



City Clerk's Office
411 Main Street, Chico, CA 95928
(530) 896-7250

CITY OF CHICO INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
January 8, 2018 has been cancelled.



The next regular meeting of the Internal Affairs Committee is
scheduled for Monday, February 12, 2018 at 4:00 p.m. in
Conference Room 1, unless otherwise noted.

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of February 5, 2018 – 4:00 p.m. to 6:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

It is noted for the record that Councilmember Schwab was absent and Councilmember Ory attended in her absence.

A. CONSIDERATION OF OPTIONS TO UPDATE CHICO MUNICIPAL CODE (CMC) 14.20.030 - SIDEWALK SECTION

Chico Municipal Code (CMC) Section 14.20.030 currently states that property owners are responsible for maintaining the sidewalk adjacent to their parcel or property. In many cases, sidewalk damage has been caused by root growth or expansion from a nearby City street tree. The current CMC does not specify property owner responsibility when the damage is caused by a City street tree, leaving much ambiguity. Staff is seeking review of the current sidewalk code and maintenance program to ensure the City is providing the best level of service to the community, while managing an appropriate level of risk. **(Report – Erik Gustafson, Public Works Director – Operations and Maintenance)**

The Committee was provided with a verbal report. **(Erik Gustafson, Public Works Director – Operations & Maintenance)**

Public Works Director Erik Gustafson provided an overview of the current code and possible options to rectify the ambiguity of the code with regards to liability for street tree damage to sidewalks.

Skylar Lipski, Public Works Manager, discussed recommended options and how staff researched the issue and narrowed the scope to the three options presented.

- **Option One:** The City take full responsibility for sidewalk repairs for damage caused by street trees, and set up an annual maintenance program with a maximum annual budget.
- **Option Two:** Amend the code to state the homeowner would be responsible and liable for the sidewalk damage caused by street trees. This would also entail significant administrative cost in compliance and cost recovery.
- **Option Three:** The City implement a cost sharing program to assist homeowners in meeting their liability for the sidewalk damage. This option would also include a maximum annual budget.

Mr. Lipski stated that staff researched 11 other cities and staff found these to be the most viable options.

Urban Forester Richard Bamlet addressed the Committee and discussed the benefits of street trees. He stated that the staff has been addressing the issues of the street tree problem and have made changes to avoid future problems. Urban Forester Bamlet stated that Chico currently has 30% canopy cover and that is an admirable goal for many cities. Urban Forester Bamlet stated that he is currently working with the Community Development Department and Engineering to resolve any future issues. However, staff needs clear direction from the code on how to address the current issues.

Addressing the Committee on this item were Mike Campos, Ken Flemming, and Mary Ellen Young.

A motion was made by Councilmember Ory and seconded by Councilmember Coolidge to forward a recommendation to City Council to approve Option One from the staff report. The motion carried 3-0.

B. CONSIDERATION OF ELIMINATING PARKING ALONG EAST AVENUE BETWEEN COHASSET ROAD AND MARIPOSA AVENUE

The Public Works Department is in the process of planning and conducting the annual street improvements and maintenance. In assessing the needs along East Ave., staff is taking into consideration, the numerous concerns regarding roadway safety and the frequency of collisions in the vicinity between Cohasset Rd. and Mariposa Ave. As part of the maintenance, staff will be resurfacing East Ave. followed by restriping. In light of the traffic safety concerns, it is a favorable time to address the currently allowed parallel parking along East Ave. Staff is proposing to eliminate approximately 49 parking spaces along the south and north sides of East Avenue, between Cohasset Rd. and Mariposa Avenue. Per the Chico Municipal Code 10.05.040, the Internal Affairs Committee has authority for parking removal. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

The Committee was provided with a verbal report. **(Brendan Ottoboni, Public Works Director-Engineering)**

Public Works Director-Engineering Brendan Ottoboni provided an overview of proposed Traffic Regulation Amendment (TRA) No. 839 which would eliminate approximately 49 parking spaces along the south and north sides of East Avenue, between Cohasset Road and Mariposa Avenue.

Director Ottoboni stated that as part of the annual street improvements and maintenance review, staff proposed changes along East Avenue to mitigate the increase in traffic collisions. He further stated that as staff received bids for resurfacing and striping it was an opportune time to incorporate a new striping plan to remove parking and restripe to include a center turn lane. Additionally, the Center lane would potentially decrease the number of traffic collisions and since there was no other way to widen the street, parking would need to be eliminated to accommodate the center lane.

Addressing the Committee on this issue were: Jan Bielfelt, Mary Ellen Young, Tracy Donner, Peggy Alldrin, Jaime Chihuahua, Suzanne Lawry-Hall, Esther Meza, Kim Vickers, Larry Langwell, Lance Alldrin, Steven Depa, and Alicia Madsen.

A motion was made by Councilmember Fillmer and seconded by Councilmember Coolidge to refer the item back to staff to research other options to mitigate the accidents on East Avenue and include more detail in the accident report data. The Motion carried 3-0.

