



**CHICO**  
**CLIMATE ACTION COMMISSION**  
**REGULAR MEETING AGENDA**  
**THURSDAY, MAY 12, 2022 - 6:00 P.M.**  
(VIRTUAL MEETING)

# Chico

## CLIMATE ACTION COMMISSION

Cheri Chastain, Chair  
Mark Stemen, Vice Chair  
Ann Bykerk-Kauffman  
Ashley Koller  
Brian Kress  
Kirk Monfort  
Joshua Pierce

**Copies of this agenda  
available from:**

Community Development Department  
411 Main Street, 2<sup>nd</sup> Floor  
Chico, CA 95928  
(530) 879-6800

Or

[www.chico.ca.us](http://www.chico.ca.us)

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**Posted:** May 5, 2022  
**Prior to:** 5:00 p.m.

*The Commission appreciates your cooperation in turning off all cell phones during this meeting.*

**City Staff**

Brendan Vieg – Community Development Director  
Molly Marcussen – Associate Planner



*Please contact the City Clerk at (530) 896-7250 should you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation in order to participate in a meeting. This request should be received at least three working days prior to the meeting in order to accommodate your request.*

## Information and Procedures Concerning Climate Action Commission Meetings

### Public Participation:

All members of the public may address the Climate Action Commission on any item listed on the agenda. Public participation in the hearing process is encouraged.

Please step up to the podium microphone when addressing the Commission.

Each speaker will be asked to voluntarily state his/her name before speaking, and after speaking to voluntarily write his/her name on a record to be maintained by the City Staff.

The Commission and City staff will ensure order and decorum during all Commission meetings. Persons demonstrating rude, boisterous or profane behavior will be called to order by the Chair. If such conduct continues, the Chair may call a recess, requesting the removal of such person(s) from the Council Chamber, adjourn the meeting or take other appropriate action.

### Time Limit:

Presentations should be limited to a maximum of three (3) minutes, unless otherwise determined by the Chair.

A speaker may not defer his/her time to other speakers.

Groups or organizations are encouraged to select a spokesperson to speak on their behalf. Each subsequent speaker is encouraged to submit new information, rather than repeating comments made by prior speakers.

### Written Material:

The Climate Action Commission may not have sufficient time to fully review written materials presented at the public hearing. Interested parties are encouraged to provide written materials at least eight (8) days prior to the public hearing to allow distribution with the Climate Action Commission's agenda packet to provide adequate time for review by the Climate Action Commission. Written materials submitted in advance of the public hearing must be submitted to the City of Chico, Community Development Department, 411 Main Street, 2<sup>nd</sup> Floor, or by mail to: P. O. Box 3420, Chico, CA 95927. Materials related to an item on this agenda submitted to the Climate Action Commission after distribution of the agenda packet are available for public inspection in the Community Development Department at 411 Main Street, 2<sup>nd</sup> Floor, Chico, CA 95928 during normal business hours.

### Hearing Impaired:

Anyone who has difficulty hearing the proceedings of a meeting may be provided with a portable listening device by requesting one from the City Staff. The device works directly from the public-address system, and the listener can hear all speakers who are using a microphone.

### Special Presentations:

Special presentations which include slides, films, etc. during the course of a meeting will only be allowed with **prior** approval of the Climate Action Commission.

### Business from the Floor:

The Chair will invite anyone in the audience wishing to speak to the Climate Action Commission to identify themselves and the matter

they wish to discuss which would involve matters not already on the posted agenda.

The Commission may also be direct that a matter be placed on a future agenda, provide direction to staff, or request that staff research a particular issue. No action may be taken until a subsequent meeting.

### Agenda Copies are:

-Available at the meeting.

-May be mailed by subscription, at an annual cost set forth in the City of Chico Fee Schedule.

-May be picked up the Friday prior to the meeting at the Community Development Department without charge.

-Available on the internet at [www.chico.ca.us](http://www.chico.ca.us)

### Copies of Agenda Reports are:

-Available for public inspection at City of Chico Community Development Department the Friday prior to the meeting.

-Copies may be obtained after payment of applicable copy fees.

### Agenda Items:

The agenda items will be considered in the order listed unless the Commission requests a change. In order that all items may be considered, any item may be continued to another meeting if it appears there will be insufficient time for full consideration of the item.

