



British Columbia

2006 Evaluation Report for the City of Castlegar



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2006 EVALUATION FORM

British Columbia

MUNICIPALITY: CASTLEGAR

PROVINCE: BRITISH COLUMBIA

POPULATION CATEGORY: 5001 – 10,000

The municipality is evaluated on the efforts of the community in the following criteria:

1. Tidiness	105/125
2. Environmental Awareness	95/125
3. Community Involvement	106.5/125
4. Natural and Cultural Heritage Conservation.....	105/125
5. Tree/Urban Forest Management.....	66/125
6. Landscaped Areas	103.5/125
7. Floral Displays	99.5/125
8. Turf and Groundcovers	109/125
Total marks	789.5 /1000
	78.95 %
	Blooms 4

MENTION: Doukhobor Heritage Museum

Representative of Community

Name: Brenda Binnie

Function: City Councillor/Chair C.I.B Committee.

Judges

Name: Peter Crawshaw

Name: Fred Giesbrecht

Date: July 31, 2006.

IMPORTANT NOTES:

- ⊗ All criteria are adjusted to the climate and environmental conditions of the municipality.
- ⊗ Some criteria might not be applicable: in such cases, scoring will be prorated.
- ⊗ The 2006 evaluation score may vary from the previous year based on the facts that the evaluation form is subject to modifications each year and that the evaluation is based on the perception of the current judges.

1. TIDINESS

Tidiness of green spaces, medians, boulevards, sidewalks, streets, ditches, road shoulders, signage, vacant lots and buildings, with regards to garbage, weeds, maintenance and repair, dog droppings, notices/posters, graffiti and vandalism.

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Tidiness, order, cleanliness and first impressions	10	7.5
⊗ Community anti-litter awareness and support for community organizations in clean-up efforts	9	8.5
⊗ Effective bylaws and/or policies and operational programs for notices, posters and graffiti prevention / removal	9	8
⊗ Maintenance of public roads and shoulders: weed – free sidewalks, curbs, streets and roads, regular hard surface / street sweeping program	9	5
⊗ Condition of buildings and urban furniture: benches, litter and recycling containers	8	7.5
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Tidiness, order and cleanliness	8	6
⊗ Condition of buildings, grounds, sidewalks and parking lots	8	5
⊗ Condition of urban furniture: benches, litter and recycling containers	8	5
⊗ Support – financial and/or in-kind - for community clean-up programs	8	7
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	9	8
⊗ Involvement – organization, participation	9	9
⊗ Impact of efforts on community	9	9
RESIDENTIAL / CITIZENS		
⊗ Tidiness, order and cleanliness	7	7
⊗ Condition of buildings and yards	7	6
⊗ Involvement in block or individual street tidiness	7	6.5

TIDINESS	105 / 125
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COMMENTS AND SUGGESTIONS - TIDINESS

Special mention In the area of tidiness special mention must be made of the co-operation between City and Community In Bloom Committee in organizing the week long Community Clean-up Event.

This event was held in conjunction with "Pitch in BC" week and encouraged members of the public to take pride in their community, collecting garbage in various locations throughout the City.

The volunteer groups included youth from the Town involved with Girl guides, Air Cadets, Interact club, Schools, Church groups, not to mention many other service clubs or groups.

In the spirit of community involvement the City administration deserves thanks for very kindly providing the garbage bags, pick-up and disposal of the waste.

A highly commendable Community effort. Well done to all.

The placing of banners on a number of streets adds considerably to the sense of welcome on entering the town and accentuates the overall appearance of Castlegar.

It is encouraging to see The City of Castlegar support local university students by employing them to assist in keeping the public areas clean and tidy. We enjoyed meeting some of the students as they were working at the cemetery.

As a suggestion perhaps more summer student placements can be made available to concentrate on the downtown core, especially the weeds growing in sidewalks and other prominent areas.

A suggestion from the judge's for overall improvement to the general tidiness within the City of Castlegar is that consideration be given to the appearance of the down town core.

