



**CITY OF CHICO**  
**BIDWELL PARK AND PLAYGROUND COMMISSION (BPPC)**

Regular Meeting Agenda  
November 24, 2014, 6:30 pm  
Municipal Center - 421 Main Street, Council Chamber

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*Materials related to an item on this Agenda are available for public inspection in the Park Division Office at 411 Main Street, 2nd Floor 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

1.3. Special Recognition: Park Watch Members of the Month: Linda Gilmore (May), Elaina McReynolds (June), Mike Priemsburger (July), Sharon Stern and Edgar Ovalle (August), Carla Moreno (October).

**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 10/27/14.

2.2. Permit to Install a Chanukah Menorah at City Plaza (12/16/14 to 12/24/14)

The Chabad Jewish Center requests to install a Menorah on the City Plaza restroom and hold a lighting celebration (12/16/14). As with last year's installation, the applicant will need to have their own contractor install the Menorah with direction from Park staff. The multiple day event is in its 9<sup>th</sup> year and requires BPPC consideration. **Recommendation:** *Approval of permit with conditions.*

2.3. Permit for Christmas Tree Lighting Ceremony at City Plaza (12/4/14).

The Downtown Chico Business Association (DCBA) requests a permit for a Tree Lighting Ceremony and installation of lights on a tree at City Plaza. Crowds will enjoy a musical program and participate in the countdown to light the tree. The tree will remain lighted until the end of December. **Recommendation:** *Conditional approval.*

2.4. Permit for Heart and Sole 5K (3/21/15).

Under the Sun Events / Enloe Medical Center requests a permit to host a race that starts and ends at Chico Area Recreation Center which changes the Standard Course as entry into Bidwell Park will be at the 4th St entrance and North 1 Mile Entrance at Vallombrosa Way. **Recommendation:** *Conditional approval.*

2.5. Permit for Graduation picnic at Picnic Site #37 (5/16/15).

The applicant requests a permit to reserve picnic site #37 for a graduation picnic with family. This picnic site is not an area allowed for reservations without BPPC approval. **Recommendation:** *Conditional approval.*

2.6. Permit for the Walk to End Alzheimer's (10/10/15).

The Alzheimer's Association requests a permit to host the Walk to End Alzheimer's, a stroll through Bidwell Park. The event includes information booths and family friendly activities. Applicant requests set up the day before, which requires BPPC consideration for a multi-day event. **Recommendation:** *Conditional approval.*

**ITEMS REMOVED FROM CONSENT – IF ANY**

**3. NOTICED PUBLIC HEARINGS - NONE**

#### **4. REGULAR AGENDA**

##### **4.1. Permit to Remove and Replace a Street Tree (520 West 12<sup>th</sup> Avenue)**

At the 10/27/14 meeting, the BPPC moved to deny an appeal and permit to prune a Chico street tree (a 20" DBH English Walnut (*Juglans regia*)) by 25% to allow for better solar panel exposure. The BPPC noted that they may be receptive to the removal of the tree with an adequate tree replacement alternative. The BPPC will consider an alternative that includes the removal of the one tree and planting of 3 street trees as replacements. The removal and replanting will be conducted at landowner expense according to City standards. **Recommendation:** *If BPPC approves removal for the landowners convenience, staff recommends replacement with 3 street trees.*

##### **4.2. Consideration of Urban Forest Management Plan**

At the 10/27/14 meeting, Commissioner Ober requested to agendaize the consideration of the Urban Forest Management Plan (UFMP). The BPPC moved (6-0-1) to agendaize the UFMP for discussion and for action to either approve or not approve at the November meeting or earliest possible opportunity. At the 11/4/14 meeting of the Chico City Council, the Council imposed a 6-month deadline on the Public Works Department to contract out the functions of the Urban Forest Manager and complete the Urban Forest Management Plan. **Recommendation:** *Staff recommends that the BPPC consider and discuss the major unfinished items and refer to the UFMP back to the Tree Committee.*

#### **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**

The items below are 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 in a subsequent posted agenda.

6.1. PG&E Tree-Removal and Trimming Work Along Utility Corridor on the Comanche Creek Property.

6.2. 2014 Annual Report for the Wet Weather Plan

6.3. Parks and Street Trees Division Report - Dan Efseaff, Park and Natural Resource Manager.

#### **7. ADJOURNMENT**

Due to the Christmas holiday, the next regular meeting will be on December 15, 2014 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  
October 27, 2014 Regular Meeting

**1. REGULAR COMMISSION MEETING**

**1.1. Call to Order**

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

**1.2. Roll Call**

**Commissioners present:**

Mary Brentwood  
Lisa Emmerich  
Mark Herrera  
Jim Moravec  
Richard Ober  
Drew Traulsen

**Commissioners absent:**

Janine Rood

**Staff present:** Ruben Martinez (Public Works Director), Dan Efseaff (Park and Natural Resource Manager) and Nancy Kelly (Administrative Assistant).

**2. CONSENT AGENDA**

Items 2.1 and 2.2 were pulled from the consent agenda.

**2.3 Permit for Frost or Fog 10 Mile, ¼ Marathon, and 5K Run (1/25/15)**

Under the Sun Events has requested a permit to host a race that starts in Middle Park and extends into Upper Park on Saturday, January 25, 2015. In addition to the 5K and ¼ marathon, the applicant has added a 10 mile race to the event. **Recommendation:** *Conditional approval.*

**MOTION:** Approve items 2.3 of the consent agenda as submitted. **MADE BY:** Jim Moravec **SECOND:** Drew Traulsen **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSENT:** 1 (Rood).

**ITEMS REMOVED FROM CONSENT**

**2.1. Approval of Meeting Minutes**

Action: Approve minutes of BPPC meeting held on 9/29/14.

Chair Emmerich pulled this item from the consent agenda to seek clarification as to why the previously provided minutes were revised. Staff provided clarification.

**MOTION:** Approve the minutes of the BPPC meeting held on 9/29/14 as submitted. **MADE BY:** Richard Ober **SECOND:** Jim Moravec **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSENT:** 1 (Rood).

**2.2. Permit for AMain/Cyclesport Mountain Bike Demonstration (11/08/14).**

AMain/Cyclesport (applicant) has applied for a permit to provide a demonstration with Pivot Cycles to provide bikes for people to test ride. No sales will be made on site. The applicant

has requested use of parking lot B (Easter Cross) and will set up a pop-up tent and park a trailer. **Recommendation:** *Conditional approval.*

Commissioner Ober pulled this item from the consent agenda. He was requesting additional information from staff. He was questioning the possibility that that this was a for-profit entity using the park for purposes that seem to be primarily to promote their business at minimal to no cost.

Efseaff provided an overview of this event. He explained that it is a demo day, with no on-site sales taking place. He also pointed out that the Master Management Plan does not have any restrictions for this type of use.

The applicant, Mike Peevy was in attendance at the meeting and answered questions from the Commission.

**MOTION:** Approve a permit for Frost or Fog 10 Mile, ¼ Marathon, and 5K Run on (1/24/15) as recommended by staff. **MADE BY:** Drew Traulsen **SECOND:** Mary Brentwood **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSENT:** 1 (Rood).

### 3. NOTICED PUBLIC HEARINGS – None.

## 4. REGULAR AGENDA

### 4.1. Permit for Rim to Rim Trail Run (6/6/15)

The applicant wishes to host Chico's first ultra-marathon event, featuring a 50 mile distance option. This race will take place on the trails of Middle and Upper Bidwell Park. The revised application avoids the south side of Upper Park except for a creek crossing and use of 10 Mile House Road. The start and finish of the race will be at 5 Mile Picnic Area. **Recommendation:** *Conditional approval.*

Efseaff stated that with this being the first 50 mile distance race for Bidwell Park staff worked with the applicant on a revised course route as well as safety considerations and logistics. The applicant was very responsive to the changes and was in attendance at the meeting.

#### Comments from the Commission:

Commissioner Brentwood asked about condition no. 5 regarding vehicle access for aid stations. She asked if there would be aid stations and Efseaff confirmed there would be that could be accessed by bike or foot.

Brentwood then asked about emergency vehicles accessing the park. Efseaff clarified that ranger and emergency vehicles do have access.

Commissioner Ober asked if they would be using the south rim trail. The applicant, Jason Donnell, was in attendance so clarified that the majority of the race will take place on the north side and on the south side.

Ober asked about crossing the creek and any high water level issues. Efseaff stated that for other events the creek crossing was a mandatory walk area which would minimize the impacts.

Ober asked if there would be a cutoff time for the 50 mile run. It was confirmed by the applicant that it would finish prior to sunset.

#### Comments from the Public – None.

**MOTION:** To approve the permit for rim to rim trail run on 6/6/15. Motion **MADE BY:** Mark Herrera **SECOND:** Drew Traulsen **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen).



NOES: 0 ABSENT: 1 (Rood).

#### 4.2 Appeal of Tree Removal Permit Denial (2780 Camden Court)

On September 5, 2014, staff received an application for a permit to remove a City of Chico street tree. Chief complaints relate to nuisance from bugs and surface roots. The landowner wishes to remove and replace the tree at his own expense. Staff reviewed the request on the Trident maple (*Acer buergerianum*), a small shade tree, and on September 5, 2014 staff denied the application as the tree is in excellent condition. The applicant submitted an appeal letter (received on September 1, 2014). The applicant has requested that the appeal be moved to the October meeting.

Efseaff provided the overview on this item. The main reasons cited from the applicant to remove the tree were exposed roots and a nuisance from bugs. Staff investigated the site and the history of the tree and found that while there were box elder beetles present, the tree could be treated and there was no evidence of any impact on the hardscape area. Given the condition of the tree and the lack of damage to infrastructure, staff denied the approval of the permit. Per the Chico Municipal Code, the applicant is appealing this to the Commission.

##### Comments from the Commission

Commissioner Brentwood asked if the bugs could potentially spread to other trees. Efseaff stated that the bugs are pretty particular to maples are considered a nuisance and not a pest.

Commissioner Ober asked if maples in general tend to be prone to this type of bug. Efseaff confirmed this and added that it is periodic. Ober asked if staff knew how many of these trees were in inventory and if this problem has been observed in other trees around town. Efseaff offered cleaning up leaf litter can minimize the impact of bugs. They are not harmful to the trees. They are common trees in Chico and it is on the tree list for the area.

The applicant was not in attendance at the meeting.

##### Comments from the Public:

Charles Withuhn spoke in favor of denying the appeal.

**MOTION:** To deny the appeal. **MADE BY:** Richard Ober. **SECOND:** Jim Moravec **AYES:** 5 (Brentwood, Emmerich, Ober, Moravec and Traulsen). **NOES:** 0. **ABSTENTIONS:** 1 (Herrera) **ABSENT:** 1 (Rood).

#### 4.3 Appeal of Tree Pruning Denial (520 West 12<sup>th</sup> Avenue)

On September 22, 2014, staff received an application to prune (crown reduction) of a City of Chico street tree (a 20' DBH English Walnut (*Juglans regia*) by 25%. On September 24, 2014, staff rejected the application as the extensive pruning does not meet City (ANSI/ISA) standards. The applicant submitted an appeal letter (received on September 29, 2014) citing concerns of the walnuts and tripping hazard, to the BPPC. Staff would consider a 10% crown reduction using ANSI standards. **Recommendation:** *Deny the appeal and permit.*

Efseaff reported that the initial request was for removal which was denied. It was recommended that a 10% reduction would be acceptable. Then, the application came back with a 25% reduction request; however, ANSI standards do not support a 25% reduction for any tree within the City.

The homeowner is citing the reasons for the request as: dropping of limbs, tripping hazard associated with the dropping of walnuts and blocking of solar panels.

Ober asked if a 10% reduction is even acceptable to the homeowner and if so, if that would result in pruning every few years?

The applicant, Franklin Winter was in attendance to answer any questions.

### Comments from the Public:

Charles Withuhn stated he met with the homeowner and his opinion is that the tree hasn't been pruned in probably 20 years. While he empathized with the homeowner, he was unsure as to what would be the best option.

Robyn DeFalco, Butte Environmental Council, stated she would like to see a requirement of tree replacement mitigation guidelines.

**MOTION:** To deny the appeal and the permit and to encourage staff to discuss further options with the homeowner. **MADE BY:** Mary Brentwood. **SECOND:** Richard Ober **AYES:** 5 (Brentwood, Emmerich, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSTENTIONS:** 1 (Herrera) **ABSENT:** 1 (Rood).

## **5. BUSINESS FROM THE FLOOR**

Charles Withuhn expressed his disappointment and frustration in the frequency of cancellation of Tree Committee meetings. He is sorry staff is overworked and offered his assistance.

## **6. REPORTS**

### **6.1. Parks and Street Trees Division Report – Efseaff reported the following:**

- a. The Annie B's Community fundraiser drive is now closed and over \$8,000 has been raised.
- b. Discussions regarding the fundraising plans for the Caper Acres campaign has begun.
- c. Staff met with Cal Trans and discussed the improvements to the Hwy 99 viaduct area.
- d. The Park Services Coordinator position is closed and over 53 qualified applicants have applied.
- e. The tree contracts and approach will be reported on next month.
- f. Council has approved the funding for the Sycamore Pool improvements. The pool will be drained next week and work will begin.
- g. Revisions to Title 12R, the Caper Acres Renovation Plan and the Sycamore tree removal appeal from Mission Santa Fe will be coming before Council at their next meeting.
- h. The Parks Department has a new intern who will assist staff with in variety of areas and weekly events.
- i. The recycling can installation program is now complete.
- j. The 5 mile well is now working again and functioning well.
- k. Volunteer cleanup crews have worked with the Butte Environmental Council and over 40,000 pounds of debris have been removed from the parks and greenways.
- l. An herbicide application for Arundo has been completed from Bruce Road to the pedestrian bridge near Hwy 99 and Forest Avenue. Positive results are already being seen.
- m. There is a long list of sponsors and volunteers that have contributed to the Birthday Bash.
- n. Park Watch volunteers will be honored at the next BPPC meeting.
- o. The new process for the upcoming placement of new Commissioners was discussed.

### **6.2. Commissioner Ober's Request that the BPPC agendize 1) Status of Urban Forester role and 2) Urban Forest Management Plan – Ober requested these items to be agendized and discussed at the next meeting with the full Commission.**

Herrera stated he was in support of agendizing these two items. Emmerich supported it as well. Efseaff stated that while the Urban Forest Management Plan is on the Commission's workplan, personnel-related issues are not.

Public Works Director Martinez offered to have a report with information on the Urban Forester contract and what the priorities are going to be. Ober asked that it be agendized as an action item and not just a report.

**MOTION:** That the Commission agendaize the status of the Urban Forester role, duties, priorities, and timeline for work to be assigned as a discussion item at the November Commission meeting or at the earliest possible convenience. **MADE BY:** Richard Ober **SECOND:** Mark Herrera **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSENT:** 1 (Rood).

**MOTION:** That the Commission agendaize the Urban Forest Management Plan for discussion and for action to either approve or not approve at the November meeting or earliest possible opportunity. Motion **MADE BY:** Richard Ober **SECOND:** Mark Herrera **AYES:** 6 (Brentwood, Emmerich, Herrera, Moravec, Ober, and Traulsen). **NOES:** 0 **ABSENT:** 1 (Rood).

- 6.3. Commission Chair Emmerich's Request to Share a Correspondence on a Bidwell Park Meeting – Emmerich reported she was contacted by Woody Elliott and John Merz about the possibility of creating a meeting to discuss Bidwell Park natural and cultural resource priorities needs, etc. They would like to develop a Bidwell Park discussion summit which would include all members of the community and a variety of constituent groups to discuss the issues. Emmerich was bringing it forward to the Commission as an informational item. Mr. Elliott or Mr. Merz were not in attendance at the meeting and no other information was provided.

## 7. ADJOURNMENT

Adjourned at 9:13 p.m. to the next regular meeting on November 24, 2014 at 6:30 p.m. in the Council Chamber of the Chico Municipal Center building (421 Main Street, Chico, California).

Date Approved:    /    /   .

Prepared By:

\_\_\_\_\_  
Nancy Kelly, Administrative Assistant

\_\_\_\_\_  
Date

Distribution: BPPC

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# BPPC Staff Report

Meeting Date: 11/24/2014

DATE: 11/13/14  
 TO: Bidwell Park and Playground Commission  
 FROM: Theresa Rodriguez, Administrative Assistant  
 SUBJECT: Permit to Install a Chanukah Menorah at City Plaza (12/15/14 to 12/24/14)

### REPORT IN BRIEF:

The Chabad Jewish Center requests to install a Menorah on the City Plaza restroom and hold a lighting celebration (12/16/14). As with last year's installation, the applicant will need to have their own contractor install the Menorah with direction from Park staff. The multiple day event in its 9<sup>th</sup> year and requires BPPC consideration.

**Recommendation:** *Conditional approval.*

### Event Details

Date of Application	11/4/2014
Date of Event	12/16/2014
Time of Event	Actual event time 6:00 PM – 7:30 PM, however the menorah will be installed on 12/15/14 and displayed for multiple days.
Event Name	Chanukah Celebration / Menorah Lighting
Applicant Name	Chana Zwiebel
Location	City Plaza
Description	Menorah installation and lighting, music, crafts for kids, traditional holiday treats.
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years 9
# Participants	75
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

### Conditions

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. Chabad Jewish Center hire or obtain a in-kind donation of an insured contractor to install the Menorah according to the Park Field Supervisor's instructions.
3. Additional fee for Park staff time to give brief installation directions on site.
4. Applicant to pick up Menorah on December 29, 2014.

**Attachments:** Application and Permit for Park Use and evaluation

**Distribution:** Chana Zwiebel

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 11/18/2014



# City of Chico

## APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division  
1 Main St., 2<sup>nd</sup> Floor/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4899

**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:

Chana Zwiebel  
Name of Applicant/Contact Person

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

Chabad Jewish Center  
Organization Name (if applicable)

Tuesday Dec. 16, 2014  
Day and Date of Event:



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

From: 6:00 To: 7:30 75

E-mail address:

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

#### AREA REQUESTED: (Please check if requested)

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

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
  - Sycamore Way Parking Lot Closure-Public Events ONLY
- Oak Grove B
  - 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: menora lighting, music, small crafts for kids  
traditional holiday treats. (Menorah Install Dec. 15 - Dec. 24)

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

### SECTION 2 - PERMIT FEES

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

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 11.00 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # \_\_\_\_\_ \$ \_\_\_\_\_ (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- 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

Total Fee Required: \$ 170.00

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

of Chico Cash Receipt No. CR387868 Payment Method: CC 1224 Date: 11/4/14 Received By: CH

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
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## SECTION 3

# CONDITIONS FOR PARK USE

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

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQ's</b>	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
<b>Bicycles</b>	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.
<b>Bounce Houses</b>	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.
<b>Campfires</b>	No campfires allowed.
<b>Camping</b>	No overnight camping allowed. Bidwell Park is a "day use park" only.
<b>Clean up</b>	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)
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times <b>dogs must be on a leash</b> . 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. <b>Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.</b>
<b>Electrical</b>	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.
<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Game Regulations, <a href="http://www.dfg.ca.gov/regulations/">http://www.dfg.ca.gov/regulations/</a> , Freshwater Sport Fishing, <a href="#">Alphabetical List of Waters with Special Fishing Regulations</a> , (20) Big Chico Creek. <b>Horseshoe Lake:</b> <u>Age 14 and over</u> - license, catch and release; <u>Under 14</u> - no license, catch and keep.
<b>Gate Closures</b>	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 <a href="http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp">www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp</a>
<b>Glass</b>	No glass beverage containers allowed in any City Park or Playground.
<b>Horses</b>	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.
<b>Noise</b>	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.
<b>Park Closures</b>	Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
<b>Signs/Defacing</b>	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.
<b>Smoking</b>	Smoking is not permitted in any City Park or Playground.
<b>Swimming</b>	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.
<b>Vegetation</b>	No taking, cutting or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

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

Signed: C. Zniebel



**SECTION 4 – INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: \_\_\_\_\_  
Organization Named on Certificate of Insurance \_\_\_\_\_

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

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

**NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:**

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

X Nov. 4, 2014  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
411 Main St., 2<sup>nd</sup> Floor  
Chico, CA 95928

FAX 530-895-4899 or email to Parkinfo@chicoca.gov

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

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

**SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION**

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

- Approved.
- Approved subject to listed additional condition(s) \_\_\_\_\_

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

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

Signature of Park and Natural Resources Manager

Date



# EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>9</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 ( <u>microphone</u> , <u>band</u> , radio, PA system etc): <u>Band</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>6:15</u> until: <u>7:30</u> amps needed (15 or 100) <u>15</u> <i>Note: 100 amp electrical service requires a certified electrician to operate.</i>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) [ ] Bounce house [ ] Climbing wall [ ] Ropes Course [ ] Other: _____ Name of Operator: _____	Yes	No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <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> <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> 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: _____ <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No
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
<b>Portable Restrooms:</b> 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 hrs after conclusion of event.</i>	Yes	No
<b>Sanitation and Recycling:</b> 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	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: _____ <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	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. <i>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</i>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> 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	No
Will City street closure(s) be needed? <i>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</i>	Yes	No



CITY OF CHICO  
FINANCE OFFICE / 879-7320

Name: CHABAD JEWISH CENTER  
ID:  
Reference Date: 11/04/14

Receipt #: CR387868  
Date: 11/04/14 Time: 12:03:28

002-000-42699	12-16-14 CITY PLAZA CK 1224 PARK-ADMN	Other Service Char	19.00
002-000-42501	12-16-14 CITY PLAZA CK 1224 PARK-ADMN	Park Use Fees	11.00
920-000-21100	12-16-14 CITY PLAZA CK 1224 REVOLVING-ADMN	CUSTOMER DEPOSITS	100.00
900-000-42699	12-16-14 CITY PLAZA CK 1224 GENERAL LIAB INS R	Other Service Char	40.00

**CITY OF CHICO PAYMENT APPROVAL**  
(ONLY \$2499.99 OR LESS)

Under \$999.99       Verbal Quote Summary Attached  
 Employee Reimbursement       Membership Dues  
 Purchase from Rotational Vendor       Sole Source

Acct. \_\_\_\_\_ Amt. \_\_\_\_\_  
 Acct. \_\_\_\_\_ Amt. \_\_\_\_\_  
 Auth.Sig. \_\_\_\_\_ Date \_\_\_\_\_  
 Finance \_\_\_\_\_ Date \_\_\_\_\_  
 Description \_\_\_\_\_  
 (14 characters)

Total Receipt Amount: 170.00

Prepared By: GFC

Batch Id: CRPKN04A

**CHABAD JEWISH CENTER OF CHICO INC.**  
440 W 4TH ST (530) 809 1662  
CHICO, CA 95928-5206

1224  
11-35/1210 CA  
91331

11/4/2014 Date

Pay To The City of Chico  
Order Of one hundred and seventy dollars \$ 170.<sup>00</sup>/<sub>100</sub>

**Bank of America**

ACH R/T 121000358

For Chavita C. Gisler

⑆ 1 2 1 0 0 0 3 5 8 ⑆ 0 0 0 0 0 6 0 6 8 5 4 2 ⑆ 1 2 2 4

MP

Security  
Details on  
Back





# BPPC Staff Report

Meeting Date: 11/24/2014

DATE: 11/20/2014  
 TO: Bidwell Park and Playground Commission  
 FROM: Theresa Rodriguez, Administrative Assistant  
 SUBJECT: DCBA Community Tree Lighting Ceremony 12/5/14

### REPORT IN BRIEF:

The Downtown Chico Business Association (DCBA) requests a permit for a Tree Lighting Ceremony and installation of lights on a tree at City Plaza. Crowds will enjoy a musical program and participate in the countdown to light the tree. The tree will remain lighted until the end of December.

**Recommendation:** *Conditional approval.*

### Event Details

Date of Application	11/20/2014
Date of Event	12/5/2014
Time of Event	6:00 P.M. – 8:00 P.M.
Event Name	Christmas Tree Lighting
Applicant Name	Stephanie Yunker – DCBA
Location	City Plaza
Description	Community tree lighting ceremony
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years 37
# Participants	1000
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

### Conditions

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. Installation and removal of lights will be under City supervision, but at applicant's expense.
3. City will supply and store lights.

**Attachments:** Application and Permit for Park Use

**Distribution:** Stephanie Yunker

S:\\_Old drive to be deleted July 2015\Admin\BPPC\BPPC\_Templates\BPPC\_Special Event\_Template\_14\_0305.docx  
 11/20/2014





# City of Chico

## APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division  
411 Main St., 2<sup>nd</sup> Floor/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4899

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

### 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:**

Stephanie Yunker  
Name of Applicant/Contact Person

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

DCBA  
Organization Name (if applicable)

Dec 5 6-8pm  
Day and Date of Event:

330 Salem St  
Home, Organization, or Company Address

From: 4p To: 9p  
Total Time Needed for Set-up, Event, and Clean-up

Chico CA 95928  
City, State, Zip

From: 6 To: 8 1000  
Time of Event Only Number of people

[Redacted]  
Contact Phone #

[Redacted]  
E-mail address

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)
- Note: Special conditions apply for amplified sound (12R.08.263 CMC)
- Cedar Grove Picnic Area       Meadow
  - Electricity (15 amp)       100 amp Electrical Service tables, restroom area (circle)       Water (public events only)
- Children's Playground
  - Electricity (15 amp)-Pick up key on: \_\_\_\_\_ Mon - Fri 8:00 - 3:30
  - Water (public events only)       100 amp Electrical Service
- City Plaza (Additional fees may apply)
  - Electricity (15 amp)       100 amp Electrical Service
  - Event Restrooms       Water (public events only)
  - Fountain - On       Fountain - Off
  - Meter Bags # 0       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:

DCBA Staff to take care of fountain, power, & curtain

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

### SECTION 2 - PERMIT FEES

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

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

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

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

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

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



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## SECTION 3

# CONDITIONS FOR PARK USE

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

<b>Alcohol</b>	Alcohol is not permitted in any City Park or Playground.
<b>BBQ's</b>	Portable BBQ's may only be used next to existing BBQ's in Lower Bidwell Park and Five Mile Recreation Areas.
<b>Bicycles</b>	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.
<b>Bounce Houses</b>	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.
<b>Campfires</b>	No campfires allowed.
<b>Camping</b>	No overnight camping allowed. Bidwell Park is a "day use park" only.
<b>Clean up</b>	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)
<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
<b>Dogs</b>	Dogs may be off leash from 5:30 AM until 8:30 AM in Lower Park -- All other times <b>dogs must be on a leash</b> . 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. <b><i>Dogs are not allowed in Caper Acres, One-Mile or Five-Mile swimming areas, or designated swimming holes in Upper Park.</i></b>
<b>Electrical</b>	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.
<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Game Regulations, <a href="http://www.dfg.ca.gov/regulations/">http://www.dfg.ca.gov/regulations/</a> , Freshwater Sport Fishing, <a href="#">Alphabetical List of Waters with Special Fishing Regulations</a> , (20) Big Chico Creek. <b>Horseshoe Lake:</b> <u>Age 14 and over</u> - license, catch and release; <u>Under 14</u> - no license, catch and keep.
<b>Gate Closures</b>	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 <a href="http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp">www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp</a>
<b>Glass</b>	No glass beverage containers allowed in any City Park or Playground.
<b>Horses</b>	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.
<b>Noise</b>	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.
<b>Park Closures</b>	Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
<b>Signs/Defacing</b>	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.
<b>Smoking</b>	Smoking is not permitted in any City Park or Playground.
<b>Swimming</b>	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.
<b>Vegetation</b>	No taking, cutting or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

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

Signed: \_\_\_\_\_





**SECTION 4 – INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

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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:**

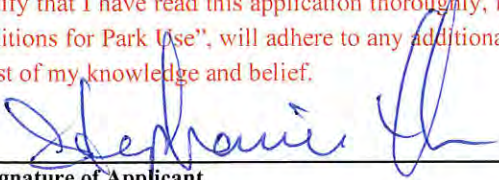
- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance 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

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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 4/20/14 \_\_\_\_\_  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
411 Main St., 2<sup>nd</sup> Floor  
Chico, CA 95928

FAX 530-895-4899 or email to Parkinfo@chicoca.gov

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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: \_\_\_\_\_
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- Vendor fee waived (12R.08.250 CMC). Reason: \_\_\_\_\_
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- Application approved by the Bidwell Park & Playground Commission. Date: \_\_\_\_\_
- Application denied by the Bidwell Park & Playground Commission. Reason: \_\_\_\_\_

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

\_\_\_\_\_  
Signature of Park and Natural Resources Manager

\_\_\_\_\_  
Date



# EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>37 yrs</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): <u>Caroling</u>	Yes	No
When will amplified sound/music be heard? Time from: <u>6</u> until: <u>7</u> amps needed ( <u>15 of 100</u> ) <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: _____	Yes	No
Name of Operator: _____		
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	No
Will event require that any part of the Park remain closed beyond the normal time of opening? <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> <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> 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: _____ <i>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</i>	Yes	No
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
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>JOTS</u> Phone Number _____ Location of portable restrooms _____ <i>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</i>	Yes	No
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>20</u> Number of Recycling Containers <u>10</u> Sanitation Company <u>RECOLOGY</u> Phone Number _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	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>Sponsor Banners</u> <i>Note: All signs and banners shall be free standing and not affixed to Park property.</i>	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. <i>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</i>	Yes	No
Do you request irrigation to be turned off before and during your event?	Yes	No
<b>CITY PLAZA ONLY:</b> 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	No
Will City street closure(s) be needed? <i>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</i>	Yes	No



# BPPC Staff Report

Meeting Date: 11/24/2014

DATE: 11/14/14  
 TO: Bidwell Park and Playground Commission (BPPC)  
 FROM: Theresa Rodriguez, Administrative Assistant  
 SUBJECT: Permit for Heart and Sole 5 K (3/21/15)

### REPORT IN BRIEF:

Under the Sun Events / Enloe Medical Center requests a permit to host a race that starts and ends at Chico Area Recreation Center which changes the Standard Course as entry into Bidwell Park will be at the 4<sup>th</sup> St entrance and North 1 Mile Entrance at Vallombrosa Way.

**Recommendation:** *Conditional approval.*

### Event Details

Date of Application	11/10/2014
Date of Event	3/21/2015
Time of Event	8:30 A.M. – 10:30 A.M.
Event Name	Heart & Sole 5K + 1 Mile
Applicant Name	Nikki Stadler/Deanna Reed
Location	Lower Bidwell Park
Description	Run begins and ends at Chico Area Recreation District (CARD)
New Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. Years? <a href="#">Click here to enter text.</a>
# Participants	300
Reason for BPPC Consideration?	Uncommon or unusual for reserved area.
BPMMP Consideration	

### Conditions

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. The applicant must provide sufficient monitoring to keep racers on the established route as well as direct traffic where the route crosses the road. Adequate free standing 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.
3. 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.
4. Obtain a street closure permit if applicable.

