City of Chico

City Council, Board & Commissions

Information Directory 2015

City of Chico
411 Main Street
P.O. Box 3420
Chico, CA 95927
530-896-7200

FOR PUBLIC USE

Table of Contents

City Council……1
Airport Commission……3
Architectural Review and Historic Preservation Board……4
Arts Commission……5
Bidwell Park and Playground Commission……6
Planning Commission……8
Administrative Staff and Staff Liaisons……10
General Provisions……11
Tips to Commission Members……12
Assigned Committees of the City Council……13

City Council

Andrew Coolidge – Term Expires 12/2018
530.300.5703
Andrew.coolidge@chicoca.gov

Reanette Fillmer - Term Expires 12/2018
530.520.5775
Reanette.fillmer@chicoca.gov

Sean Morgan, Vice Mayor - Term Expires 12/2016
530.321.0861
Sean.morgan@chicoca.gov

Tami Ritter - Term Expires 12/2016
530.514.3270
Tami.ritter@chicoca.gov

Ann Schwab - Term Expires 12/2016
530.518.7383
Ann.schwab@chicoca.gov

Mark Sorensen, Mayor - Term Expires 12/2018
530.588.0020
Mark.sorensen@chicoca.gov

Randall Stone - Term Expires 12/2016
Chico, CA 95926
530.924.4298
Randall.stone@chicoca.gov

City Council Information

1. Term of Office: Councilmembers are elected in November of even-numbered years, and take office the first Tuesday in December. Terms expire on the first Tuesday in December four years thereafter. (Charter Sec. 401)

2. Elected at Large: Councilmembers shall be elected at large. (Charter Sec. 402)

3. Eligibility: Candidates for City Councilmember shall be (a) a resident of the City, (b) over the age of 21 years, and (c) a qualified voter at the time they are issued nomination papers. (Charter Sec. 403)

4. Forfeiture of Office: If a Councilmember is absent for three consecutive regular meetings, said member's office shall be forfeited unless excused by the Council for cause. A member's office shall become vacant if a member is adjudged legally incompetent, ceases to be an elector of the City, or is convicted of a crime involving moral turpitude. (Charter Sec. 405)

5. Vacancies: A vacancy shall be filled by appointment by the City Council. Said appointee will hold office until the first Tuesday in December following the next general municipal election. (Charter Sec. 406)

6. Date of Elections: Election of Councilmembers shall be held in November of even numbered years on the first Tuesday after the first Monday. (Charter Sec. 500)

7. Composition: Council consists of seven members who are the elective officers of the City (Charter Sec. 400 and 600)

8. Remuneration: Remunerated at the rate of $600.00 per month. Mayor receives an additional $120.00 per month. May be reimbursed for expenses incurred in the service of the City, provided funds have been appropriated in the annual budget. (Charter Sec. 601)

9. Meetings: Shall meet at 6:30 p.m. on the first and third Tuesday of each month in the Council Chamber Building, 421 Main Street. Special meetings may be called by the Mayor or a majority of the Council. (Charter Sec. 602 and CMC Sec. 1.04.080)

10. Mayor, Vice Mayor and Mayor Pro Tempore: At its first meeting on the first Tuesday in December of even-numbered years, the Council chooses one of its members as Mayor and another as Vice Mayor. In the absence of both the Mayor and Vice Mayor, the Council may choose one of its members to act as Mayor Pro Tempore. (Charter Sec. 603)

11. Appointment of Officers and Commissioners: The Council appoints the City Manager, City Attorney, and members of the various boards and commissions. (Charter Sec. 605)

12. Rules of Procedure: Council shall determine its own rules and order of business. (Charter Sec. 607, CMC Sec. 2.08.020 and Administrative Procedure and Policy No. 10-10)

13. Ineligible to Other City Positions: Councilmembers are not eligible to serve on any board or commission. No member shall hold any other municipal office where compensation is paid until one year after the expiration of his/her term. (Charter Sec. 608)

14. Campaign Contributions and Candidates: Campaign contributions limited to $500 during the four years prior to a municipal election. Contributions must be itemized, including name of contributor and employer. Candidate responsible for certain costs associated with printing candidate statement in sample ballot. (CMC Chapter 1.30)