2. ENVIRONMENTAL AWARENESS

Sustainable development, policies and bylaws, waste reduction, landfill sites, hazardous waste collection, sewage disposal, transfer/recycle stations, recycling initiatives, Integrated Pest Management (IPM), water source, treatment and conservation, naturalization, environmental clean up activities, environmentally friendly transportation

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Sustainable development strategy: bylaws, policies, guidelines and long-term planning/vision	10	7
⊗ Waste management programs such as recycling, re-use, composting, shredding of Christmas trees, hazardous waste including e-waste collection, waste water (sludge, leach ate) treatment	6	4.5
⊗ Community Outreach	4	3
⊗ Water conservation and reduction programs: efficient appliance incentives or promotion, reduced reliance and efficient irrigation and use of non-potable water, water restriction policies	10	8
⊗ Watershed management plans and alternative storm water management: retention ponds, pervious hardscapes, green roofs, shoreline erosion control programs		
⊗ Energy conservation and use of alternate forms of energy: geothermal, biomass, wind, solar	4	3.5
⊗ Conversion programs for efficient lighting and shielding for night skies issues		
⊗ Promotion of energy audits and energy efficient buildings and landscapes		
⊗ Greening of the operations fleet: conversion to higher efficiency vehicles, use of alternative fuels	4	3.5
⊗ Efficient use of vehicle fleet such as use of crew cabs, bicycles		
⊗ Conversion of older maintenance equipment to more efficient and reduced emissions		
⊗ Transportation management strategies: promotion and incentives of public transit and car pooling	4	3.5
⊗ Conversion of roads to integrate new bike lanes, expanded recreational pathways		
⊗ Air quality programs: monitoring, urban heat island mitigation initiatives, anti-idling advisory / bylaws, promotion for the reduced reliance/use of high air polluting small engine equipment	4	3
⊗ Use of Integrated Pest Management / Plant Health Care principles: timing, policy, bylaws	4	2
⊗ Innovation: through green buildings, green roofs; reuse of sites and buildings	6	5
⊗ Green procurement policies (use of local products, material energy lifecycle considerations)		
⊗ Brownfield redevelopment, remediation		
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Participation in the environmental effort	6	4
⊗ Corporate environmental innovation / stewardship, initiatives, activities	6	5
⊗ Sustainable development strategies, safety and emergency preparedness	6	4
⊗ Energy efficient buildings / landscapes.	6	4
⊗ Greening of operational fleet and equipment.	6	3
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	7	6
⊗ Involvement –organization, participation	7	7
⊗ Impact of efforts on community	7	7
RESIDENTIAL / CITIZENS		
⊗ Participation in the environmental effort	9	6
⊗ Involvement / support / direction to municipality	9	6

ENVIRONMENTAL AWARENESS	95 /125
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COMMENTS AND SUGGESTIONS - ENVIRONMENTAL AWARENESS

The City has been proactive with its community plan, having developed policies to protect the environment. The requirements necessary, prior to new construction and development will ensure that Castlegar continues to be a beautiful city making it a joy to visit, reside and invest in.

The greening of the fleet with the use of Bio-diesel is very innovative, along with the policy of not letting vehicles run when not being used.

The City's reuse policy for cardboard, oils, and paper, along with the Bio-waste from the treatment plant being incorporated into wood waste, to be used as soil amendments in park and garden areas throughout the City is to be commended.

The City might consider developing an educational program to reduce the use of pesticides and fertilizers, for both public and private property; while keeping in mind that a good Integrated Pest Management program does not completely eliminate the use of Pesticides.

It is suggested that the City produce a written IPM Policy. When well formulated such a policy can become an excellent guide for staff and a positive educational tool for the general public.