**Attachments:** Application & Permit for Park Use

**Distribution:** Nikki Stadler/Deanna Reed

S:\\_Old drive to be deleted July 2015\Admin\BPPC\BPPC\_Templates\BPPC\_Special Event\_Template\_14\_0305.docx  
 11/20/2014





# City of Chico

## APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division  
1 Main St., 2<sup>nd</sup> Floor/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4899

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

### 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:

Nikki Stadler / Deanna Reed  
Name of Applicant/Contact Person

Heart 5K-ish + 1 mile  
Description of Event: (family BBQ, walk/run, describe below if needed) run

Under the Sun Events / Entice Medical Center  
Organization Name (if applicable)

March 21, 2015  
Day and Date of Event:

From: 6:30 am To: 11 am  
Total Time Needed for Set-up, Event, and Clean-up

From: 8:30am To: 10:30am 300

E-mail address: [Redacted]

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



Contact Phone #

Alternate Phone #

### AREA REQUESTED: (Please check if requested)

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

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
  - Sycamore Way Parking Lot Closure-Public Events ONLY
  - Electricity (15 amp) parking area, restroom area (Pick up key)
- Oak Grove B
- 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): Begins & Ends e CAEP
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): \_\_\_\_\_
- Early Entrance Needed (public events only)  Yes  No

Additional Description of the Event: A family-friendly 5k + 1 mile runs to accompany Entice Medical Center Community wellness

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

### SECTION 2 - PERMIT FEES

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

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

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

Total Fee Required: \$ 191.50

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

of Chico Cash Receipt No. CE388092 Payment Method: CK 252758 Date: 11/10/14 Received By: LH

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
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## SECTION 3

# CONDITIONS FOR PARK USE

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**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](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking is not permitted in any City Park or Playground.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

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

Signed: \_\_\_\_\_





## SECTION 4 – INSURANCE

(to be determined by Park Office)

### INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required  Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: \_\_\_\_\_

Organization Named on Certificate of Insurance \_\_\_\_\_

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

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

#### NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of 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 10/9/14  
Date

### RETURN THIS FORM TO:

City of Chico - Park Division  
411 Main St., 2<sup>nd</sup> Floor  
Chico, CA 95928

FAX 530-895-4899 or email to [Parkinfo@chicoca.gov](mailto: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: \_\_\_\_\_

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

Signature of Park and Natural Resources Manager

Date



# EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? _____ <u>1st year</u>	Yes	<input checked="" type="radio"/> No
Is there a patron admission, entry, or participant fee(s) required for your event?	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will there be amplified sound/music at event? (Please see 'Conditions For Park Use') Specify type (microphone, band, radio, PA system etc): <u>PA system = along course</u>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
When will amplified sound/music be heard? Time from: <u>8:30</u> until: <u>9:30</u> amps needed (15 or 100) _____ <small>Note: 100 amp electrical service requires a certified electrician to operate.</small>		
Will there be any entertainment apparatus? (Operator to provide proof of insurance) <input type="checkbox"/> Bounce house <input type="checkbox"/> Climbing wall <input type="checkbox"/> Ropes Course <input type="checkbox"/> Other: _____ Name of Operator: _____	Yes	<input checked="" type="radio"/> No
Will there be any vendors at this event? (No glass or alcohol permitted) If "yes" please note the number of vendors anticipated: _____ (submit a, separate, complete list) Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared: _____	Yes	<input checked="" type="radio"/> No
Will event require that any part of the Park remain closed beyond the normal time of opening? <small>Note: Park gates will not remain closed beyond normal opening time for any event with less than 1,000 people. All races with less than 1,000 people at One Mile must start before 8:30am.</small> <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> If "yes" please state which gate(s): _____ Time of closure from: _____ until: _____	Yes	<input checked="" type="radio"/> No
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6:30</u> until: <u>9:30</u> <small>Note: Gate Monitors are required at the entrances and exits for early Park entrance. An additional fee may be charged for early entrance</small>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will event require over night camping for security purposes? (authorized for a maximum of two people, 12R.04.340 CMC) If "yes" how many security personnel will be required?	Yes	<input type="radio"/> No <input checked="" type="radio"/> No
* <b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company _____ Phone Number _____ Location of portable restrooms _____ <small>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</small>	Yes	<input type="radio"/> No
* <b>Sanitation and Recycling:</b> 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. <b>For events with 200+ participants, additional trash and recycling cans are required.</b> Number of Trash Cans _____ Number of Recycling Containers _____ Sanitation Company _____ Phone Number _____ <small>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</small>	Yes	<input type="radio"/> No
Will your event include the use of any signs, banners or decorations? (Please see 'Conditions For Park Use') If yes, please describe type and location: <u>mile markers, cones, directional arrows</u> <small>Note: All signs and banners shall be free standing and not affixed to Park property.</small>	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Will water be needed during your event? Please provide your own hose and on/off switch. No hose bib is available at One Mile Recreation Area. <small>Note: Please request a water coupler key for City Plaza, Children's Playground, and Cedar Grove.</small>	Yes	<input checked="" type="radio"/> No
Do you request irrigation to be turned off before and during your event?	Yes	<input checked="" type="radio"/> No
<b>CITY PLAZA ONLY:</b> Vehicles are not allowed in City Plaza. Loading and unloading must occur from the streets. Meter bags for unloading and loading <b>only</b> may be obtained from the City by calling (530) 896-7800.		
Will vendors be placed on the perimeter sidewalks? <small>If yes, a Vend, Peddle, Hawk permit must be obtained from the Engineering Division at 411 Main St, Chico, (530) 879-6900.</small>	Yes	<input type="radio"/> No
Will City street closure(s) be needed? <small>A separate permit must be obtained from the Engineering Division at 411 Main Street, Chico, (530) 879-6900.</small>	Yes	<input type="radio"/> No

\* event is beginning and ending at CARD Center.

November 10, 2014

To: City of Chico

From: Nikki Stadler, Race Director

Re: Course Description for Heart & Sole 5K + 1-Mile Run/Walk

Course start and finish lines will be at the CARD Center.

**5K:**

The 5K run will begin and end at the end (cul de sac area) of Vallombrosa Way. (We are submitting a street closure permit to use Vallombrosa Way). Runners will run on the bike path behind the CARD Center, turn left onto the sidewalk on Vallombrosa Avenue and follow it around to the entrance of the park on 4<sup>th</sup> Street. Runners will continue on South Park Drive up to Cedar Grove. At Cedar Grove they will turn left over the pedestrian bridge and turn left down North Park Drive (toward One Mile). Runners will continue on Vallombrosa Way to the end of the cul de sac where the finish line will be. All the refreshments, etc. will be held at the CARD Center. We are not requesting permission to reserve any locations in lower park...we only need to use part of the 5K Certified course (please see attached map).

**1-Mile:**

The 1-mile run/walk will begin at the end of Vallombrosa Way and head toward the One Mile pool. Participants will turn right over the Dam Bridge and continue toward South Park Drive. They will turn left onto South Park Drive and continue to Caper Acres. At Caper Acres they will turn left into the parking lot and follow the path around the Sycamore Field. They will continue to run past the permanent restrooms and turn right over the Dam Bridge then left back onto Vallombrosa Way back to the finish line.





Heart & Site St  
Course map



Heart & Side 1-mile Run/Walk





CITY OF CHICO  
FINANCE OFFICE / 879-7320

Name: UNDER THE SUN-ENLOE MEDICAL CT  
ID:  
Reference Date: 11/10/14

Receipt #: CR388092  
Date: 11/10/14 Time: 14:03:30

Account Number	Description	Amount
002-000-42699	3-21-15 LOWER BIDWEL CK 252758 PARK-ADMN Other Service Char	19.00
900-000-42699	3-21-15 LOWER BIDWEL CK 252758 GENERAL LIAB INS R Other Service Char	40.00
920-000-21100	3-21-15 LOWER BIDWEL CK 252758 REVOLVING-ADMN CUSTOMER DEPOSITS	100.00
002-000-42501	3-21-15 LOWER BIDWEL CK 252758 PARK-ADMN Park Use Fees	32.50

Total Receipt Amount: 191.50

Prepared By: GFC

Batch Id: CRPKN10A

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

**ENLOE**  
MEDICAL CENTER  
1531 Esplanade  
Chico, California 95926  
(530) 332-7300

dba Enloe Health Foundation  
dba Chico Physician Practice  
Support Services Company  
dba Chico Practice Management

Bank of America  
PO Box 742816  
Los Angeles, CA 90074-2816  
11-35/1210

CHECK NO. **00252758**  
A001543

DATE 10/28/14

PAY ONE HUNDRED NINETY-ONE 50/100

PAY TO THE ORDER OF  
CITY OF CHICO  
PO BOX 3420  
CHICO, CA 95927-3420

VOID AFTER SIX MONTHS

\*\*\*\*\*\$191.50

*Amintara*

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈00252758⑈ ⑈21000358⑈ ⑈490850007⑈





# BPPC Staff Report

Meeting Date: 11/24/2014

DATE: 11/13/2014  
 TO: Bidwell Park and Playground Commission  
 FROM: Theresa Rodriguez, Administrative Assistant  
 SUBJECT: Permit for Graduation picnic at Picnic Site #37 (5/16/15)

### REPORT IN BRIEF:

The applicant is requesting to reserve picnic site #37 for a graduation picnic with family. This picnic site is not an area allowed for reservations, without BPPC approval.

**Recommendation:** *Conditional approval.*

### Event Details

Date of Application	11/10/2014
Date of Event	5/16/2015
Time of Event	11:00 A.M. – 3:00 P.M.
Event Name	Graduation and family picnic
Applicant Name	Sonia Boller
Location	Picnic Site #37
Description	Graduation picnic
New Event?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. Years <a href="#">Click here to enter text.</a>
# Participants	20
Reason for BPPC Consideration?	Not an intensive use area.

### Conditions

Staff recommends the following conditions:

1. Adherence to all park rules.
2. All signs and banners shall be free standing and not affixed to Park property.
3. Potentially payment of additional fees for site preparation or cleaning.

**Attachments:** Application and Permit for Park Use

**Distribution:** Sonia Boller

S:\\_Old drive to be deleted July 2015\Admin\BPPC\BPPC\_Templates\BPPC\_Special Event\_Template\_14\_0305.docx  
11/18/2014

RECEIVED



# City of Chico

NOV 10 2014

## APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division  
411 Main St., 2<sup>nd</sup> Floor/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4899

CITY OF CHICO  
DEPT. OF PUBLIC WORKS

Type of Event:	
PUBLIC [ ]	PRIVATE [X]

### 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:

Sonia Boller  
Name of Applicant/Contact Person

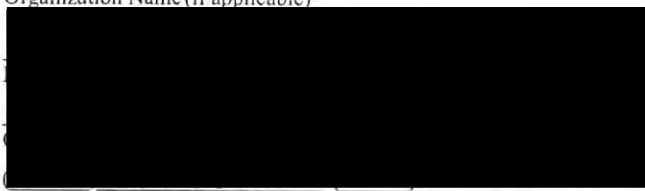
Graduation Picnic - family event  
Description of Event: (family BBQ, walk/run, describe below if needed)

Organization Name (if applicable)

Saturday, May 16  
Day and Date of Event:

From: 11:00 a.m. To: 3:00 p.m.  
Total Time Needed for Set-up, Event, and Clean-up

From: \_\_\_\_\_ To: 20  
Time of Event Only: \_\_\_\_\_ Number of People: \_\_\_\_\_



Contact Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

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

#### AREA REQUESTED: (Please check if requested)

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

- Council Ring
  - Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
  - Oak Grove A       Oak Grove B
    - Sycamore Way Parking Lot Closure-Public Events ONLY
    - Electricity (15 amp) parking area, restroom area (Pick up key)
  - Band Stand (15 amp)
    - BBQ-Pick up key on: \_\_\_\_\_ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
  - Electricity (15 amp)
- Lower Bidwell Park (public events only): \_\_\_\_\_
- Upper Bidwell Park (public events only): \_\_\_\_\_
- Other (specify) (public events only): Bidwell Park Site #37
- 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      \$ 11.00 (\$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 following acceptable clean-up after event)
- Early Entrance Fee      \$ \_\_\_\_\_ (\$32.50/hr, public events only)
- Additional Park Use Fees      \$ \_\_\_\_\_ (see fee schedule)

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

Total Fee Required: \$ 29.00 ~~\$ 30.00~~

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

City of Chico Cash Receipt No. CIC 388107 Payment Method: ck 8180 CA 91 Date: 9/10/14 Received By: LH

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
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Requires BPPC Approval - non reservable site



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## SECTION 3

# CONDITIONS FOR PARK USE

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**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](http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp)
- Glass** No glass beverage containers allowed in any City Park or Playground.
- Horses** Horses must stay on designated trails. Horses are not allowed in One-Mile or Five-Mile Recreation Areas. Horses must cross the creek at approved crossings. Safe and courteous riding is the Park standard.
- Noise** No loud or unusual noises are allowed, including: radios and headsets that can be heard over 50' away. Music/Amplified Sound at One-Mile Recreation Area, please, face all speakers away from Woodland Ave.
- Park Closures** Lower Park is closed from 12:00 am (midnight) until 5:00 am every day, unless directly and actively proceeding to a destination outside of the park. Upper Park is closed between the hours of 11:00 pm and 60 minutes before sunrise every day, unless posted otherwise.
- Signs/Defacing** Defacing of trees, benches, tables, any park fixtures, open ground, or paved roads/paths with markings, staples, tacks, or signs is prohibited. No pinatas, or accessories shall be affixed to trees. Only barricades, cones, or self standing devices may be used for these purposes.
- Smoking** Smoking is not permitted in any City Park or Playground.
- Swimming** While in the 1-Mile swim area compliance with lifeguards is required for public safety. Pool is open and lifeguards are on duty from Memorial Day through Labor Day.
- Vegetation** No taking, cutting or injury of any vegetation in the Park is allowed.
- Vehicle Traffic**
- While gates are closed, limited use of vehicles to set up for event is permitted. Vehicles must be in compliance with the one-way designation of the roadway, must yield to all other activities (walking, jogging, bicycling, and horseback riding), must travel with flashers on and may not exceed ten (10) miles per hour.
  - Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.
  - Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.
  - No vehicles are permitted to travel or park on grass areas.

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

Signed: \_\_\_\_\_

*Donnie Bell*



**SECTION 4 – INSURANCE**

(to be determined by Park Office)

**INSURANCE REQUIREMENTS ARE APPLICABLE TO:**

Insurance Required

Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

If insurance is required, Certificate of Insurance, meeting City standards must be received by: \_\_\_\_\_

Organization Named on Certificate of Insurance \_\_\_\_\_

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

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

**NOTE: NUMBERS 2 AND 3 MUST BE SEPARATE ENDORSEMENTS:**

- (2) The City of Chico, its officers, boards and commissions, and members thereof, its employees and agents are covered as additional insureds as respects to any liability arising out of the activities of the named insured.
- (3) The insurance coverages afforded by this policy shall be primary insurance as respects to the City of Chico, its officers, employees, or agents. Any insurance or self-insurance maintained by the City of Chico, its officers, employees, or agents shall be in excess of the insurance afforded to the named insured by this policy and shall not contribute to it.
- (4) An unqualified statement that "The insurer will provide the City at least ten (10) days prior notice of 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 November 3, 2015  
Date

**RETURN THIS FORM TO:**

City of Chico - Park Division  
411 Main St., 2<sup>nd</sup> Floor  
Chico, CA 95928

FAX 530-895-4899 or email to Parkinfo@chicoca.gov

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

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

**SECTION 6 – GENERAL SERVICES DIRECTOR AUTHORIZATION**

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

- Approved.
- Approved subject to listed additional condition(s) \_\_\_\_\_

Denied by the General Services Director. Reason: \_\_\_\_\_

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

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

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

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

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

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

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

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

Signature of Park and Natural Resources Manager

Date



# EVENT INFORMATION

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

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

\* 2 tables and chairs may be rented and delivered to site

C I T Y   O F   C H I C O  
FINANCE OFFICE / 879-7320

Name: SONIA BOLLER  
ID:  
Reference Date: 11/10/14

Receipt #: CR388107  
Date: 11/10/14 Time: 16:16:41

=====

002-000-42699	5-16-15 PICNIC SITE	CK 8180		
	PARK-ADMN	Other Service Char		19.00
002-000-42501	5-16-15 PICNIC SITE	CK 8180		
	PARK-ADMN	Park Use Fees		10.00
002-000-42501	5-16-15 PICNIC SITE	CA		
	PARK-ADMN	Park Use Fees		1.00

Total Receipt Amount: 30.00

Prepared By: GFC      Batch Id: CRPKN10A



# BPPC Staff Report

Meeting Date: 11/24/2014

DATE: 11/14/2014  
 TO: Bidwell Park and Playground Commission  
 FROM: Theresa Rodriguez, Administrative Assistant  
 SUBJECT: Permit for the Walk to End Alzheimer's (10/10/15)

### REPORT IN BRIEF:

The Alzheimer's Association requests a permit to host the Walk to End Alzheimer's, a stroll through Bidwell Park. The event includes information booths and family friendly activities. Applicant requests set up the day before, which requires BPPC consideration for a multi-day event.

**Recommendation:** *Conditional approval.*

### Event Details

Date of Application	10/22/2014
Date of Event	10/10/2015
Time of Event	8:30 A.M. – 12:00 P.M.
Event Name	Walk to End Alzheimer's
Applicant Name	Suzanne Watroba
Location	Bidwell Park, Oak Grove A & B
Description	Walk, festivities and information booths
New Event?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. Years 19
# Participants	1000
Reason for BPPC Consideration?	Exceeds 10 hours in length or is for multiple days.

### Conditions

Staff recommends the following conditions:

1. Continued adherence to all park rules.
2. Gate monitors must be at the entrance and exit for the duration of the event.
3. Continue pre-event communications and inform Park staff of any changes.
4. 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.
5. Contract with a security company to stand by on Friday night.

**Attachments:** Application and Permit for Park Use

**Distribution:** Suzanne Watroba

S:\\_Old drive to be deleted July 2015\Admin\BPPC\BPPC\_Templates\BPPC\_Special Event\_Template\_14\_0305.docx  
 11/19/2014





# City of Chico

## APPLICATION & PERMIT FOR PARK USE

Public Works Department - Park Division  
411 Main St., 2<sup>nd</sup> Floor/P.O. Box 3420  
Chico, CA 95927-3420  
(530) 896-7800 Fax: (530) 895-4899

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

### 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:

Suzanne Watroba  
Name of Applicant/Contact Person

Alzheimer's Association  
Organization Name (if applicable)

2105 Forest Ave. Ste 130  
Home, Organization, or Company Address

Chico, CA 95973  
City, State, and Zip

[REDACTED]  
Contact Phone #

[REDACTED]  
Alternate Phone #

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

Saturday, October 10<sup>th</sup>, 2015  
Day and Date of Event:

From: 6am To: 1pm (Early Set-up Friday)  
Total Time Needed for Set-up, Event, and Clean-up

From: 8:30 am To: 12:00 pm 1,000 Oct 9<sup>th</sup>  
Time of Event Only Number of people at

E-mail address: [REDACTED] 5:00 pm

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

#### AREA REQUESTED: (Please check if requested)

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

- Council Ring
- Fire Permit
- Five Mile Picnic Area
- One Mile Picnic/Barbeque Area - Water available, no hose bib
- Oak Grove A
- Oak Grove B
- Sycamore Way Parking Lot Closure-Public Events ONLY
- Electricity (15 amp) parking area, restroom area (Pick up key)
- Band Stand (15 amp)
- BBQ-Pick up key on: \_\_\_\_\_ Mon - Fri 8:00 AM - 3:30 PM
- Depot Park
- Electricity (15 amp)
- Lower Bidwell Park (public events only); \_\_\_\_\_
- Upper Bidwell Park (public events only); \_\_\_\_\_
- Other (specify) (public events only); \_\_\_\_\_
- Early Entrance Needed (public events only)  Yes  No

Additional Description of the Event: Using Standard Coursemap

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

### SECTION 2 - PERMIT FEES

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

- Application Fee \$ 19.00 (Non-Refundable)
- Reservation Fee \$ 150.00 (\$11.00 minimum, please call for quote)
- Insurance Fee \$ 40.00 (\$40.00 to process outside insurance)
- Vendor Fee # 20 \$ 120.00 (\$6.00 per vendor)
- Damage Deposit \$ 100.00 (\$100.00 refundable following acceptable clean-up after event)
- Early Entrance Fee \$ 32.50 (\$32.50/hr, public events only)
- Additional Park Use Fees \$ \_\_\_\_\_ (see fee schedule)

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

Total Fee Required: \$ 461.50

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

City of Chico Cash Receipt No. CR387329 Payment Method: CC 6524 Date: 10/22/14 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
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## SECTION 3

# CONDITIONS FOR PARK USE

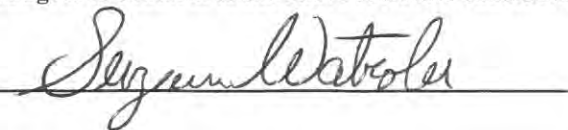
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<b>Damages</b>	Any damage to City property as a result of this event will be repaired at permittee's expense.
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<b>Fishing</b>	<b>Big Chico Creek:</b> Check California Fish and Game Regulations, <a href="http://www.dfg.ca.gov/regulations/">http://www.dfg.ca.gov/regulations/</a> , Freshwater Sport Fishing, <a href="#">Alphabetical List of Waters with Special Fishing Regulations, (20) Big Chico Creek.</a> <b>Horseshoe Lake:</b> <u>Age 14 and over</u> - license, catch and release; <u>Under 14</u> - no license, catch and keep.
<b>Gate Closures</b>	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 <a href="http://www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp">www.ci.chico.ca.us/general_services_department/park_division/gate_closing_hours.asp</a>
<b>Glass</b>	No glass beverage containers allowed in any City Park or Playground.
<b>Horses</b>	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.
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<b>Smoking</b>	Smoking is not permitted in any City Park or Playground.
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<b>Vegetation</b>	No taking, cutting or injury of any vegetation in the Park is allowed.
<b>Vehicle Traffic</b>	<ul style="list-style-type: none"><li>• 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.</li><li>• Permittee shall provide adequate signs and supervision to avoid conflicts between vehicles, bicycles, equestrians, and general public.</li><li>• Only emergency vehicles will be allowed access through the area of South Park Drive which has been closed to motor vehicles.</li><li>• No vehicles are permitted to travel or park on grass areas.</li></ul>

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

Signed: \_\_\_\_\_





## SECTION 4 – INSURANCE

(to be determined by Park Office)

### INSURANCE REQUIREMENTS ARE APPLICABLE TO:

Insurance Required

Not Required

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

For Insurance questions for your event, please contact the Risk Management office at 530-879-7910, by fax at 530-895-4733, or email at riskmanagement@chicoca.gov

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

9/25/15

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

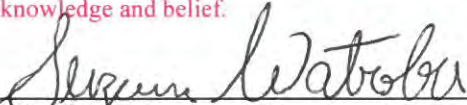
**Please Note:** Your reservation may be cancelled if the insurance is not approved at least two weeks prior to the scheduled event

## 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

10/15/14

Date

### RETURN THIS FORM TO:

City of Chico - Park Division  
411 Main St., 2<sup>nd</sup> Floor  
Chico, CA 95928

FAX 530-895-4899 or email to [Parkinfo@chicoca.gov](mailto: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: \_\_\_\_\_

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

Signature of Park and Natural Resources Manager

Date



# EVENT INFORMATION

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

Is this an annual event? How many years have you been holding this event? <u>19</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): <u>PA System, Live Jazz</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
When will amplified sound/music be heard? Time from: <u>8:30am</u> until: <u>12:00pm</u> 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: <u>Event sponsors - mostly Assisted Living</u>	Yes <input checked="" type="radio"/>	No <input 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> <b>(Subject to approval by the General Services Department Director and/or Senior Park Ranger.)</b> If "yes" please state which gate(s): <u>Main gate @ Woodland + North gate @ 4th</u> Time of closure from: <u>8:30 am</u> until: <u>11:00 am</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
Will there be early entrance into the Park for setup? If "yes" when will monitors be at their position(s)? Time from: <u>6:00am</u> until: <u>11:00am</u> <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 checked="" type="radio"/>	No <input 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? <u>1 Professional</u>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
<b>Portable Restrooms:</b> You are required to provide portable restroom for events with 200+ participants at your event, in the immediate area of the event site which will be available to the public during your event. Restroom Company <u>Johnny on the Spot</u> Phone Number _____ Location of portable restrooms <u>Sycamore Way Parking Lot</u> <i>Note: Restrooms shall be removed within 24 hrs after conclusion of event.</i>	Yes <input checked="" type="radio"/>	No <input type="radio"/>
<b>Sanitation and Recycling:</b> As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition. <i>For events with 200+ participants, additional trash and recycling cans are required.</i> Number of Trash Cans <u>8</u> Number of Recycling Containers <u>8</u> Sanitation Company <u>Resology</u> Phone Number _____ <i>Note: Sanitation containers shall be removed within 24 hrs after conclusion of event.</i>	Yes <input checked="" type="radio"/>	No <input 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>Welcome sign at Sycamore Field Entrance / Signs on our stage</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 checked="" type="radio"/>	No <input type="radio"/>
<b>CITY PLAZA ONLY:</b> 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"/>



800.272.3900  
alz.org

Northern California  
& Northern Nevada  
North Valley Office  
2105 Forest Ave., Suite 130  
Chico, CA 95928

530.895.9661 phone  
530.895.8923 facsimile  
800.272.3900 24/7 helpline

alzheimer's  association®

**With offices in:**

Chico  
Lafayette  
Monterey  
Mountain View  
Reno  
Sacramento  
San Rafael  
Santa Cruz  
Santa Rosa

October 21, 2014

Dear Park Commission,

My name is Suzanne Watroba and I am the Special Events Manager for the Alzheimer's Association, North Valley Office. Each year we look forward to hosting our annual Walk to End Alzheimer's in gorgeous Bidwell Park. Our event takes place over 3.5 hours on a Saturday morning, and includes an information fair (mostly health related), family friendly activities, live music and a 3 mile stroll through Bidwell Park. Our 2015 event is scheduled to take place on Saturday, October 10<sup>th</sup>. I am writing you today to request approval of our park permit, which includes allowing us to set up a portion of our event the night before.

For the past couple of years, we were granted permission to set-up some of our event the evening before, from 4:00-6:00 pm. We coordinated with the City of Chico's Park Rangers to gain early access on Saturday morning so we could finish set-up shortly after 6:00AM, ensuring that we would be open and ready for the public at 8:30AM. Our event typically wraps-up between 11:30AM and 12:00PM, and we tear-down and clean-up by 1:00PM. We are thankful for the Parks Department and their staff's willingness to work with us on closing the park to vehicle traffic to provide a safe walking environment; and for CARD's willingness to allow us to utilize Sycamore Field for our main event space.

The Chico Walk to End Alzheimer's main event space includes a stage, dozens of EZ UP tents, 60 tables and 300+ chairs. In years past, we have coordinated with A&J Party and In Tents Events to deliver and set up these items the morning of our event. However, due to the time of year our event is held, we often do not have enough light to start setting up until 6:30AM. This leaves us with a half an hour to set these items up prior to our community partner's arrival (participants in our information fair have from 7:00AM until 8:00AM to set-up their materials). In 2014, we were grateful that our request for Friday set-up and overnight security was approved. We were able to set up our tents, stage and have our tables and chairs delivered, which saved us valuable time on Saturday morning. We contracted with Elite Universal Security to have an overnight guard, and everything went smoothly. We would once again greatly appreciate it if the same permit conditions could be approved for our 2015 event.

Thank you for taking the time to consider this request and please feel free to contact me at 530.895.9661 or [swatroba@alz.org](mailto:swatroba@alz.org) if I can answer any questions, or clarify any portion of our request.

Sincerely,  
Suzanne Watroba  
Special Event Manager



CITY OF CHICO  
FINANCE OFFICE / 879-7320

CITY OF CHICO GEN SVCS  
411 MAIN ST  
CHICO, CA 95927

10/22/2014 14:05:40  
MID: 000000002184863 TID: 05792711

CREDIT CARD  
MC SALE

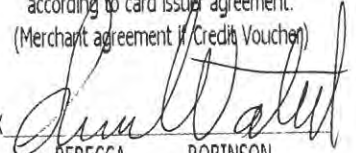
Name: ALZHEIMERS ASSOCIATION  
ID:  
Reference Date: 10/22/14

Receipt #: CR387329  
Date: 10/22/14 Time: 14:17:18

CARD # XXXXXXXXXXXX6524  
INVOICE 0001  
SEQ #: 0001  
Batch #: 000050  
CLERK 0001  
Approval Code: 061573  
Entry Method: Swiped  
Mode: Online  
Tax Amount: \$0.00  
SALE AMOUNT \$461.50

002-000-42699	10/10 1 MILE PARK-ADMN	CC 6524 Other Service Char	19.00
002-000-42501	10/10 1 MILE PARK-ADMN	CC 6524 Park Use Fees	150.00
900-000-42699	10/10 1 MILE GENERAL LIAB INS R	CC 6524 Other Service Char	40.00
002-000-42501	10/10 1 MILE PARK-ADMN	CC 6524 Park Use Fees	120.00
920-000-21100	10/10 1 MILE REVOLVING-ADMN	CC 6524 CUSTOMER DEPOSITS	100.00
002-000-42501	10/10 1 MILE PARK-ADMN	CC 6524 Park Use Fees	32.50

I agree to pay above total amount  
according to card issuer agreement.  
(Merchant agreement if Credit Voucher)

X   
REBECCA ROBINSON

MERCHANT COPY

Total Receipt Amount: 461.50

Prepared By: GFC

Batch Id: CRPK022A



DATE: 10/14/14  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Permit to Remove and Replace a Street Tree (520 W. 12 Avenue)

### Report in Brief

At the 10/27/14 meeting, the BPPC moved to deny an appeal and permit to prune a Chico street tree (a 20" DBH English Walnut (*Juglans regia*) by 25%. The BPPC noted that they may be receptive to a removal with an adequate replacement. Staff and the applicant developed worked to develop an alternative for BPPC consideration that includes the planting of 3 street trees as replacements. The removal and replanting will be conducted at landowner expense according to City standards.

**Recommendation:** *If BPPC approves removal for the landowners convenience, staff recommends replacement with 3 street trees.*

### Background:

At the 10/27/14 meeting, the BPPC moved to deny an appeal and permit to prune a Chico street tree (a 20" DBH English Walnut (*Juglans regia*) by 25%. Staff assessed the 25% reduction as too severe (given the plant's species, age, health, and site conditions) and would not meet ISA/ANSI standards. In its decision, the BPPC noted that they may be receptive to a removal with an adequate replacement.