15. Post-Election Meetings of Councilmembers-Elect: Notice of meetings of four or more Councilmembers-elect, or any combination of Councilmembers-elect and incumbent Councilmembers, is required between date of election and date of assuming office. (CMC Sec. 2.08.010 and 2.08.030)

    Between the time a person is elected to office and assumes the duties of the office, he or she is required to comply with provisions of the Brown Act (Open Meeting Law). (Government Code [GC] Sec. 54952.1)

Airport Commission

Mike Antolock – Term Expires 1/2019
530.520.5605
mikeantol@hotmail.com

B.T. Chapman – Term Expires 1/2017
530.864.0866
Btc05usn@gmail.com

Dr. Kelley Crockett – Term expires 1/2017
619.730.9658
kcrockett@mail.sdsu.edu

Thomas Kozik – Term Expires 1/2019
408.438.3459
Tom_kozik@yahoo.com

Thomas Nolan-Gosling – Term Expires 1/2017
530.518.1976
Tnologos@sunset.net and *tnolgos@gmail.com*

1. 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. (Charter Sec. 1007.1)

2. Composition. Consists of five members. (CMC Sec. 2.36.010)

3. Meetings. Currently meets quarterly on the last Tuesday in January, April, July, and October at 6:00 p.m. in the Council Chamber Building, 421 Main Street. (CMC Sec. 2.36.030 and 2.36.040, and AP&P #10-1)

4. Potential Conflicts of Interest. Members of the Airport Commission and the Bidwell Park and Playground Commission are defined as City officers (CMC Sec. 2.04.010) and may not have a financial interest in any contract, sale, purchase, lease or transfer of real or personal property to which the City is a party.

   Except in certain circumstances, these provisions may preclude an individual from serving on the Airport or Park Commission where the individual, or his/her employer, is involved in a financial arrangement with the City. Because of the many variations in the law, individuals applying to or serving on these commissions who are now, or may enter into a situation as described above, should contact the City Attorney's Office for advice concerning their particular situation.

5. Other. See Page 10 for general provisions.

Architectural Review & Historic Preservation Board

Sheryl Campbell-Bennett – Term Expires 1/2019
530.894.6849
smbchico@sbcglobal.net

Keith Doglio – Term Expires 1/2019
530.518.8157
kdoglio@rarcivil.com

Marci Goulart* – Term Expires 1/2017
530.518.1744
mlgoulart@aol.com

Rod Jennings – Term Expires 1/2019
760.680.7098
roddenjames@yahoo.com

Thomas Thomson* – Term Expires 1/2017
314.324.5920
tltmat@sbcglobal.net

1. Functions. 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. (CMC Sec. 2.56.020)

2. 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). (CMC Sec. 2.56.030)

3. Meetings. Currently meets monthly on the first Wednesday of each month at 4:00 p.m. in the Council Chamber Building, 421 Main Street. Subsequent to the appointment of new board members, the board sets a weekday and time for regular monthly meetings. (CMC Sec. 2.56.050 and 2.56.060, and AP&P #10-1).

4. Other. See Page 10 for general provisions.

*Fulfills special membership requirements set forth in #2 above.

Arts Commission

This commission is not currently meeting due to a lack of a quorum.

*A recruitment will be held in February 2016 to fill the vacant seats.**

Todd Hall – Term - Expires 1/2017
530.519.1822
todd@Cal-Flor.com

Monica McDaniel - Expires 1/2017
530.604.9508
mcbergarts@gmail.com

John Reed - Expires 1/2017
530.514.8267
john@johnreedcreative.com

Vacant Position*

Vacant Position*

Vacant Position*

Vacant Position*

Bidwell Park & Playground Commission

Mary Brentwood – Term Expires 1/2017
530.519.9549
Mary_brentwood@yahoo.com

Marisa Stoller – Term Expires 1/2019
707.480.3629
Marisa.corley@gmail.com

Alberto Hernandez – Term Expires 1/2019
530.321.0358
laobann@gmail.com

Jim Moravec – Term Expires 1/2017
530.864.8956
jimmoravec@comcast.net

Valerie Reddemann – Term Expires 1/2019
530.321.5370
val@herocmo.com

Janine Rood – Term Expires 1/2017
530.864.3737
janinerood@sbcglobal.net

Drew Traulsen - Term Expires 1/2017
530.514.0348
traulsendr@butte.edu

Bidwell Park & Playground Commission Information

1. Duties. Has power and duty to operate and maintain all 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. (Charter Sec. 1006.1)