3. COMMUNITY INVOLVEMENT

Citizens' involvement in various community projects, including horticulture and garden clubs, service groups, recreation and sports clubs, school children, teens, seniors, municipal workers and local businesses

MUNICIPAL / PUBLIC PROPERTIES	Max	Actual
⊗ Volunteer recognition	8	7
⊗ Support – financial and/or in-kind for volunteer activities	8	7.5
⊗ Information and educational programs	8	7
⊗ Promotion of local businesses, products, tourism	8	7
⊗ Organization/facilitation of local events/festivals, fundraising, support –financial or in-kind	8	8
⊗ Innovation; involvement with youth / seniors and other initiatives towards broader social inclusion	7	6.5
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Involvement in community projects, volunteer initiatives, community outreach programs	10	7
⊗ Sponsorship – financial or in kind – of the local CIB program	10	7
⊗ Innovation; involvement with youth / seniors and other initiatives towards broader social inclusion	10	7
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	8	7.5
⊗ Involvement –organization, participation	8	7.5
⊗ Impact of efforts on community	8	7.5
RESIDENTIAL / CITIZENS		
⊗ Involvement in projects / programs	8	7.5
⊗ Promotion of community programs through contests, tours and media	8	6.5
⊗ Fundraising and other initiatives	8	6

COMMUNITY INVOLVEMENT	106.5 /125
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COMMENTS AND SUGGESTIONS - COMMUNITY INVOLVEMENT

With over 1,400 individuals participating in a variety of events from a population of just over 7000 the level of community support was awesome.

It appeared to the judges as though every group in town was on board with one or more projects this year.

The City must be commended for the support it gives to community groups by budgeting approximately \$30,000.00 annually to help fund community projects and by recognizing the value of the volunteers, through hosting a "Volunteer Appreciation Reception" every year.

The event calendar in Castlegar is filled year round with activities, festivals, parades, pancake breakfasts, dances, music in the park and fireworks sponsored by the Fire Department.

To the visiting judges, the visible sense of community pride and participation makes The Communities in Bloom Program an obvious fit to the wonderful City of Castlegar.

4. NATURAL AND CULTURAL HERITAGE CONSERVATION

Heritage policies, bylaws and natural heritage management plans; preservation and restoration of buildings, homes, churches, monuments, artefacts, sites, parks, heritage gardens, trees; preservation of traditions and customs; festivals/celebrations; heritage foods and the arts.

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Heritage policies, by-laws and procedures	10	6.5
⊗ Natural and cultural heritage management plan and preservation initiatives: cultural landscapes, use of native plants, heritage gardens, trees	10	8.5
⊗ Preservation, restoration and reuse programs	8	7
⊗ Information and support programs	6	5.5
⊗ Promotion of heritage by Historical Society, Heritage Committee, Tourism Association	5	5
⊗ Interpretative and signage programs, walking tours, museums, festivals/celebrations	6	5
⊗ Cultural heritage programs: first nations, explorers, first and subsequent settlers	5	5
⊗ New program and initiatives	5	4
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Conservation, restoration and reuse of sites/buildings	7	5
⊗ Building façade and improvement plan. (original colours, styles, materials, lighting)	7	6.5
⊗ Participation in municipal, provincial or federal programs	7	5
⊗ Innovation; participation in open door programs, promotion of local heritage	7	5
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	7	6
⊗ Involvement –organization, participation	7	6
⊗ Impact of efforts on community	7	6
RESIDENTIAL / CITIZENS		
⊗ Conservation / restoration and reuse of sites / buildings	7	6
⊗ Preservation of traditions, customs, food and crafts	7	7
⊗ Participation in heritage community events/activities	7	6

NATURAL AND CULTURAL HERITAGE CONSERVATION	105/125
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COMMENTS AND SUGGESTIONS - NATURAL AND CULTURAL HERITAGE CONSERVATION

The City provides great support both financially and in-kind, to promote the heritage of Castlegar and its early settlers. The Doukhobor Village Museum is one of a kind in British Columbia and is deserving of special mention. It is a valuable asset to the City of Castlegar and the surrounding region, bringing visitors from far and wide for repeat visits.

For the City of Castlegar to provide financial support to this historic site and other historic and cultural organizations is both commendable and a wise investment in the future of the region.

In 1989, the City of Castlegar and Selkirk College entered into an agreement with the City of Embetsu, Japan becoming sister cities. Through the program students exchange visits with their sister City and have an admirable exchange in cultural activities.

