

PLANNING A RESTORATION EVENT

This chapter provides the steps for planning and running a restoration event. As mentioned, two main events: *Creek to Bay Day* in the fall and *Earth Day* in the spring are the key volunteer events. Other smaller events are anticipated to be promoted by local volunteers including the Butters Land Trust.

The section guide volunteers or agency representatives through the initial assessment of the site and the subsequent development of a work plan for the event.

Note that full-size *Assessment* and *Work Plan/Diary* sheets are provided in the *Appendix*.

The Restoration Event

Restoration implementation is supported by two *LTMP* documents, an *Assessment Checklist / Base Map*, and a *Work Plan/Diary*. Together these two forms create a historical record of site conditions and restoration efforts, and a guide for future work. The proposed two-step process is outlined below.

WHY PLAN AHEAD

Planning ahead for a restoration event at Butters Canyon will pay off handsomely the day of the event. Restoration events are few and usually brief 4-6 hour work parties. Events benefit from thoughtful planning efforts, and run smoother and more efficiently. Documenting planning efforts furthers restoration events by ensuring future planners have access to past event records such as the proposed *Assessment Checklist* and *Work Plan/Diary* forms. Restoration records such as these are an invaluable source of informal restoration data that over time can be used to assess the success of different restoration strategies. Eventually, this collection of restoration *Assessments* and *Work Plan/Diaries* becomes the history of the community's restoration efforts in Butters Canyon.

Step One: Assessing the Site

When planning for the restoration event is on the horizon, the designated event planner's first task is to assess the current status of the Canyon. This site assessment can be as simple as a quick walk around the site looking for general changes in the landscape and maybe an evaluation of how past restoration areas are doing. Or it can be a more involved assessment of the general site and/or specific site areas. Either way, the important thing is to get to the site—look around—and document what you see.

Following these steps will help focus assessment efforts:

1. Months prior to the event, place event planning on the Butters Land Trust's scheduled Board Meeting agenda to review the *LTMP* restoration goals, past work, and future projects.
2. Revisit restoration goals to guide decision making.
3. Elect an Event Planner(s) to lead the effort.
4. Event Planner performs a quick review of the past 1-3 years of *Assessment Checklist*, *Base Map*, and *Work Plan/Diary* forms to understand past efforts, successes, and failures.
5. In the weeks prior to the event, the Event Planner takes the *Assessment Checklist*, *Base Map*, and camera to the site. Complete the following tasks:
 - Review *Assessment Checklist* and enter the date, time and weather. Complete the *Assessment Checklist* and annotate *Base Map* while moving through the site.
 - Travel the entire site by walking along Butters Drive, following existing trails and visiting recent restoration areas, especially those completed in the last 3 years.
 - Note "Big Changes" on the site—slides, fallen trees, invasive plant infestations, debris piles, and litter.
 - Photograph past restoration areas and typical conditions and areas of concern.
 - Complete the *Assessment Checklist* and *Base Map*.
6. Proceed to Step Two: Developing the *Work Plan/Diary*

Step Two: Developing the Work Plan/Diary

The *Work Plan/Diary* document is the agenda for the restoration event. It provides the event planner with directions for what to do and in what order. It also assists in organizing what to purchase prior to the event and what tools and supplies volunteers will need. The *Work Plan/Diary* is based on Step One: Assessing the Site, and requires planners to prioritize a list of restoration event tasks. The process of developing the *Work Plan/Diary* should follow the task priorities in the *Volunteer Restoration Activities* section of this report and as outlined below.

Top Priority Activities

1. Invasive Plant Control
2. Soil Erosion Management
3. Trash Removal and Fire Abatement
4. Native Plant Establishment

To complete the *Work Plan/Diary* use these steps as a guide:

1. Complete *Assessment Checklist* as described above in Step 1.
2. Check the *Restoration Maintenance Calendar* to see which tasks are most appropriate for the season.
3. Estimate the number of volunteer hours likely.
4. Prioritize tasks, and if time permits, schedule other *Long-Term Restoration Activities*.
5. Prepare a list of tools, plants, materials, water source for plants, and event supplies.
6. Schedule and coordinate plant and material deliveries and debris hauling.
7. Fill out the *Work Plan/Diary*.
8. Send out instructions to volunteers and supporting contractors and suppliers.
9. Ensure that *Diary* entries are made after the event is completed to record what has been achieved.

