phone at Salmon Hole and destroying park signage while trying to reconstruct the zipline. Stealth cams are being placed in the area to monitor the situation which has risen to felony vandalism.
 - The case of felony vandalism for illegal trail building in Upper Park was filed in June. The preliminary hearing for trial is set for November 2nd of this year.

4. Outreach and Education

- a. Interpretive Outings– Rangers LeDonne and Barge made 2 separate presentations to the Nature Center camps this summer. LeDonne entertained the children with a presentation of “The Hats” a ranger wears describing all the different jobs a ranger does, while Ranger Barge was able to share fun facts about the Wonderful Animals of Bidwell Park. Both rangers relished the time with the kids who were eager listeners and storytellers themselves

5. Donor and Volunteer Program

- a. Caper Acres Night at the Ballpark – The Parks Division teamed up with the Chico Heat baseball team for a special Caper Acres fundraiser game. Over \$800.00 was raised in ticket sales to go toward the Caper Acres Renovation Project.
- b. Generous Donation - \$5,000 was donated through the North Valley Community Foundation for Caper Acres. The donor provided a name but no other contact info.
- c. Upward Bound – Approximately 250 teens contributed over 750 hours of labor cleaning up around the 1 Mile area on June 16th. A team of 4 Upward Bound Students worked in the park Monday – Thursday, June 12 – July 18.
- d. United States Fish and Wildlife Service (USFWS), Youth Conservation Corps (YCC)– On July 18th 12 YCC members from the USFWS, Sacramento National Wildlife Refuge, Willows, came out to Lost Park and contributed 48 hours of volunteer labor to cleanup overgrown vegetation in Lost Park.
- e. Alliance for Workforce Development (AFWD) – A Federal Grant for storm damage cleanup was awarded to the AFWD in early 2017. As a result, the Parks Division has a team of 4 workers 29 hrs. a week for 6 months to help clear downed vegetation mainly around the 1 mile area of Bidwell Park.
- f. Upcoming Volunteer Opportunities –
- i. 30th Annual Bidwell Park and Chico Creeks Cleanup– On September 16th hundreds of volunteers will get together and cleanup Chico's creeks. For information on how to get involved call 891-6424 or visit <http://www.becnet.org/events>
 - ii. Make a Difference Day – Saturday, October 28, 2017 Chico's community and local organizations will be taking part of a national movement, Chico Make a Difference Day, #MDDayChico. Make A Difference Day is the largest single-day of volunteering in the country. This campus-community day of service will celebrate Chico's community spirit and will unite students and local residents around common causes that make our city special. Participants will enjoy a FREE T-Shirt and a FREE BBQ at the Downtown City Plaza after the Chico Make A Difference Day event. <https://www.chicochamber.com/index.php/events/mddaychico/>