### Items Not Appearing on Posted Agenda:

This agenda was posted on the Council Chamber bulletin board at least 72 hours in advance of this meeting. For each item not appearing on the posted agenda, upon which the Climate Action Commission wishes to take action, the Commission must make one of the following determinations:

1. Determine by a majority vote that an emergency exists as defined in Government Code Sec. 54956.5.
2. Determine by a two-thirds vote, or by a unanimous vote if less than two-thirds of the Climate Action Commission is present, that need to take immediate action and that the need for action came to the attention of the City subsequent to the agenda being posted.

### Use of Cell Phones During Meetings:

The Climate Action Commission appreciates your cooperation in turning off all cell phones.

### Appeal of Climate Action Commission Decision:

Any aggrieved person or persons dissatisfied with a Climate Action *Commission* decision may appeal that decision to the City Council within 10 calendar days. In accordance with Government Code Section 65009, if any person(s) challenges the action of the Climate Action *Commission*, said person(s) may be limited to raising only those issues that were raised at the public hearing described in this notice, or in written correspondence delivered to the Climate Action *Commission* at, or prior to, the public hearing.

**CITY OF CHICO**  
**CLIMATE ACTION COMMISSION**  
**REGULAR MEETING OF THURSDAY, MAY 12, 2022**  
Municipal Center - 421 Main Street - Council Chambers - 6:00 pm  
(Virtual Meeting)

**PUBLIC PARTICIPATION:** Members of the public may virtually attend the meeting using the City’s Zoom platform. Zoom public participants may use the following information to remotely view and participate in the Climate Action Commission meeting online:

**Event Name:** Climate Action Commission Meeting

**Date/Time:** Thursday, May 12, 2022, at 6:00 PM

**Event URL:** <https://us06web.zoom.us/j/87593198965?pwd=MjdDem5raWZFL0FBaGhjVko3MVo1dz09>

**Password:** Climate22

**Webinar ID:** 875 9319 8965

**Call-in #:** +1 669 900 6833 or +1 408 638 0968    **Call-in Password:** 752830942

**1. CALL TO ORDER**

**1.1. Roll Call**

**2. CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Climate Action Commission. A member of the public may request that an item be removed, provided the item does not relate to a noticed hearing which has been closed to further public comment. **Items removed from the Consent Agenda will be considered immediately following the approval of the Consent Agenda.***

**2.1. Approval of Minutes**

April 14, 2022 (Attachment A)

**3. ITEMS FOR DISCUSSION**

**3.1. Ad Hoc Committee Formation**

The City Clerk will provide guidance to the commission on the formation of Ad Hoc committees.

**3.2. Butte County Association of Governments (BCAG) Presentation**

Butte County Association of Governments (BCAG) Executive Director Jon Clark will present on BCAG activities and plans to reduce GHG emissions.

**3.3. CA Legislative Analyst's Office (LAO) Report on Climate Change**

The commission will discuss the most recent LAO Report on Climate Change and discuss how to share that information with the public and other boards and commissions. The full LAO report can be found here: <https://lao.ca.gov/Publications/Series/1>

**3.4. Chico Active Transportation Advisory Committee (CATTAC)**

The commission will appoint a representative to attend the City's CATTAC meetings. See CATTAC roles and responsibilities at **Attachment B**.

**4. BUSINESS FROM THE FLOOR/PUBLIC COMMENT**

*Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.*

**5. REPORTS & COMMUNICATIONS**

*These items are provided for the Commission 's information. Although the Commission may discuss the items, no action can be taken at this meeting. Should the Commission determine that action is required, the item or items may be included for action on a subsequent posted agenda.*

**6. ADJOURNMENT**

Adjourn to the Adjourned Regular Meeting of Thursday, June 9, 2022.

**CLIMATE ACTION COMMISSION**  
**REGULAR MEETING OF THURSDAY, APRIL 14, 2022**  
Municipal Center - 421 Main Street - Council Chambers - 6:00 pm  
(Virtual Meeting)

Commissioners Present: Cheri Chastain, Chair  
Mark Stemen, Vice Chair  
Ann Bykerk-Kauffman  
Ashley Koller  
Brian Kress  
Kirk Monfort  
Joshua Pierce

Commissioners Absent: None

Staff Members Present: Molly Marcussen, Associate Planner

**1. CALL TO ORDER**

Chair Chastain called the meeting to order at 6:10 pm.

**1.1. Roll Call**

Commissioners were present as noted above.