### Discussion:

Pursuant to Section 14.40.120 of the Chico Municipal Code (CMC), no tree located in the City's right-of-way or public planting area shall be removed without a permit or permission by the City and only if the tree is dead, dying, diseased, or hazardous. However, under CMC 14.40.170 the commission may allow the removal of trees for the convenience of the property owner (not dead, dying, dangerous, or create a defective condition upon public property). Whenever removal is for the convenience of the property owner, the work will be completed at the property owner's expense (CMC 14.40.180). The CMC (14.40.150) allows for the director to impose additional conditions such as the replanting of a tree or shrub.

Staff's assessment of the tree has not changed, the tree is healthy and is not dead, dying, diseased, or hazardous. However, at the direction of the BPPC, staff worked with the applicant to develop an alternative to remove and replace the tree on site (according to City standards). The City has received a verbal commitment to plant an additional 2 street trees in the neighborhood and received a revised permit on 11/6/14. A copy of Mr. Winter's revised permit application are attached for the Commission's information (Exhibit "A"). Chico Tree Advocates will likely assist Mr. Winter in the replanting effort and will work with the City of the replacements meeting City standards.

If the BPPC allows the removal for the convenience of the landowner Staff recommends approval include the condition that: a total of 3 street trees will be planted within a year after removal of the applicant's tree. Applicant seems agreeable to this condition. However, if for whatever reason, the trees are not planted by that time, the City will plant the trees and bill the applicant for the planting.



Location:  Address: 520 W. 12<sup>th</sup> Ave      City Tree?  Yes.  No. Explain:

Tree Details from Database	Tree Service and Request History
<p><b>Trees 46846</b></p> <p>Common Name: Walnut, English Position: F-2 Addr: 520 W 12th Ave Theme Desc: Street Work Zone: 5 Maint Type: Elevate Maint Year: 9 Latest Observation: 08/19/2008 Diameter: 18.00 Height: 40.00 Vigor: Good Struct: Dead Limbs 2"-4" diameter Notes: <a href="#">1 attached</a></p> <p><b>Point Properties</b></p> <p>Lat: 39.7475926079 Lon: -121.861680339</p> <p><b>Trees Activity Tracking</b></p> <p>Work Requests: 0 open Activity: 0 attached</p>	<p><input type="checkbox"/> See Attached History. <input type="checkbox"/> See map <input type="checkbox"/> Details or additional information</p> <p><b>Observations</b></p> <p>Photographs? <input checked="" type="checkbox"/> Yes (attach). <input type="checkbox"/> No.</p> <p>Physical evidence? <input type="checkbox"/> Yes. <input type="checkbox"/> No. Explain: <a href="#">Click here.</a></p> <p>Weather: <u>N/A</u></p> <p>Tree Conditions: <u>Good</u></p> <p><b>Observations:</b> <u>Tree is healthy with little evidence of decay or problems. Staff is curious about the true impacts of the tree on the proposed solar installation. Google Earth photo: The branch shadows of the tree in question touch the corner of the house in the photograph. Shade in the photo come from the neighbors tree. The photograph is taken during February. During the summer the angle of the sun will be steeper.</u></p>

**Photograph(s)**



Google Earth Street view image (2/2012).

**Attachments:** Application for removal (9/2/14),

S:\\_Old drive to be deleted July  
2015\Admin\General\PERMITS\Tree\_Permits\2014\Pending\APPEALS\520\_W\_12th\_Ave\BPPC\_TP\_520\_W\_12th\_Ave\_14\_1013.docx  
11/21/2014



**PUBLIC WORKS DEPARTMENT  
PARK DIVISION**

411 Main St., 2<sup>nd</sup> Fl.  
P.O. Box 3420  
Chico, CA 95927-3420

(530) 896-7800  
(530) 895-4899 Fax  
Email: [Parkinfo@chicoca.gov](mailto:Parkinfo@chicoca.gov)  
Website: [www.chico.ca.us](http://www.chico.ca.us)

**CITY OF CHICO**

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

Merle Winter \_\_\_\_\_ Representative \_\_\_\_\_  
 Property Owner  
520 W. 12<sup>th</sup> Ave. \_\_\_\_\_ Representative Address \_\_\_\_\_  
 Property Owner Address including zip code  
 Owner's Phone Number 530-343-6632 \_\_\_\_\_ Representative's Phone Number \_\_\_\_\_  
 Owner's Email Address tkfos@att.net \_\_\_\_\_ Representative's Email Address \_\_\_\_\_

REQUEST TO: \_\_\_\_\_ Plant  Remove \_\_\_\_\_ Alter \_\_\_\_\_ Disturb \_\_\_\_\_

Address where tree(s) are located: 520 W. 12<sup>th</sup> Ave. \_\_\_\_\_

Number of Tree(s): 1 \_\_\_\_\_

Diameter of Tree(s) \_\_\_\_\_ Species of tree(s): (Use additional paper if necessary) \_\_\_\_\_  
20" English Walnut  
 \_\_\_\_\_  
 \_\_\_\_\_

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

as per BPPC diversion - tree will be replaced with one  
approved tree on my property and will make incoperation  
with the Chico Tree Advocates (Mr. Charles Withuhn)

**ONLY QUALIFIED TREE SERVICES MAY PERFORM WORK ON CITY TREES**

Tree Service Performing Work Abot Trees Phone # 343-4533  
 Chico Business License # 52027 California Contractor's License # 954861  
 Certified Arborist # WE-10386A **Attach Copy of Certificate of Liability Insurance/Homeowner's Ins**

Nov. 6, 2014 \_\_\_\_\_  
 Date Signature of Property Owner or Authorized Representative





DATE: 11/20/14  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Consideration of Urban Forest Management Plan

## Report in Brief

At the 10/27/14 meeting, Commissioner Ober requested to agendaize the consideration of the Urban Forest Management Plan (UFMP). The BPPC moved to agendaize the UFMP for discussion and for action to either approve or not approve at the November meeting or earliest possible opportunity (6-0-1). At the 11/4/14 meeting of the Chico City Council, the Council imposed a 6 month deadline on the Public Works Department to contract out the functions of the Urban Forest Manager and completion of the Urban Forest Management Plan.

**Recommendation:** *Staff recommends that the BPPC consider and discuss the major unfinished items and refer to the UFMP back to the Tree Committee.*

## Background

In early 2014, after some measures were in place for the City to handle emergency services, remaining staff reinitiated Tree Committee work on the plan with a series of meetings. At mid-year, the Council directed the Public Works Department to develop a contract for the services provided by the Urban Forest Manager. Given the direction of the Council, the Public Works Department decided to focus on basic street tree related work, until significant questions could be resolved with the outsourcing of the Urban Forest Manager duties, this included the Urban Forest Management Plan (UFMP).

Work on the UFMP began with the 1/11/12 Tree Committee meeting, which began the discussion of the goals the plan. Over the next few months key pieces of the plan were considered. The UFMP is part of the current 2013-2014 Biennial workplan for the BPPC (Item #3). The plan states:

3. Complete review of the Urban Forest Management Plan (UFMP), including Environmental Review.
  - a. Review the Short Term Objectives described in the UFMP and prioritize those that can be done within current budgetary constraints.

The Committee goals of the plan continued and discussed using the format and web site toolkit from the CaUFC for the Plan (see attachments A-D; earlier Tree Committee reports are available on line). Early tasks included defining the Urban Forest and developing a Vision Statement (2/8/11 and 3/14/12); reviewing background information; beginning to define (5/9/12) and review (6/13/12) goals for the Management Plan; discuss the formal of goals for tree resources; etc.

As Staff developed the information from the initial scoping phases fewer meetings were needed in 2013. At the May Tree Committee meeting, Staff noted that a draft was posted online (5/15/13). The Tree Committee was unable to review and provide comments on the document in time. In July 2013, the Urban Forest Manager left the City of Chico and progress on the plan halted, as the Street Tree Division absorbed the impacts of budget cuts and the loss of the Street Tree Crew.

## Discussion

At the four meetings earlier in the year, the Tree Committee was working on a basic review of the document and identifying key deficiencies that needed to be addressed before the UFMP could move forward. Those deficiencies remain. Staff should note that the document contains a number of measures that are currently underway and in some respects the documents reflects many current practices. Some of these items are documented in the attached reports (and minutes from the Tree Committee), some of the most significant include:

1. The draft should be completed with the Workplan caveat that the plan should "Review the Short Term Objectives described in the UFMP and prioritize those that can be done within current budgetary constraints."

2. The Tree Committee did not review the (May 2013) draft. The Committee has not recommend the item for BPPC review (the item is before the BPPC based on Commissioner Ober's request). The Committee agreed to the staff developed task list to complete the review. Suggested comments and revisions on the document (for example, tree lists, permitting notification, large trees) have not been considered or incorporated into the document.
3. The document should be reviewed by the affected Departments and/or commissions. Non-binding objectives or suggestions should be identified.
4. The goals would benefit from adding more quantitative measures (see example on Attachment A). The application of "SMART principals" will help (Specific, Measureable, Attainable, Relevant, Time-Bound). The UFMP should reflect new resource realities imposed by recent staffing reductions.
5. The monitoring plan should be developed beyond the current placeholder language and reviewed.

Currently, the draft plan does not meet the workplan goals (environmental review and current budgetary constraints), needs a complete review from other Departments, and would benefit from consideration of comments submitted. At the 6/11/14 meeting, the Tree Committee concurred with staff recommendation to break up the document into pieces to maintain focus and develop a list of tasks/timeline. Attention to the plan should be reinitiated as the City adds additional staffing or the consulting contract. With the Council directive to complete the plan, the list of tasks will be an important way to move the plan forward in a logical systematic fashion.

**Attachments:**

- A. Tree Committee report (3/12/14).
- B. Tree Committee report (4/16/14).
- C. Tree Committee report (5/14/14).
- D. Tree Committee report (6/11/14).
- E. Chico Draft Urban Forest Management Plan

Document1  
11/20/2014





DATE: November 15, 2013  
TO: Bidwell Park and Playground Commission  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Update on the Urban Forest Management Plan

## Report in Brief

Staff will provide an overview of progress to date on the Urban Forest Management Plan, and present an initial list of issues. Staff seeks Tree Committee input to identify data gaps, additional information needs, and refine goals to be incorporated into the next revision of the plan.

**Recommendation:** Provide an update to the BPPC on the status of the Plan, and identify the major items needed for the next revision.

## Background

At the 7/25/11 BPPC Meeting, the Commission approved their biennial work plan priorities for 2011- 2012. At the 1/11/12 meeting, the Tree Committee began the discussion of the goals the plan should include.

Over the next few months key pieces of the plan were considered. The Committee goals of the plan continued and discussed using the format and web site toolkit from the CaUFC for the Plan, and:

- Initiated the definition of an Urban Forest and developing a Vision Statement (2/8/11);
- Reviewed a definition of Chico's Urban Forest and developed a Vision Statement (3/14/12);
- Considered background information on the current state of the Urban Forest for analyzing goals and developing a Mission Statement for the plan. (4/11/12);
- Began to define (5/9/12) and review (6/13/12) goals for the Management Plan; discuss the format of goals for tree resources; and
- Discussed goals of landscape resources (9/12/12).

Fewer meetings were needed in 2013 as Staff developed the information from the initial scoping phases:

- 3/13/13 - Staff provided an overview of progress and the Committee set up a general timeline for the next few months. Staff described the need for review by City compliance staff for environmental review.
- 4/10/13 - The Committee was provided an initial Draft UFMP, and Staff requested comments from the public on the Draft (Staff also noted preliminarily that the Plan may need limited environmental compliance because the general elements were reviewed under the City's General Plan and that the plan only includes maintenance of existing street trees).
- 5/15/13 – Staff noted that the draft UFMP was posted on the City web site. The Committee also considered some comments related to the draft (public notification of tree removals, etc).

## Discussion

Chico's Urban Forest Management Plan (UFMP) used an adaptive management approach and planning process as outlined by the Urban Forest toolkit handout (Attachment A originally handed out at the 4/11/12 Tree Committee meeting). The process notes that it is common to go back and forth between the first three steps several times before proceeding further. Staff highly recommends that participants review the preliminary draft at ([http://www.ci.chico.ca.us/general\\_services\\_department/park\\_division/documents/ChicoFinalMgtPlan6-2013Web.pdf](http://www.ci.chico.ca.us/general_services_department/park_division/documents/ChicoFinalMgtPlan6-2013Web.pdf) ).

In addition, the City proceeded with public input as a cornerstone of the approach; therefore, the plan to date as developed in an incremental fashion. Like the Trails Plan and Natural Resource Management Plan, as Staff completed building blocks of the report, they would present them to the committee, gather feedback, and then move forward with the next building block. While this approach takes longer than the traditional process of receiving comments on draft reports and developing revisions, the continual feedback means that Staff and participants are more confident that the process carries forth accepted comments.

While tremendous progress has been accomplished, the next version of the UFMP would greatly benefit from addressing the following issues:

1. Committee Review of Revision - As part of the model (Adaptive/Toolkit) used to develop elements of the plan, is the concept that as new knowledge is added, previous parts of the document will need to be modified and refined. The Tree Committee should review and comment on a revised UFMP (only the 1<sup>st</sup> Draft have been reviewed). Staff have received comments on several major issues (for example, permitting notification, large trees) that should be considered in the revised document. In addition, the UFMP should reflect new resource realities imposed by recent staffing reductions. While this may not change some of the goals, it may change the means to achieve them.
2. General Plan/Environmental Compliance - Many of the goals listed delve into issues within the General Plan, and the UFMP would benefit from an analysis on potential conflicts and consistency with the General Plan. Staff preliminarily indicated that some of the elements in the UFMP may be covered by the CEQA documentation for the General Plan and "because the plan only includes maintenance of existing street trees and their locations". However, the scope of the document includes a larger definition of the Urban Forest than street trees. In addition, a number of the measures potentially impact other Departments and activities. Review from City Planning Staff would help refine the document on those issues and provide a better sense as to information required, refining goals, and integration with Planning Department activities.
3. Goal Refinement - The goals would benefit from adding more quantitative measures (use example on Attachment A). The application of "SMART principals" will help (Specific, Measureable, Attainable, Relevant, Time-Bound).
4. Linkages and Next Steps - Some of the measures would benefit from indicating the next steps. For example, the UFMP notes the problem with vacant properties and turning off the water to landscaping, and that development of a policy or ordinance may help. This is an item that stretches beyond the purview of the BPPC; however, the document does not indicate the audience for this recommendation (should it be considered by Council, reviewed by the Planning Commission, explored by staff?). Measures that may be beyond the scope of the document, could be clearly identified as non-binding recommendations or as information gaps.
5. Review Completed Sections - The sections on implementation and monitoring should be developed and incorporated into the document. This should include a description of the overall Adaptive Management Approach.

Tree Committee members may have additional comments that may not have been shared at the previous review meeting. Addressing this issues will improve the UFMP and will make it much more likely that the principals will be implemented and achieved.

Staff recommends that the Tree Committee provide an update to the full BPPC and share the preliminary draft plan for comment. This will provide an opportunity for comments from a wider audience, and help develop a better timeline and a more complete document. At a future Tree Committee, Staff use that input to provide a more refined list of needs and data gaps on the first draft, and the list of needs and next steps including Committee attention to data gaps and refinements in the document and receive a more definitive answer to the environmental compliance issue.

**Attachments:**

- A. Urban Forest Management Plan Toolkit excerpt from (<http://ufmptoolkit.com/> )

H:\Admin\BPPC\BPPC\_Committee\Tree\2014\_Tree\14\_0312\BPPC\_Tree\_Permit\_Protocol1\_14\_0224.docx  
3/7/2014





DATE: March 5, 2014  
TO: Bidwell Park and Playground Commission  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Programmatic Tree Removal Permit Application Protocol

## Report in Brief

The BPPC directed the Tree Committee to consider a Programmatic Permit program to help expedite requests for undesirable trees. Staff seeks feedback on the approach before a protocol is developed to allow for the administrative approval of discretionary trees on behalf of the BPPC (essentially pre-approval of permits that meet certain criteria). All other requests would still come before the BPPC for consideration. The removals and replanting will be completed at the applicants cost.

### Recommendation:

Provide feedback to Staff on the outlined Programmatic Removal Permit to help expedite requests for undesirable trees.

### Background

Under City of Chico Municipal Code (CMC Section 14.40.120 Permits – Required) No trees or shrubs shall be planted in or removed from any planting area in the city unless the commission or the city council authorizes and the director issues a permit; or such planting or removal is required by order of the commission or the city council. The CMC states that the director shall bring all applications for permits to the attention of the commission and shall issue such written permit when and as directed by the commission or the city council. Trees that are dead or dying or pose an immediate public safety risk are not discretionary and staff may act to have those trees removed without BPPC action (CMC 14.40.270).

The CMC also provides for 1) the director to impose additional reasonable conditions, such as the replanting of a tree or shrub in place of that removed. (CMC 14.40.150 Permit - Conditions upon issuance); and 2) that the cost of removal of trees that are not dead or dying or pose a dangerous condition upon public property, the removal shall be deemed to be for the convenience of the property owner (CMC 14.40.170) and the cost shall be at the property owner's expense. (CMC 14.40.180). More broadly, the preservation of trees and

At the November 25, 2013 meeting, the BPPC recommended that the Tree Committee consider a proposed protocol to set up a programmatic permit process to help landowners to securing a permit to remove targeted trees. The process would identify the conditions that are appropriate for such a program. The protocol essentially lays out the conditions for the pre-approval of permits so that permits may be handled administratively. The full BPPC will consider removal permits that do not meet the criteria. The administrative approval will streamline the process for landowners that may wish to remove trees that are obvious candidates and also indicate the City's support of removing undesirable species.

### Discussion

The goal of the program is to identify and communicate to the public undesirable trees that meet clear criteria and City goals; expedite the permit process for landowners that may wish to remove undesirable trees and replace with appropriate ones; reduce administrative and opportunity costs. The idea is to establish guidelines in which to provide the basis for administrative permit decisions on behalf of the BPPC. The program would essentially provide for "pre-approval" of removal requests that meet certain criteria. The sections below lay out elements of the program for consideration.

#### a. Protocol

Staff proposes that the BPPC adopted protocol be transformed into an Administrative Policy and Procedures Memo (AP&P) to make the application of the protocol clear to staff. Staff recommends Tree Committee feedback on considerations for the protocol for the permit program. For example, some initial protocol considerations could include:

1. A pre-approved list of species and/or conditions for removal (see below).
2. Staff will report all removals to the BPPC in the monthly manager report.
3. Applicants will replace the trees at appropriate locations with trees that are appropriate for the planter size.

4. The removals and replanting will be completed at the applicants cost.
5. Costs of removal and replanting will be at the applicant's expense.
6. As there may be cases in which staff determines that the removal of a tree may not serve the public interest. If in dispute, Staff will bring forth the item to the BPPC for a determination.

b. Tree species eligible for program

Staff proposes a categorical approach to restrict the number of tree species that are eligible for this program. The categories include:

1. Noxious Woody Plants – Non-native invasive trees (i.e. tree of heaven) on the California Department of Food and Agriculture's noxious plant list (A or B level species) should be removed and replanted with an appropriate tree. Title 3, Section 5004, Food and Agricultural Code defines and lists noxious weeds and the determination to get on the list (we refer the curious reader to CDFA, 2010, and Kelch 2014, Attachment A). Without exception, these are clear cut candidates for removal.
2. List of Trees explicitly excluded from the Tree Preservation Code (CMC 16.66) – This part of the CMC regulates the removal and preservation of trees and promotes the advancement of public values related to trees (Street trees are covered in CMC 14.40). The Preservation Code applies to property that requires discretionary permits and requires that certain trees require a removal permit from the City. However, CMC 16.66 excludes certain trees from the permit requirement and these trees provide a good basis for trees that should be on the programmatic approval list for Street trees as well (CMC 16.66.050.C).
3. Trees incompatible as street trees based on local knowledge - There are several tree species that thru past experience or knowledge that should be added to the list. These plants have proven to be incompatible with infrastructure or produced problems as street trees. Many of the trees that fall in this category are future candidates for the CMC list above.

Trees that are state-wide invasive threats (on the CDFA or Cal-IPC lists) or demonstrate local invasiveness are clear-cut candidates for removal anyplace within the City, while other trees are not simply well matched for street tree locations. In other words, there are trees that should be removed under all circumstances (for example, Tree of heaven) and those that would be recommended for removal under particular circumstances (for example, Yarwood sycamore in small planters).

Yarwood sycamore is a good example of local experience and knowledge governing why it should be on the list (another example is hackberry, where the City spends approximately \$16,000 on pesticide application for 1,200 non-native trees for aphid control; while certain varieties have escaped into Bidwell Park). Once an approved variety, this tree poses damage to infrastructure (water mains, sidewalks, and a gas main). This variety is favored in some areas of the country because it is relatively fast growing, but with Chico's good climate and areas of good soil; the tree can grow so fast that branches become weak and fail regularly. While some of the effects can be reduced with regular pruning, these trees are among the costliest in Chico to maintain. The roots can also be invasive and damage sidewalks and water pipes. Therefore, the tree should be replaced with a more appropriate species in most street tree locations. Still the tree could have application in certain areas where it has enough room to grow and does not pose a hazard.

Staff recognizes that the BPPC may wish to exclude some of the individual trees species from the list above; or discuss the particular conditions for removal. An explicit list may help with that discussion. Therefore, staff recommends that the species list return for discussion.

c. Next Steps

Staff would like the Tree Committee to provide direction as to the initial concept of the programmatic approach. If the direction and concepts that staff describes is acceptable, we propose to develop a list of trees that would be on the programmatic list. Staff will incorporate this information into a protocol in the next report.

**References:**

[CDFA] DEPARTMENT OF FOOD AND AGRICULTURE. 2010. PROPOSED AMENDMENT OF THE REGULATIONS Title 3, California Code of Regulations, Section 4500, Noxious Weed Species, INITIAL STATEMENT OF REASONS/POLICY STATEMENT OVERVIEW. [www.cdfa.ca.gov/plant/docs/4500ISR.pdf](http://www.cdfa.ca.gov/plant/docs/4500ISR.pdf)

**Attachments:**

1. Kelch. Dean. 2014. RE: Noxious Weed Request. Email to Dan Efseaff on 2/21/14.
2. Excerpt from Bidwell Park Invasive Plant inventory (Trees and Shrubs growth form).



**Table 1. Example Matrix Table of Species Eligible for Programmatic (Pre-approval) Removal Permit Program**

Common name	Scientific Name	Invasive (CDFA/CAL- IPC)	CMC list	Local Experience	Recommend for Program	Comments (Basis for inclusion, Conditions for removal)
Ailanthus / Tree of heaven	<i>Ailanthus altissima</i>	A	Y	Y	Y	Noxious weed. None. Encourage removal from within the City of Chico.
Yarwood Sycamore		N	N	Y	Y*	Fast growing in Chico. Falling limbs, incompatible with urban infrastructure Planter size < 6 ft or presence of infrastructure (gas, water mains, sidewalks, and regular use by people).

\* Conditional.

The future list would include

- 1) all recognized statewide noxious woody (shrub and tree) that might be found in the Chico Area in the ROW.
- 2) CMC 16.66.050L List: "...: Ailanthus, Chinese Tallow, Freemont Cottonwood or Poplar, Privet, Box Elder, Silver Wattle, Black Acacia, English Hawthorn, Russian Olive, Olive, Red Gum, Tasmanian Blue Gum, Edible Fig, English Holly, Cherry Plum, Black Locust, Peruvian Peppertree, Brazilian Peppertree, Western Catalpa, Chinese Elm or Winged Elm; or the following fruit and nut trees: Almonds, Apples, Apricots, Avocados, Cherries, Chestnuts, Mandarins, Nectarines, Olives, Oranges, Peaches, Pears, Pecans, Persimmons, Pistachios, Plums or English Walnuts."
- 3) Trees that have posed a problem based on local knowledge and experience.

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3/7/2014



DATE: April 4, 2014  
TO: Bidwell Park and Playground Commission  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Update on the Urban Forest Management Plan

## Report in Brief

Staff will provide an overview of progress to date on the Urban Forest Management Plan, and present an initial list of issues. Staff seeks Tree Committee input to identify data gaps, additional information needs, and refine goals to be incorporated into the next revision of the plan.

**Recommendation:** Provide an update to the BPPC on the status of the Plan, and identify the major items needed for the next revision.

## Background

At the 7/25/11 BPPC Meeting, the Commission approved their biennial work plan priorities for 2011- 2012. At the 1/11/12 meeting, the Tree Committee began the discussion of the goals the plan should include.

Over the next few months key pieces of the plan were considered. The Committee goals of the plan continued and discussed using the format and web site toolkit from the CaUFC for the Plan, and:

- Initiated the definition of an Urban Forest and developing a Vision Statement (2/8/11);
- Reviewed a definition of Chico's Urban Forest and developed a Vision Statement (3/14/12);
- Considered background information on the current state of the Urban Forest for analyzing goals and developing a Mission Statement for the plan. (4/11/12);
- Began to define (5/9/12) and review (6/13/12) goals for the Management Plan; discuss the format of goals for tree resources; and
- Discussed goals of landscape resources (9/12/12).

Fewer meetings were needed in 2013 as Staff developed the information from the initial scoping phases:

- 3/13/13 - Staff provided an overview of progress and the Committee set up a general timeline for the next few months. Staff described the need for review by City compliance staff for environmental review.
- 4/10/13 - The Committee was provided an initial Draft UFMP, and Staff requested comments from the public on the Draft (Staff also noted preliminarily that the Plan may need limited environmental compliance because the general elements were reviewed under the City's General Plan and that the plan only includes maintenance of existing street trees).
- 5/15/13 – Staff noted that the draft UFMP was posted on the City web site. The Committee also considered some comments related to the draft (public notification of tree removals, etc).

## Discussion

Chico's Urban Forest Management Plan (UFMP) used an adaptive management approach and planning process as outlined by the Urban Forest toolkit handout (Attachment A originally handed out at the 4/11/12 Tree Committee meeting). The process notes that it is common to go back and forth between the first three steps several times before proceeding further. Staff highly recommends that participants review the preliminary draft at ([http://www.ci.chico.ca.us/general\\_services\\_department/park\\_division/documents/ChicoFinalMgtPlan6-2013Web.pdf](http://www.ci.chico.ca.us/general_services_department/park_division/documents/ChicoFinalMgtPlan6-2013Web.pdf) ).

In addition, the City proceeded with public input as a cornerstone of the approach; therefore, the plan to date as developed in an incremental fashion. Like the Trails Plan and Natural Resource Management Plan, as Staff completed building blocks of the report, they would present them to the committee, gather feedback, and then move forward with the next building block. While this approach takes longer than the traditional process of receiving comments on draft reports and developing revisions, the continual feedback means that Staff and participants are more confident that the process carries forth accepted comments.



While tremendous progress has been accomplished, the next version of the UFMP would greatly benefit from addressing the following issues:

1. Committee Review of Revision - As part of the model (Adaptive/Toolkit) used to develop elements of the plan, is the concept that as new knowledge is added, previous parts of the document will need to be modified and refined. The Tree Committee should review and comment on a revised UFMP (only the 1<sup>st</sup> Draft have been reviewed). Staff have received comments on several major issues (for example, permitting notification, large trees) that should be considered in the revised document. In addition, the UFMP should reflect new resource realities imposed by recent staffing reductions. While this may not change some of the goals, it may change the means to achieve them.
2. General Plan/Environmental Compliance - Many of the goals listed delve into issues within the General Plan, and the UFMP would benefit from an analysis on potential conflicts and consistency with the General Plan. Staff preliminarily indicated that some of the elements in the UFMP may be covered by the CEQA documentation for the General Plan and "because the plan only includes maintenance of existing street trees and their locations". However, the scope of the document includes a larger definition of the Urban Forest than street trees. In addition, a number of the measures potentially impact other Departments and activities. Review from City Planning Staff would help refine the document on those issues and provide a better sense as to information required, refining goals, and integration with Planning Department activities.
3. Goal Refinement - The goals would benefit from adding more quantitative measures (use example on Attachment A). The application of "SMART principals" will help (Specific, Measureable, Attainable, Relevant, Time-Bound).
4. Linkages and Next Steps - Some of the measures would benefit from indicating the next steps. For example, the UFMP notes the problem with vacant properties and turning off the water to landscaping, and that development of a policy or ordinance may help. This is an item that stretches beyond the purview of the BPPC; however, the document does not indicate the audience for this recommendation (should it be considered by Council, reviewed by the Planning Commission, explored by staff?). Measures that may be beyond the scope of the document, could be clearly identified as non-binding recommendations or as information gaps.
5. Review Completed Sections - The sections on implementation and monitoring should be developed and incorporated into the document. This should include a description of the overall Adaptive Management Approach.

Tree Committee members may have additional comments that may not have been shared at the previous review meeting. Addressing this issues will improve the UFMP and will make it much more likely that the principals will be implemented and achieved.

Staff recommends that the Tree Committee provide an update to the full BPPC and share the preliminary draft plan for comment. This will provide an opportunity for comments from a wider audience, and help develop a better timeline and a more complete document. At a future Tree Committee, Staff use that input to provide a more refined list of needs and data gaps on the first draft, and the list of needs and next steps including Committee attention to data gaps and refinements in the document and receive a more definitive answer to the environmental compliance issue.

#### **Attachments:**

- A. Urban Forest Management Plan Toolkit excerpt from (<http://ufmptoolkit.com/> )

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4/10/2014

ATTACHMENT A

# Urban Forest Management Plan Toolkit

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HOME > Management Planning Process

What do you have?

What do you want?

How do you get what you want?

Are you getting what you want?

Comments

Lise S. Mar 05, 2012

Signing up was easy - this is a great way to get started.