MONTHLY SUMMARY TABLES

Table 1. Monthly Volunteer Hours

Park and Greenway Volunteer Activities, June - July 2017						
Date	Location	Agency	Task	# of Volunteers	Total Hours	Leader
All of June	Comanche Creek	FOCCG	Gen. Cleanup	10	77	Janet Ellner
All of June	Various	Park Watch	Park Ambassadors	110	1218	Shane Romain
various	Memorial Way		Vegetation Mgmt	1	2	Susan Mason
6/3/2017	Lindo Channel	CCW	Gen. Cleanup	14	42	Dan Bringolf
6/4/2017	Lindo Channel	CCW	Gen. Cleanup	1	1	Dan Bringolf
6/7/2017	Lindo Channel	CCW	Gen. Cleanup	1	1	Dan Bringolf
6/7/2017	1 Mile	Klean Kanteen	Gen. Cleanup	46	92	Jeff Creswell
6/11/2017	Upper Bidwell Park	BEC	Watered Oak Seedlings	4	8	Lexi Thornton
6/14/2017	Lindo Channel	CCW	Gen. Cleanup	1	1	Dan Bringolf
6/16/2017	1 Mile	Upward Bound	Gen. Cleanup	250	750	Shane Romain
6/17/2017	Lindo Channel	CCW	Gen. Cleanup	14	42	Dan Bringolf
6/18/2017	Upper Bidwell Park	BEC	Watered Oak Seedlings	6	12	Lexi Thornton
6/25/2017	Upper Bidwell Park	BEC	Watered Oak Seedlings	4	8	Lexi Thornton
6/27/2017	1 Mile	Workabilty	Veg. Mgmt.	12	36	Shane Romain
6/28/2017	1 Mile	Workabilty	Veg. Mgmt.	12	36	Shane Romain
6/29/2017	Comanche Creek	FOCCG	Gen. Cleanup	5	21	Susan Mason
All of July	Various	Park Watch	Park Ambassadors	110	1218	Shane Romain
All of July	Comanche Creek	FOCCG	Gen. Cleanup	10	74	Janet Ellner
various	various		Trash pickup, Misc.	2	5	Susan Mason
7/2/2017	Upper Bidwell Park	BEC	Watered & Caged Oaks	5	6	Lexi Thornton
7/9/2017	Upper Bidwell Park	BEC	Watered & Caged Oaks	3	4	Lexi Thornton
7/15/2017	Lindo Channel	CCW	Gen. Cleanup	18	54	Dan Bringolf
7/16/2017	Upper Bidwell Park	BEC	Watered & Caged Oaks	9	11	Lexi Thornton
7/18/2017	Lost Park	YCC	Veg. Mgmt.	12	48	Shane Romain
7/23/2017	Upper Bidwell Park	BEC	Watered & Caged Oaks	4	5	Lexi Thornton
7/25/2017	Comanche Creek	FOCCG	Gen. Cleanup	5	28	Susan Mason
7/29/2017	Lindo Channel	CCW	Gen. Cleanup	12	36	Dan Bringolf
7/30/2017	Upper Bidwell Park	BEC	Watered & Caged Oaks	4	5	Lexi Thornton
				TOTAL HRS	3841	

Table 2. Monthly Public and Private Permits

Monthly Public Permits - June 2017				
Date	Location	Organization	Event	Participant #
06/04/17	Council Ring	God Squad	AA Meeting	60
06/04/17	1 Mile	North Balley Intergroup	BBQ	160
06/10/17	Sycamore Field	CARD	Movies in the Park	1,000
06/11/17	Council Ring	God Squad	AA Meeting	60
06/18/2017	Council Ring	God Squad	AA Meeting	60
06/18/2017	1 Mile	Kristiana Stiles	1 Mile Walk Fundraiser	75
06/25/2017	Council Ring	God Squad	AA Meeting	60
06/26 - 6/30/2017	Children's Playground	Bidwell Presbyterian Church	VBX	750
06/28/2017	City Plaza	Northern CA Youth and Family Programs	Community Event	175
Totals				2,400

Monthly Public Permits - July				
Date	Location	Organization	Event	Participant #
07/02/17	Council Ring	God Squad	AA Meeting	60
07/04/17	5 Mile	Narcotics Anonymous	BBQ	100
07/04/17	1 Mile	Developmental Disabilities Sports Fund	Chico Celebrates Our Independence	1,200
07/08/2017	City Plaza	Butte Humane Society	Pup (Pub) Crawl	500
07/08/2017	1 Mile	Chico Narcotics Anonymous	BBQ	75
07/09/2017	Council Ring	God Squad	AA Meeting	60
07/16/2017	Council Ring	God Squad	AA Meeting	60
07/23/2017	Council Ring	God Squad	AA Meeting	60
Totals				2,115

Table 3. Monthly Private Permits

Monthly Private Permits - June 2017		
Type	# Permits	# Participants
Private	31	1965
Caper Acres	20	560
Totals	51	2525

Monthly Private Permits - July		
Type	# Permits	# Participants
Private	12	654
Caper Acres	14	340
Totals	26	994

Table 4. Monthly Maintenance Hours.

