



**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**  
**POLICY ADVISORY COMMITTEE**  
(Commissioners Herrera, Ober, and Emmerich-Chair)  
September 15, 2011; 6:00 p.m.  
Municipal Center - 421 Main Street, Conference Room 1

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**1. CALL TO ORDER**

**2. REGULAR AGENDA**

- 2.1.** The Policy Advisory Committee (PAC) continues to review and discuss changes to its current Policy for Memorial /Dedication/Recognition Opportunities Within Bidwell Park. Committee members will review additional information and discuss policy concepts that should be incorporated into the revised policy to cover donations for plaques, benches, and additionally, memorial trees. The PAC will recommend a revised policy for BPPC approval. Staff anticipates several meetings before the *item* comes back to the BPPC for adoption. **Action:** *Continue development of the donation policy.*

**3. 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.

**4. ADJOURNMENT**

Adjourn to the next regular meeting on October 20, 2011, at 6:00 p.m., in Conference Room 1, in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).



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DATE: 09/06/2011  
TO: Policy Advisory Committee  
FROM: Lise Smith-Peters, Management Analyst  
SUBJECT: Review of Current Park Bench and Plaque Donation Policy

## 1. Call to order

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

**Attendees:** Commissioners present: Chair Lisa Emmerich, Mark Herrera, and Rich Ober; Staff present: Dan Efsseff, Parks and Natural Resources Manager, Ruben Martinez, General Services Director, and Lise Smith-Peters, Management Analyst; Public present: Susan Mason, Friends of Bidwell Park

## 2. REGULAR AGENDA

**2.1** The Policy Advisory Committee has met twice (07/21/11 and on 08/18/11) to review the current formal Policy for Memorial /Dedication/Recognition Opportunities Within Bidwell Park, to consider several issues with the policy and to discuss donation concepts. The current policy has been evaluated in terms of the goals set forth in the Bidwell Park Master Management Plan (Appendix M of the MMP). These goals are:

1. Strike a balance between meeting the needs of all park users while also protecting the park environment and eco-systems;
2. Raise funds dedicated to the maintenance of existing facilities and to build and maintain new facilities;
3. Provide opportunities to individuals, groups and/or organizations desirous of donating funds to the park for memorials/dedications/recognitions

Several issues under consideration include:

- a) The costs of benches and changing the donation price to cover all costs, which would include ongoing maintenance and administrative staff time (current donation does not cover the entire expense of materials, fabrication, installation, administrative staff time and annual maintenance).
- b) The style of bench could be changed so that prefabricated benches may be purchased and installed, which will lower staff costs, ease installation, reduce the need to purchase materials (ever-changing costs), and utilize material like Trex so that annual maintenance is reduced.
- c) Placing bench construction and installation out to bid to a vendor, and this would include the installation of recycled benches in Upper Bidwell Park.
- d) Limit the number of years that benches (term limit, needed locations, how many per family, etc.) are considered a donation.
- e) Specify the number of new plaques that may be installed per bench, picnic area, vita course station and other facilities approved by the BPPC. What type of facilities should have plaques – bridges, buildings, restrooms, etc.
- f) Consider appropriate wording for plaques.
- g) Add language to initiate a Memorial Tree program.

Staff anticipates that several meetings are needed to consider issues and donation concepts regarding these particular elements of the donation program and the addition of a Memorial Tree Donation program. At its 08/18/11 meeting, the PAC reviewed donation policies used by other cities.

The Committee members will meet September 15 to continue review and consideration of policy issues, concepts and draft language. The PAC will prepare a draft policy for BPPC review and consideration in the coming months.

**3 BUSINESS FROM THE FLOOR – NONE**

**4 Adjournment**

The meeting was adjourned at 7:45 p.m.

**Attachments:** None

**Distribution:** BPPC, Friends of Bidwell Park and Leslie Howard