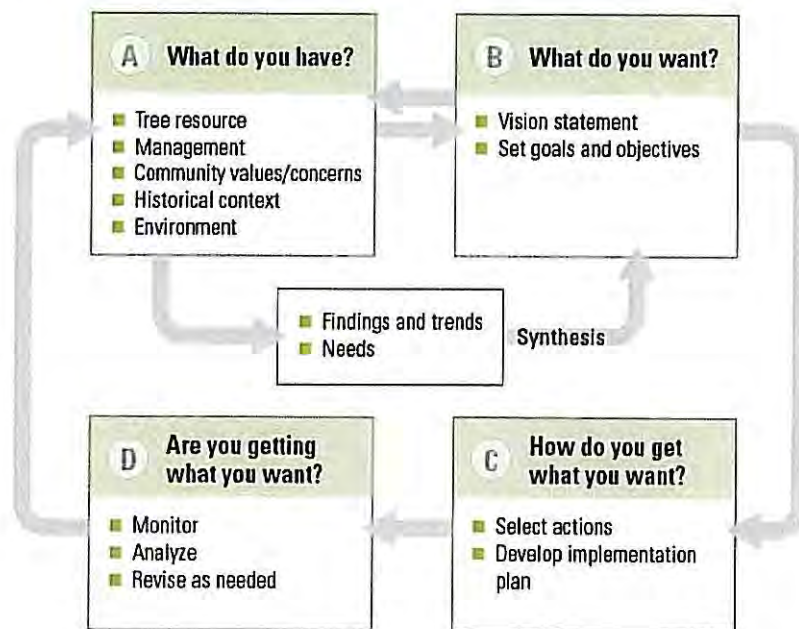
[1] Read all

Leave comment

## Management Planning Process



The overall management planning process used in this web site follows the model illustrated below. This process is referred to as adaptive management. It is commonly used for management planning and resource management (Miller 1988). This model provides a good conceptual framework for the process of developing a management plan. You can also use other variations of this general framework.



Although the steps shown above are represented as a continuous cycle, it is common to go back and forth between the first three steps when developing a plan. Steps A and B are closely related. You may need to revisit these steps several times before proceeding further.

For example, you may know that increased canopy cover is desirable before you assess it. However, to set a quantifiable goal (how much more canopy?), it will be necessary to determine how much canopy is present. Findings from step A may also raise new questions that may require additional assessments. In progressing from step B to C, it may become obvious that the funding or organizational structure for accomplishing various goals are lacking. It may be necessary to backtrack and develop goals related to developing a funding base or public support.

After the management plan is in place, it is important to evaluate how it is working (Step D). Monitoring procedures should be specified in the plan. This brings the process to a full cycle. This cycling allows the plan to adapt to changing conditions.





DATE: May 6, 2014  
TO: Bidwell Park and Playground Commission  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Update on the Urban Forest Management Plan

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**Report in Brief**

The Committee will review and hear comments on the Urban Forest Management Plan (UFMP). The preliminary draft UFMP is available at [http://www.ci.chico.ca.us/general\\_services\\_department/park\\_division/documents/ChicoFinalMgtPlan6-2013Web.pdf](http://www.ci.chico.ca.us/general_services_department/park_division/documents/ChicoFinalMgtPlan6-2013Web.pdf) ). Written detailed comments will be accepted. The meeting will focus on major issues and concepts that should be included in future versions. Tree Committee input will help staff identify data gaps, additional information needs, and refine goals. The input will be incorporated into the next revision of the plan, which would be reviewed at a future Tree Committee meeting.

**Recommendation:** Provide Committee and Public input on the preliminary draft UFMP to aid staff with the major items needed for the next revision.

**Attachments:** None.

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5/9/2014



DATE: June 6, 2014  
TO: BPPC Tree Committee  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Review and Develop the Urban Forest Management Plan

## Report in Brief

The Committee will continue work on refining the Urban Forest Management Plan (UFMP). Staff seeks Tree Committee input to identify data gaps, additional information needs, and refine goals to be incorporated into the next revision of the plan. At the May 14, 2014 meeting, the Committee concurred with staff's recommendation to break up the document into pieces to maintain focus and develop a list of tasks/timeline. Staff proposed that the Committee examine the following sections (some can be combined) at future meetings:

1. Review and revise Goals and Objectives
2. Review the Introduction
  - a. Vision and Mission Statements
  - b. Actions and Scope
  - c. Planning Horizon
  - d. Urban Forest definition
3. Review Setting/Environmental Overview Section
4. Review Status of Urban Forest
  - a. Identify additional information needs and data gaps both for this document and future versions
5. Develop Scope (how detailed will the document be or will this be separated out?) and provide input for Implementation and Monitor Plan Section
  - a. Review draft sections
6. Review of document and consideration of CEQA requirements from Planning Department staff.
7. Recommendation for BPPC consideration of UFMP.
8. Revise entire UFMP and review or submit to BPPC.

The progress of how quickly these sections progress may depend on the productivity of the meetings and proposed restoration of key staff positions that Council will consider at the end of June. Given that, staff would like to wait until the next meeting before associating a timeline with the tasks above.

To kick the review of the UFMP off, staff recommends that the Tree Committee focus on the goals and objectives from the draft UFMP (Table 1) with these issues in mind:

- Goal Refinement - The goals would benefit from adding more quantitative measures and the application of "SMART principals" will help (Specific, Measureable, Attainable, Relevant, Time-Bound).
- Separation of Types - Since some of the objectives relate to the General Plan or the purview of other Departments and Commissions that the objectives should be split by implementable ones that are within the purview of the BPPC and potential recommendations to other bodies or Departments.
- Additional Items - Staff have received comments on several major issues (for example, permitting notification, large trees) that should be considered in the revised document.
- Resource limitations - In addition, the UFMP should reflect new resource realities imposed by recent staffing reductions. While this may not change some of the goals, it may change the means to achieve them.

**Recommendation:** Provide input on the preliminary draft UFMP goals and objectives to staff.

## Attachments:

Table 1 – Urban Forest Management Plan Goal & Objectives

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6/5/2014



**TABLE 1. GOALS AND OBJECTIVES FOR THE URBAN FOREST MANAGEMENT PLAN**

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
<b>TREE RESOURCES</b>				
1. Implement a program for enhancing public safety and reducing risk to citizens from trees.	Deferred maintenance has resulted in an increased number of trees with defects such as dead limbs or stem and root decay that may lead to failure, increasing the risk and liability to the City.	<p>a. Define and publish a written policy for prioritizing work.</p> <p>b. Base all tree care on existing ANSI Safety and Tree Care Standards per ISA BMPs.</p> <p>c. Reduce the backlog of maintenance. Encourage citizens to care for the trees in front of their homes, by providing permits to approved tree services.</p>	<p>d. Budget for a tree pruning contract that focuses on high priority needs of large trees, while the crews focus on routine formative pruning and emergencies.</p> <p>e. Adopt the new ANSI Tree Risk Assessment as the Standard for assessing risk and assigning priorities for tree work.</p> <p>f. Analyze and revise current tree pruning and production standards.</p>	<p>g. Establish a recommended pruning cycle, with number of staff and associated costs.</p> <p>h. Explore tree service discounts for City street trees.</p>
2. Define the character of Chico's Urban Forest	An overall policy that defines the character and appearance of the forest is necessary for decision making. The General Plan calls for "Complete Streets" that include trees, but does not specifically state how the trees should relate to the street.	a. Establish policy and obtain agreement from the Bidwell Park and Playground Commission that the Urban Forest should provide a specified character to the City of Chico.	<p>b. Create policies that provide adequate-sized planting strips in new developments so that large trees can be planted. Update the list of trees to be certain that selected species can provide large canopies without creating sidewalk damage.</p> <p>c. Upgrade the approved street tree species list.</p>	d. Create an almost continuous canopy of trees over the City. This canopy will be multi--sized, multi-aged and of diverse species.
3. Enhance tree planting to reduce the backlog of empty planting sites	Consistent planting helps maintain a multi-aged stand of trees throughout the City. It also allows the Urban Forest to experience species change as new cultivars are developed to address issues of older species.	a. Explore grant opportunities to fund a larger tree planting program.	b. Establish a non-profit within the community to encourage neighborhood tree plantings and stress the importance of tree planting.	c. Transfer responsibility for tree planting in subdivisions to the Street Tree Division to insure trees are planted to the City's standards.
4. Encourage diversity in the Urban Forest	Diversity of species creates a forest that is resilient to pest and disease invasion. It also creates a more attractive and interesting forest.	a. Recognize and remove invasive species from the Urban Forest to the extent possible given budgets, etc. Seek grant funding for this project.	b. Analyze work zones and set specific objectives for each zones in terms of species diversity.	c. Study and develop a rating of habitat values for tree species used in the urban forest.
5. Improve planting standards.	Young trees die or fail to thrive due to circling roots and poor care after planting.	<p>a. Review and revise planting standards as needed.</p> <p>b. Improve communication between departments regarding the reasons for provisions of tree planting standards.</p>	<p>d. Improve the inspection process for the installation of new landscapes</p> <p>e. Establish inspection protocols and timeframe during the development/construction process</p>	<p>g. Bring oversight of all tree planting to the Street Tree Division, rather than the building Department.</p> <p>h. Require trees in new Capital Projects to be fully established - to have been in the ground and thriving after one year before final acceptance. Include the</p>

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
		c. Review current specifications for nursery stock tree selection.	f. Enforce standard pruning practices on private commercial parking lots so that the trees attain the required shading as quickly as possible.	requirement of a performance bond for all tree planting projects.
<b>Landscape Resources</b>				
1. Improve landscape designs and practices to enable sustainable and consistent quality of the City's public landscapes.	By providing for better installations, appropriate plant materials and ET <sup>1</sup> based irrigation systems, the City's landscapes will look better, conserve water and reduce maintenance costs.	a. Review and modernize Landscape Design Standards to enhance water conservation, reduce maintenance costs and improve soil health issues. b. Develop criteria for trees, shrubs and ground covers that can be used in City landscapes, such as those that are drought tolerant, easy to maintain, long lived, non-invasive and tolerant of Chico soil types.	c. Develop planting schemes that reduce the necessity for regular pruning. Endorse specific, water conserving irrigation systems, based on longevity and ease of maintenance. d. Endorse specific, water conserving irrigation systems, based on longevity and ease of maintenance.	e. Approve and encourage the use of 2 wire irrigation systems for ease of upgrading and repair.
2. Improve landscape soil management practices to establish deep rooted trees.	Soils are treated as an engineering material, rather than a biological system. But for landscapes to thrive, their biological components need to be conserved. Planting sites need to be engineered, managed and inspected as a fundamental part of the overall project, so the biological integrity of the soil is enhanced rather than compromised.	a. Provide planting sites with the same level of "authority" as that of the hardscape in new projects. b. Identify, review and revise the current policy to better define the steps developers must take to have landscape plans approved.	c. Develop a better procedure for final approval and acceptance of projects once complete, including the requirement that as-builts are received and scanned in a timely manner. d. Require electronic copies of as-builts for completed landscape projects. e. Develop a Public Landscapes web page that includes information about AB 1881 and landscape requirements for the public portion of planting strips.	f. Require that soils be treated during construction and prior to planting to reduce compaction when planting landscapes in new developments (This would be compatible with AB1881) g. Promote having a landscape irrigation professional within the Planning or Building Department who can better review landscape designs. h. Review AB 1881 compliance for potential development into Chico's version of AB 1881.
3. Upgrade Irrigation systems in a timely manner to provide for better water conservation and reduced maintenance costs.	Irrigation systems that are not upgraded fail more often, requiring extra repair costs, and leaks that waste water.	a. Identify and prioritize the larger, publicly funded areas of Chico's landscapes that need to be retrofitted. Explore opportunities to obtain community or grant funding for these projects. b. Require new controllers in public landscapes to have remote ability to enhance maintenance.	c. Replace old galvanized systems with new pop-up systems that have water conserving nozzles. d. Review efficacy of netafim drip irrigation systems.	e. Upgrade old irrigation controllers as budgets allow to have remote ability. f. Include weather and ET sensing in all new controllers installed in the City.

<sup>1</sup> ET – Evapotranspiration – The amount of water that is used by the plant and evaporated off the surface. When irrigation controllers are ET based, they apply only the amount of water that is actually used on the site, automatically adjusting the amount of water applied each week.



GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
4. Assure funding for maintenance and replacement costs in new landscapes in City projects.	Current projects do not adequately address future maintenance and funding for restoration of landscapes, except in residential maintenance districts.	a. Maintenance costs should be a major part of the design review for new landscapes in City projects.	b. New Projects should project and budget maintenance costs over a 12 month period. An annual maintenance period, rather than 90 days, would provide a reasonable starting budget for the project.	c. Discourage, through policy development, the practice of eliminating or reducing landscaping and tree planting in Capital Projects because of cost overruns.
5. Review the landscape contract to make it more cost effective and efficient to administer.	The landscape contract is complex and difficult to administer. It should probably be divided into more than one contract. Having only one contractor provides no backup to the City for the failure of a company to adhere to the contract.	a. Review and revise methods used to gain adherence to the landscape contract. b. Review the landscape contract to reduce the cost of unforeseen repairs to the greatest extent possible.	c. Incorporate more industry standards into the landscape contract.	d. Provide adequate budgets for landscape maintenance, as required by the contract. e. Reduce the use of pesticides to the greatest extent possible, giving preference to the use of biological and cultural controls.
6. Require owners of property that becomes vacant due to economic or other conditions to maintain the landscapes, especially the trees, on the site.	Landscapes that die as a result of foreclosure are unsightly and provide a detrimental impact to the surrounding neighborhood and community. Replacing such landscapes is expensive and reduces the sale ability of the site.	a. Outline the process and responsibility for restoration should the landscape die.	b. Develop minimum requirements for irrigation when property is vacant.	
7. Review the issue of Community Gardens to be certain it is being addressed in a satisfactory manner.	Community Gardens are currently a planning issue, although it is often thought of as a landscape issue.		a. Review the current policy and upgrade where needed.	
<b>Management</b>				
1. Review, revise and update the Chico Municipal Code (CMC), Section 14.40 that specifically pertains to Street Trees.	The Street Tree ordinance has several sections that are out of date, or have unclear terminology and as a result impede the function of the Division.	a. Clarify and define terminology within the code, as well as within tree and landscape policies, to improve the quality and consistency of work standards. b. Increase the required clearance over roadways to 14'. c. Allow the removal of problem shrubs in the ROW through code enforcement action.	d. Require that except for City approved street trees, no plant that reaches taller than 24" can be planted in the public ROW. e. Review the CMC 16.66 to allow flexibility in requiring mitigation for existing street trees in new commercial or development projects	f. Review the feasibility and practicality of the required Street Tree Master Plan, including funding for keeping the Plan up to date.
2. Review the Tree Program to look for efficiencies and ways to improve operations.	Street trees are not being routinely maintained because of staffing and budget shortfalls. As a result, the tree resource is not being maintained as an asset,	b. Specify a level of service to the citizens and establish productivity standards to meet this level.	d. Explore the use of contract services for routine work while staffing is limited.	h. Track and compare the efficiency of in house crews with contract crews, if they are provided for pruning.

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
	and is becoming a liability to the City.	c. Provide additional staffing to maintain trees in the manner required by the specified level of service, while meeting industry standards.	e. Continue to have staff upgrade the inventory as trees are removed, planted or pruned.  f. Complete the street tree inventory - about 3000 to 5000 trees remain to be accurately mapped onto the GIS program. This will require a commitment of resources of about 2000 hours. Explore ways to upgrade remaining trees, such as volunteers or interns from the University.  g. Apply for grants where possible.	i. Review funding and productivity levels in other cities. Develop an agreed upon pruning cycle that can be sustained within reasonable funding levels.
3. Improve staff and commission understanding of measures needed to preserve trees on new projects and to reduce the incidence of invasive tree species.	Many projects that seek to preserve trees on a site being developed do not allow adequate space for that preservation, per the current standards within the code.	a. Enhance the knowledge of City staff and appointed officials (ARHPB, Planning Commission, etc.) about tree protection measures.  b. Address and discuss the current Tree Preservation regulations with the ARHPB and Planning Commission regarding physical requirements for tree preservation.  c. Lots/land that contain invasive trees such as Ailanthus should be required to remove all such trees as a condition of approval for discretionary projects.	d. Consider the preservation of well placed, healthy and young trees on developing sites, rather than only the large old tree. Young trees are often less expensive and easier to preserve and will better serve as the future generation of trees.  e. Require desirable tree preservation as a standard condition of approval for projects, including adequate room around trees for their effective preservation.	f. Promote the importance of trees within the City
4. Develop better design standards for tree planting that reduces sidewalk damage.	Trees create significant sidewalk damage if not planted correctly into soil that has not been adequately prepared and designed for tree roots. In addition, the allotted space for tree trunks and roots needs to consider the ultimate size of the tree.	a. Allow specific trees to be planted only where there is adequate space  b. Develop an official list of invasive tree/shrub species  c. In high use areas, such as the downtown business district, remove unsuitable trees and replace with more appropriate tree species.	d. Evaluate and improve species selection along the City defined street and sidewalk corridors for ADA access	e. Review sidewalk design criteria in an effort to reduce sidewalk displacement by tree roots
5. Strengthen the provisions of the Parking Lot Shade Ordinance.	Many parking lots in town have not met the current requirements of 50% shade in parking lots.	a. Better enforce existing parking lot building standards on newly built projects by reviewing planting sites and tree installation as it occurs.	b. Encourage the review and analysis of parking lot standards to see if they can be made easier to understand and enforce, i.e. require a tree for every specific number of	c. Enhance opportunities to upgrade existing lots to the current standards.



GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
			parking spots, rather than a square footage of coverage by shade.	
6. Research and develop ways for the City to obtain value from wood removed along city streets.	When trees die, decline or become hazardous, their ultimate use should be as beneficial to the City as possible. Many street trees are highly valued in the urban wood industry, yet the City has not considered this wood an asset when trees must be removed.	<p>a. The use of chips shall be required in all landscaped areas because they are beneficial to soil and plant health, and result in water conservation.</p> <p>b. Encourage the establishment of a program for the sale and use of all urban wood grown in the City of Chico.</p>	b. Review the tree removal contract to allow for the sale of commercial wood products from city street trees to go back into the General Fund.	
<b>Community</b>				
1. Develop a comprehensive tree education program to enhance citizen understanding of tree care and the benefits that trees provide.	Many citizens don't appreciate the benefits of trees, and therefore focus on the negative realities of living with trees. As a result, citizens request tree removal when fairly minor remedial work can repair the problem for several years. Also, young trees die each year because citizens don't understand the basics of tree care.	<p>a. Continue to encourage citizens to plant and care for their own street trees.</p> <p>b. Develop and distribute more information regarding proper care of young trees</p> <p>c. Develop more outreach for the Arbor Day program, so that more students know of and celebrate the day each year.</p> <p>d. Retain Tree City USA Recognition.</p>	e. Develop a more aggressive educational program to improve citizen understanding of the functional benefits of trees. Educate citizens about the selection of good trees to start with, and the care of trees, including planting, proper soil preparation, watering, and pruning.	<p>f. Require care of young trees brochures to be included in new homeowner packets.</p> <p>g. Find ways to influence the management and retention of trees that are owned and managed by others, such as trees in private yards or commercial developments, including CARD, the County, the University and others.</p>
2. Improve citizen awareness of program benefits and procedures to prevent citizens planting and removing trees without permits.	Citizens will sometimes plant, prune and/or remove trees within the public right-of-way.	<p>a. Work with Code Enforcement when necessary to enforce City Code.</p> <p>b. Include the permit process in educational programs.</p>	c. Review the process and policy regarding tree and shrub planting in the Right-of-Way.	
3. Enhance volunteer opportunities to assist with the Urban Forest.	Citizens will sometimes plant, prune and/or remove trees within the public right-of-way.	a. Continue to encourage interns from CSUC and Butte college programs. Develop and expand volunteer opportunities in the Urban Forest.	b. Develop and expand volunteer opportunities in the Urban Forest.	c. Reinstigate a program to teach about young tree pruning.

## INTRODUCTION

The Chico 2030 General Plan is a statement of community priorities to guide public decision-making. The General Plan established the City's Urban Forestry program as essential to the services provided to Chico's citizens by establishing the Goal (OS-6) to, "Provide for a healthy and robust urban forest". The Bidwell Park and Playground Commission (BPPC) directed staff in their 2011-2012 Work Plan to begin development of an UFMP by establishing goals that are consistent with the General Plan and the Bidwell Park Master Management Plan (BPMMP).

The purpose of the Urban Forest Management Plan (UFMP) is to provide guidance to the Urban Forestry Program. It will help to focus efforts by establishing and prioritizing specific goals and actions in regard to the maintenance and expansion of the urban forest. The ultimate time frame for implementation of these goals and actions will depend upon resources.

The 2030 General Plan supports preservation of natural resources, local production of goods and services, the use of renewable versus nonrenewable resources, and new strategies to minimize waste and dispose of it locally. The City strives to improve and protect its air quality, climate, and human health by reducing harmful emissions, such as greenhouse gases. Chico leads the way to a healthy environment by providing local government support, partnership, and innovation for sustainability. Many of the goals outlined in the General Plan can be realized only with the maintenance of a healthy urban forest. These goals embrace the continued building of "complete streets", including the use of street trees to provide shade, beauty and other functional benefits.

This Urban Forest Management Plan was developed by staff under the direction of the Bidwell Park and Playground Commission (BPPC) and in consultation with the public at large as well as specific stakeholders. The Tree Committee of the BPPC met on a monthly basis during 2012 to develop and review goals and objectives to guide future Urban Forest Management. These goals are divided into 4 general categories:

- Tree Resources
- Landscape Resources
- Management
- Community

This document is limited by the fact that the City of Chico has authority only over its own operations and to a limited extent, those of citizens and businesses in regard to street trees and trees on commercial properties. Therefore, while it is called the Urban Forest Management Plan, it should be noted that goals related to the overall urban forest can only be encouraged through General Plan Elements and an Urban Forestry Program that educates the public regarding trees and their management. This document does not intend or recommend that the authority of the City be extended to trees on private property although it does encourage staff to provide as much information as possible to those seeking assistance in regard to tree care.

The UFMP will guide the Urban Forestry Division's activities over the next 20 years; although the main focus is the next 5 years. It establishes a mission and a vision for the Urban Forest, and then sets goals and actions to attain this vision. The plan is designed to focus decision-making and policy development regarding trees that are managed by the City of Chico. It specifically pertains to lands managed by the Urban Forestry Division of the Public Works Department. These include trees within the Right-of-Ways, parks, subdivisions and landscapes on commercial property.



## **CHICO'S URBAN FOREST**

*“Chico’s Urban Forest is made up of trees, landscapes and other vegetation within the City’s parks, along the streets and creeks, and within private property. The urban forest provides an essential character to the City that includes aesthetic values, functional benefits and ecosystem services to its citizens both individually and as a whole. The elements of the urban forest exist throughout the community, although their care is under several jurisdictions, including both private and governmental entities.”*

An urban forest is similar to a natural forest, with all the accompanying creatures and amenities, but with the basic elements having a distinctly urban character. Instead of the forest containing only native plants, wild creatures, soils and stones, this urban forest contains man made components. The forest’s paths include sidewalks and roads; the creatures include birds and squirrels, but also pets and people as the wildlife. The amenities include beauty, but the forest functions to reduce energy demand, increase carbon sequestration, and reduce urban heat gain as well as increase property values. Branches and leaves still fall to the ground, but the normal nutrient cycling is interrupted by lawns and concrete. As a result, the forest requires us to tend it in a way that a natural forest does not require.. The urban forest is more like a garden than a natural forest, demanding more attention and care to keep it robust and thriving.

### **VISION STATEMENT**

*Chico’s Forest is healthy and robust. It provides coverage and shade over a large area of the City, creating a continuous forest canopy. This canopy contains trees of all sizes at maturity, is multi-aged and diverse. The forest is healthy and safe, with appropriate tree species planted in appropriate locations and in ideal cultural conditions. Citizens are active partners in the City’s program – they want their trees and forest to be thriving and understand their role in accomplishing this. The Standard of Care for the forest is based on accepted Industry Standards and the concept of enhancing the longevity of the trees within the forest. All City staff and officials are knowledgeable about the Urban Forest Management Plan Goals and use it as a guideline in deliberations regarding project planning and design.*

### **MISSION STATEMENT**

*To Preserve and Enhance the City’s Urban Forest for this and future generations*

The Mission of the Urban Forest Management Plan mimics that of the Bidwell Park and Playground Commission itself, but emphasizes the care of trees and landscapes outside Bidwell Park.

*As representatives of the citizens of Chico, the Bidwell Park and Playground Commission (BPPC) endeavors to preserve and enhance the natural and recreational resources of Bidwell Park, community and neighborhood parks, greenways and open space throughout the community. Through careful consideration of the needs and desires of citizens, coupled with an awareness of available city resources, the BPPC strives to ensure that the city’s parks and greenways are preserved and enhanced for this and future generations.*

The Mission of the Urban Forestry Division within Chico is to maintain the “City of Trees”, and to enhance the standing and significance of trees throughout the City. The UFMP emphasizes management to attain well cared for trees and landscapes. This mission is consistent with the General Plan Goal to provide a healthy and robust urban forest with a complete canopy and attractive landscapes.

The secondary goal is to provide, a well managed forest whose benefits far outweigh the costs and inconveniences. The Bidwell Park and Urban Forest Management Plans together ensure the continued protection and management of the urban forest that for the needs of its citizens.

## **DEFINED ACTIONS WITHIN THE GENERAL PLAN**

The City of Chico was founded in 1860 by General John Bidwell and incorporated in 1872. General Bidwell's vision and foresight led to the development of a thriving community that incorporated street trees and landscapes throughout the downtown area, in parks and along residential streets. As the town developed, some of the orchards planted by the Bidwell's became street trees, especially in the Avenues. These trees provide an important source of shade and beauty to the City. Together, the street trees and landscapes provide the unique environment of a forest bestowed by nature, yet supplemented and shaped by man. The elements of the urban forest exist throughout the community, although their care is under several jurisdictions. The urban forest is made up of trees, landscapes and related vegetation within the City's parks, along the streets and creeks, and within private property. Chico's Urban Forest provides an essential character to the City of Chico that includes aesthetic values and functional benefits to its citizens.

Chico is known as the "City of Trees". Coming into Chico from the east, it appears to be a forest oasis surrounded by agricultural fields. Yet, Chico has never adopted a formal Urban Forest Management Plan, despite having a program in place for more than 100 years.

The 2030 General Plan Action OS\_6.1 (Urban Forest Maintenance) specifically requires the City to maintain and expand the urban forest by:

- Maintaining existing City trees through regular, scheduled service.
- Planting new trees to replace those that require removal and to enhance the street tree canopy, where needed.
- Requiring street and parking lot tree planting in new development.
- Working with commercial parking lot owners to improve the shade canopy.
- Implementing the Municipal Code's tree protection regulations.
- Using volunteer groups and property owners to plant new trees, care for newly planted trees, maintain young trees, and provide information and instructions regarding such care and maintenance.

It is well documented that routine maintenance of trees on a regular schedule is the best way to sustain tree values by removing dead branches, improving tree structure and reducing weight on heavy limbs. It has been shown that a 5 to 7 year maintenance cycle is the ideal cycle to maintain the functional and aesthetic values of trees (Miller, 1981). Chico's current maintenance program is providing this cycle for certain high use areas, but the vast majority of trees are worked on only when a request is made or a breakage is observed.

A Management Plan is needed to prioritize and focus the Division's efforts toward the identified General Plan Goals. It is especially important during difficult economic times to have an adopted plan that guides the City in its care of trees and landscapes in order to maintain a safe and healthy urban forest that the citizens can enjoy for many generations to come.

### **SCOPE OF THE PLAN**

#### **Planning horizon**

The planning horizon for this plan is 20 years, the same as the General Plan. Therefore the goals of the plan are long term, but the objectives covered in the plan will provide guidance over the next 5 years. At the end of the 5 years, progress toward the goals should be reviewed, and the objectives modified as needed to better reach the long-term goals. This strategy will be an integral component of monitoring the plan.

## **Relationship to other planning documents**

The UFMP takes into account all the elements of the General Plan that pertain to Open Space and Environment as well as those that discuss the urban forest. That plan identified the goal of most neighborhoods and commercial districts having "complete streets." Such complete streets include street trees, with planting strips large enough to accommodate trees. Furthermore, the General Plan points to the Urban Forest as being an integral part of the City's defining character, along with the elements of architecture and landscaping.

Aside from the General Plan, each larger subdivision has a specific plan that includes the planting and care of new street trees in front of each home. Subdivisions also include parks, entrance landscaping, medians and other landscapes that greatly contribute to the character of each neighborhood.

The Bidwell Park Master Management Plan addresses forest management in a general sense, but does not apply to the remaining trees throughout Chico. This Urban Forest Management Plan will only address those trees that the City manages. However, educational programs that come out of this plan can assist anyone who owns and cares for trees throughout Chico. In fact, these programs should encourage better planting of trees in all of Chico's landscapes.

**The environmental review of this plan is contained within the General Plan.**

## **INTRODUCTION**

### **Overview**

#### **Historical context**

Chico's tree heritage dates back to the 1850's, when trees were planted along the first dirt streets within the town. General Bidwell and his contemporaries planted trees on many of the older streets in the core areas of town, including Plaza Park.<sup>[1]</sup> Pictures as early as 1861 show trees planted along the fronts of buildings, providing shade for the people and horses below. Many of these historical trees can be found throughout the city today, particularly in the older residential neighborhoods near downtown. At the same time, gardens and parks were established with a diversity of introduced landscape plants, many of which are foundations of our gardens today, such as camellia and roses. Trees also became the main agricultural focus of the area, as General Bidwell developed his interest in walnuts, oranges and other orchard species crops. Today, Butte County remains one of the most significant orchard crop producers in the state.

The first street tree ordinance was codified in March of 1897, delegating the responsibility for oversight to the Committee on Streets, Public Squares and Parks, and delegating the responsibility for maintenance to the abutting property owner. In April 1918, the Bidwell Park and Playground Commission (BPPC) first met in its role as the City's Tree Commission. Today the BPPC has authority over street trees and "shrubberies" provided through the Chico Municipal Code (CMC) 14.40. The Tree Committee is a working sub-group of the BPPC.

Many consider the heart of Chico's Urban Forest to be Bidwell Park, much of which was deeded to the City by Annie Bidwell in 1905. This enduring remnant of the riparian forest native to Chico has many large valley oaks, sycamores and other riparian trees dating from before European settlement. Native species from this forest, especially the Valley oak, are found throughout the neighborhoods surrounding the park.



As trees were planted along city streets and landscapes planted in people's yards, new species were introduced, as street trees, garden and orchard trees. Today, remnants of that original urban forest are found in the older neighborhoods. Few native trees were planted as street trees, although many species from the east coast and Midwestern United States can be found in Chico's urban forest population.

The City of Chico has grown to over 33 square miles with a population of 86,900 in the incorporated area and a greater urbanized area population of approximately 100,000. In contrast, Chico was only 28 square miles in 1990, with a population of 59,954. The current street tree population is just over 30,000 trees with more than 3500 planting sites identified as unfilled. Public landscapes cover over 200 acres of land, encompassing a rich diversity of soils and plants, and providing the understory of our urban forest.

### **Environmental context**

Located in the Northern Sacramento Valley of California, Chico is 90 miles north of Sacramento on Highway 99, in Butte County, east of Interstate 5 and the Sacramento River.