5. TREE / URBAN FOREST MANAGEMENT

Written policies, bylaws and regulation plans both long and short-term. Distribution of trees, inventory, variety, suitability, new plantings, main street programs, new survey developments, preservation of heritage trees, commemorative trees, woodlots, succession planting, Plant Health Care and Integrated Pest Management, qualified/trained individuals (volunteer or on staff)

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Policies, regulations and tree by-laws, tree protection and planting on public and private lands	10	5
⊗ Plan of action: procurement, species diversity, selection of hardy species with potential to contribute towards enhanced local biodiversity, use of native non-invasive species	10	6.5
⊗ Strategic, Management, Operational and Emergency Plan in place, an inventory of trees, demonstration of good planting techniques and a maintenance program	8	5
⊗ Measures to preserve, protect, manage and expand woodlots	7	5
⊗ Qualified personnel and crew training	7	2
⊗ Integrated Pest Management/Plant Health Care, plan of action for invasive pest detection and control, information on current infestations and diseases	7	3
⊗ Participation and recognition in programs such as Green Streets Canada	7	5
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Concept, design and planting for commercial enterprises	7	3.5
⊗ Maintenance programs	7	2
⊗ Existing tree protection and preservation during construction: in by-law and in practice	7	2
⊗ Involvement and promotion of tree planting programs and conservation through groups such as Business Improvement Association	7	2
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	7	3
⊗ Involvement – organization, participation	7	3
⊗ Impact of efforts on community	7	3
RESIDENTIAL / CITIZENS		
⊗ Selection of varieties – inclusion of native, hardy species	10	8
⊗ Maintenance	10	8

TREE / URBAN FOREST MANAGEMENT	66 / 125
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COMMENTS AND SUGGESTIONS - TREE / URBAN FOREST MANAGEMENT

When speaking with the City staff and committee members, there was a great desire to properly manage the cities trees and urban forests.

On our tour we found that many trees were in dire need of attention. With the inventory of trees present in the City.

It is suggested that consideration be given the hiring on staff of a certified arborist.

As well as developing an effective Integrated Pest management Policy for the City the incumbent will be able to produce a street and park tree inventory list that will enable Parks staff to efficiently manage the trees and so improve dramatically the appearance of this valuable component to the City of Castlegar.

It is understood by the judges that the growing season in the area is comparatively short so it is further suggested that it is possible to hire a certified arborist who is also a trained and technically qualified gardener.

This level of expertise within the Parks section of Castlegars Operations Department will allow for a diversity of skills that is needed to improve not only the tree component, it will add greatly to the general management of parks and open spaces.

6. LANDSCAPED AREAS

This criteria supports all efforts to create an environment wherein plants form an essential element of the overall surroundings: design and suitability for location and use; native and introduced materials; balance of plants, materials and constructed elements; harmony (colour, texture, shape); tasteful integration of hard surfaces and art elements; standards of maintenance

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ First impressions of the community including gateway / entrance treatments	10	8
⊗ Development of policies, standards and best practices	7	5.5
⊗ Plan of action: distribution through the community	8	7
⊗ Urban and civic design standards for streetscape and other public places: flags, banners, public art, fountains, site furnishings, lighting design, walkways and paving materials, control of signage	7	6.5
⊗ Specifications for planting (with suitable varieties) and maintenance	7	5
⊗ Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping	6	5
⊗ Site rejuvenation, rehabilitation and maintenance (life cycle management)	6	5
⊗ Qualified personnel (including seasonal staff) and training	7	3
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Innovation in concept and design	6	5.5
⊗ Public involvement: support – financial or in-kind, participation	6	5.5
⊗ Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping	6	3.5
⊗ Contribution to urban and civic design and public greenspaces above and beyond requirements: public art, streetscape, site furniture, fountains	6	5
⊗ Adequate ongoing maintenance (life cycle management)	6	4
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	6	5.5
⊗ Involvement – organization, participation	6	6
⊗ Impact of efforts on community	6	6
RESIDENTIAL / CITIZENS		
⊗ Streetscape appeal of landscapes	7	6.5
⊗ Overall maintenance	6	5.5
⊗ Inclusion of sustainable plant materials	6	5.5

LANDSCAPED AREAS	103.5/125
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COMMENTS AND SUGGESTIONS - LANDSCAPED AREAS

The landscaped areas are well taken care of, both in the city and on private properties.

