



Prepared: 10/18/13  
Posted: 10/21/13  
Prior to: 5:00 p.m.

**CALL AND NOTICE  
OF  
A SPECIAL MEETING OF THE BIDWELL PARK AND  
PLAYGROUND COMMISSION OF THE CITY OF CHICO**

**October 23, 2013**

**6:30 p.m.**

**PLEASE TAKE NOTICE** that a special meeting of the Bidwell Park and Playground Commission of the City of Chico has been called for 6:30 p.m. on Wednesday, October 23, 2013 to be held in the Chico Municipal Center, Council Chamber, 421 Main Street, California, for a Special Meeting of the Bidwell Park and Playground Commission. The matters to be considered by the Council are:

- 1.1 **PERMIT** — the BPPC will consider a Permit to allow a Brand Marketing Photo Shoot in Bidwell Park.

---

**The BIDWELL PARK AND PLAYGROUND COMMISSION is prohibited by law from considering any other business at this meeting.**

2. **ADJOURNMENT** – Adjourn to a regularly scheduled Bidwell Park & Playground Commission meeting on Monday, October 28, 2013 in the City Council Chamber.

Distribution:

BPPC Commissioners (7)  
Full BPPC Distribution  
News Media – via fax



DATE: October 20, 2013  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Ruben Martinez, Public Works Director  
SUBJECT: Permit Application for a photo Shoot in Middle and Upper Park

## Recommendation

Staff recommends approval of the permit with conditions.

## Report in Brief

The Wells Fargo Brand Marketing and Strategy Manager requests a permit to stage (pun intended) a still photo shoot in Bidwell Park on October 26, 2013 and October 27, 2013. The production company would setup in Upper Park at Day Camp, on early Saturday for an afternoon and sunset photography session. On Sunday they would setup very early in North 5-Mile Area, and start with a sunrise shoot with wraps around noon. The company will include trucks, equipment, horses and approximately 20 production staff.

## Discussion

All permits require adherence to park rules and the applicant must provide sufficient monitoring to keep the production equipment and staff on the roadways where possible. The applicant has also requested that the Day Camp area be cordoned off so equipment, including trucks, horses, horse trailers and iconic stage coach is able to stage and effectively use natural light in the parking area with the natural foliage in the background. The applicant is also requesting that they be allowed to put up caution tape to provide a boundary for regular onlookers and passersby, to view but not interfere with the work.

Both of these areas are normally open to visitors on the specified days requested. Production staff will need to monitor equipment movements to restrict, reduce or eliminate any movements outside of the wheeled roadways, while allowing the production company the best possible staging for photos. Additionally, 5 Mile Way on the North side of 5 Mile Park Areas will need to be kept clear for through traffic.

This application requires BPPC consideration as the Company is requesting the use of intensive-use areas in Middle Park and non-intensive use areas in Upper Park and for a duration of over ten hours for both sessions. The schedule is estimated to look like:

### Saturday, October 26 / Upper Park, Day Camp

8 a.m. Hodge's Nursery delivers trees for color - contact person Christine Arthur  
11 a.m. - noon Stage Coach, Horses and Production Motorhome arrive  
12 p.m. - lunch / photographer on set  
2 p.m. - photography begins  
Sunset [6:14 p.m.] - photography ends, production wraps out

### Sunday, October 27 / North 5 Mile

5 a.m. - Stage Coach, Horses and Production Motorhome arrive  
6:30 a.m. - photographer on set  
Sunrise [7:30 a.m.] - photography begins  
11 a.m. - photography ends, production wraps out

The company would like both areas cordoned off from the public with cleared parking lots. Not much is happening between the times the trees are delivered Saturday morning and the time the coach and horses arrive on set but to avoid conflicts it may be prudent to cordon off the area.

While heavy equipment will be on regularly traveled paved roads and dirt roads, there will be some setup of horses and stage coach in areas that typically only see foot traffic. The North 5-Mile area is intensive use and while unusual there is a vehicle gate to allow vehicle access. In this case the vehicle would be a stage coach and two horses which is permissible use under the Bidwell Park Master Management Plan (BPMMP). There is the potential for footprints especially from horses but that currently exists. In Upper Park the short duration of the event makes it unlikely the impacts would become incompatible with wilderness activities.