Chico is in the Sunset Zone 8, with a few areas in Zone 9. This means that the climate is within the cold air basins of the Central Valley, so low temperatures will range from 13 to 29 degrees in a normal winter. Rainfall averages 20 to 25 inches annually. Days are hot in the summer, often reaching over 100 degrees, but then cooling with some coastal influence from the Sacramento River and delta. In the winter, fog often develops after periods of rain, due to an inversion layer and river influence.

The soils in Chico are highly diversified, with deep rich "vina loam" soils along the flood plains of the creeks, to consolidated cobble in the south industrial and commercial areas to lava cap in the eastern foothills. While some of these soil types require extensive preparation for successful tree growth, most of Chico is blessed with highly fertile soil that grows large trees fairly quickly. These same environmental characteristics have resulted in lush gardens that provide an abundance of food and huge diversity of attractive ornamentals. Canopy growth is helped by the shallow water table that can be as close as 5' to 6' in the winter near the creeks, and stays within 10' of the surface in most areas of town.

### **Benefits provided by trees and landscapes**

Cities compose less than 2% of the earth's land surface area but contribute 50% of anthropogenic carbon emissions (Satterthwaite, 2008), consume 76% of the wood produced for building and other industry, and consume 60% of residential water use (Brown, 2001). Urban trees, particularly those along city streets, offset many negative impacts of urbanization by shading buildings, blacktop and other pavement to reduce urban heat island effects (Shashua-Bar et al. 2010), and by buffering street noise, creating a sense of well-being and charm, and adding to the economic value of a city (Soares et al., 2011). Homes with healthy, well-established trees on or near the property have been shown to decrease selling time and increase selling price compared to similar homes without trees (Carreiro et al., 2008). Well maintained landscapes, including trees, can add 14% to 20% the value of homes.

Well selected and properly planted trees, particularly along the streets, can improve the aesthetics and atmosphere of a neighborhood, at lower cost, more than any other form of municipal infrastructure (McPherson, 2000). As a result, trees are increasingly being utilized in urban planning and the design of "green" infrastructure (McPherson and Peper, 1996) to provide urban residents with improved shade and aesthetic character (Crow et al., 2006). Landscapes add a significant portion of these benefits. The City of Chico's street tree and public plantings program is no exception to these "greening" goals.

Urban trees improve air quality by capturing large amounts of air pollution (Nowak et al., 2006), including sulphur dioxide (SO<sub>2</sub>), nitrogen dioxide (NO<sub>2</sub>), volatile organic carbons (VOCs), and particulate matter less than 10 microns in size (PM<sub>10</sub>). Trees sequester and store atmospheric carbon dioxide. They decrease adjacent building energy requirements and consequent emissions from power plants through summer shading, reducing wind infiltration and if deciduous, allow winter sun exposure. Landscapes reduce dust and buffer stormwater runoff to aid in the prevention of localized flooding. By creating

shaded, pleasant urban landscapes, trees and other landscape elements bolster business revenues by retaining shoppers for greater periods of time in retail and commercial areas (Smardon, 1987).

Trees have been shown to provide both functional and aesthetic benefits to communities like Chico. They also provide ecosystem services such as recycling of minerals into the soil and wildlife habitat. Functional benefits include shade, pollution absorption and carbon sequestration. Aesthetic values include beauty, changing scenery and increasing property values.

Carbon sequestration is the tree's ability to pull carbon from the air and use it to create wood fiber, thereby keeping the carbon locked up for future use until it decomposes. Since increasing levels of carbon in the atmosphere are seen as a major cause of climate change, the ability of trees to sequester carbon is a valuable function. This benefit is seen in the increasing girth and height of trees, in other words, tree growth is carbon sequestration in action. It can be and has been measured. (See "Environmental Benefits of Street Trees")

## **STATUS OF THE URBAN FOREST**

### **Historical context**

The City of Chico has had an active Urban Forestry program for many years. The program has focused on street trees, although trees within the park system are also included in the responsibilities of the Division.

Section 1006 of the City's Charter provides the Bidwell Park and Playground Commission with the power and duty to provide for the planting and maintenance of all trees and shrubberies along the streets and sidewalks of the City and to adopt such rules and regulations as to govern and control these plantings. The general policies of the program are contained in Chapter 14.40 of the Chico Municipal Code.

Street tree maintenance has been a function of the Park Department over the years. Currently, the Street Tree and Public Planting's Division is under the General Services Department alongside the Parks Division.

### **Urban forest resource assessment**

#### **Tree canopy cover**

The Urban Forest developed as citizens moved into a oak woodland, with a large riparian compliment of tree species. Some areas were more forested than others, especially near the creeks. In other areas, citizens wanted and needed more shade and other benefits so trees were planted throughout the town. Trees continue to be planted in areas lacking canopy cover, such as in new developments in the eastern and northern parts of Chico that did not have originally have trees. As trees and gardens are planted, plant diversity increases. Some of the newly introduced species have become invasive, especially within Bidwell Park.

There has been no specific scientific measurement of canopy cover or canopy development over time for the City of Chico. Aerial photographs, though, show the older regions of Chico have a canopy cover much greater than newer developing areas, especially where grasslands existed there previously.

A view of the City from Google Earth shows 100% canopy over Bidwell Park, with a much smaller canopy over the rest of the City. Some of the older neighborhoods may approach 50-60% canopy cover, but many areas are closer to 10-20% cover. This cover includes both street trees and private and commercial trees.

The citywide street tree inventory database consists of over 30,000 records, which represent 224 species of street trees. The database was updated in 2008 to 2010, as well as mapped on the city's GIS system. The street trees provide a canopy cover that shades 21.03% of total street and sidewalk area, or 2.20% of the City's total land area.<sup>[3]</sup> Park trees, and trees on private and commercial lots, add to this canopy although it has not been quantified.

## Street trees

Chico's street trees were planted by citizens who wanted the benefits of shade, food and beauty. As a result, there is a huge variety of street trees, and although there has been some effort made to create streets with single species, most streets contain a mixture of species. Trees continue to be planted in all new subdivisions, and new species are always being sought to enhance the diversity and to provide the benefits that citizens desire while reducing the inconveniences of trees to a modern society living within a forest.

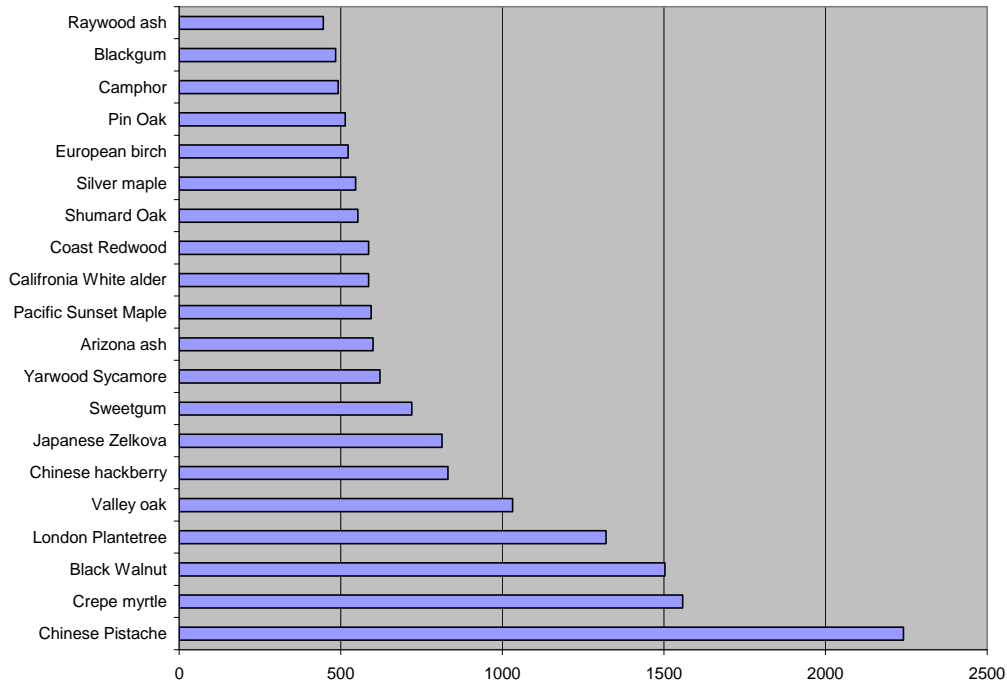
As of the most recent inventory completed in 2010, there are a total of 30,631 street trees, plus 3,546 open planting sites. Tree health is generally fair to good, with 55 percent of the trees being in fair condition and 22 percent ranked as good. Ten percent (10%) of the trees are ranked as in poor or dying condition and another 10% are rated as having excellent vigor.

Within the street tree population, a great deal of diversity of species exists. However, managers need to be diligent in making certain that favored species are not over-planted. The population contains:

- 78 Genera
- 214 Species and cultivars
- Top 6 Genera make up 43% of Population
- Top 5 Species make up 21% of population

Street tree diversity adds to the complexity of habitat for birds and other wildlife. Since trees are a food source for this wildlife, a consequence has been an invasion of young non-native trees into Bidwell Park and along the other riparian corridors where soils are fertile and sites available.

**Twenty Most Common Species**



**Table 1. The Most Common Tree Species and cultivars within the City of Chico**

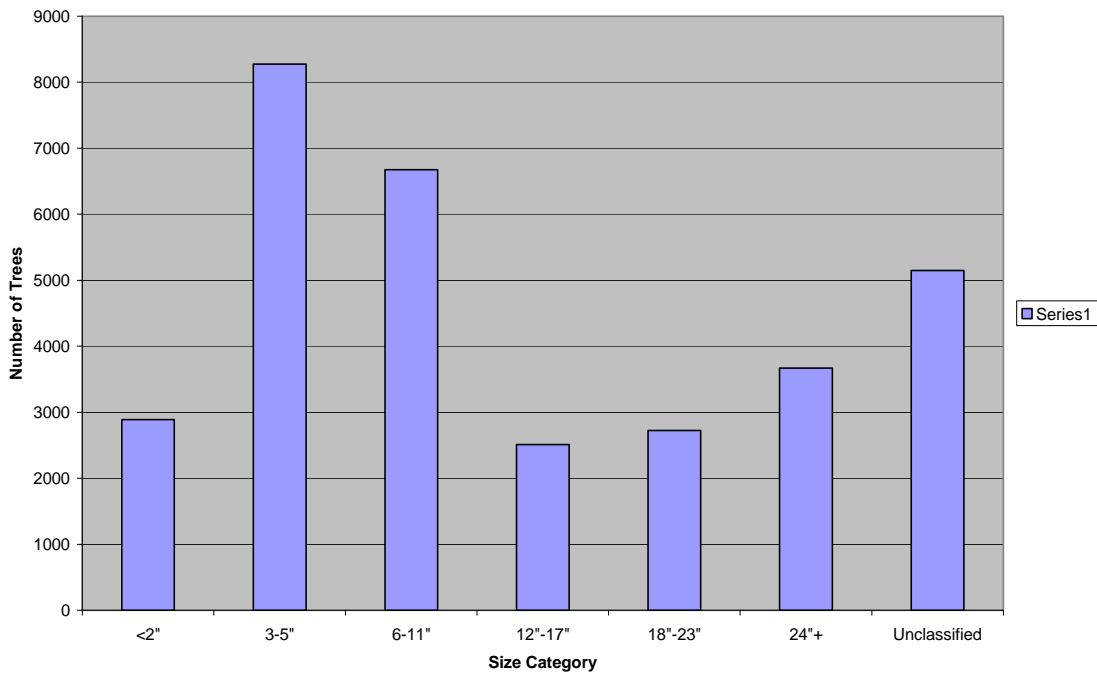
There are a total of 3546 planting sites available for new trees. These resulted from older trees being removed and not replaced, from newly planted trees in developments not thriving, or from other undocumented events. Open planting sites present an opportunity to plant new species to change the population to more favorable and desirable species. For instance, there is a desire to reduce the population of Chinese pistache and non-



native sycamore, which are impacting the native tree population in Bidwell Park. This goal can at least be partially realized by eliminating London plane and pistache trees from the tree planting list.

Sustainability of the street tree population may be improved by the use of native species. Native species are those that were present at the time of European settlement. Many California tree species are not endemic to Chico. Most developed areas in Chico are located in the Valley Oak Mixed Riparian vegetation type that includes several tree species unsuitable for street trees, such as Fremont Cottonwood and white alder. However, valley oak, California sycamore, big leaf maple, Oregon ash, blue oak, interior live oak, canyon live oak, black oak, Douglas fir and ponderosa pine should be included in the Street tree list for planting and encouraged for planting to the greatest extent possible.

**Street Tree Population by Size**

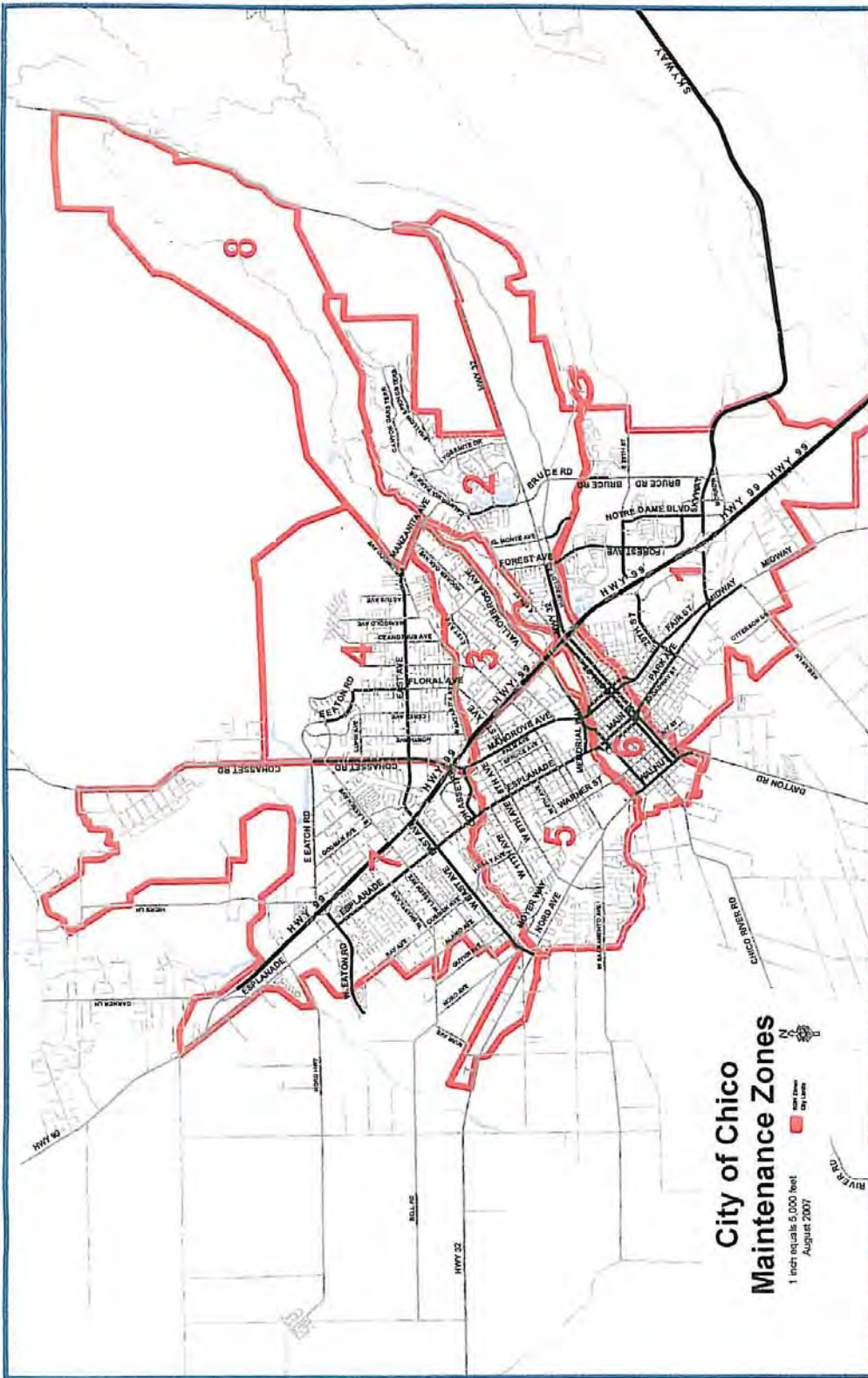


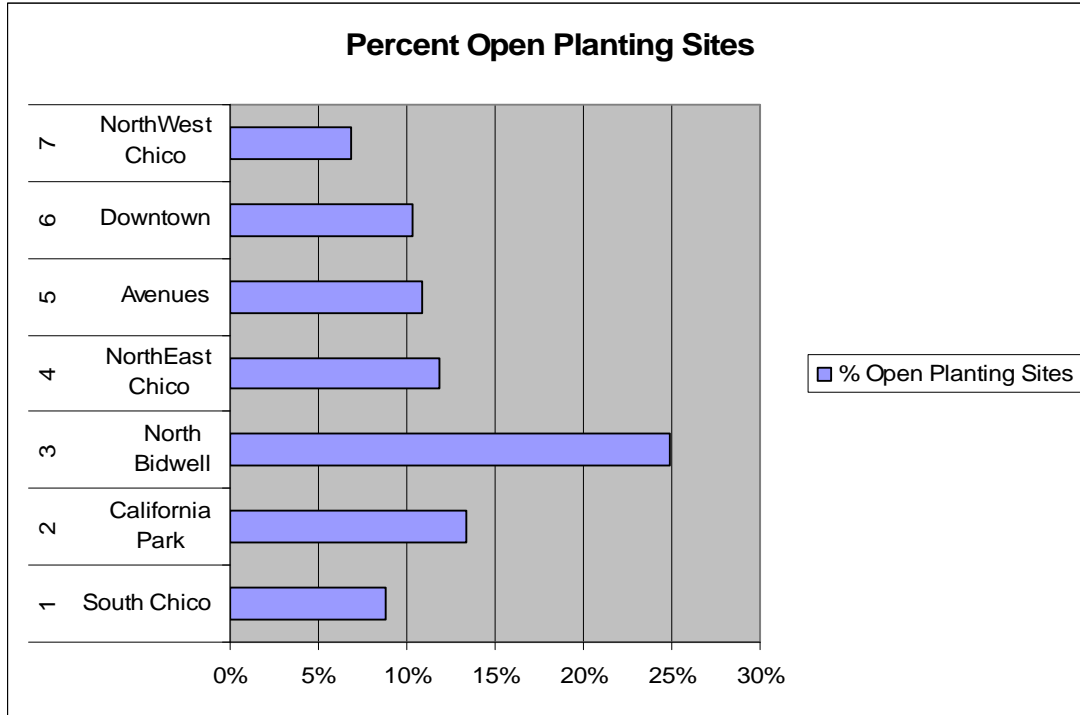
**Table 2. Street trees that are currently within specific size groups.**

In looking at the entire street tree population, there appears to be a relatively large number of young trees compared to older trees. At the same time, there is a gap in the middle, with the trees 12" to 23" in diameter being a relatively small number. The reason for this may be a period of time where trees were not being planted in large enough numbers. This appears to also be reflected in the number of open planting sites.

The City of Chico is divided into work zones for assignment of tree maintenance, road work and Capital Projects. These work zones boundaries are natural features, such as the main creeks east to west, and roadways north to south. To a certain extent, they correspond to specific neighborhoods.

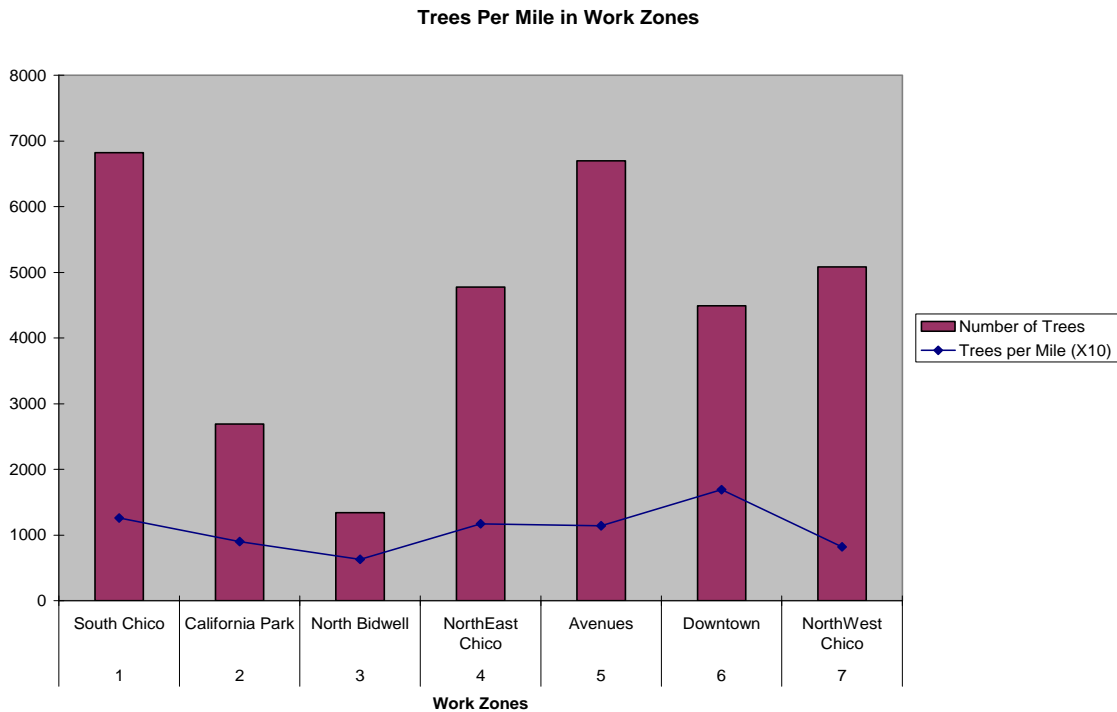
By dividing the population of trees into these work zones, information can be ascertained as to how trees are distributed throughout the City. For instance, Work Zone 3, which is called North Bidwell, has the smallest number of trees and the largest number of empty planting sites. One reason for this is that the neighborhood contains streets that have sidewalks next to the street, and most of the trees that were planted in these neighborhoods were actually planted outside the public Right of Way. As a result, there are a large number of vacant planting sites and an opportunity to plant more street trees in this neighborhood. Northwest Chico has a relatively large number of trees and a fairly small number of open planting sites because many of homes are in fairly new subdivisions that have been successfully planted by the developers.





**Table 3. Available planting sites within the various work zones.**

Looking at the number of trees per mile of street, it becomes obvious that the older downtown zone (6) has the highest density of trees. This is followed by South Chico, Northeast Chico and the Avenues.



**Table 4. The number of trees within each work zone, compared to the number of trees per mile of street.**

If you compare the number of trees per mile of street, you find that there is also quite a range in the various



work zones, from 63 in North Bidwell to 169 trees per mile in Work Zone 6, or Downtown Chico. From the actual data, it appears that the City has an average distance between street trees of 48 feet. Most of the current trees that the City is planting are recommended to be planted about 35 feet apart. This would provide 150 trees per mile of roadway.

### **Municipal and Facility trees**

The City of Chico is blessed with a number of trees and landscaping at their City-owned facilities. Likewise, Bidwell Park, the University and many of the commercial developments have an extensive number of trees growing and/or planted on their grounds. However, there continues to be opportunity to encourage commercial sites - whether large or small - to plant more trees, especially in the more industrial areas of Chico.

Landscapes and trees add to the essential nature of Chico's gateways: Highway 32, Highway 99, the airport, transit center and parks all provide a sense of place to those entering the City. While the term "Urban Forest" may not enter the minds of most people, as they enter the heart of Chico there is no doubt that the trees and the forested atmosphere of the community make a lasting impression. Likewise, when people see cared for landscapes and parks, they gain the impression that the community cares deeply for its environment.

### **Parking lots and trees in commercial developments**

The City of Chico has a Parking Lot Shade Ordinance (CMC 19.70-26) that requires 50% shade over the lot within 15 years. There has been some success with this ordinance, but many of the parking lot trees struggle with soil compaction, heat, inadequate soil volume and poor maintenance. Those lots that have been well designed and diligently cared for, especially with good irrigation, do achieve the required shade.

One problem with the ordinance is that there is no mechanism for follow up to require that parking lots are in fact reaching the goal. Another recent development has been that there is no requirement to maintain landscapes when a property changes hands or is temporarily vacant due to economic downturn or bankruptcy of the business. Dead and dying landscapes are far more expensive to replace than to maintain, but that reality seems to be overshadowed by the negative economics of the moment. One suggestion has been to develop a policy or ordinance to require landscapes continue to receive water despite a temporary vacancy.

Recent advances in solar power have prompted several lots to be covered by solar panels rather than tree canopy. While this is good from a carbon production standpoint, it could be a problem were it to occur all over town. A balanced approach will need to be considered as this trend has become quite popular.

### **Bidwell Park trees**

Bidwell Park is the largest concentration of native trees in the City of Chico, with a canopy of nearly 100% in Lower Park. Its influence on the community cannot be overlooked. The reservoir of native species within the Park has a huge influence on the surrounding neighborhoods, and many native trees can be found regenerating throughout Chico, especially the valley oak (*Quercus lobata*).

Tree management in Bidwell Park has already been addressed in the Bidwell Park Master Management Plan. Policies in regard to tree pruning and removal are also in place. As a result, management of the trees within Bidwell Park will not be covered in this Urban Forest Management Plan. The focus of this plan will center on the street tree population and how the Street Tree Division can influence the further planting and care of trees on private property.

## Neighborhood Parks and Open space

Chico is blessed with a number of neighborhood parks that have a few trees planted in them as well. Most of these are under the management of CARD – the Chico Area Recreation District. Those that are the City of Chico’s responsibility are listed below.

Children’s Playground	Shasta Avenue north of 1 <sup>st</sup> and Broadway
Ringel Park	Main and 1 <sup>st</sup> Street
Deport Park	Cedar St between W 5 <sup>th</sup> and 6 <sup>th</sup> St
City Plaza	Between 4 <sup>th</sup> and 5 <sup>th</sup> Streets and Broadway and Main Streets
Junction Park	South of 9 <sup>th</sup> Street between Main and Park Avenue
Knob Hill/Husa Ranch Park	West end of Lakewest Drive
Humboldt Greenway Park	Humboldt Road across from the Police Department
Little Chico Creek Greenway Park	Humboldt Road west of the freeway, at Willow Street
Westside Gardens	Northeast of Highway 32 at Rosetti and Ruskin
Hutchinson Greens	East 20 <sup>th</sup> St at Doe Mill
Preservation Oaks Preserve	North End of Preservation Oaks Drive
Emerson Park	East end of Hartford Drive off Forest Avenue

Children’s Playground is the oldest of these parks, and therefore the most “forested”. It contains one of the City’s Heritage Trees, as well as several other significant trees. Other parks also contain significant trees, some of heritage stature. As the younger parks age, they also will develop more significant canopies.

There are additional neighborhood park open space areas that were built as detention ponds for storm drain storage and filtration. While two of these basins have successfully developed as parks, most remain as dry basins in the summer. Still others become a virtual wetland due to the drainage that comes off lawns and gardens of the neighborhood. Management has changed over the years to keep the ponds as dry as possible, with less vegetation during the summer months, in an effort to keep the prevalence of West Nile Virus to a minimum.

## Public Landscapes

Public landscapes consist of lands planted for community benefit. Most are supported by 133 Chico Maintenance Districts (CMDs), plus 2 Landscape and Lighting Districts. These areas of town are maintained by a landscape contract, which is the largest service contract in the City. Public landscapes encompass approximately 183 acres and 18 miles of street that have some form of landscape to be maintained. These include:

- “Backup” areas along a street, where a fence or wall surrounds a subdivision
- Entrances to subdivisions
- Retention Ponds
- Formally landscaped bike paths
- Medians
- Freeway landscape areas
- Flat mow areas where the only maintenance is to keep tall weeds under control

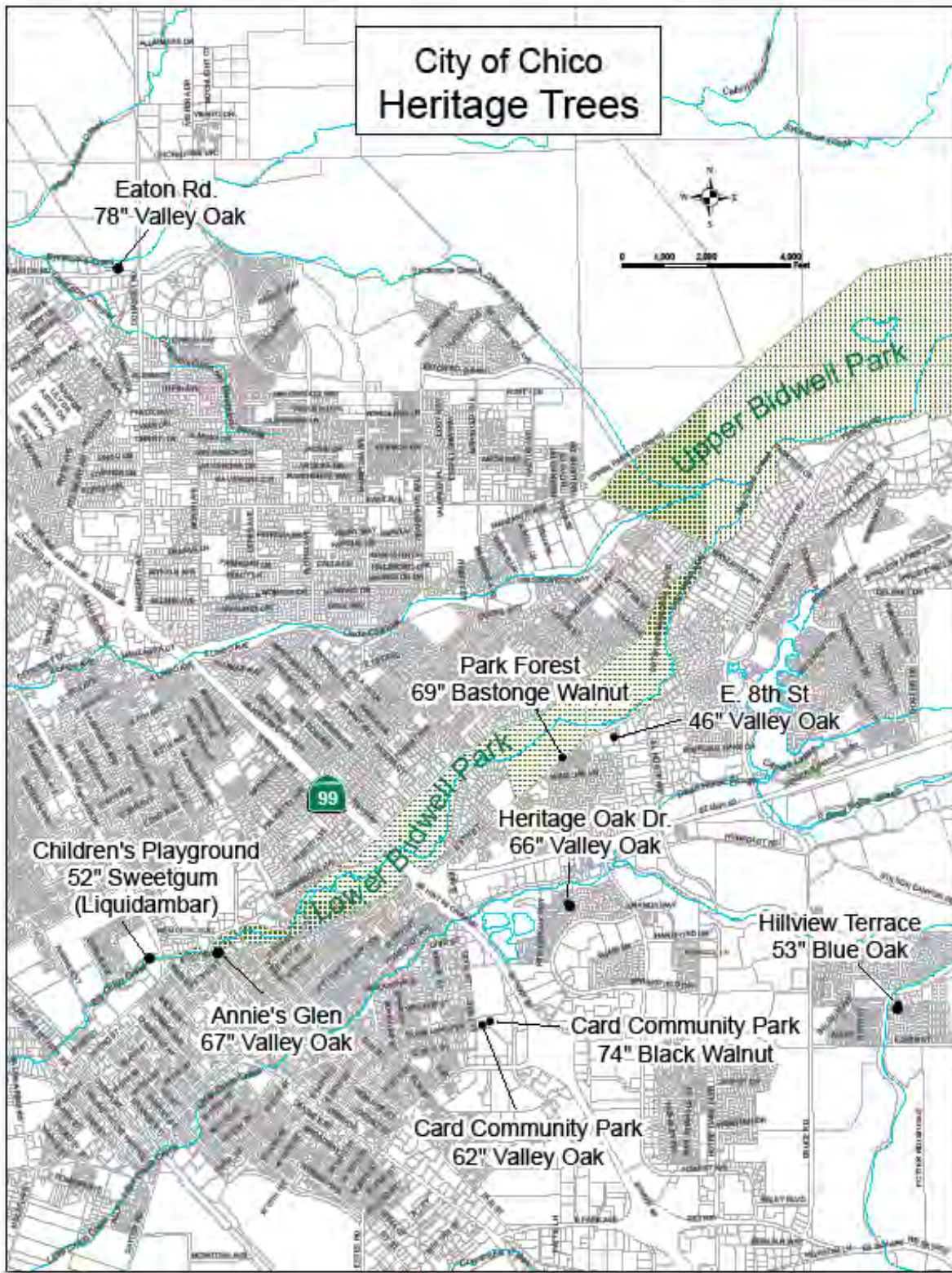
### **Open space trees**

There are many acres of open space within Chico, mostly as preserves that have been set aside by developers. These are for the most part kept natural, with very little management. Most of the open spaces are grasslands, but there are a large number of trees associated with the greenway system of lands along Big Chico Creek outside of Bidwell Park, Little Chico Creek, Lindo Channel, Sycamore Creek, Comanche Creek and several sloughs that flow through the City. For the most part, trees along these greenways are not actively managed, but are left in their natural state. One issue that is prevalent in Bidwell Park and elsewhere is that privets, tree of heaven, giant reed grass and other weed species have invaded the native riparian areas and require aggressive removal and management if the native vegetation is to be encouraged.