The new landscape area at the airport is a delight to see and on arriving in this beautiful region gives a positive first impression.

The City's crew has been planting with varieties that tolerate heat and drought, while still providing good colour, this challenge is appreciated by local gardeners and the City must be commended for this effort.

Private gardens also had a variety of plants that were very well cared for, with special mention for Castlewood Village Seniors Care facility for encouraging and supporting the senior's garden boxes that are filled with both flowers and vegetables. A therapeutic garden that is enjoyed by residents and their visitors also.

The garden of Jenn Kardash was a good example of the enthusiasm of the local gardening fraternity and Jenn's encouragement of her children's participation in the garden was encouraging and a joy to see.

The City continues to improve the Millennium Walkway which was started in 2000. The walkway runs along the Banks of the Columbia River for about 1KM, which includes a 40 m. bridge and 4 view points.

The play ground and wash rooms are a valuable addition to this unique park area.

A strong suggestion for this area is to naturalize 15meters either side of the pathway into the brush areas.

Raising the canopy to a height of 5-6 feet enables clear identification of potential hazards and a greater sense of security for all users of this excellent facility.

Mowing the site lines annually is justifiable and prudent from the City's perspective so as to increase the sense of security and reduce the liability issues that such a site raises.

Improved visibility is essential for the identification of bears and other predators that may or may not be four footed animals.

7. FLORAL DISPLAYS

Arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses), originality, distribution, location, diversity and balance, colour, harmony, quality and maintenance. These pertain to flowerbeds, carpet bedding, containers, baskets and window boxes.

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Diversity of displays: flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, mosaics	12	8
⊗ Plan of action: programs, distribution through community. Concept and design including sustainable design	12	8
⊗ Diversity of plants: annuals, perennials, bulbs, grasses, woody plants, natural flora	12	10
⊗ Quality, maintenance, best practices	10	5
⊗ Qualified personnel (including seasonal staff) and training	7	3
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Concept and design	9	7.5
⊗ Quality and maintenance	9	8
⊗ Contribution to overall floral program	9	8.5
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	9	7.5
⊗ Involvement – organization, participation	9	7.5
⊗ Impact of efforts on community	9	8.5
RESIDENTIAL / CITIZENS		
⊗ Arrangement, diversity, colour	9	9
⊗ Quality and maintenance	9	9

FLORAL DISPLAYS	99.5 / 125
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COMMENTS AND SUGGESTIONS - FLORAL DISPLAYS

The floral displays in Castlegar were well maintained, colourful and contained a mix of annual and perennials. It was noted that a number of bulbs are planted in the Fall to give a colourful showing in the Spring. An excellent idea that must brighten the City after the winter months.

The involvement of the school children in the Communities in Bloom Program helps develop community pride, which in turn will reduce vandalism and crime.

It is encouraging to see the increase in the number of floral displays throughout the city. The addition of more hanging baskets in the downtown has become an instant an asset. The expansion of the gateway floral displays enhances the entry to Castlegar.

A special mention goes to the Butterfly Gardens. This is an educational garden for both young and old who can enjoy nature at its best.

The enthusiasm of Mary Kate Woodward was infectious. Well done Mary Kate.

A suggestion:

Encourage the Airport to continue providing landscape features, both at the terminal and the approaches to the parking areas that contain not only shrubs and perennial plants but also annuals and spring flowering bulbs. The numbers of people that come and go every day will see and experience the beauty and civic pride of Castlegar, and enjoy every trip as we did.

8. TURF AND GROUNDCOVERS

Quality, naturalization, use of groundcovers and wild flowers, turf management (manicured to rough), maintenance (mowing height and frequency), Integrated Pest Management (IPM), fertilization programs, irrigation and water restrictions. Areas include private homes, public buildings, municipal and private sports fields and athletic parks.