Staff recommends that the applicant stage in the wheeled traveled ways as much as possible. The plan also notes that Middle and Upper Park are protected areas for primarily non-intensive recreational uses, with North 5-Mile area an exception.

**Distribution:**

Anna Kauffman  
Christine Arthur  
Terri Burns

**Attachments:**

Permit Application,  
Burns Email identifying logistics  
Insurance Certificates.



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

General Services Department - Park Division  
 965 Fir Street/P.O. Box 3420  
 Chico, CA 95927-3420  
 (530) 896-7800 Fax: (530) 895-4731

**Type of Event:**

PUBLIC  PRIVATE

### SECTION 1 - APPLICANT INFORMATION

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

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

PLEASE PRINT:

Name of Applicant/Contact Person  
 Anna Kauffman  
 Organization Name (if applicable)  
 Anna Kauffman Productions  
 Home, Organization, or Company Address  
 Hanford, CA 93230  
 Contact Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

Wells Fargo Photo Shoot  
 Description of Event: (family BBQ, walk/run, describe below if needed)  
 Saturday and Sunday October 26 and 27, 2013  
 Day and Date of Event:  
 From: Sat 8 a.m. - 8 p.m. To: Sun 5 a.m. - 1 p.m.  
 Total Time Needed for Set-up, Event, and Clean-up  
 From: \_\_\_\_\_ To: \_\_\_\_\_ 20 - 25  
 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: \_\_\_\_\_ between 8:00 AM-4:30 PM
  - 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: \_\_\_\_\_ between 8:00 AM - 4:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): Day Camp
- 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 \$ 720.00 (\$11.00 minimum, please call for quote) *x 2 days / 2 locations*
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$6.00 per vendor)
- Damage Deposit \$ 200.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ 65.00 (\$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

Total Fee Required: \$ 1044.00

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

City of Chico Cash Receipt No. CR 372892 Payment Method: CC 7361 Date: 10/21/13 Received By: TR

Office Distribution:	Permit File (original) Park Field Supervisor	Park Ranger 1 Park Ranger 2	Senior Park Ranger Landscape Inspector.	Applicant Risk Management (e-mail)	Email(various) 920 Fund
----------------------	---	--------------------------------	--	---------------------------------------	----------------------------

**SECTION 4 – INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required  Not Required

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

If insurance is required for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at [riskmanagement@ci.chico.ca.us](mailto:riskmanagement@ci.chico.ca.us). Insurance may also be purchased through the City.

If insurance is required, Certificate of Insurance, meeting City standards must be received by: 10/11/13

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]  
Signature of Applicant

X October 16, 2013  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
965 Fir Street  
Chico, CA 95928

FAX 530-895-4731 or email to [Parkinfo@ci.chico.ca.us](mailto:Parkinfo@ci.chico.ca.us)

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: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of General Services Director \_\_\_\_\_

Date \_\_\_\_\_

Please take a look at the attached. The rough schedule looks like this from the production perspective:

1. Saturday, October 26 / Upper Park, Day Camp 360.00

8 a.m. Hodge's Nursery delivers trees for color - contact person Christine Arthur

11 a.m. - noon Stage Coach, Horses and Production Motorhome arrive

12 p.m. - lunch / photographer on set

2 p.m. - photography begins

Sunset [6:14 p.m.] - photography ends, production wraps out

500.00  
720.00  
-----  
\$ 1220.00

Sunday, October 27 / North 5 Mile 360.00

5 a.m. - Stage Coach, Horses and Production Motorhome arrive

6:30 a.m. - photographer on set

Sunrise [7:30 a.m.] - photography begins

11 a.m. - photography ends, production wraps out

We will not photograph Sunset on Sunday.

We would like both areas cordoned off from the public with cleared parking lots as we arrive. Not much is happening between the time the trees are delivered Saturday morning and the time the coach and horses arrive on set.