Category	Staff Hours	% of Total	% Change from Last Month	2017 Trend
1. Safety	131	22.0%	69.8%	
2. Infrastructure Maintenance	140	23.6%	77.5%	
3. Vegetation Maintenance	118	19.9%	102.6%	
4. Admin Time/Other	204	34.5%	66.2%	
Monthly Totals	592	100%	74.9%	

Table 5. Monthly Incidents

06/01/2017	Upper Park	Vehicle Vandalism	Cop Logic RPT
06/05/2017	Middle Park	Vehicle Burglary	Cop Logic RPT
06/05/2017	Lower Park	Vehicle Burglary	Cop Logic RPT
06/25/2017	Upper Park	Petty Theft	Cop Logic RPT
07/07/2017	Upper Park	Rescue	Medical Transport
07/12/2017	Lower Park	484 bike theft > \$ 950	Cop Logic RPT
07/13/2017	Middle Park	Property Damage/DUI	Arrest
07/18/2017	Lower Park	Bike theft	Cop Logic RPT
07/24/1971	Upper Park	487 (a) Theft > 950	Cop Logic RPT
07/24/2017	Upper Park	487 (a)	Cop Logic RPT
07/29/2017	Middle Park	Vehicle vandalism	Cop Logic RPT

**Table 6. Monthly Citations and Warnings
Ranger Report - Warnings June 2017**

Violation - Warnings	Monthly			Annual		
	Total Warnings	%	Rank	Total Warnings	%	Rank
Alcohol	10	17%	3	35	8%	5
Animal Control Violations	11	19%	2	81	19%	2
Bicycle Violation	6	10%	5	56	13%	4
Glass	0	0%	10	6	1%	9
Illegal Camping	5	8%	6	111	26%	1
Injury/Destruction City Property	2	3%	8	3	1%	10
Littering	0	0%	10	12	3%	8
Other Violations	7	12%	4	20	5%	7
Parking Violations	3	5%	7	29	7%	6
Resist/Delay Park Ranger	1	2%	9	2	0%	11
Smoking	14	24%	1	74	17%	3
Totals	59	100%		429	100%	

Ranger Report - Citations June 2017

Violation - Citations	Monthly			Annual		
	Total Citations	%	Rank	Total Citations	%	Rank
Alcohol	0	0%	4	7	4%	7
Animal Control Violations	0	0%	4	8	5%	6
Bicycle Violation	3	38%	1	10	6%	4
Glass	0	0%	4	10	6%	4
Illegal Camping	0	0%	4	16	10%	3
Injury/Destruction City Property	0	0%	4	0	0%	10
Littering	0	0%	4	2	1%	9
Other Violations	2	25%	3	28	17%	2
Parking Violations	3	38%	1	75	47%	1
Resist/Delay Park Ranger	0	0%	4	0	0%	10
Smoking	0	0%	4	5	3%	8
Totals	8	100%		161	100%	

Ranger Report - Warnings July 2017

Violation - Warnings	Monthly			Annual		
	Total Warnings	%	Rank	Total Warnings	%	Rank
Alcohol	4	9%	5	35	8%	5
Animal Control Violations	7	15%	4	81	19%	2
Bicycle Violation	10	22%	2	56	13%	4
Glass	0	0%	8	6	1%	9
Illegal Camping	9	20%	3	111	26%	1
Injury/Destruction City Property	0	0%	8	3	1%	10
Littering	2	4%	7	12	3%	8
Other Violations	0	0%	8	20	5%	7
Parking Violations	3	7%	6	29	7%	6
Resist/Delay Park Ranger	0	0%	8	2	0%	11
Smoking	11	24%	1	74	17%	3
Totals	46	100%		429	100%	

Ranger Report - Citations July 2017

Violation - Citations	Monthly			Annual		
	Total Citations	%	Rank	Total Citations	%	Rank
Alcohol	1	5%	5	7	4%	7
Animal Control Violations	1	5%	5	8	5%	6
Bicycle Violation	0	0%	7	10	6%	4
Glass	2	10%	3	10	6%	4
Illegal Camping	2	10%	3	16	10%	3
Injury/Destruction City Property	0	0%	7	0	0%	10
Littering	0	0%	7	2	1%	9
Other Violations	5	24%	2	28	17%	2
Parking Violations	10	48%	1	75	47%	1
Resist/Delay Park Ranger	0	0%	7	0	0%	10
Smoking	0	0%	7	5	3%	8
Totals	21	100%		161	100%	

PHOTOGRAPHS



Figure 1 Chico Noon Rotary cheese painting.