	Max	Actual
MUNICIPALITY / PUBLIC PROPERTIES		
⊗ Plan of action, distribution of turf and ground cover areas	10	9
⊗ Diversity / species, types of plantings / drought tolerance	9	8
⊗ Turf Management / Integrated Pest Management / Plant Health Care, alternative solutions to diseases and infestations	9	7
⊗ Review of maintenance plans to consider increased naturalization, alternate mowing frequency for reduced and more efficient operations	9	7
⊗ Information programs for water requirements, mowing frequency and height, rain gardens	9	8.5
⊗ Qualified personnel (including seasonal staff) and training.	7	4.5
COMMERCIAL / INDUSTRIAL SECTOR		
⊗ Concept and design, use of alternative ground covers	8	7
⊗ Quality and maintenance	8	7
⊗ Site naturalization	8	7
SERVICE CLUBS, SCHOOLS, CHURCHES, NOT-FOR-PROFIT GROUPS		
⊗ Support – financial and/or in-kind	8	7
⊗ Involvement –organization, participation	8	7
⊗ Impact of efforts on community	8	7.5
RESIDENTIAL / CITIZENS		
⊗ Concept and design, use of alternative ground covers	8	7.5
⊗ Quality and maintenance	8	8
⊗ Participation in lawn watering conservation programs	8	7

TURF AND GROUNDCOVERS	109/125
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COMMENTS AND SUGGESTIONS - TURF AND GROUNDCOVERS

Turf and ground cover areas are regularly maintained by in house staff or contracted services.

The level of maintenance and general appearance of the parks, sports fields and cemetery grass areas was encouraging to experience and is reflected in the Municipal section of the scoring grid for this component.

The scoring for qualified personnel in this section may also be consideration when employing full time or seasonal staff in the future.

The city controls the irrigation, fertilizer and aeration programs and contracts the mowing and trimming of the grass areas.

The City must be commended for abiding by it's own water restriction bylaws and irrigates turf areas at night and for short periods of time; setting a great example for all residents.

It was noticed that several homes were watering during the day and a friendly reminder about water restrictions in the way of a door knob hanger might encourage all to comply.

The City trains in-house staff in good turf practices and requires contractors to be qualified as well.

GENERAL COMMENTS AND SUGGESTIONS

Thank you to Brenda Binnie and her enthusiastic Committee for making us feel so welcome. It made our time in Castlegar rewarding and fun.

If you can't have fun in this program then all is lost.

Well done Castlegar, a wonderful effort with more to follow I am sure.

The friendliness of all we met solidified our impression of the cohesiveness and overall commitment to the community there is from all quarters.

A very special mention and thanks to the great staff at the Sandman Inn for their care and attention to detail during our stay. It was much appreciated.

EVALUATION CHECKLIST / QUESTIONS ON ORGANIZATION:

YES	No	N/A	
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the judges provided with the completed "Municipal Information Form" upon their arrival?
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the judges provided with the Community Profile Book and other pertinent material upon their arrival?
X		<input type="checkbox"/>	Were the judges given a schedule and map of tour at first meeting?
X	<input type="checkbox"/>	<input type="checkbox"/>	Was there an initial orientation meeting with introductions?
X	<input type="checkbox"/>	<input type="checkbox"/>	If so, was it with the mayor and / or members of council and / or with the CiB committee?
X	<input type="checkbox"/>	<input type="checkbox"/>	Did the itinerary provide for seeing an adequate cross section of the community?
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the community representatives knowledgeable about the community and all criteria?
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the judges able to ask questions and modify the schedule if they thought that there was not enough time spent on a judging criteria?
X	<input type="checkbox"/>	<input type="checkbox"/>	Did the judges meet with the media?
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the judges asked to give presentations?
X	<input type="checkbox"/>	<input type="checkbox"/>	Were the judges able to meet with and talk with the volunteers?
X	<input type="checkbox"/>	<input type="checkbox"/>	Was there enough time allotted to view the community?
X	<input type="checkbox"/>	<input type="checkbox"/>	Was there enough time allotted to start the evaluation form in a quiet place?