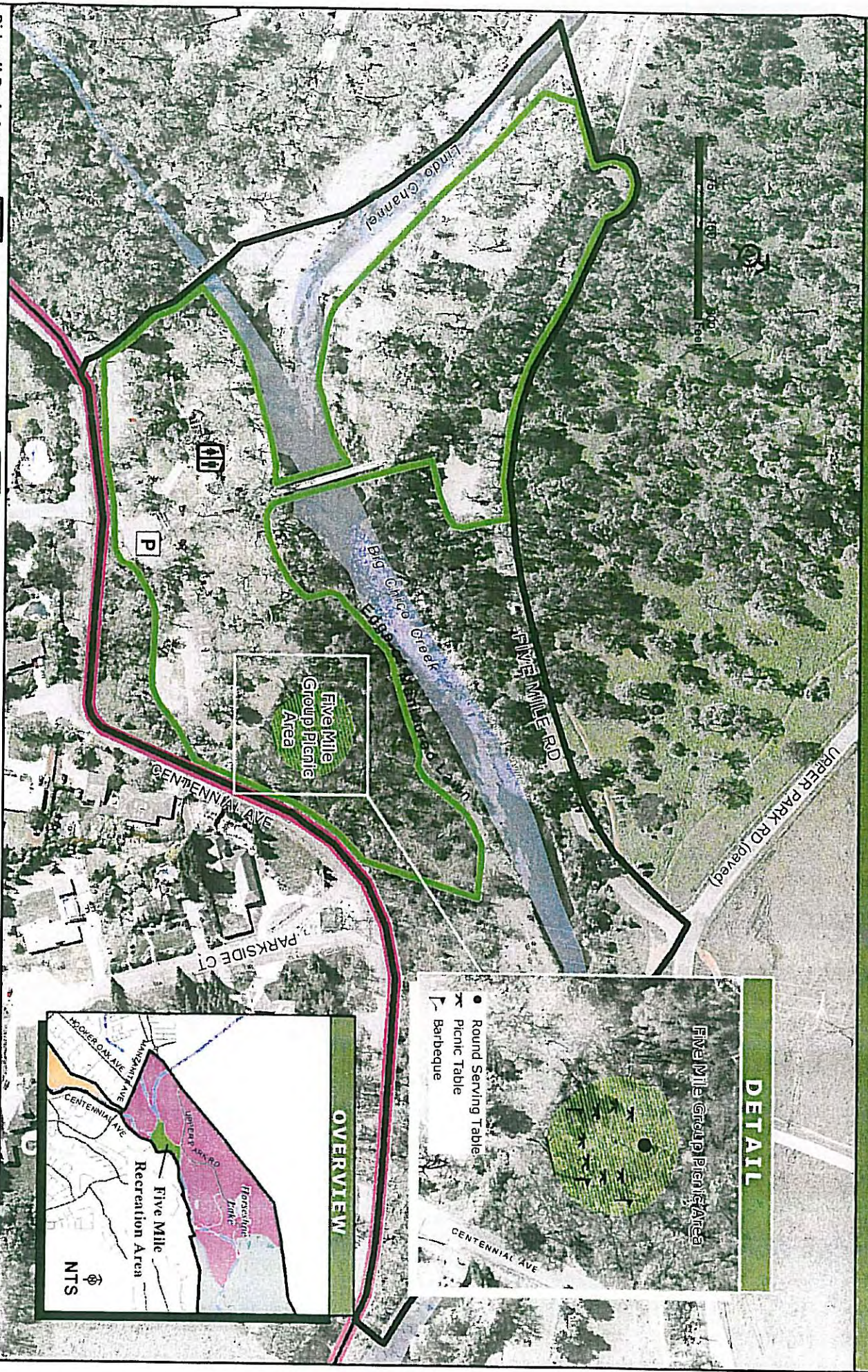
Please forward maps of each area and clear points of travel to me and/or Terri Burns at your earliest convenience.

There is a typo on your report in the last paragraph [traveled not travels]. Good pun in the first.

While we can manage our vehicles in the designated area, we will need one of your rangers to monitor through traffic. Will you designate a ranger to stay with our production during load-in?