**2. CONSENT AGENDA**

**2.1. Approval of Minutes**

*Commissioner Monfort moved to approve the minutes. Vice Chair Stemen seconded. Minutes approved 7-0-0.*

**3. ITEMS FOR DISCUSSION**

**3.1. Butte County Association of Governments Presentation**

Item was moved to the May agenda.

**4. BUSINESS FROM THE FLOOR/PUBLIC COMMENT**

None.

**5. REPORTS & COMMUNICATIONS**

Vice Chair Stemen shared a link to most recent report on climate change that came from CA Legislative Analyst Office in March and asked for a formal discussion to be added to the May agenda. Commissioner Bykerk-Kaufman shared details on the Caltrans Active Transportation Plan for District 3. Chair Chastain asked to add a discussion regarding the formation of Ad Hoc committees to the May agenda and requested the City Clerk to attend the meeting to provide guidance to the commission on the rules around forming Ad Hoc committees.

**6. ADJOURNMENT**

Meeting Adjourned at 7:02 pm to the Regular Meeting of Thursday, May 12, 2022.

# CHICO ACTIVE TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (CATTAC) CHARTER

## Background

The City of Chico has been proactive in bicycle planning since the early 1980s. The City's first Bicycle Plan was developed in 1991 and updated in 2019, and will be replaced with an Active Transportation Plan (ATP). The City of Chico has identified the importance for a community participatory approach and to include diverse members representing walk and bike interests from all ages, underserved/underrepresented groups, and abilities to support this and other work. To address these needs this Chico Active Transportation Technical Advisory Committee (CATTAC) was established.

## Mission

The Chico Active Transportation Technical Advisory Committee (CATTAC) is an action-oriented committee that supports Chico's active transportation community. The intent of the CATTAC is to help guide the City's efforts in providing safe, effective, and accessible transportation options for citizens and visitors of the City of Chico.

## Purpose

The CATTAC provides high-level, balanced, and strategic guidance to the City of Chico based on their expertise and the needs and wants of the local active transportation community.

## Goals

- Encourage increased use of active modes of transportation
- Increase the proportion of trips accomplished by biking and walking
- Increase the safety and mobility of non-motorized users
- Advance efforts to achieve greenhouse gas reduction goals set forth in the Climate Action Plan Update
- Enhance public health by creating a more walkable and bikeable city
- Ensure that underserved/underrepresented communities are engaged in the planning, development, and implementation process
- Encourage a broad spectrum of equitable projects (e.g., education, infrastructure, non-infrastructure, etc.) to benefit the City of Chico
- Promote 'Complete Street' practices
- Evolve with new or updated active transportation planning trends, initiatives, policies, and practices

## Members

The membership of the CATTAC shall consist of local community members and City of Chico staff that will be representative of key stakeholders. Examples could include, but are not limited to:

- Butte County Association of Governments (BCAG)
- Chico VELO
- Climate Action Commission
- Mechoopda Indian Tribe

At the discretion of the Committee, guests and speakers may attend for specific agenda items.

## Sub-Committees

CATTAC members may form sub-committees in order to perform a more in-depth analysis of complex program topics. The sub-committees will create agendas and will report findings and meeting minutes to the CATTAC.

## Frequency and Documentation of Meetings

Meetings will occur quarterly in the first month of the quarter. Specific date and time to be determined by the CATTAC at the prior meeting.

Subcommittee meetings will be organized as necessary between quarterly CATTAC meetings and will report back on progress to the full CATTAC.

Meeting minutes will be prepared and disseminated to all CATTAC members on a rotating basis.

## Roles and Responsibilities

The roles and responsibilities of the CATTAC are as follows:

- Serve on the committee with a focus on furthering active transportation goals
- Be an active, respectful participant
- Be accountable to the CATTAC and the community at large
- Act as a liaison (e.g., gather, disseminate, exchange information, etc.) between the CATTAC and any sub-committee group(s)
- Complete any actions assigned by the next meeting or an agreed upon date

## Reporting and Structure

The CATTAC makes recommendations to the City of Chico's Public Works Engineering Director.

## Decision Process

Decisions made by the CATTAC should be made by consensus. Consensus is defined as reaching a general agreement after a complete discussion of the topic and differing viewpoints have been heard. Recommendations and dissenting opinions will be captured in the meeting minutes. Unresolved decisions in the group may require further discussion.

## Amendments

This charter can be reviewed, evaluated, adjusted as needed.