Calendar

WINTER			SPRING		
JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Remove Broom Limit access to steep slopes Monitor soil for erosion	Limit access to steep slopes Monitor soil for erosion	Monitor soil for erosion Monitor soil moisture and water plants younger than 2 years old if necessary	Remove ivy, periwinkle, invasive grass and shrubs Monitor soil moisture and water plants younger than 2 years old if necessary	Remove ivy, periwinkle, invasive grass and shrubs Water plants younger than 2 years twice a month	Remove ivy, periwinkle, invasive grass and shrubs Water plants younger than 2 years twice a month
SUMMER			FALL		
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Remove ivy, periwinkle, invasive grass and shrubs Water plants younger than 2 years twice a month	Tree removal Fire abatement clearing Water plants younger than 2 years twice a month	Tree removal Fire abatement clearing Monitor soil moisture and water plants younger than 2 years old if necessary	Prepare areas for planting Remove new invasive plant growth Weeding	Planting after the rains begin Ensure coir is used for all bare soil areas Seed	Planting until soil becomes saturated Limit access to steep slopes.

Assessment Checklist and Work Plan/Diary

ASSESSMENT CHECKLIST

Complete this checklist using the Base Map to describe and locate specific site conditions. Check box if condition is found.

Recorder's Name/Phone Date/Time Weather Notes (current and seasonal weather/rain)

INVASIVE PLANT CONTROL

Objective: To control invasive plant colonization and eradicate select areas of invasive plants.

	Y	N	Locations Noted Base Map
Are invasive species encroaching in restoration areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is ivy on trees anywhere in the canyon?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there new plum, acacia, or eucalyptus saplings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there new infestations of highly invasive species (cape ivy, broom, ehrharta)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SOIL EROSION MANAGEMENT

Objective: To ensure that soil erosion is not occurring and to stabilize soils as needed.

	Y	N	Locations Noted Base Map
Do restoration areas have adequate vegetative cover and/or are protected by coir fabric?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is erosion evident along the creek?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there erosion from roadway or residential site drainage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is it necessary to obtain outside assistance to address erosion concerns?	<input type="checkbox"/>	<input type="checkbox"/>	

TRASH REMOVAL AND FIRE ABATEMENT:

Objective: To remove debris and comply with fire abatement requirements.

	Y	N	Locations Noted Base Map
Is there any trash to collect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there dead vegetation to be removed in compliance with fire abatement requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there grasses or low-lying vegetation to be trimmed in compliance with fire abatement requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there other concerns related to compliance with fire abatement requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is it necessary to contact the City of Oakland to report dumping?	<input type="checkbox"/>	<input type="checkbox"/>	

NATIVE PLANT ESTABLISHMENT

Objective: To ensure health of native plants and their respective plant communities.

<u>Within Restoration Areas</u>	Y	N	Locations Noted on Base Map
Are there bare areas and/or dead plants to be replanted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there isolated areas of invasive species to be removed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there masses of invasive plants encroaching on the perimeter to be controlled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there trees threatening to crush or unfavorably shade the restoration area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are repairs to staking, fencing, coir needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there evidence of under watering and a need to commit to a watering regime for new plants?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Long-Term Plant Management within Canyon

Assess Bay Forest health looking at Bay Collapse, S.O.D., re-sprouting of young bays, encroachment on Riparian Forest. Note impressions. _____

Assess Oak Woodland health looking at young oak recruitment, S.O.D., oak leaf duff layer condition.

Note impressions. _____

Assess Riparian Forest health looking at creek bank vegetation stability, willow growth or decline, bay encroachment. Note impressions. _____

Assess Coastal Sage Scrub health looking at Oak woodland and other tree species encroachment.

Note impressions. _____

WORK PLAN / DIARY

Complete this Work Plan to guide the restoration event. After work has been completed note progress as a Diary entry.

Recorder's Name/Phone Date/Time Weather Notes Volunteers / Hours

GENERAL WORK PLAN GOAL(S)

State the restoration goal(s) to let participants know why they are doing the particular task and how it fits into the big picture of restoration at Butters Canyon.

Priority 1 / Invasive Plant Control Tasks:

Results/Diary Entry:

Priority 2 / Soil Erosion Management Tasks:

Results/Diary Entry:

Priority 3 / Trash Removal and Fire Abatement Tasks:

Results/Diary Entry:

Priority 4 / Native Plant Establishment Tasks:

Results/Diary Entry:

Long-Term Plant Management within Canyon Tasks:

Results/Diary Entry:

TOOLS / MATERIALS NEEDED

TOOLS

Quantity	Tool	Source
	Clippers	
	Garbage Bags	
	Gloves	
	Hand Saw / Pruning Saw	
	Hose	
	Loppers	
	Rake	
	Rope	
	Shovel	
	Watering Can	
	Weed Wrench	

MATERIALS / SERVICES / CONTACTS

Item	Notes
Water for Plants	
Nursery Stock / Cuttings	
Coir	
Tree Stakes	
Deer Fencing Materials	
Soil and Mulch	
Debris Hauling	
Volunteer Support-Food and Drink	
City Representatives/Contractors/Consultants	