### **Heritage trees**

The City of Chico instituted a voluntary Heritage Tree program in 2010 that is contained in the Chico Municipal Code (CMC 16.68). This program has included a total of 10 trees to date. The City nominated a number of trees located on City property, including Parks, Open Space and street trees. CARD, Chico Area Recreation District, nominated 2 trees at its 20<sup>th</sup> Street Community Park. Two private citizens have come forward so far to nominate a tree. One is in a new development, and highlights the effort to preserve a large Bastogne walnut. The other is a valley oak located in a residential yard. A third citizen nominated their street tree for inclusion. So there are a number of scenarios to get a tree designated as a Heritage Tree in Chico. The designation comes with a plaque at the base of the tree to draw people's attention to the program as well as the tree. The City encourages more citizens to nominate trees in the future.





## **Environmental benefits of street trees and landscapes**

Analysis of the citywide 2008-2010 inventory dataset by i-Tree Streets calculated that Chico's street trees annually sequester 2,387,078 pounds of atmospheric carbon dioxide. This would amount to \$22 million in carbon credits that the City's trees are generating, considering the current value based on the CAP and Trade auction of November, 2012. Avoided CO<sub>2</sub> emissions resulting from energy savings through shading and wind blockage benefits were calculated by i-Tree Streets to provide an additional 3,243,898 pounds of carbon dioxide benefits that would theoretically be emitted in the absence of street trees. Conversely, 767,922 pounds of carbon dioxide were found to be emitted annually through decomposition of trimmings, removed trees, stumps, leaf litter, dead roots belowground, and all other forms of street tree biomass. Additionally, 43,546 pounds of carbon dioxide were determined to be emitted annually through maintenance releases in the form of fuel consumption by tree maintenance vehicles, chain saws, and leaf removal equipment. The resulting net balance of 4,819,509 pounds represents the net annual carbon dioxide benefits provided by Chico's street trees.

### **Carbon Storage**

According to model analysis, 67,294,572 pounds of atmospheric carbon dioxide are **stored** by Chico's street trees. This mass of carbon dioxide was collectively sequestered by street trees throughout Chico in previous years, with the oxygen component released to the atmosphere and the carbon stored in above- and below-ground woody tissues among Chico's current street tree population. i-Tree Streets reports storage in terms of atmospheric carbon dioxide, despite the fact that woody biomass is not composed of carbon dioxide.

### **Energy Savings**

Energy savings analysis determined that the environmental benefits provided by Chico's street trees result in annually reduced citywide consumption of 3,452 mega-watt hours (MWh) of electricity and 5,348 Therms of natural gas.

A comparison of street tree population and total energy reduction benefits (electricity plus natural gas) in each maintenance zone illustrates the energy avoidance efficiency of various sections of Chico's urban forest. Work zones 5 and 6, which have the largest number of older trees in Chico, have significantly greater proportions of energy benefits than a corresponding proportion of the total tree population.

### **Air Quality Benefits**

Air quality benefits provided by Chico's street trees were expressed in three categories: deposited/absorbed pollutants via leaf surfaces, avoided emissions that would have been generated in the absence of street trees, and emissions of biogenic volatile organic carbons (BVOC) naturally produced by trees.

Deposited air pollutants assessed are: ozone (O<sub>3</sub>), nitrogen dioxide (NO<sub>2</sub>), particulate matter less than or equal to 10 microns in size (PM<sub>10</sub>), and sulfur dioxide (SO<sub>2</sub>). These substances constitute 4 of the 6 principal air pollutants identified by the United States Environmental Protection Agency (U.S. Environmental Protection Agency, 2010).

Avoided NO<sub>2</sub>, PM<sub>10</sub>, SO<sub>2</sub>, and VOC air pollutant emissions by maintenance zone were also calculated, as provided through summer shading and ambient air cooling, which lead to reduced air conditioner use across the City, and therefore reduced emissions at power plants. In addition, many well placed evergreen trees block winter winds while deciduous trees allow sunlight infiltration in the winter months, lessening use of electricity, natural gas, and wood fires for heating, the latter providing the greatest degree of locally avoided air quality benefits.

**Pounds of annual deposited emissions, avoided emissions, BVOC emissions, and net total air quality benefits by maintenance zone and citywide total**

Zone	Air Pollution Benefits and Emissions (lbs)			
	Deposited	Avoided	BVOC Emissions	Net Total
1	7,210.6	1,395.2	-3,411.8	5,193.9
2	1,639.5	314.4	-1,677.1	276.9
3	1,265.2	244.2	-1,180.0	329.5
4	2,629.8	539.2	-1,291.6	1,877.4
5	9,645.6	1,807.8	-6,650.4	4,803.2
6	7,699.0	1,473.4	-5,869.1	3,303.4
7	3,538.3	691.8	-2,255.5	1,974.7
<b>Total</b>	<b>33,628.2</b>	<b>6,466.3</b>	<b>-22,335.5</b>	<b>17,759.0</b>

**Table 5. Air Pollution Benefits and Emissions in pounds (Gregory, 2011)**

**Storm Water Buffering**

Temporary rainwater capture generated by tree canopies across the City of Chico accounts for a significant buffering of hydraulic input to the City’s stormwater drainage system. The analysis determined that Chico’s street trees have the potential to temporarily hold 20,461,752 gallons, or 1.62 inches of rain water annually during precipitation events on their canopy, branch, and trunk surfaces. Benefits are directly proportional to the other environmental benefits provided by street trees in the various work zones. All documented environmental benefits derived from i-Tree are supported in the Masters Thesis Quantifying street tree function and distribution: analysis of environmental services, population characteristics, and sidewalk uplift in the City of Chico, California by Gregory, 2011.

**Community Values**

Chico’s Urban Forest covers a large percentage of area within the City limits – creating a view from the air of a natural forest. Prior to man’s settlement of Chico, the forest consisted of a large grove of primarily oaks on the valley floor between the creeks and more diverse riparian vegetation along the creeks. Today, the Urban Forest canopy exists in every section of town, even in areas that were historically devoid of trees. It can be seen on aerial photographs as consisting of a large number of street trees, orchard trees, trees along creeks and in private yards and commercial areas.

Trees improve the environment in Chico. Citizens know that the City’s trees provide significant benefits to them, including shade, beauty, temperature amelioration, pollution reduction, noise reduction and improved property values.

The citizens of Chico, or at least those most interested in the Urban Forest, see it as a continuation of the forest within its heart: Bidwell Park. They envision the Urban Forest as a diverse and sustainable canopy of trees and related vegetation that provides many benefits to both the City as well as wildlife. While made up of trees that are both planted and native, the trees are there to create an almost continuous canopy over the City. This canopy should be multi-level, with trees of all sizes at maturity, multi-aged and diverse. It provides a plentiful habitat for birds and other wildlife, and is seen as an integral part of the community.



## MANAGEMENT OF THE URBAN FOREST

The City's Street Trees and Public Plantings Division is located within the General Services Department. This Department also includes the Park Division, Public Works, Facilities, Fleet Services and the Water Pollution Control Plant.

The City has several ordinances that pertain to trees, including the Street Tree ordinance (CMC 14.40), a Heritage Tree ordinance (CMC 16.68), the Parking Lot Landscape ordinance and Tree Preservation ordinances (CMC 16.66 and 19.68).

**Table 6. Summary of Tree Management Activities and Responsibilities**

Activity	Activity subclass	Street Trees Division	Public Works	Parks	Planning Engineering	Other-specify
Planting	New sites				x	developer
	Replacement plantings	x				public
Pruning	Scheduled	x				
	Storm/emergency	x	x	x		
	Utility clearance					PG&E
Tree removal	Street/equipment clearance	x	x			
	Hazard trees	x		x		contract
	Clearance (for flood control, fire safety, etc)	x	x	x		
Root system work	Sidewalk/curb repair and replacement		x		x	
	Excavation for utilities	x				utility
Permitting	Construction	x			x	
	Planting	x			x	
	Pruning	x				
Outreach/ education	Removal	x				
	Property owners/public	x				
	Contractors	x	x	x	x	

**Table 7. Summary of ordinance, policies, and plans already in place**

Tool	Street trees	Park trees	Facility trees	Heritage trees	Parking lot trees	Other-specify
Ordinance	x			x	x	
General plan	x		x	x	x	
Specific plans		x				
Improvement standards	x		x		x	
Specifications - planting	x	x	x		x	
Specifications - pruning	x					
Hazard program	x	x	x	x	x	
Street tree master plan	x					
Approved planting list	x	x				subdivisions

**Current tree management practices/programs**

The Street Tree program consists of planting and establishing new trees, pruning and care of existing trees and removing dead, dying and structurally deficient trees. The work has traditionally been accomplished by the City’s in-house tree crews, under the direct supervision of a Field Supervisor. In recent years, tree planting by the crews has been eliminated, and replaced by a citizen tree planting program. Tree removals are mostly the responsibility of a contractor, so the main function of the Division is the care of the city’s 30,000 street trees, plus park needs as they arise. Assignments of priorities are made by the Urban Forest Manager.

The tree crews work primarily on routine pruning and service requests. Routine pruning consists of formative or structural work on young trees including elevating foliage over streets and in the downtown business district, as well as removing large dead limbs and reducing weight on long heavy limbs over roads, houses and parking.

Service requests result from citizens seeing a problem or having a concern about a tree’s health, structure or overall condition. Because of the backlog of trees needing pruning, service requests must be reviewed and prioritized in order to reduce hazards and improve public safety. Since many of the trees are older and quite large, service requests can take several hours to complete. The system is inefficient, but with a relatively small crew and a significant backlog of work, it is absolutely necessary to attend to the work requested.

Summer months are the most difficult, with the crews spending a considerable amount of time picking up fallen limbs. Some breakage results from summer limb drop, an unexplained sudden cracking and shedding of limbs, especially in sycamore and oak. However, most limb breakage results from heavy new growth, as well as the production of copious seeds, and defects such as co-dominant branches with included bark or decay. Numerous limb breakages over several days result in reduced work time available for individual trees and may leave potentially unsafe conditions in the tree.

<b><u>2004 staffing of the Urban Forestry Program:</u></b>	<b><u>2012 Staffing</u></b>
1 Urban Forester	1 Urban Forester
1 Field Supervisor	1 Field Supervisor
3 Tree Maintenance Workers	4 Tree Maintenance Workers
3 Maintenance Workers	
.75 Maint. Worker (Water Truck)	0.5 Maint. Worker (Water Truck)
3 Seasonal Hourly Maintenance Aides	
	1 Landscape Supervisor – Added in 2006
<b><u>10 Full Time Position Total Staffing</u></b>	<b><u>7.5 Full Time positions</u></b>

**Table 8. Comparison of City of Chico staffing within the Street Trees Division from 2004 to 2012.**

Using annexation, growth and population data from the Planning Department as a basis, the overall increase in tree population since 1991 is shown below. The main reason there is no increase in the tree population from 2003 to the current year is that during the recent tree inventory a fairly large number of trees that had been previously included were found to be outside the Right-of-Way, and therefore actually residential trees. These trees are no longer cared for by the City. Another reason is that trees along Highway 32, which are Cal-Trans responsibility, are no longer active trees within our system. There remain about 300 to 500 trees in the inventory that have not been updated and properly located on the GIS system. The Field Supervisor and Urban Forest Manager update the trees as service requests are reviewed, but a goal of the Division is to complete the inventory with the help of an intern from the University.

<b>Tree Location</b>	<b>1991</b>	<b>1996</b>	<b>2003</b>	<b>2010</b>
<b>Right-of-Way Tree Sites</b>	14,000	17,586	30,812	36,500 Projected (30,161 Actual)
<b>Percent Increase Over Time</b>		25%	90%	188% (Zero from 2003)

**Table 9. Street Tree Population Growth Over Time, Using 1991 as Base Year<sup>i</sup>**

Limb breakage from trees with poor structure is a common occurrence, so the time spent to provide formative pruning of young trees is well spent. Keeping the limbs smaller in diameter than the trunk, and elevating the foliage to the right height above the street greatly reduces future problems that can cause limb failure.

Tree removals are usually assigned to a contractor, although City crews do remove the occasional tree that has broken or is in a dangerous condition. The number of trees removed has been decreasing in recent years to less than 100 trees per year. There is an increasing backlog of tree removals, and a larger backlog of stumps that require grinding. At the same time, there is an increase in the number of dying and declining older trees, so the number of trees needing removal is actually increasing. There is a larger backlog of requested tree removals due to sidewalk damage, surface root intrusion in lawns and other perceived inconveniences caused by trees, such as leaf drop and branches growing over structures.

Tree planting is performed by several entities. Currently, developers plant their own trees when new homes are built, or if the home is built after the sub-division has been accepted, the homeowner is responsible for tree planting. In 2010, the Urban Forest Manager proposed and started a campaign to have citizens plant and care for their street tree. This serves to help educate the citizens on proper care of the trees as well as reducing the number of calls for relatively minor care issues, such as the trees coming loose from the stakes.

Public landscapes are developed as an integral part of each new subdivision, and are generally maintained through the establishment of Maintenance Districts, that are funded by specific property taxes to care for the plants, lawns shrubs and trees planted around and within the new residential areas. These landscapes are currently managed through a landscape contract. Replacement funds are also accumulated in the maintenance districts and can help pay for the renewal of landscapes. However, much of the time, the actual costs of maintenance and replacements are greater than those estimated by the developer, engineers and landscape architects when the projects are first proposed. However, the process had been a huge benefit to the Community as a source of funding for our public landscapes, medians and community parks.

Tree species are assigned to each new street subdivision, the selection being made by the Urban Forest Manager. Some of the species used over the last 20 years have been found to be undesirable and are therefore no longer being planted. As a result, these species have resulted in a fairly large number of requests for removal of trees in the 8" to 18" diameter range. Requests are most often due to rooting issues causing sidewalk lift or lawn damage.

However, soil compaction is actually the main cause of surface rooting. It results from construction practices, when the entire lot is highly impacted, and then little attention is paid to the soil before it is landscaped. Such practices should be reviewed and more attention paid to remediating soil structure in residential subdivisions prior to landscaping. Failure to address the issue results in tree removal after 5 to 10 years for trees that should have been an asset for 50 years or more. This is discussed in greater detail under the Landscape Resources goals and objectives.



When trees die, decline or become hazardous, their ultimate use should be as beneficial to the City and the planet as possible. Chico has a rich heritage of using wood from its many “claro” walnuts to produce final products from gun stocks to fine furniture. The use of other woods, including pistache, sycamore and oak should also be encouraged. A program of actual sales of the large walnuts as they decline could provide some additional funding for the City.

## **STRATEGIC PLAN**

The Tree Committee of the BPPC developed the following definition of Chico's Urban Forest.

*Chico's Urban Forest is made up of trees and related vegetation within the City's parks, along the streets and creeks, and within private property. The urban forest provides an essential character to the City that includes aesthetic values, functional benefits and ecosystem services to its citizens both individually and as a whole. The elements of the urban forest exist throughout the community, although their care is under several jurisdictions, including both private and governmental entities.*

This plan will provide for the care and management of that forest to produce the benefits and services described above. During the last 5 years, a number of issues have surfaced within the urban forest that should be addressed. These are listed below. Some policies and procedures have already been developed to address these issues, but others are less formal.

This document seeks to memorialize the policies and procedures in an actual plan that is vetted through the process of public involvement and discussion. As these policies and procedures are developed, they should be added to the Urban Forest Management Plan in the Appendices. This will create a document that becomes a working plan for the current and future Urban Forest Managers.

### **Issues and needs**

Issues, goals and objectives were discussed in detail with the Tree Committee of the BPPC, and with members of the general public and stakeholders who attended the meetings. Each set of issues and goals were presented, reviewed and discussed at separate meetings, and then reviewed again at the following meeting. The issues and goals were then presented to the Bidwell Park and Playground Commission as reports on each meeting. Technical review and informative insights were provided by the Street Tree Division staff and the California Urban Forests Council. Citizen review has also been solicited through the City's web site. All discussions and comments were taken into consideration when developing the final plan.

#### **Tree Resources**

- **ISSUE:** Public safety is compromised by the inability to maintain regular pruning and care of the trees within the forest. A normal pruning cycle for large trees should be every 5 to 10 years. At this point Chico is only pruning or removing the most hazardous situations, rather than performing routine maintenance. This is leaving a number of precarious situations in trees.
- **ISSUE:** There is a backlog of maintenance needs. A detailed pruning cycle needs to be established so that individual trees are pruned regularly. The Standard of Care for Chico's urban forest should be high, based on the concept of enhancing the longevity of the trees within the forest. Production standards for the tree crew need to be analyzed and improved. In order to get back to a routine prune cycle, it will be imperative to fund a contract for tree pruning, as well as the current tree removal contract, to allow for greater flexibility in managing the trees with limited staff.
- **ISSUE:** There is a backlog of empty planting sites, leading to inadequate canopy coverage in some areas. Maintaining a multi-aged stand of trees requires planting throughout the City each

year where planting spaces are available. The City needs to develop a program to increase tree planting opportunities, including seeking grants for this purpose. Staff also needs to work with other departments to establish better procedures for planting new trees in developments and for insuring that trees are planted according to Professional Standards.

- ISSUE: Diversity is important to the resiliency of the tree population. The Urban Forest should be a diverse and sustainable canopy of trees and related vegetation. Wherever possible, with adequate space and appropriate growing conditions, native trees species should be planted. Habitat values of trees should be emphasized.

### **Landscape Resources**

- ISSUE: Landscape Design Standards for all new landscapes need to be reviewed in an effort to improve long-term appearance and water conservation within the City's public landscapes. Developing specific landscape goals with lists of plants and irrigation systems will help reduce the long-term cost of maintenance. In addition, prohibiting specific species known to be invasive in Bidwell Park reduce the need for aggressive and continued invasive plant management.
- ISSUE: Landscape Standards are not modernized as new equipment, techniques and practices are developed. This is mostly due to a lack of time and expertise. Staff should encourage the hiring of a landscape professional in the Planning Department to foster better communication and constant upgrading of systems.
- ISSUE: Irrigation systems are not being upgraded in a timely manner to provide for better water conservation. As such, the costs of maintenance escalate. Instead of new irrigation systems being installed, money is wasted repairing obsolete equipment and systems. A complete review of Standards is needed on a 5 year basis, including types of controllers, preferred equipment for City projects, and new science-based water management systems. Identify and prioritize the larger, publicly funded areas of Chico's landscapes that need to be retrofitted. Explore opportunities to obtain community or grant funding for these projects.
- ISSUE: Maintenance costs must be a major component in the design review for new landscapes in Capital Projects. Currently they do not adequately address future maintenance needs and funding for new landscape materials, except in residential maintenance districts. Projects costs should be projected and budgeted over a 12 month period to provide a reasonable starting budget for the project. The practice of eliminating or reducing landscaping and tree planting in Capital Projects because of cost overruns needs to be discouraged.
- ISSUE. The Landscape contract is the largest maintenance contract in the City. It is extensive and can be cumbersome. It needs to be reviewed to make it more cost effective and efficient to administer. Specifically, better methods to gain adherence to contract requirements, reduction in the dependence on herbicides and ways to reduce the cost of unforeseen repairs should be incorporated into the analysis. Budgets also need to be assessed, especially those supplied by the General Fund.
- ISSUE: Over the last 3 to 4 years, properties that have gone into foreclosure have allowed landscapes and trees to die, at a cost to both the new owners as well as the community at large. The city needs to explore ways to require owners of property that becomes vacant to maintain the landscapes, especially the trees, on the site. This may require a new ordinance.

- ISSUE: Review the issue of Community Gardens to be certain it is being addressed in a satisfactory manner. This is more of a Planning discussion, but the Urban Forest Management Plan should at least address, and perhaps take the lead, in reviewing the City's policies around this issue.

## Management

- ISSUE: Staff has not been given clear direction on what the overall character and appearance of the Urban Forest should be. The General plan alludes to the concept of having "complete streets" which includes street trees, but the space allotted for these trees is often not large enough to establish a canopy without some infrastructure damage. As a result, many new subdivisions experience sidewalk issues within 10 to 15 years of establishment and simply want the trees removed or replaced, rather than tolerate some of the inconveniences of having trees. Soil compaction resulting from building practices adds to this problem. Staff proposes that in most new subdivisions, standards be developed for reducing soil compaction prior to landscape installation. In addition, the Urban Forest needs to be clearly defined and provided for in new developments, such as:

"Provide for an urban forest that contains large trees over the main corridor streets where space allows, in large planting strips, in open space and parks. In residential subdivisions, maintain a population of young, moderate sized and vigorous trees. As a result, there will be almost continuous canopy over the City that is multi-level, with trees of all sizes at maturity, multi-aged and diverse."

- ISSUE: Street Trees and landscapes are not being routinely maintained because of budget shortfalls. Staff should examine productivity and set standards for care, requiring better accountability in operations. Staff is using maintenance district funds where possible for tree care, reducing the work load for the street tree crews. However, adequate budgets and staffing must be provided to maintain trees in the manner required by industry standards.
- ISSUE: The Street Tree Ordinance, (Chico Municipal Code 14.40) was last updated in 2000 and needs to be reviewed and upgraded to improve its functionality. For instance, the code makes reference to shrubberies - while the City may have pruned shrubs in the distant past, this is clearly a private responsibility. Shrubs that grow to tree size should be disallowed and any hedge planted within a specified distance from a street should be discouraged. Clearances over roadways need to be increased.
- ISSUE: The Street Tree Master Plan required in CMC 14.40 is out of date and except for major corridors is probably not needed. Should the BPPC want a thorough Master Plan for street trees, then a grant to develop the Master Plan should be sought.
- ISSUE: The Street Tree Inventory is not fully updated – about 3000 trees remain to be re-measured and located. This could be done by an intern or through a grant. In the meantime, trees will continue to be upgraded as they are removed, planted or pruned.
- ISSUE: Measures needed for tree preservation on new projects are not fully understood. Discussions are under way with the Planning Department on how to better coordinate tree protection when plans are submitted. Staff is also on the calendar to address the Architectural Review and Historic Preservation Board (ARHPB) regarding the existing tree protection regulations and physical requirements for tree preservation. Staff could use more guidance from the BPPC in regard to how diligent staff should be in pushing for tree protection. Staff believes an important concept that has not yet gained acceptance is to preserve young, smaller trees on some sites in lieu of larger mature trees.



- ISSUE: Current end use of trees is not achieving the highest and best value for the wood. When trees die, decline or become hazardous, their ultimate use should be as beneficial to the City and the planet as possible. The use of chips is required in all landscaped areas because they are beneficial to soil and plant health, result in water and soil conservation and improve soil fertility. The sale of commercial wood products, including logs, should be considered a good end use for trees. Black walnut in particular is a valuable asset that should be sold as an asset and not simply removed.
- ISSUE: Trees creates significant ADA sidewalk issues that need to be addressed. The City code places the responsibility for sidewalk repair on the adjacent property owner, yet the City has not used this code to aggressively pursue sidewalk repairs due to tree roots. At the present time, the sidewalk program has limited resources that allow only a few situations to be addressed each year. To reduce future sidewalk damage, trees should only be planted in adequately sized planting strips. The city should also review sidewalk design criteria in an effort to reduce sidewalk displacement by tree roots. To reduce ADA liability, specific corridors for ADA access need to be defined and publicized.

### **Community**

- ISSUE: Trees are dying because citizens don't understand how to care for them. More education is needed to improve tree care, so that staff should develop and distribute more information regarding the selection of good trees at the nursery, the care of young trees, including planting, proper soil preparation, watering, and pruning. In this effort, it would be highly beneficial to have such information included in packets for new homeowners.
- ISSUE: Citizens don't appreciate the benefits of trees, and often focus on the perceived problems of leaf drop, etc, rather than the value of shade and other benefits. Staff should develop a more aggressive educational program to improve citizen understanding of the functional benefits of trees
- ISSUE: There are few volunteer opportunities within the Urban Forest; these need to be developed and expanded. They could include tree planting, young tree pruning and removal of stakes. Staff should also continue to encourage citizens to plant and care for their own street trees, and invite interns from CSUC and Butte college programs to participate in the program.
- ISSUE: Tree topping on private property leads to degraded landscapes and potentially hazardous conditions that can threaten the public ROW and citizens. Poor pruning practices occasionally occur in parking lots as well. Citizens who understand the potential harmful affects of poor pruning practices requested that the city address this issue, at least through an educational program.
- ISSUE: Citizens sometimes plant, prune and remove trees without permits, so the process should be included in educational programs. As such, the process should be closely reviewed to see if it can be improved. The web site should also be improved and regularly updated to improve citizen awareness of program benefits and procedures. When needed, Code Enforcement can assist with issues regarding City Code.
- ISSUE: Citizens occasionally remove trees on private property that impact neighboring properties or are viewed as community assets. Staff should explore ways to influence the management and retention of trees that are owned and managed by other entities, such as trees in private yards or commercial developments, including CARD, the County, the University and others.

# GOALS AND OBJECTIVES

## Tree Resources

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
<p>1. Implement a program for enhancing public safety and reducing risk to citizens from trees.</p>	<p>Deferred maintenance has resulted in an increased number of trees with defects such as dead limbs or stem and root decay that may lead to failure, increasing the risk and liability to the City.</p>	<p>a. Define and publish a written policy for prioritizing work.</p> <p>b. Base all tree care on existing ANSI Safety and Tree Care Standards per ISA BMPs.</p> <p>c. Reduce the backlog of maintenance. Encourage citizens to care for the trees in front of their homes, by providing permits to approved tree services.</p>	<p>d. Budget for a tree pruning contract that focuses on high priority needs of large trees, while the crews focus on routine formative pruning and emergencies.</p> <p>e. Adopt the new ANSI Tree Risk Assessment as the Standard for assessing risk and assigning priorities for tree work.</p> <p>f. Analyze and revise current tree pruning and production standards.</p>	<p>g. Establish a recommended pruning cycle, with number of staff and associated costs.</p> <p>h. Explore tree service discounts for City street trees.</p>
<p>2. Define the character of Chico's Urban Forest</p>	<p>An overall policy that defines the character and appearance of the forest is necessary for decision making. The General Plan calls for "Complete Streets" that include trees, but does not specifically state how the trees should relate to the street.</p>	<p>a. Establish policy and obtain agreement from the Bidwell Park and Playground Commission that the Urban Forest should provide a specified character to the City of Chico.</p>	<p>b. Create policies that provide adequate-sized planting strips in new developments so that large trees can be planted. Update the list of trees to be certain that selected species can provide large canopies without creating sidewalk damage.</p> <p>c. Upgrade the approved street tree species list.</p>	<p>d. Create an almost continuous canopy of trees over the City. This canopy will be multi-sized, multi-aged and of diverse species.</p>
<p>3. Enhance tree planting to reduce the backlog of empty planting sites</p>	<p>Consistent planting helps maintain a multi-aged stand of trees throughout the City. It also allows the Urban Forest to experience species change as new cultivars are developed to address issues of older species.</p>	<p>a. Explore grant opportunities to fund a larger tree planting program.</p>	<p>b. Establish a non-profit within the community to encourage neighborhood tree plantings and stress the importance of tree planting.</p>	<p>c. Transfer responsibility for tree planting in subdivisions to the Street Tree Division to insure trees are planted to the City's standards.</p>

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
4. Encourage diversity in the Urban Forest	Diversity of species creates a forest that is resilient to pest and disease invasion. It also creates a more attractive and interesting forest.	a. Recognize and remove invasive species from the Urban Forest to the extent possible given budgets, etc. Seek grant funding for this project.	b. Analyze work zones and set specific objectives for each zones in terms of species diversity.	c. Study and develop a rating of habitat values for tree species used in the urban forest.
5. Improve planting standards.	Young trees die or fail to thrive due to circling roots and poor care after planting.	a. Review and revise planting standards as needed. b. Improve communication between departments regarding the reasons for provisions of tree planting standards. c. Review current specifications for nursery stock tree selection.	d. Improve the inspection process for the installation of new landscapes e. Establish inspection protocols and timeframe during the development/construction process f. Enforce standard pruning practices on private commercial parking lots so that the trees attain the required shading as quickly as possible.	g. Bring oversight of all tree planting to the Street Tree Division, rather than the building Department. h. Require trees in new Capital Projects to be fully established - to have been in the ground and thriving after one year before final acceptance. Include the requirement of a performance bond for all tree planting projects.

### Landscape Resources

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
1. Improve landscape designs and practices to enable sustainable and consistent quality of the City's public landscapes.	By providing for better installations, appropriate plant materials and ET <sup>1</sup> based irrigation systems, the City's landscapes will look better, conserve water and reduce maintenance costs.	a. Review and modernize Landscape Design Standards to enhance water conservation, reduce maintenance costs and improve soil health issues. b. Develop criteria for trees, shrubs and ground covers that can be used in City landscapes, such as those that are drought tolerant, easy to maintain, long lived, non-invasive and tolerant of Chico soil types.	c. Develop planting schemes that reduce the necessity for regular pruning. Endorse specific, water conserving irrigation systems, based on longevity and ease of maintenance. d. Endorse specific, water conserving irrigation systems, based on longevity and ease of maintenance.	e. Approve and encourage the use of 2 wire irrigation systems for ease of upgrading and repair.