C. BUSINESS FROM THE FLOOR – Ken Flemming addressed the Committee on this item.

D. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 5:18 p.m. The next regular Internal Affairs Committee meeting is scheduled for Monday, March 5, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley, City Clerk Technician



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CITY OF CHICO INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
March 5, 2018 has been cancelled.



The next regular meeting of the Internal Affairs Committee is
scheduled for Monday, April 2, 2018 at 4:00 p.m. in Conference
Room 1, unless otherwise noted.

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of April 2, 2018 – 4:00 p.m. to 6:00 p.m.
Old Municipal Building, 441 Main Street, Big Room

REGULAR AGENDA

It is noted for the record that Chair Coolidge was absent and Mayor Morgan attended in his absence.

A. UPDATE ON DIAGONAL PARKING ON FLUME STREET

At its meeting of January 18, 2014, the Internal Affairs Committee provided direction to staff to install diagonal parking along Flume Street in response to the downtown couplet project. Staff provided an update as to what segments have been completed as well as the next phases. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

Public Works Director-Engineering Ottoboni introduced Sr. Traffic Engineer Bikramjit Kahlon to present the report. Sr. Engineer Kahlon reported that Phase 1 has been completed and has brought up concerns regarding site distance and narrowed traffic lanes.

He stated that site distance is not as much of an issue for Phase 2A due to the 4-way traffic controls at the intersections between E. 2nd and E. 4th Street. The completion of Phase 2A will include the removal of an entrance to Parking Lot 1 and will increase parking along that section of Flume by six spaces. Staff has postponed completion of Phase 2 B (between 6th & 7th) for further analysis. The intersections along this Phase have only 2-way traffic controls, with additional challenges with a loading zone, ADA access, and a fire hydrant.

B. CONSIDERATION OF SPEED SURVEYS - VARIOUS

California Vehicle Code Sections 40802 and 40803 sets the frequency and criteria for conducting speed surveys. Speed limits for certain streets within the City have been established over the years by engineering traffic and radar speed studies. To ensure that enforcement by radar on certain streets remains valid in a court of law, the City must conduct radar speed surveys every seven years. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

Sr. Traffic Engineer Bikramjit Kahlon provided a summary of the findings and reported there was a typo in the original report and it should read that the proposed speed on Eaton Rd. (Godman Ave. to Cohasset Rd.) be changed from 35 mph to 40 mph.

A motion was made by Councilmember Schwab and seconded by Vice-Mayor Fillmer that the Committee approve and forward a recommendation to the City Council to adopt a Traffic Regulation Amendment (TRA 842) for speed limits resulting from speed surveys for the following:

- Eaton Rd. (Esplanade to SR99) - Change from 25 mph to 35 mph
- Eaton Rd. (Godman Ave. to Cohasset Rd.) - Change from 35 mph to 40 mph
- E. 20th Street (Bruce Road to E. City Limits) – Change from 25 to 35 mph
- Manzanita Ave. (Cohasset Rd. to East Ave.) – Change from 25 mph to 30 mph
- Nord Hwy (Mud Creek to Esplanade) – Establish 35 mph signs (new sign)

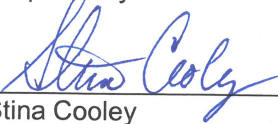
The motion carried 3-0.

C. BUSINESS FROM THE FLOOR – None

D. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 4:11 p.m. to the next regular Internal Affairs Committee meeting on Monday, May 7, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley
City Clerk Technician

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of May 7, 2018 – 4:00 p.m. to 6:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

It is noted for the record that Councilmember Fillmer was absent and Mayor Morgan attended in her absence.

A. REPORT ON SYRINGE EXCHANGE PROGRAMS

At its meeting of April 17, 2018, Council directed staff to provide a report to the Internal Affairs Committee with information on syringe exchange programs, to include any syringe cash redemption value (CRV) programs, and what has succeeded or failed in other communities. **(Report – Debbie Collins, Management Analyst, City Manager's Office)**

Management Analyst Debbie Collins provided a report regarding her research into syringe exchange programs. She stated she did not find any information regarding any programs with redemption values for syringes. She also explained that most programs are not actually run by municipalities but rather a partnership with a non-profit group. Analyst Collins reported that syringes are medical waste and therefore fall into the exempt category in the City's recently negotiated waste franchise agreements, however there are several "sharps" collection sites in the community. She stated that the research available is mostly regarding syringe programs and their role is reducing the spread of disease and not the reduction of hazardous medical waste in the community.

Councilmember Schwab requested input from Dr. Andy Miller, Health Officer, Butte County Public Health. Dr. Miller stated that there are currently no syringe exchange programs operating in the County. He said that research supports the use of exchange programs to help prevent the spread of disease, however, there is not much data regarding the reduction of syringe waste found in the community. Dr. Miller stated that the county is not currently considering any type of syringe exchange programs.