2. Donations. In the name of the City, may accept donations, legacies or bequests for the aid and improvement of the parks and playgrounds under its supervision, provided that all moneys derived from such donations, legacies or bequests, be deposited in the treasury of the City to the credit of the Commission. (Charter Sec. 1006.2)

3. Composition. Consists of seven members. (CMC Sec. 2.40.010)

4. Meetings. Currently meets monthly on the last Monday of each month at 6:30 p.m. in the Council Chamber Building, 421 Main Street. Subsequent to the biennial appointment of new commission members, the commission sets a weekday and a time for regular monthly meetings to begin no earlier than 6:00 p.m. (CMC Sec. 2.40.030 and 2.40.040, and AP&P #10-1)

5. Potential Conflicts of Interest. Members of the Airport Commission and the Bidwell Park and Playground Commission are defined as City officers (CMC Sec. 2.04.010) and may not have a financial interest in any contract, sale, purchase, lease or transfer of real or personal property to which the City is a party.

   Except in certain circumstances, these provisions may preclude an individual from serving on the Airport or Park Commission where the individual, or his/her employer, is involved in a financial arrangement with the City. Because of the many variations in the law, individuals applying to or serving on these commissions who are now, or may enter into a situation as described above, should contact the City Attorney's Office for advice concerning their particular situation.

6. Other. See Page 10 for general provisions.

Planning Commission

Cynthia Arregui – Term Expires 1/2019
530.519.6284
Clarregui61@gmail.com

Dale Bennett – Term Expires 1/2019
530.894.6849
djbchico@sbcglobal.net

Bob Evans – Term Expires 1/2019
530.893.5175
robertwevans@hotmail.com

John Howlett – Term Expires 1/2017
530.228.1018
zevhow@att.net

Ken Rensink – Term Expires 1/2017
530.518.1056
rensink7@sbcglobal.net

Toni Scott – Term Expires 1/2017
530.680.2876
tscott@morrisonco.net

Margaret Worley – Term Expires 10/2017
530.342.5728
Mardi91001@yahoo.com

Planning Commission Information

1. Functions. 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. (CMC Sec. 2.52.020)

2. Composition. Consists of seven members. The Planning Services Director or his/her designee is an ex officio non-voting member. (CMC Sec. 2.52.030)

   Serve as alternate members of the Architectural Review and Historic Preservation Board when a member is absent. Alternate member appointed by Chair of Planning Commission when needed. (CMC Sec. 2.56.030)

3. Meetings. Currently meets monthly on the first Thursday of each month at 6:30 p.m. in the Council Chamber Building, 421 Main Street. If a regular meeting falls on a holiday, the meeting is held the following Thursday. Subsequent to the biennial appointment of new commission members, the commission sets a weekday and a time for regular monthly meetings to begin no earlier than 6:00 p.m. (CMC Sec. 2.52.050 and 2.52.060, and AP&P #10-1). 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.

4. Other. See Page 10 for general provisions.

Administrative Staff

TITLE	NAME	PHONE
City Manager	Mark Orme	896-7200
Assistant City Manager	Chris Constantin	896-7200
City Clerk	Deborah Presson	896-7250
City Attorney	Vincent Ewing	896-7600
Public Works Directors	Erik Gustafson	896-7800
	Brendan Ottoboni	896-7800
Community Development Dir.	Mark Wolfe	879-6800
Chief of Police	Michael O'Brien	897-4900
Fire Chief (Interim)	Bill Hack	897-3400
Administrative Services Dir.	Frank Fields	879-7300

Staff Liaisons

TITLE	NAME	PHONE
City Council	Deborah Presson	896-7250
Airport Commission	Debbie Collins	896-7216
ARHPB	Stina Cooley	879-6830
Arts Commission	Deborah Presson	896-7250
BPPC	Shane Romain	896-7800
Planning Commission	Stina Cooley	879-6830

General Provisions

A. **ARTICLE X OF CITY CHARTER — APPOINTIVE BOARDS AND COMMISSIONS**

1. Generally.

No power granted to a board or commission shall be deemed to be equal to or greater than that of the City Council.

By ordinance, the Council may create additional boards and commissions as in its judgment are required, and may grant to them such powers and duties as are consistent with the Charter.

The number of members to comprise any board or commission shall be determined by ordinance of the Council, but shall not consist of less than five members.