<sup>1</sup> ET – Evapotranspiration – The amount of water that is used by the plant and evaporated off the surface. When irrigation controllers are ET based, they apply only the amount of water that is actually used on the site, automatically adjusting the amount of water applied each week.



GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
<p>2. Improve landscape soil management practices to establish deep rooted trees.</p>	<p>Soils are treated as an engineering material, rather than a biological system. But for landscapes to thrive, their biological components need to be conserved. Planting sites need to be engineered, managed and inspected as a fundamental part of the overall project, so the biological integrity of the soil is enhanced rather than compromised.</p>	<p>a. Provide planting sites with the same level of "authority" as that of the hardscape in new projects.</p> <p>b. Identify, review and revise the current policy to better define the steps developers must take to have landscape plans approved.</p>	<p>c. Develop a better procedure for final approval and acceptance of projects once complete, including the requirement that as-builts are received and scanned in a timely manner.</p> <p>d. Require electronic copies of as-builts for completed landscape projects.</p> <p>e. Develop a Public Landscapes web page that includes information about AB 1881 and landscape requirements for the public portion of planting strips.</p>	<p>f. Require that soils be treated during construction and prior to planting to reduce compaction when planting landscapes in new developments (This would be compatible with AB1881)</p> <p>g. Promote having a landscape irrigation professional within the Planning or Building Department who can better review landscape designs.</p> <p>h. Review AB 1881 compliance for potential development into Chico's version of AB 1881.</p>
<p>3. Upgrade Irrigation systems in a timely manner to provide for better water conservation and reduced maintenance costs.</p>	<p>Irrigation systems that are not upgraded fail more often, requiring extra repair costs, and leaks that waste water.</p>	<p>a. Identify and prioritize the larger, publicly funded areas of Chico's landscapes that need to be retrofitted. Explore opportunities to obtain community or grant funding for these projects.</p> <p>b. Require new controllers in public landscapes to have remote ability to enhance maintenance.</p>	<p>c. Replace old galvanized systems with new pop-up systems that have water conserving nozzles.</p> <p>d. Review efficacy of netafim drip irrigation systems.</p>	<p>e. Upgrade old irrigation controllers as budgets allow to have remote ability.</p> <p>f. Include weather and ET sensing in all new controllers installed in the City.</p>
<p>4. Assure funding for maintenance and replacement costs in new landscapes in City projects.</p>	<p>Current projects do not adequately address future maintenance and funding for restoration of landscapes, except in residential maintenance districts.</p>	<p>a. Maintenance costs should be a major part of the design review for new landscapes in City projects.</p>	<p>b. New Projects should project and budget maintenance costs over a 12 month period. An annual maintenance period, rather than 90 days, would provide a reasonable starting budget for the project.</p>	<p>c. Discourage, through policy development, the practice of eliminating or reducing landscaping and tree planting in Capital Projects because of cost overruns.</p>

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
<p>5. Review the landscape contract to make it more cost effective and efficient to administer.</p>	<p>The landscape contract is complex and difficult to administer. It should probably be divided into more than one contract. Having only one contractor provides no backup to the City for the failure of a company to adhere to the contract.</p>	<p>a. Review and revise methods used to gain adherence to the landscape contract.</p> <p>b. Review the landscape contract to reduce the cost of unforeseen repairs to the greatest extent possible.</p>	<p>c. Incorporate more industry standards into the landscape contract.</p>	<p>d. Provide adequate budgets for landscape maintenance, as required by the contract.</p> <p>e. Reduce the use of pesticides to the greatest extent possible, giving preference to the use of biological and cultural controls.</p>
<p>6. Require owners of property that becomes vacant due to economic or other conditions to maintain the landscapes, especially the trees, on the site.</p>	<p>Landscapes that die as a result of foreclosure are unsightly and provide a detrimental impact to the surrounding neighborhood and community. Replacing such landscapes is expensive and reduces the sale ability of the site.</p>	<p>a. Outline the process and responsibility for restoration should the landscape die.</p>	<p>b. Develop minimum requirements for irrigation when property is vacant.</p>	
<p>7. Review the issue of Community Gardens to be certain it is being addressed in a satisfactory manner.</p>	<p>Community Gardens are currently a planning issue, although it is often thought of as a landscape issue.</p>		<p>a. Review the current policy and upgrade where needed.</p>	

## Management

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
1. Review, revise and update the Chico Municipal Code (CMC), Section 14.40 that specifically pertains to Street Trees.	The Street Tree ordinance has several sections that are out of date, or have unclear terminology and as a result impede the function of the Division.	<p>a. Clarify and define terminology within the code, as well as within tree and landscape policies, to improve the quality and consistency of work standards.</p> <p>b. Increase the required clearance over roadways to 14'.</p> <p>c. Allow the removal of problem shrubs in the ROW through code enforcement action.</p>	<p>d. Require that except for City approved street trees, no plant that reaches taller than 24" can be planted in the public ROW.</p> <p>e. Review the CMC 16.66 to allow flexibility in requiring mitigation for existing street trees in new commercial or development projects</p>	f. Review the feasibility and practicality of the required Street Tree Master Plan, including funding for keeping the Plan up to date.
2. Review the Tree Program to look for efficiencies and ways to improve operations.	Street trees are not being routinely maintained because of staffing and budget shortfalls. As a result, the tree resource is not being maintained as an asset, and is becoming a liability to the City.	<p>b. Specify a level of service to the citizens and establish productivity standards to meet this level.</p> <p>c. Provide additional staffing to maintain trees in the manner required by the specified level of service, while meeting industry standards.</p>	<p>d. Explore the use of contract services for routine work while staffing is limited.</p> <p>e. Continue to have staff upgrade the inventory as trees are removed, planted or pruned.</p> <p>f. Complete the street tree inventory - about 3000 to 5000 trees remain to be accurately mapped onto the GIS program. This will require a commitment of resources of about 2000 hours. Explore ways to upgrade remaining trees, such as volunteers or interns from the University.</p> <p>g. Apply for grants where possible.</p>	<p>h. Track and compare the efficiency of in house crews with contract crews, if they are provided for pruning.</p> <p>i. Review funding and productivity levels in other cities. Develop an agreed upon pruning cycle that can be sustained within reasonable funding levels.</p>
3. Improve staff and commission understanding of measures needed to preserve trees on new projects and to reduce the incidence of invasive tree species.	Many projects that seek to preserve trees on a site being developed do not allow adequate space for that preservation, per the current standards within the code.	<p>a. Enhance the knowledge of City staff and appointed officials (ARHPB, Planning Commission, etc.) about tree protection measures.</p> <p>b. Address and discuss the current Tree Preservation regulations with the ARHPB and Planning Commission regarding physical requirements for tree preservation.</p> <p>c. Lots/land that contain invasive trees such as <i>Ailanthus</i> should be required to remove all such trees as a condition of approval for discretionary projects.</p>	<p>d. Consider the preservation of well placed, healthy and young trees on developing sites, rather than only the large old tree. Young trees are often less expensive and easier to preserve and will better serve as the future generation of trees.</p> <p>e. Require desirable tree preservation as a standard condition of approval for projects, including adequate room around trees for their effective preservation.</p>	f. Promote the importance of trees within the City



GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
<p>4. Develop better design standards for tree planting that reduces sidewalk damage.</p>	<p>Trees create significant sidewalk damage if not planted correctly into soil that has not been adequately prepared and designed for tree roots. In addition, the allotted space for tree trunks and roots needs to consider the ultimate size of the tree.</p>	<p>a. Allow specific trees to be planted only where there is adequate space</p> <p>b. Develop an official list of invasive tree/shrub species</p> <p>c. In high use areas, such as the downtown business district, remove unsuitable trees and replace with more appropriate tree species.</p>	<p>d. Evaluate and improve species selection along the City defined street and sidewalk corridors for ADA access</p>	<p>e. Review sidewalk design criteria in an effort to reduce sidewalk displacement by tree roots</p>
<p>5. Strengthen the provisions of the Parking Lot Shade Ordinance.</p>	<p>Many parking lots in town have not met the current requirements of 50% shade in parking lots.</p>	<p>a. Better enforce existing parking lot building standards on newly built projects by reviewing planting sites and tree installation as it occurs.</p>	<p>b. Encourage the review and analysis of parking lot standards to see if they can be made easier to understand and enforce, i.e. require a tree for every specific number of parking spots, rather than a square footage of coverage by shade.</p>	<p>c. Enhance opportunities to upgrade existing lots to the current standards.</p>
<p>6. Research and develop ways for the City to obtain value from wood removed along city streets.</p>	<p>When trees die, decline or become hazardous, their ultimate use should be as beneficial to the City as possible. Many street trees are highly valued in the urban wood industry, yet the City has not considered this wood an asset when trees must be removed.</p>	<p>a. The use of chips shall be required in all landscaped areas because they are beneficial to soil and plant health, and result in water conservation.</p> <p>b. Encourage the establishment of a program for the sale and use of all urban wood grown in the City of Chico.</p>	<p>b. Review the tree removal contract to allow for the sale of commercial wood products from city street trees to go back into the General Fund.</p>	

## Community

GOAL	RATIONALE	SHORT TERM OBJECTIVES	MID TERM OBJECTIVES	LONG TERM OBJECTIVES
1. Develop a comprehensive tree education program to enhance citizen understanding of tree care and the benefits that trees provide.	Many citizens don't appreciate the benefits of trees, and therefore focus on the negative realities of living with trees. As a result, citizens request tree removal when fairly minor remedial work can repair the problem for several years. Also, young trees die each year because citizens don't understand the basics of tree care.	<p>a. Continue to encourage citizens to plant and care for their own street trees.</p> <p>b. Develop and distribute more information regarding proper care of young trees</p> <p>c. Develop more outreach for the Arbor Day program, so that more students know of and celebrate the day each year.</p> <p>d. Retain Tree City USA Recognition.</p>	<p>e. Develop a more aggressive educational program to improve citizen understanding of the functional benefits of trees. Educate citizens about the selection of good trees to start with, and the care of trees, including planting, proper soil preparation, watering, and pruning.</p>	<p>f. Require care of young trees brochures to be included in new homeowner packets.</p> <p>g. Find ways to influence the management and retention of trees that are owned and managed by others, such as trees in private yards or commercial developments, including CARD, the County, the University and others.</p>
2. Improve citizen awareness of program benefits and procedures to prevent citizens planting and removing trees without permits.	Citizens will sometimes plant, prune and/or remove trees within the public right-of-way.	<p>a. Work with Code Enforcement when necessary to enforce City Code.</p> <p>b. Include the permit process in educational programs.</p>	<p>c. Review the process and policy regarding tree and shrub planting in the Right-of-Way.</p>	
3. Enhance volunteer opportunities to assist with the Urban Forest.	Citizens will sometimes plant, prune and/or remove trees within the public right-of-way.	<p>a. Continue to encourage interns from CSUC and Butte college programs. Develop and expand volunteer opportunities in the Urban Forest.</p>	<p>b. Develop and expand volunteer opportunities in the Urban Forest.</p>	<p>c. Reinstigate a program to teach about young tree pruning.</p>

## **IMPLEMENTATION PLAN**

The City of Chico, like most of the rest of the state and country, is currently in a financial crisis. This means that implementing this Urban Forest Management Plan requires priorities to be set and followed. Short term goals can focus on items that can be accomplished with little direct costs to the city. At the same time, safety may require funding be increased for some items, in the interest of reducing risk to the citizens and liability to the City.

Goals are generally listed in order of priority. In addition, the objectives and action items are prioritized so that the implementation can take place over the next 5 to 10 years as the objectives can be addressed.

## MONITORING PLAN

The planning horizon for this plan is 20 years, the same as for the General Plan. Therefore many of the goals of the plan are long term, but the objectives covered in the plan will provide guidance over the next 5 years. At the end of the 5 years, progress toward the goals should be reviewed, and the objectives modified as needed to better reach the long-term goals. This will be the main process of monitoring the plan.

As objectives are reviewed and policies and procedures finalized, they should be incorporated into this document, so that the plan becomes a working document. Each objective should include some form of measured outcome for monitoring progress. This can range from a time frame for implementation to more specific measurements. Monitor progress toward achieving each goal at five-year increments.

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DATE: 11/12/14  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: Report on Proposed PG&E Tree-Removal and Trimming Work Along Utility Corridor on the Comanche Creek Property. (Informational item)

**Report in Brief:**

Staff will report on efforts with Pacific Gas and Electric (PG&E) to develop a mutually beneficial approach in the Comanche Creek area to efficiently maintain utility clearances, removing undesirable non-native trees, and keeping most native species such as valley oaks.

**Background:**

PG&E is legally required to maintain its facilities and power lines, and notes that unless properly maintained, power lines can be dangerous where conflicts with trees are permitted to develop. PG&E notes a number of issues regarding maintenance of clearance around power lines. For example, safety, service reliability, and cost effectiveness are best achieved when trees are removed, rather than pruned. When trees are not removed, the maximum amount of clearance should be obtained by pruning. When determining whether to prune or remove and how much, PG&E factors in the distance above plus maximum growth for 2-3 years. Line sag is also considered when the load on the line increases and/or ambient temperatures rise. This sag on a 115kV line could be 6+ feet in the hottest parts of the summer. Staff understands that PG&E is required to maintain vegetation a minimum of 15 ft under 115 kV transmission lines. In some areas with rapid growth, PG&E must return annually to maintain clearances. Therefore, the vegetation management policy of Electric Transmission Maintenance is focused on tree removal.

From PG &E's Park Avenue substation, a 115 kV transmission line and a 12 kV distribution line crosses the City's Comanche Creek property. To support the Comanche Creek vegetation management plan (removal of invasive plants) and to minimize ecological impacts to native plants such as valley oaks; and also meet utility clearance requirements, Staff worked with PG&E to develop an approach that provides 2 different prisms for clearing the utility lines (Attachment A).

From a plant perspective, the approach may be summarized as follows:

- Native trees (oaks):
  - Remove - if base is directly under the 10 feet under the power lines, and
  - Prune (according to ANSI standards) - if base is outside of this zone and branches intrude within clearances.
- Non-natives (ailanthus, black walnut, Chinese pistache, etc.)
  - Remove – if base is within 25 feet of powerlines.

The expansion of the removal area for non-natives supports the goals of the management plan to remove them from the site and without the use of City resources. The pruning on the oaks outside the 10 feet footprint will allow those trees to provide ecological functions.

With the upcoming efforts associated with the forthcoming Housing Related Park grant for the property, the area under the power lines will be examined as a location for a dirt trail on the site. The trail may help control vegetation under the power lines and minimize the removal of native vegetation for trail building.

The work will likely be completed in early December.

**Attachments:**

1. PG&E Proposal

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11/21/2014

## Proposed PG&E Tree Pruning and Removal Project—Comanche Creek

This is an effort to establish a mutually beneficial arrangement between PG&E and the City of Chico in the Comanche Creek area. PG&E must maintain clearances to their powerlines, and wants to remove fast growing species near their facilities. The City of Chico has expressed interest in removing non-natives and keeping most native species such as valley oaks. The following guidelines are proposed for this area:

- Primarily focus on non-natives within a 25ft swath under the lines. These include black walnut, pistache and plum. See photo bottom left.
- Of the native trees, twenty-five small diameter valley oaks and one Oregon ash directly under the lines that are topped annually are being proposed for removal. See photo bottom right.
- Larger diameter oaks will be directionally pruned away from conductors. See photo bottom left.

PG&E is looking forward to working with the City of Chico in the Comanche Creek area and elsewhere.

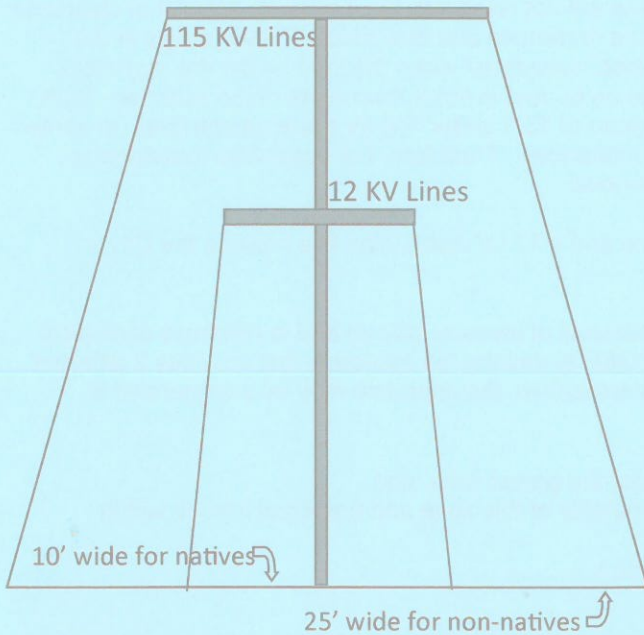


Diagram at left: Proposed for removal are small diameter non-natives in a 25ft wide path and small diameter natives in a 10ft wide path under the power lines.

Photo bottom left: Black walnuts are in the 25ft path on either side of the power lines. A small diameter valley oak sits directly under the lines. A large diameter valley oak is to the left – this oak will be directionally pruned away from the lines.

Photo bottom right: An annually trimmed valley oak under the lines. While cuts are being taken to nearest laterals, the tree will always be pruned back to this height. Removal is proposed.







DATE: 10/21/14  
TO: Bidwell Park and Playground Commission (BPPC)  
FROM: Dan Efseaff, Park and Natural Resource Manager  
SUBJECT: 2014 Annual Report for the Wet Weather Plan

## Report in Brief

On October 28, 2013, the BPPC adopted an Adaptive Wet Weather Plan. The plan describes the protocol for closing the trail to equestrians and bikes and for closing the Peregrine Point Disc Golf Course. The plan calls for an annual summary of activities. Staff anticipates a review of the program within 5 years. No BPPC action is requested associated with the report. Adoption of the plan satisfied BPPC workplan priority 2 (Finalize Wet Weather Plan).

## Background

For many years, an informal method was used to determine whether trails in Middle and Upper Park were open to equestrians and mountain bicycles. No restrictions are currently placed on pedestrians. At its 9/28/09 meeting, the Commission reviewed and discussed a new procedure to determine closures for trails (for equestrian and bicycle use) and disc golf play during wet weather in Middle and Upper Bidwell Park.

The methodology used a quantitative approach using the amount of rainfall, soil moisture, and on-site analysis for a site in the Horseshoe Lake area for Middle and Upper Bidwell Park and the Peregrine Point Disc Golf Course Area/Trailhead on Highway 32.

Over the next few years, Staff would report to the BPPC a year end report and authorized changes to the plan under an Adaptive Management approach. Changes to the revised "Wet Weather Trails Management Plan" would represent the latest evolution of the protocol.

On October 28, 2013, the BPPC adopted the Adaptive Wet Weather Plan (revised) (Chico 2014). Adoption of the plan satisfied BPPC workplan priority 2 (Finalize Wet Weather Plan).

The revised plan relies on weather data from the US Forest Service Chico weather Station (CHI). The protocol uses a trigger of 0.25" to close trails and the Peregrine Point Course. A trail assessment is used to open the trails and course.

The adaptive nature of the plan called for the review of the data and a report back to the BPPC summarizing the data collection, and providing recommendations. Chico (2013) notes that the annual summary should contain the following:

1. A summary of weather data and number of days closed each month,
2. A graphical display of rainfall events and trail closings, and
3. A graphical display of average daily temperature and trail closings.

Other information, especially related to compliance issues such as enforcement or educational efforts, may also be summarized in the report. Each annual report should also provide recommendations to the protocol and to improve compliance.

## Data Collection

During the 2013-2014 season, park rangers conducted assessments of Upper/Middle Park trails and the Peregrine Point Disc Golf course to determine trail openings and closings. Data collected included: observer id; time; Chico weather station precipitation (available at the California Data Exchange, <http://cdec.water.ca.gov/>); rain forecast exceeding 70%; footstep imprints (Horseshoe Lake and Hwy 32/Disc Golf); comments, and trail/disc golf status (open or closed). At the end of the year, additional information was downloaded (daily average temperature, daily rainfall amount, and cooling degree day).

## Results

We provide a monthly summary of trail closure dates and weather conditions (Table 1) and trail closures versus daily precipitation (PPT) and average temperature for both sites (Figures 3 and 4) from October 1, 2012 to September

30, 2013. The last monitoring report recommended this monitoring period (10/1 to the following 9/30).

A summary of the closings and days of precipitation are presented in Table 1 and is compared to past reports

**Table 1. Summary of Closures Between Years.**

Measure	2009-2010		2010-2011		2011-2012		2012-2013		2013-2014		
	#	%	#	%	#	%	#	%	#	%	
Days in Monitoring Period	242	100%	396	100%	433	100%	365	100%	365	100%	
Days Upper and Middle Park trails closed	139	57%	148	37%	69	16%	72	20%	48	13%	
Days Peregrine Point Disc Golf Course closed	131	54%	157	40%	67	15%	67	18%	47	13%	
Days with PPT	83	34%	97	24%	60	14%	55	15%	57	16%	
Days with PPT >0.25"	37	15%	43	11%	32	7%	28	8%	22	6%	
Average Daily Rainfall (inch/day)	0.12		0.09		0.05		0.07		0.065		

Like 2011-2012, 2012-2013 was dry year with far fewer closures than in past years. Some observations are noted below (where noted the data were analyzed using Minitab statistical software):

1. February (11), March (18), and April (8) contained the highest number of closure days.
2. We observed no statistical differences (P-Value = 0.318) between closures on trails and at the Peregrine Point Disc Golf Course.
3. This amounted to a total of 9 closures that averaged 5.2 days with the longest at 14 days (end of February first part of March).

**2013-2014 Accomplishments**

In addition, some recommendations from last years report were implemented, these include:

1. Completed the Adaptive Wet Weather Trail Management Plan (Revised) (Chico 2013).
2. The Plan linked the road closure with the closure of trails providing an opportunity for trail users to use the road without car traffic when the trails are closed. Feedback on the change has been positive, and park visitors seem to be using the road (rather than trails) during wet conditions.
3. Staff contacted CALTRANS regarding a trail and disc golf course status sign at Highway 32 and Bruce Road, and received conflicting information on what was possible in the right of way (see recommendation below).
4. Trail status notification continues on the
  - o webpage ([http://www.chico.ca.us/General\\_Services\\_Department/Park\\_Division/Bidwell\\_Park.asp](http://www.chico.ca.us/General_Services_Department/Park_Division/Bidwell_Park.asp)),
  - o trail hotline ((530) 896-7899),
  - o park signs, and
  - o the Park Division Facebook Page (<http://www.facebook.com/CityofChicoParks>) and Twitter (<https://twitter.com/ChicoParks>).
5. Report to the public and BPPC on an annual basis (this report). This annual report is based on “water year” (October to September).
6. In last year’s report, staff noted that the criteria for closing the trails is simple, objective and easy to apply (rainfall exceeds 0.25”); however the criteria for opening is subject to additional variables (weather conditions (temperature, wind, cloud cover, humidity, soil conditions, ground saturation, day length, water demand of plants, etc.) and is not clear cut. Staff suggested some “rules of thumb” may help the public understand when the trails might open, and developed an analysis to help park users understand some of the differences between evapotranspiration and months of the year (see below).
  - o For example, 0.25” of rain in January will take approximately 6 days to dry out, while in comparison it takes less than a day to dry out during the summer months.

- o From this data come the following rough rule of thumb:

Season	If trails are closed today in _____	It will take roughly _____ to open
Wet	January or December	1 week
	February or November	3-4 days
	March, April, or October	2 days
Dry	May thru September	1 day

LOCATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Trend
CHICO EXPERIMENT STN	1.26	2.13	3.82	5.63	8.28	10.11	11.48	9.71	7.36	4.46	2.09	1.3	
<b>Analysis</b>													
Ave. Evaporation per day	0.041	0.076	0.123	0.188	0.267	0.337	0.370	0.313	0.245	0.144	0.070	0.042	
Ave PPT (inches)	5.00	3.70	3.62	1.61	0.71	0.39	0.04	0.16	0.55	1.50	3.54	3.90	
Ave. PPT per day (inches)	0.16	0.13	0.12	0.05	0.02	0.01	0.00	0.01	0.02	0.05	0.12	0.13	
Ave. Days to evaporate Ave. Rainfall	3.97	1.74	0.95	0.29	0.09	0.04	0.00	0.02	0.07	0.34	1.70	3.00	
Ave. Days to evaporate 0.25 inch	6.15	3.29	2.03	1.33	0.94	0.74	0.68	0.80	1.02	1.74	3.59	5.96	
<b>Notes:</b>													
Data from average evaporation pan measurements from 1905 - 2005. These estimates are 0.7-0.8 of the expected evaporation from the surface.													
<a href="http://www.wrcc.dri.edu/htmlfiles/west">http://www.wrcc.dri.edu/htmlfiles/west</a>													

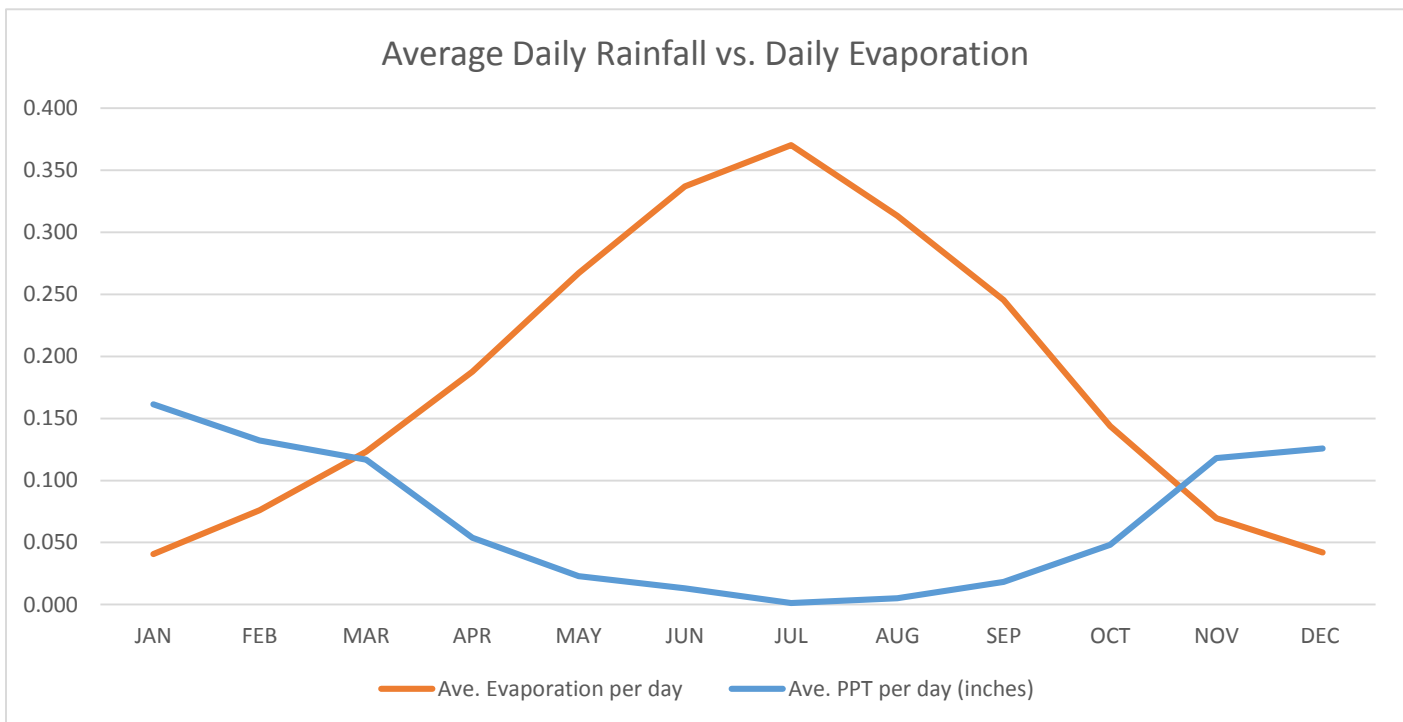


Table 1. 2013-2014 Monthly Summary of Chico Weather Data and Trail Closures.

	Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Summary	Total
		10	11	12	1	2	3	4	5	6	7	8	9		
Days	In Month	31	30	31	31	28	31	30	31	30	31	31	30		365
	with PPT	3	9	17	8	2	6	4	2	4	0	0	2		57
	Rainfall > 0.25 in	0	2	1	1	5	9	1	0	0	0	1	2		22
	Road Closed	23	19	24	21	25	27	26	21	22	23	18	22		271
	Trails Closed	0	4	1	2	11	18	8	0	0	0	2	2		48
	PP Disc Golf Closed	0	3	1	2	11	18	8	0	0	0	2	2		47
	Ave. Daily Temp. (oF)	61	54	43	50	52	57	62	71	78	83	79	75		63.83
	Average CDD	12	6	2	4	4	7	13	22	29	33	29	26		15.62
	Ave. Daily Rainfall (in.)	0.07	0.18	0.32	0.03	0.01	0.06	0.02	0.01	0.02	0.00	0.00	0.04		0.065

Ave. = Average. CDD = Cooling Degree Day for 50 °F (average temp – 50). PPT = precipitation. Temp. = Temperature. UP = Upper and Middle Park Trails. PP= Peregrine Point/ Highway 32 trailhead and disc golf course area.



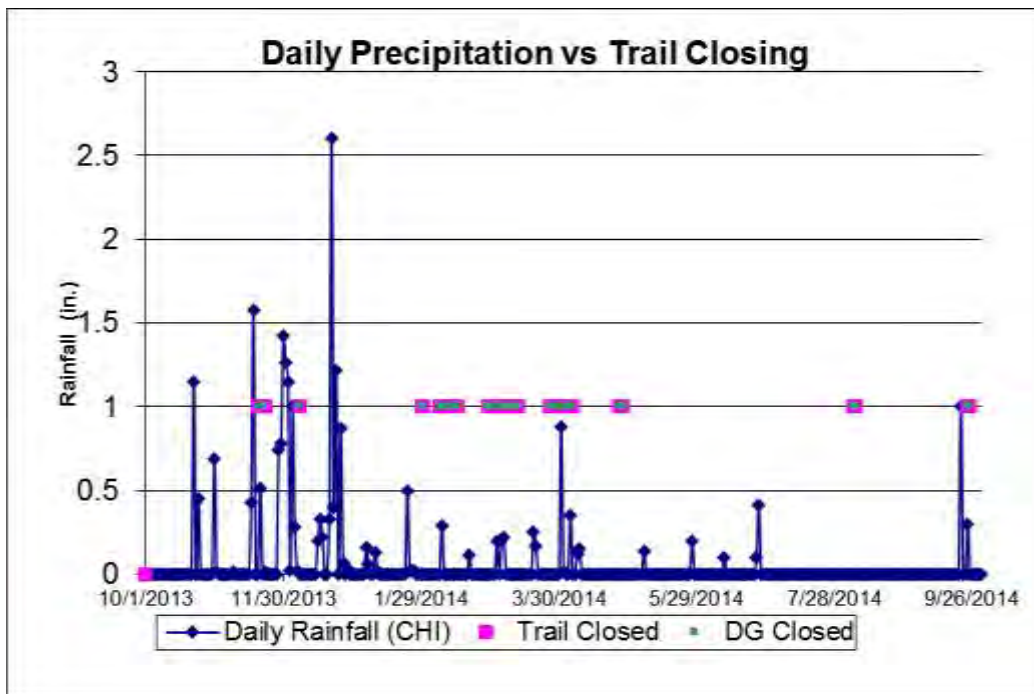


Figure 1. Graph of Trail Closures Versus Daily Rainfall Amounts.