Thank you, Anna

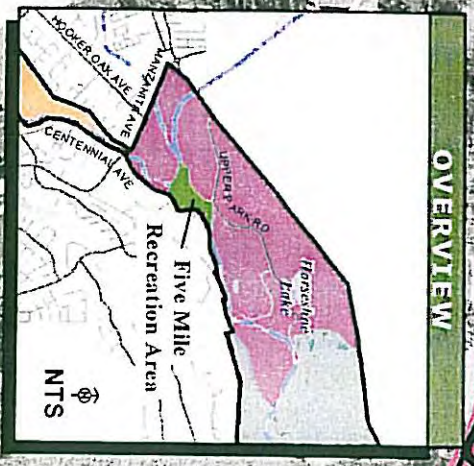
# Five Mile Recreation Area



## DETAIL



## OVERVIEW



- Bidwell Park Areas**
- Lower Park
- Middle Park
- Upper Park
- Bidwell Park Boundary
- Parking
- Restroom
- Five Mile Recreation Area Boundary
- Intensive Use Area
- Exclusive Use Area

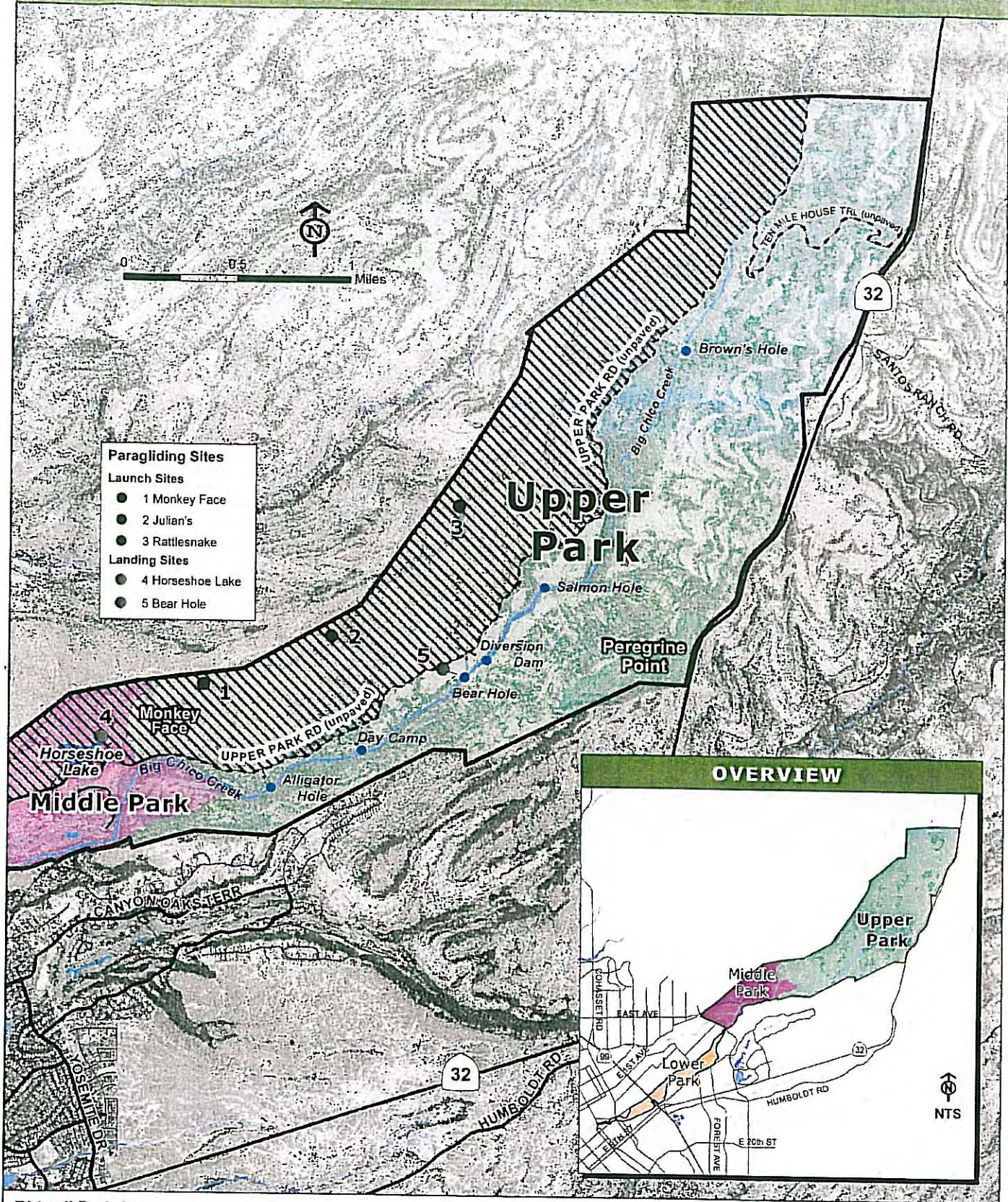
Aerial Photo: Flown for the City of Chico - March 2009