Figure 2 Upward Bound Orientation



Figure 3: Aspen trees vandalized for zip line



Figure 4: Zip Line at Salmon Hole



Figure 3 AFWD clearing downed tree



Figure 4 YCC at Lost Park



DATE: 8/28/17
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Richie Bamlet, Urban Forest Manager
SUBJECT: Street Trees Report

NARRATIVE

1. Updates From July and August 2017 activities

City Street Trees Division received 138 limb drop calls in July. The total for the year so far is 603. Staff continue to deal with a large number of service requests.

2. Planning/Monitoring

- a. Permits– The UFM approved a number of permits in July/August. Most of the permits were for the removal of dead trees for utility line clearance operations
- b. Damage.
- d. Safety pruning was done on South Park Drive on many Valley oaks along a 1000' stretch from the 99 Highway heading west. The trees were subjected to an end-weight reduction pruning. Previously fallen limbs were also cleaned up. Anecdotal evidence suggests that the pruning was a success. Of all the limb-drop incidences that have occurred in the park since that time, none have involved the newly pruned trees.
- e. The UFM commented on development plans for Chase Bank. Species changes were recommended and incorporated into the development designs. The UFM also met with members of the design team for the Bruce road reconstruction landscape design development. Alternative species choices were explored.

3. Maintenance

- a. Mobile MMS–roll out new service request software. It is anticipated that this software will also assist in urban forest management planning as well as help manage the large volume of service request calls.

4. Outreach and Education

- a. Big Trees Chico.
- b. UFM met with PG&E field personnel to discuss pruning of trees for utility line clearance within the city.
- c. UFM prepared information to present to the Sustainability Task Force the 7/27 meeting. This meeting was rescheduled for October 26.

Staff training

- a. Staff attended Traffic control safety training.

5. Street Trees

The Street Tree Supervisors monthly summary data tables for June and July are included below in this report.

Additional highlights:

- a. Line of Sight clearance work– Street Tree crew continue to trim stop signs, traffic lights, school crossings and other right-of-way fixtures to enhance pedestrian and vehicular safety.

- b. Development of the 2017 removal list is ongoing. Trees eligible for this list are predominantly trees that are dying or dead. There are currently 98 trees on the list. The list should be finalized in the coming weeks ready to go out to the removal contractor.
- c. 245 young trees continue to be watered by city staff.
- d. Tree cleaning work was completed around Citrus elementary. During the school break, 15 city-owned walnuts around the perimeter of the school were cleaned of deadwood and structural defects. Contractors also pruned sweetgums adjacent to Chico Junior High.
- e. Street Tree crew received several Thank You calls and emails. See Exhibit A. Staff are working hard against a rising tide of service calls, reduced staffing and extreme heat to deal with tree safety issues, especially downed limbs and hangers.

6. Upcoming Issues/Miscellaneous

- a. Inventory work is scheduled to start in Bidwell park along South park drive and Petersen drive. Once that work is complete, the UFM will work with the interim Natural Resources Manager to prepare a bid for tree safety pruning.
- b. Trees that residents pledged to water are scheduled to be inspected by staff in the coming weeks. Staff will check that trees are thriving and offer advice to any trees that may not be receiving the correct watering.
- c. UFM has made contact with Home Depot and plans to meet onsite to look at shade trees in the parking lot.
- d. UFM is hoping that Cal Fire will announce additional funding available for Urban Forestry soon due to the extension of cap and trade. It is anticipated that an application can be made for urban forestry management items such as a revised urban forest inventory.