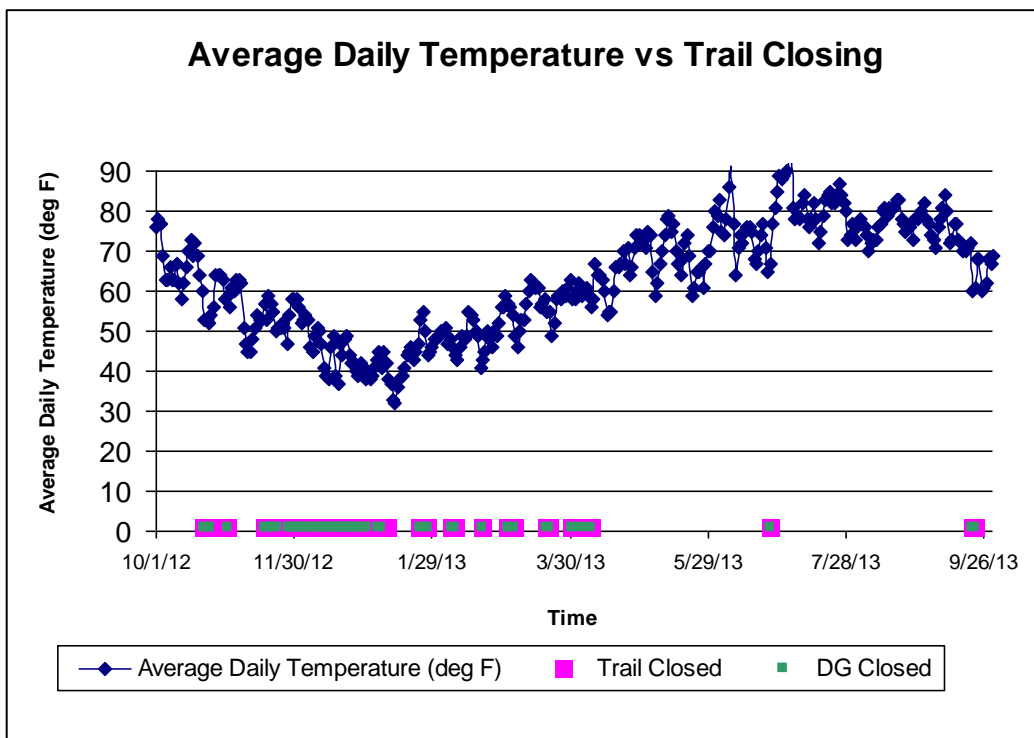


Figure 2. Graph of Trail Closure versus Average Daily Temperature.

**Recommendations and Upcoming Actions**

Staff recommends the following (some carried over from last year’s report):

1. Continue to disperse trail information through multiple media. Improve current methods to notify the public of trail openings including more noticeable signs. Use email and social media notification for trail status changes. Staff did some initial follow-up with CALTRANS regarding sign on Highway 32; however other methods (such as providing links to the webpage or trails phone seem far more cost effective and timely).

2. Continue education efforts (awareness of wet weather damage, wet weather options) and enforce (cite violators) closures when necessary. Staff needs to educate park visitors that the disc golf closure closes the disc golf course and restricts pedestrians to designated trails at Peregrine Point.
3. Refine the model for an estimated opening date (like above), but using data to date.
4. For future protocols:
  - a. Consider linking the trail and disc golf closures together. The simplification of the closure (trails closed to bikers and equestrians, and the disc golf course closed at the same time) holds some appeal.
  - b. Evaluate the opening protocol for a simple approach. The simplification of the closing protocol (just exceeds 0.25" of precipitation in the previous 24 hours) has helped make the protocol easy to explain with the public.
  - c. Evaluate the new assessment route to see if it accurately captures disc golf fairway conditions.
5. Revisit closure areas (all trails in Middle and Upper Park) with the completion of the Trails Plan and further trails work to look at trails that may be permissible to allow access during wet conditions.

## References

- City of Chico. 2013. Adaptive Wet Weather Trail Management Plan (Revised 2013). Bidwell Park, Chico, California. October 15, 2013. Public Works Department, Parks Division. Chico, California.
- [CESP] Chico Environmental Science and Planning. 2009. Interim (Adaptive) Wet Weather Management Plan. Prepared for City of Chico, General Services Department, Parks and Open Space Division. December, 2009. Chico, California.
- City of Chico. 2013. 2013 Year End Monitoring Report for the Peregrine Point Disc Golf Course. Chico, California. September 25, 2013. General Services Department, Parks Division. Chico, California.
- City of Chico. 2013. Adaptive Wet Weather Trail Management Plan (Revised 2013). Bidwell Park, Chico, California. October 15, 2013. Public Works Department, Parks Division. Chico, California.

Attachments: None.



DATE: 11/20/14
TO: Bidwell Park and Playground Commission (BPPC)
FROM: Dan Efseaff, Park and Natural Resource Manager
SUBJECT: Parks and Street Trees and Public Landscapes Report

NARRATIVE

1. Updates

- a. Mission Santa Fe Appeal - Council upheld the BPPC decision to remove and replace 25 yarwood sycamore trees within the Mission Santa Fe Maintenance District.
b. Workplan Update - The BPPC and Council approved the Work Plan Priorities for 2013-2014 listed below. In preparation for developing the next workplan, Staff requests that BPPC members provide an ideas by December 15, 2014 for discussion. Staff will include ideas and draft a 2015 - 2016 Work Plan Priority List for discussion and possible adoption at a future meeting. The adopted workplan will then be submitted to the City Council.

2013-2014 BPPC WorkPlan Objectives

- 1. Develop and implement a priority list of projects and programs based on the Bidwell Park Master Management Plan (BPMMP) that will include adaptive management strategies. Specific projects include:
a. Develop a Trail Plan for the Park and provide public opportunities for progress updates and input as projects move forward.
b. Update the Trails Manual.
c. Update of the Natural Resources Management Plan (including vegetation management plan, management units, and an Adaptive Management framework).
d. Complete an inventory of Park Infrastructure.
2. Finalize the Wet Weather Plan.
3. Complete review of the Urban Forest Management Plan (UFMP), including Environmental Review.
a. Review the Short Term Objectives described in the UFMP and prioritize those that can be done within current budgetary constraints.
4. Assess needs and prioritize renovation projects for Caper Acres (developing funds and renovation plans for improved infrastructure and new play equipment).
5. Explore funding opportunities to better support Park Division projects and programs. Priority items would help:
a. Establish a park event(s) to celebrate the park, raise community awareness of issues and needs, and develop funds.
b. Explore the feasibility of a community funded, interpretive, interactive memorial to the significance and scale of the Hooker Oak.
c. Explore adequate funding sources for infrastructure and operations to implement the Comanche Creek management plan and improvements (including grants, donations, creation of a maintenance district, etc.).
6. Provide increased management focus on other City properties, including:
a. Develop management plan concepts for all City Greenways.
b. Seek funding to develop a Master Management Plan for Lindo Channel.
c. Receive information on ongoing mitigation bank efforts on Bidwell Ranch.
d. Report on progress and explore development options for Lost Park.

- c. 12R revision - Following the BPPC direction (September 29th ), the City Council adopted a resolution (at the November 4th , 2014 meeting), to change the following:

SECTION 1. Section 12R.02.040 of the Chico Municipal Code is amended to read as follows:

12R.02.040 Enforcement by park rangers.

The park ranger's primary duty is the protection of the city's parks and other City-owned properties and the preservation of the peace therein by enforcing the park rules and regulations adopted in this title, subject to the direction and control of the director. However, the park rangers shall from time to time, be assisted in enforcing the rules and regulations adopted in this title by city police officers.

2. Planning/Monitoring

- a. Wet Weather - Staff completed the annual wet weather report for 2013-2014.



### 3. 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 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. The service request tally for the month is 3 closed with 38 still in the system awaiting completion.

#### a. Lower Park:

- i. Installation of the new Welcome rule signs is complete for the One Mile area, staff will be installing these throughout the park and greenways over the next few months.
- ii. Park staff in conjunction with the Chico chapter of the Kiwanis club are working on a plan to build a new enclosure for One Mile swings, ground breaking should happen in November.
- iii. One Mile Lights : In reviewing the energy usage since the switch to LED lighting at One Mile, Staff found that the energy usage went from \$620.09 last year to \$295 this year. Staff selected September, as that month should serve as an average month for light use. Staff also believes that we can change this rate schedule to LS-3, customer owned and metered lighting which would be another \$130 of savings for September and more during the long winter months. If that rate change is successful, annual savings could exceed \$6,000!

b. **Middle & Upper Park:** Staff performed minimal maintenance and repair to infrastructure in these areas for the month.

c. **Various Park Locations:** Staff has supported multiple camp clean ups in and outside of the Park, We have also supported several volunteer invasive plant removal sessions, along with the constant removal of down limb piles throughout the park.

d. **Upcoming Projects:** Install the new welcome signs at park and greenway entrances, work with Kiwanis club on building a new enclosure around the One Mile swings, possibly start work on Sycamore Pool repairs, The start of trail season with the conclusion of the Middle trail grant.

### 4. Ranger and Lifeguard Programs

a. Illegal Encampments– Rangers continue to work with the ACS crews to remove illegal encampments from the parks and green ways. Little Chico Creek was the focus in October. Camps east of Bruce Road and continuing west to the train tracks at Dayton Road were removed. Extensive camps were also removed from Teichert Ponds and the Lindo Channel at Holly Ave.

b. Peregrine Point – The course was closed on Friday 10/31 due to rain exceeding the 0.25” threshold. By Saturday it had rained 0.73 inches. Rangers checked the course on Saturday for conditions and discovered that the Chico Outsiders (ORAI) had moved forward with their exclusive use day. The agreement with ORAI does not permit rain or shine usage. The president of ORAI, Adam Filippone, did not check the city website or hotline for course conditions before the event. He explained that ORAI actually sold their exclusive use permit for the day to another organization. Rangers explained that the course was to remain closed and there would be no disc golfing. MR. Filippone did not accept the ranger’s information and contacted Dan Efseaff. Mr. Efeseaff confirmed the ranger’s directive and the group vacated the area.

c. Significant Incidents – On October 3<sup>rd</sup> a pedestrian on Peterson Drive was struck on the by an 8” diameter oak tree branch that broke and fell. The branch hit the victim’s shoulder and pinned his legs to the ground. Passer-bys were able to lift the limb off the victim. Rangers, Police and medical personnel were rendering aid within minutes of the incident. The victim did not lose consciousness and was transported to Enloe for treatment.

d. Lifeguards – No Guards Until May.

### 5. Natural Resource Management

#### a. Comanche Creek –

- i. Staff is working with the State to finalize the funding agreement to allow improvements to the property. Once the agreement is in place, implementation of the improvement plan will begin. As there is considerable neighbor interest, Staff anticipates regular updates on project progress.
- ii. The Friends of Comanche Creek have notified the City that they have received about \$12K in pledges for the greenway. The funding is intended to provide for maintenance, patrol, and operations and will not impact the General Fund or reduce services elsewhere.

b. Catalpa Treatment Study - Meghan Oats, Jim Dempsey, and Susan Mason completed a poster for the CAL-IPC Symposia on: “*Catalpa speciosa* control using herbicide application methods”. Some of the fall 2013 treatment

trials were done in Bidwell Park. A copy of the work may be viewed here: [http://www.cal-ipc.org/symposia/archive/pdf/2014/Poster2014\\_Oats.pdf](http://www.cal-ipc.org/symposia/archive/pdf/2014/Poster2014_Oats.pdf).

## 6. Outreach and Education

- a. Downtown Ambassadors– Rangers presented information on safety and enforcement related issues in the downtown parks.
- b. Girls are Leaders– Rangers delivered a talk on the “Power of One” and the park ranger profession.

## 7. Street Trees and Landscapes

### a. Projects Completed:

- 26-Service Request- a detailed list is available.
- Down Limbs and Hangers- 41 hours (34 locations).
- Safety Meetings- 2 hours.
- Prep Time and DOT Inspections- 38 hours.
- Equipment Maintenance- 10 hours.
- Traffic Safety Pruning- 44 hours (89 trees pruned).
- Priority Removals- 14 hours (71 dead or dying trees removed (mostly small volunteers)).
- Irrigation- 125 hours
- Call Out cleanup- 5 hours (3 locations)
- DCBA Elevating and Pruning- 35 hours (55 trees).
- Petersen Tree Care- emergency work 25 hours.

### b. Tree Call Outs:

1. There were 8 call outs for the month of October that required follow up clean up and inspection.

### c. Tree Permits:

- Pruning- 1 approved
  - Removal- 3 approved
  - Planting- 3 approved
- i. A local tree contractor obtained a pruning permit last February. At that time they pruned 2-Yarwood sycamores on Cromwell Dr. and did a very thorough job and stayed within the ISA and ANSI pruning standards. Now in October he is asking for permission to remove a few limbs that broke and are hanging over the PO driveway on the same 2 trees. He said that the PO wants to prune the trees again because he is afraid that if the broken limbs came all the way down they would have hit him or his car. So they plan to apply for another pruning permit in the near future.

This example shows that it's not uncommon to prune these trees twice a year. The average cost for a tree service to prune a Yarwood sycamore for end weight reduction and safety that is 18" diameter and 60' feet tall is around \$300-\$400 per tree.

Our goal for tree maintenance is to perform formative pruning on young trees when they are planted, then at 3 years old and then a follow up at 6 years old. After that they generally require some structural pruning and elevating to meet code requirements for public safety once every 5 years. The Yarwood trees do not fit that model.

## 8. Volunteer and Donor Program

### a. Monthly Highlights

- i. With the help of 37 CAVE students, California Conservation Corps, 3 fraternities (Alpha Sigma Phi, Alpha Phi Omega) and creek neighbors, this has been a major month for volunteer work at Chico's open spaces.
- ii. Mount Lassen Chapter-California Native Plant Society (CNPS) continued to remove invasive plants and trash from Little Chico Creek. They also removed invasive plants at Bidwell Bowl and along the CSU Chico riparian area. During a work session along Big Chico Creek in the newly annexed area between Nord and Stewart Avenues, a recliner, motorcycle and large TV were recovered from the creek, along with lots of other trash.

Park staff loaded a 40-yard bin with the vegetative debris accumulated at Cypress/Humboldt from 14 volunteer work sessions at various city properties. It's expected that another 40-yard bin will be needed by the end of December.

- iii. Friends of Bidwell Park volunteer work sessions focused on invasives and trash removal from the south and north sides of Lost Park and west of the CARD Center, with 19 pickup loads of vegetation removed and 3 loads of trash. CAVE and Alpha Phi Omega continue to be the major source of volunteer labor. FOBP's fall herbicide treatment of Bidwell Park's ailanthus, Lost Park's smaller invasive trees and other work has been completed. FOBP's part-time AmeriCorps Conservation Associate, Allysa Cordova, has started working on park-related projects.
- iv. The first *Block Party with a Purpose* joint CNPS/BEC neighborhood cleanup event was held October 25<sup>th</sup>, with a cleanup of Humboldt Neighborhood Park, the adjacent section of Little Chico Creek and a city-owned property southeast of the Boucher St. Bridge. After several follow-up sessions, a 40-yard bin was filled with trash and bamboo. In addition, there were 20 gallons of hazardous waste and a truckload of recycling and scrap metal. The second fall CNPS/BEC event was held along Lindo Channel at Esplanade. Participants included 19 neighbors, CAVE students and CCC members. They filled a 20-yard trash bin and 30-yard vegetation bin with 10 additional yards of vegetation taken to the Cypress/Humboldt veg. piles. The third event will be at the Sycamore Restoration Site on November 22<sup>nd</sup>.
- v. Make a Difference Day at One Mile Recreation Area, Comanche Creek and Little Chico Creek attracted 120 people despite the early morning rain. We removed truckloads of litter, cleared sight line along South Park Drive and the bike path once blocked by grape and ivy, spread mounds of compost and cleaned up homeless encampments.
- vi. California Conservation Corps members volunteered to clear some defensible space around the nature center. The team also removed invasive plants and mulched near the Cedar Grove restrooms.
- vii. Restoration site planning is underway for picnic sites 2, 22, 23 and Annie's Glen.
- viii. Park Watcher (s) of the Month– In May of 2014, the Park Watcher of the month program was implemented. Each month Park Watcher are nominated and one is chosen by the Park Watch Advisory Board. The selected Park Watcher receives a certificate of appreciation, accolades in the monthly newsletter and recognition by the BPPC. Since it may not always be possible to recognize the Park Watcher of the month at each BPPC meetings, bi-annual recognition dates in November and April where decided upon. The following are the Park Watchers of the month for the May – October; May: Linda Gilmore, June: Elaina McReynolds, July: Mike Priemsburger, August: Sharon Stern and Edgar Ovalle, None for September due to Celebration of PW Anniversary, October: Carla Moreno and November: Jean Andrews.

b. Upcoming Volunteer Opportunities

- i. Volunteer sessions will be offered through December 27<sup>th</sup> including major work sessions at Comanche Creek, Lost Park and Lindo Channel between S&S Market and Hwy 99. They can be viewed at [http://www.chico.ca.us/General\\_Services\\_Department/Park\\_Division/Volunteer\\_Calendar.asp](http://www.chico.ca.us/General_Services_Department/Park_Division/Volunteer_Calendar.asp).

**9. Upcoming Issues/Miscellaneous**

- a. Annual Report – Staff is preparing for the annual report that will be presented in January.
- b. Biennial Recruitment - The 2014 Biennial Recruitment process begins on November 5<sup>th</sup> and will close on December 5<sup>th</sup> (please see Attachment A). The City is recruiting for three 4-year positions on the BPPC (some of the terms may be converted to a 2 year terms). Due to the timing of the recruitment and appointment process, it is highly likely that commissioners will continue to serve until the Council makes an appointment to fill the seats. Please contact the City Clerk for the required questionnaire that is needed in order to be considered appointment and if you have any questions.

**MONTHLY SUMMARY TABLES**

**Table 1. Monthly Public**

Date	Location	Organization	Event	Participant #
10/03/2014	City Plaza	Chico Toy Museum	Fall Yo-Yo Contest	1000
10/11/2014	City Plaza	Citizens Action Network	Frack Free Butte Co Rally	20

10/11/2014	1 Mile	Alzheimer's Association	Walk to End Alzheimer's	1200
10/12/2014	Upper Park	Chico Running Club	Trail Run	150
10/18/2014	City Plaza	G-Ride Pedicab	Kristina Chesterman Memorial - Drunk Driving / Bicycle Awareness	100
10/18/2014	1 Mile	American Cancer Society	Making Strides 5K walk	1500
10/24/2014	City Plaza	CSU, Chico	Chico Great Debate	200+
10/25/2014	City Plaza	Results Radio LLC	Pumpkinhead Contest	500
10/25/2014	1 Mile	Robert Kohen	Jesse Kohen Foundation Scholarship Fund Raiser	100
<b>Totals</b>			<b>9</b>	<b>4570</b>

**Table 2. Monthly Private Permits**

Private	13	620
Caper Acres	14	88
<b>Totals</b>	<b>27</b>	<b>708</b>

**Table 3. Monthly Maintenance Hours.**

month #	Category	Staff Hours	% of Total	% Change from Last Month	2014 Trend
6					
	1. Safety	317	30.5%	45.7%	
	2. Infrastructure Maintenance	393	37.9%	85.1%	
	3. Vegetation Maintenance	194	18.7%	93.0%	
	4. Admin Time/Other	135	13.0%	173.5%	
	Monthly Totals	1038	100%	72.1%	

**Table 4. Monthly Incidents**

Ranger Report Incidents			
10/02/2014	Lower Park	Branch Hit Person	Medical Transport
10/03/2014	City Plaza	Warrant	Arrest
10/17/2014	Lower Park	Warrant	Arrest
10/21/2014	Lindo Channel	Warrant	Arrest
10/21/2014	City Plaza	Warrant	Arrest
10/21/2014	City Plaza	Possession of Drugs	Arrest
10/30/2014	City Plaza	Warrant	Arrest

**Table 5. Monthly Citations and Warnings**



## Ranger Report - Citations 2014

Violation - Citations	Monthly			Annual			2014 Trend
	Total Citations	%	Rank	Total Citations	%	Rank	
Alcohol	2	5%	4	98	16%	2	
Animal Control Violations	2	5%	4	82	14%	3	
Bicycle Violation	0	0%	9	3	1%	11	
Glass	0	0%	9	30	5%	6	
Illegal Camping	15	41%	1	81	14%	4	
Injury/Destruction City Property	1	3%	8	8	1%	8	
Littering	2	5%	4	4	1%	9	
Other Violations	2	5%	4	19	3%	7	
Parking Violations	8	22%	2	226	38%	1	
Resist/Delay Park Ranger	0	0%	9	4	1%	9	
Smoking	5	14%	3	45	8%	5	
<b>Totals</b>	<b>37</b>	<b>100%</b>		<b>600</b>	<b>100%</b>		

Violation - Warnings	Monthly			Annual			2014 Trend
	Total Warnings	%	Rank	Total Warnings	%	Rank	
Alcohol	23	17%	3	282	14%	4	
Animal Control Violations	31	22%	2	389	19%	3	
Bicycle Violation	15	11%	5	433	21%	1	
Glass	13	9%	6	146	7%	6	
Illegal Camping	17	12%	4	159	8%	5	
Injury/Destruction City Property	0	0%	8	3	0%	11	
Littering	0	0%	8	46	2%	9	
Other Violations	0	0%	8	97	5%	7	
Parking Violations	1	1%	7	95	5%	8	
Resist/Delay Park Ranger	0	0%	8	9	0%	10	
Smoking	39	28%	1	420	20%	2	
<b>Totals</b>	<b>139</b>	<b>100%</b>		<b>2079</b>	<b>100%</b>		

### Attachments:

- A. 2014 Biennial Recruitment.

S:\Admin\BPPC\BPPC\_Meetings\2010\BPPC\_2010\_Templates\10\_BPPC\_\_meetings\BPPC\_Manager\_Report\_template\_10\_1029.doc  
11/21/2014

## Photographs



Alpha Phi Omega volunteers remove 6 truckloads of weeds from the north side of Lost Park



2. Volunteers remove recliner, large TV and motorcycle from Big Chico Creek in the recently annexed Stewart Ave area



Before and after photos : CCC, CAVE and neighbors remove 40 yards of bamboo and trash from city property southeast of Boucher St. Bridge.



Transient camp west of Holly Ave. along the Bike path at Lindo Channel. There was extensive Elderberry damage inflicted by illegal camping activity. Some of the illicit cuts were to branches over three inches in diameter.





Fire personnel with victim of fallen branch on Peterson Drive.



Transient tree house encampment at Teichert Ponds.



Future Park Ranger



Rangers presented information to the "Girls Are Leaders" organization at the Council Campfire Ring.

City of Chico

# Board & Commissions

## 2014 Biennial Recruitment

### Application Packet

1. Positions To Be Filled
2. Summary of Board & Commission Duties
3. Application Instructions
4. Administrative Procedure and Policy 10-1



*Application & Supplemental Information  
Questionnaire must be returned to the  
City Clerk's Office by:*

**Filing Deadline:  
December 5, 2014  
5:00 p.m.**

City Clerk's Office  
Municipal Center  
411 Main Street  
Chico, CA 95928





City of Chico

# Board & Commissions

## 2014 Biennial Recruitment

### Positions To Be Filled

#### **Airport Commission - 3 positions**

#### **Architectural Review & Historic Preservation Board - 2 positions**

- 1 Position Requires: Architectural, visual arts, landscape architects, artists, and/or designers, plus a demonstrated interest or knowledge in historic preservation; and
- 1 Positions Requires: A demonstrated interest or knowledge in historic preservation

#### **Arts Commission - 3 four-year positions**

- 1 Position Requires: individual who works or is involved in arts

#### **Bidwell Park & Playground Commission - 3 positions**

#### **Planning Commission - 3 positions**



*For further details on special requirements needing to be met for the Architectural Review & Historic Preservation Board and the Arts Commission, please see the Commission Summary page included in this packet.*





## INSTRUCTIONS FOR COMPLETING APPLICATION FOR APPOINTMENT TO CITY BOARD OR COMMISSION



### **1. ADDRESS:**

You must reside within the corporate limits of the City of Chico. Please call the City Clerk's Office at the number listed below if you are not certain whether your residence address is within the City.

### **2. REGISTERED VOTER:**

You must be a registered voter in the City of Chico. This will be verified by the Butte County Elections Office.

### **3. RESUME:**

You may provide a brief summary of your experience and qualifications that would be helpful to the Council in evaluating your application.

### **4. BOARD/COMMISSION CHOICE:**

If you would like to apply to more than one board or commission, please number your choices in order of preference.

### **5. SPECIAL REQUIREMENTS:**

If the vacancy for which you are applying is on the Architectural Review and Historic Preservation Board or Arts Commission indicate on the application that you meet the special membership requirements.

- Architectural Review and Historic Preservation Board - five members, three of whom are engaged in visual arts field, such as architects, landscape architects, artists, and/or designers, and at least two of whom have professional experience in architectural history, planning, archeology, or other historic preservation-related disciplines. In addition, all members shall have a demonstrated interest or knowledge of historic preservation, American studies, cultural anthropology, cultural geography, to be consistent with the requirements of a certified local government (CLG).
- Arts Commission - three members who work or are involved in the arts.

### **6. SUPPLEMENTAL QUESTIONNAIRE:**

There is a supplemental questionnaire page included in the packet. Please answer the questions specific to the board or commission(s) to which you are applying in addition to the questions to "all applicants."

### **7. STATEMENT OF ECONOMIC INTEREST:**

All members of Boards and Commissions are subject to the conflict of interest laws of the State of California and are required to submit a Form 700, "Statement of Economic Interests,"\* within 30 days of assuming office. These forms must be filed annually thereafter, and upon the completion of a member's term of office.

\* Additional information regarding Statements of Economic Interests and the Form 700 may be obtained by selecting the box "SEI -Form 700" on the home page of the following web site: [www.fppc.ca.gov](http://www.fppc.ca.gov).

### **8. COMPLETED APPLICATION/QUESTIONS:**

Return completed application form and supplemental questionnaire by the established deadline to City Clerk, City of Chico. P.O. Box 3420, Chico, California 95927 or hand deliver to the Chico Municipal Building, 3<sup>rd</sup> floor, 411 Main Street. If you need further assistance, please call 896-7250.

## BOARD AND COMMISSION SUMMARY

AIRPORT COMMISSION		5 Member - 3 positions needed
Duties	Has power and duty to operate and maintain all airports and airport properties belonging to, or under the control of, the City; power to enter into leases and contracts for up to 15 years; and confirm the appointment of the Airport Manager made by the City Manager.	
Composition	Consists of five members.	
Meetings	Currently meets on last Tuesday in January, April, July, and October at 6:00 p.m. in the Council Chamber Building, 421 Main St.	
ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD		5 Members - 2 positions needed
Duties	In addition to its authority established by Chapter 19.18 of the Chico Municipal Code for the review of architectural drawings prior to the issuance of certain building permits, the ARHPB reviews building proposals that may affect buildings or other resources listed on the City of Chico Historic Resources Inventory, including making recommendations to the City Council for new listings on the Inventory.	
Composition	Consists of five members, three of whom are engaged in visual arts field, such as architects, landscape architects, artists, and/or designers, and at least two of whom have professional experience in architectural history, planning, archeology, or other historic preservation-related disciplines. In addition, all members shall have a demonstrated interest or knowledge of historic preservation, American studies, cultural anthropology, cultural geography, to be consistent with the requirements of a certified local government (CLG).	
Meetings	Currently meets on first Wednesday of each month at 4:00 p.m. in the Council Chamber Building, 421 Main Street. Due to the amount of business coming before the Board, meetings are also scheduled on the third Wednesday of each month at 4:00 p.m.	
ARTS COMMISSION		7 Members - 3 positions needed
Duties	Advise Council on proposed funding for various community arts organizations and community art projects; assist in the site selection of community art projects; review and make recommendations on the technical and aesthetic aspects of proposed community artwork; organize competitions for artistic works in public places; implement the goals, objectives and policies of the Arts Master Plan adopted by City Council; and perform other duties pertaining to art as the Council may require.	
Composition	Consists of seven members, three of whom shall be individuals who work or are involved in the arts	
Meetings	Currently meets on the second Wednesday of the month at 7:00 p.m. in the Council Chamber Building, 421 Main St.	
BIDWELL PARK & PLAYGROUND COMMISSION		7 Members - 3 positions needed
Duties	Has power and duty to operate and maintain all of the parks and playgrounds owned by the City; provide for the propagation, planting, replanting, removing, pruning and caring for the trees and shrubbery on the streets and along the sidewalks of the City; enter into leases and contracts for up to 15 years; and confirm the appointment of the Park Director made by the City Manager.	
Composition	Consists of seven members.	
Meetings	Currently meets on the last Monday of each month at 7:00 p.m. in the Council Chamber Building, 421 Main St.	
PLANNING COMMISSION		7 Members - 3 positions needed
Duties	Prepares and recommends for adoption by the Council a comprehensive, long-term general plan, or amendments thereto, for the physical development of the City and of any land outside its boundaries which, in the commission's judgment, bears relation to the physical development of the City; and to include such elements in the general plan as recommended by the commission or required by the planning law of the state. Prepares and recommends to Council precise plans for implementation of the general plan. Performs duties in reference to zoning and subdivision matters as authorized by the Code or state laws. Performs other duties prescribed by the Council pertaining to planning.	
Composition	Consists of seven members. Serve as alternate member of the Architectural Review and Historic Preservation Board when a member is absent.	
Meetings	Currently meets on the first Thursday of each month at 6:30 p.m. in the Council Chamber Building. Due to the amount of business coming before the Commission, meetings are also scheduled on the third Thursday of each month at 6:30 p.m.	