2. Appointments and Terms.

Members of boards and commissions shall be appointed by the Council. To be eligible for appointment, persons shall be residents of the City and qualified (registered) voters as defined by the Elections Code.

Members shall be appointed to serve a term of four years and until a successor is appointed and qualified. Terms shall be staggered so that a substantially equal number of members shall have their terms commence on January 1 of odd-numbered years. A member of any board or commission may be removed from office at any time at the discretion of the Council by at least four affirmative votes.

3. Organization.

At the first regular meeting of each calendar year, each board and commission shall organize by electing one of its members to serve as presiding officer. Regular meetings are held as required by ordinance of the Council. Written notice of special meetings and the purpose thereof must be given not less than 24 hours before the meeting to each board or commission member. All meetings are open to the public, except as otherwise provided by law. Each board or commission shall keep a record of its proceedings and a copy thereof shall be filed monthly with the City Manager.

4. Compensation.

Members shall serve without compensation for their services, but may receive reimbursement for necessary traveling and other expenses incurred on official duty when such expenditures have been budgeted or otherwise authorized by the Council.

5. Vacancies and Forfeiture of Office.

Vacancies shall be filled by appointment by the Council. If a vacancy occurs which leaves an unexpired portion of a term, the appointment shall be for the unexpired portion of such term. If a member is convicted of a crime involving moral turpitude or ceases to be an elector of the City, his/her office shall become vacant and shall be so declared by the Council.

B. **CHICO MUNICIPAL CODE AND GOVERNMENT CODE — CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE**

Members of the Airport Commission, Bidwell Park and Playground Commission, Architectural Review and Historic Board, and Arts Commission are required to disclose certain financial interests. (CMC Sec. 2R.04.180)

Members of the Planning Commission disclose financial interests pursuant to State law. (Gov. Code Sec. 81000, et seq.)

C. **ADMINISTRATIVE PROCEDURE — ATTENDANCE AT MEETINGS.**

If a member misses two consecutive regular or adjourned regular meetings, the chair of the Board or Commission, or in the absence of the chair, the vice chair, shall report to the City Clerk the name of the member, dates of the absences, and the reason, if known. The City Clerk shall forward the information to the City Council and removal of the member may occur at Council's discretion (Administrative Procedure and Policy No. 10-1).

Tips for Board & Commission Members

In addition to the duties and responsibilities of the board and commission members enumerated under the Charter and Chico Municipal Code, the City Council desires that prospective candidates be aware of the following "tips" in serving on a board or commission of the City:

1. Attend your commission meetings regularly so that you will be completely informed of the problems involved and the information you will need in making decisions.

2. Keep informed of the activities of other City boards and commissions so that you will be aware of their action in the event there is a need to coordinate your programs with their program.

3. Familiarize yourself with the duties and responsibilities of your commission as outlined in the Charter and Chico Municipal Code.

4. Strive for good public relations at all times with the citizenry and news media. Good public relations will make your job easier and your commission's programs more effective and better received.

5. Remember that a commission's duty is to make policy, that is, to determine what is to be done. How to do the job is the responsibility of your staff member.

6. Expect differences of opinion among members of your commission. A spirit of tolerance and fair-mindedness will go a long way toward good working relations. Remember, you do not have to be unanimous to be harmonious.

7. Members may also be required to attend other meetings in addition to the regular meetings in order to consider matters of urgency or to better serve the public need.

8. Some commissions also have working committees appointed by the Chair of that commission to review and make recommendations to the full commission at a subsequent meeting on various matters under the jurisdiction of the commission. You may be appointed and will be expected to attend these committee meetings.

9. All board and commission meetings are open to the public and you are invited to attend any one of your choice. You may also contact the City Clerk's Office to determine if any board or commission meeting is scheduled to be held in addition to the regular meeting.

Assigned Committees of the City Council

1. **FINANCE COMMITTEE**

Financial & Budget Matters	Sean Morgan, Chair
City Facilities	Mark Sorensen
Community Development	Randall Stone
Private Activity Revenue Bonds	
Housing Matters	
Supplemental Appropriations & Budget Modifications	

2. **INTERNAL AFFAIRS COMMITTEE**

Legislation — Ordinances and Resolutions	Tami Ritter, Chair
Annexation Matters	Andrew Coolidge
Traffic Matters	Reanette Fillmer