**EXHIBIT F**

Chapter 12R.04



# Upper Bidwell Park



- Paragliding Sites**
- Launch Sites**
- 1 Monkey Face
  - 2 Julian's
  - 3 Rattlesnake
- Landing Sites**
- 4 Horseshoe Lake
  - 5 Bear Hole

**Bidwell Park Areas**

- Upper Park
- Lower Park
- Middle Park
- Bidwell Park Boundary
- Dog Exercise Area
- Swimming Holes

Aerial Photo: 2010 NAIP Imagery for Butte County - USDA

**EXHIBIT**  
**L**  
Chapter 12R.04





Fee Schedule 80.020

IV OTHER PARK FEES/RATES:

B. Reservation Fee for Filming Purposes

In addition to the above application fee, park reservation fees for the exclusive use of park facilities for filming purposes shall be paid to the Park Division prior to the issuance of the permit based on the fees set forth below. All fees shall be assessed and computed on a per day basis.

	Fee	Damage Deposit(Refundable)
1. Intensive Use Areas		
a. Partial Day (4 hours or less)	\$180.00	\$100.00
b. Full Day (over 4 hours)	\$360.00	\$100.00
2. Non-Intensive Use Areas		
a. Partial Day (4 hours or less)	\$ 177.50	\$ 500.00
b. Full Day (over 4 hours)	\$ 360.00	\$ 500.00

CITY OF CHICO  
FINANCE OFFICE / 879-7320

CITY OF CHICO GEN SUC  
965 FIR ST  
CHICO, CA 959

TERMINAL ID. : 03248677  
MERCHANT #: 345430822881

VISA

\*\*\*\*\*7361 \*

SALE

BATCH: 000112

DATE: Oct 21, 13

SEQ: 0001

AUS: VY

INU: 513345

TIME: 17:15

AUTH: 06620C

Name: ANNA KAUFFMAN PRODUCTIONS

Receipt #: CR372892

ID:

Date: 10/21/13 Time: 14:25:59

Reference Date: 10/21/13

TOTAL \$1044.00

CR370892

x. Phone

I AGREE TO PAY ABOVE TOTAL AMOUNT  
ACCORDING TO CARD ISSUER AGREEMENT  
MERCHANT AGREEMENT IF CREDIT VOUCHER

MERCHANT COPY

=====

002-000-42699	10/26-27 5 MILE/UPPE CC 7361 PARK-ADMN	Other Service Char	19.00
002-000-42501	10/26-27 5 MILE/UPPE CC 7361 PARK-ADMN	Park Use Fees	720.00
900-000-42699	10/26-27 5 MILE/UPPE CC 7361 GENERAL LIAB INS R	Other Service Char	40.00
920-000-21100	10/26-27 5 MILE/UPPE CC 7361 REVOLVING-ADMN	CUSTOMER DEPOSITS	200.00
002-000-42501	10/26-27 5 MILE/UPPE CC 7361 PARK-ADMN	Park Use Fees	65.00

Total Receipt Amount: 1,044.00

Prepared By: GFC

Batch Id: CRPK025A