MONTHLY SUMMARY TABLES






Table 1. June Monthly Street Tree Productivity

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	34.5	5.4%	93.2%	
2. Tree Work (Installation, Establishment, and Maintenance)	447.5	69.9%	121.8%	
3. Special Projects	20.5	3.2%	186.4%	
4. Admin Time/Other	137.5	21.5%	64.0%	
Monthly Totals	640	100.0%	101.5%	

June Production numbers

Item	Values	% Change from Last Month	Trend
Productivity			
Calls			
Call Outs	114	300.0%	□□□□□□
Service Requests: Submitted	0	-	
Service Requests: Completed	87	91.6%	□□□□□□
Sub Total	201	151.1%	□□□□□□
Trees			
Planted: Trees	0	-	□□
Pruned	28	31.8%	□ □□□□
Removed: Trees (smaller)	2	-	□□ □□
Removed: Stumps	0	-	□
Removed: Trees	0	-	
Sub Total	30	34.1%	□□□□□□
Tree Permits (#)			
Submitted	13	-	□
Approved	12	1200.0%	□□□□□□
Denied	1	-	□□
Total	26	2600.0%	□□□□□□
Contracts			
Expenditures (\$)	\$ 59,495	956.7%	□□□□□□
Trees (#)			
Pruned	35	350.0%	□□ □□□□
Removed: Stumps	2	100.0%	□ □□
Removed: Trees	30	1500.0%	□ □□□□□
Total	67	478.6%	□□ □□□□

Table 2. July Monthly Street Tree Productivity.

Category	Staff Hours	% of Total	% Change from Last Month	Trend
Tree Crew Hours				
1. Safety	43	6.4%	124.6%	
Establishment, and Maintenance)	434.5	64.5%	97.1%	
3. Special Projects	0	0.0%	0.0%	
4. Admin Time/Other	196	29.1%	142.5%	
Monthly Totals	673.5	100.0%	105.2%	

July production numbers

Item	Values	% Change from Last Month	Trend
Productivity			
Calls			
Call Outs	176	154.4%	▣▣▣▣▣▣
Service Requests: Submitted	0	-	
Service Requests: Completed	120	137.9%	▣▣▣▣▣▣
Sub Total	296	147.3%	▣▣▣▣▣▣
Trees			
Planted: Trees	0	-	▣▣
Pruned	27	96.4%	▣ ▣▣▣▣
Removed: Trees (smaller)	0	0.0%	▣▣ ▣▣
Removed: Stumps	0	-	▣
Removed: Trees	0	-	
Sub Total	27	90.0%	▣▣▣▣▣▣
Tree Permits (#)			
Submitted	0	-	
Approved	9	-	▣▣▣▣ ▣
Denied	2	-	▣
Total	11	-	▣▣▣▣▣ ▣
Contracts			
Expenditures (\$)	\$ 15,200	25.5%	▣▣▣▣▣▣
Trees (#)			
Pruned	25	71.4%	▣▣ ▣▣▣▣
Removed: Trees (smaller)	0	-	
Removed: Stumps	0	0.0%	▣ ▣▣
Removed: Trees	1	3.3%	▣ ▣▣▣▣
Total	26	38.8%	▣▣ ▣▣▣▣

PHOTOGRAPHS



Figure 1. Emergency response to large broken valley oak limb on South Park Dr. in Bidwell Park 6-2-17.



Figure 2. Emergency response to a large broken silver maple limb that hit a house on White Ave. 6-19-17.



Figure 3. Emergency response to cracked limb over side walk at 121 W 4th Ave 6-20-17.



Figure 4. Twin Cities Tree Service, the City tree removal contractor removing a dead black walnut at 1120 Esplanade 6-5-17.



Figure 5. Twin Cites Tree Service setting up rigging lines for the removal 6-5-17.



Figure 6. Fallen Valley oak limb into Caper Acres 7-28-17



Figure 7. Silver maple failure onto car 4th ave 7-5-17



Figure 8. Tree limb failure onto car W 3rd 7-26-17



Figure 9 Petersen Tree Service. Dead walnut removal in Bidwell park 7-6-17



Figure 10 Fallen sweetgum limb Legion Ave 7-20-17



Figure 11 Fallen sycamore limb Grafton Ave