Mayor Morgan stated he felt that the County was a more appropriate agency to address the issue. Councilmember Schwab inquired if the Council should send a letter to the Board of Supervisors stating the City would be interested in any efforts they would make to establish a syringe exchange program. Mayor Morgan stated he didn't feel it was appropriate for the City to send an official letter to the County telling them what issues they should take up and went on to state that he agrees that this issue is more complex than a simple exchange program can fix. It will take a multi-faceted approach. He believes that if the City is able to achieve the consolidated services center, then that would be the ideal venue for this type of program. The Committee discussed the merits of a syringe exchange program and agreed that perhaps the timing isn't right for the City to take up the issue.

The Committee discussed the fact that there are currently no known programs that offer a redemption value for syringes. Councilmember Schwab suggested that the Committee consider a Community Organization Funding opportunity and set aside \$20,000 from that funding for a non-profit to explore a CRV program for syringes in coordination with an existing recycling program/facility or hazardous waste haulers. Mayor Morgan stated he felt that was putting the cart before the horse since the committee had already agreed that the issue needed to be addressed in a multi-pronged fashion and he felt it would not be an efficient use of funds at this juncture, but perhaps in the future.

City Manager Orme stated that he understands the reluctance to send an official letter to the Board of Supervisors but suggested that the City Manager could be directed to send a letter to the Chief Administrative Officer of the County instead to suggest that the City would like to work in collaboration with them, with the County taking the lead role in the issue.

A motion was made by Chair Coolidge to send a recommendation to City Council to provide direction to staff to send a letter from City Manager Orme to Butte County Chief Administrative Officer Shari McCracken to suggest that the City would like to work in collaboration with the County regarding a syringe exchange program, but that the City believes the County should take the lead role on the issue.

Motion died for lack of second.

The Committee was in consensus that the issue of a syringe exchange program is complex and will require a multi-faceted approach; it is also the belief of the Committee that the County should be the lead agency in the solution. Chair Coolidge will provide the report to the Council with no recommendation from the Committee at this time.

B. CONSIDERATION OF SPEED SURVEY - Oak Way (Hwy 32 to Glenwood Ave)

California Vehicle Code Sections 40802 and 40803 sets the frequency and criteria for conducting speed surveys. Speed limits for certain streets within the City have been established over the years by engineering traffic and radar speed studies. To ensure that enforcement by radar on certain streets remains valid in a court of law, the City must conduct radar speed surveys every seven years. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

Sr. Traffic Engineer Bikramjit Kahlon provided a summary of the findings and recommended the Committee approve and forward a recommendation to the City Council to adopt a Traffic Regulation Amendment (TRA 845) for speed limits resulting from speed surveys for Oak Way (Hwy 32 to Glenwood Ave) with an established speed limit of 30 mph.

Addressing the Committee on this item was Mark Woodson.

A motion was made by Councilmember Schwab and seconded by Mayor Morgan that the Committee approve and forward a recommendation to the City Council to adopt a Traffic Regulation Amendment (TRA 845) for speed limits resulting from speed surveys for Oak Way (Hwy 32 to Glenwood Avenue) with an established speed limit of 30 mph.

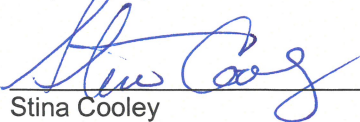
The motion carried 3-0.

C. BUSINESS FROM THE FLOOR -None

D. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 4:34 p.m. to the next regular Internal Affairs Committee meeting scheduled for Monday, June 4, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley
City Clerk Technician

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of June 4, 2018 – 4:00 p.m. to 6:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

A. CONSIDERATION OF STOP SIGN REMOVAL – EATON RD. AT LEXINGTON DR.

The intersection of Eaton Rd. and Lexington Dr. is controlled by All-Way-Stop signs. Staff has received numerous complaints about safety issues at this intersection due to drivers coming to a rolling stop or not stopping at all. This intersection does not meet the warrant for a Multi-Way stop per the Manual on Uniform Traffic Control Devices. *(Report – Brendan Ottoboni, Public Works Director-Engineering)*

Senior Traffic Engineer Bikramjit Kahlon provided an overview of the staff report and explained to the Committee that the intersection at Lexington and Eaton Road does not currently meet the warrants for an all-way-stop and there is not any documentation to justify or explain the reasoning for the all-way-stop. He presented the traffic study data and explained that if the all-way-stop is removed, the crosswalk would also be removed due to safety concerns.

Addressing the Committee on this item was Penny Modena, Roger Helyar, Alexandra Perrone, Richard Price, Linda Fanning, Yesica Thomas, Vicky Zancanella.

The Committee discussed access to existing bus stops, excess of speed, line of sight, and other possible traffic measures to address the safety concerns.

A motion was made by Councilmember Coolidge and seconded by Vice-Mayor Fillmer to table the discussion for one year.

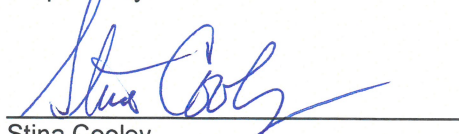
The motion carried 3-0.

B. BUSINESS FROM THE FLOOR - None

C. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 4:39 p.m. to the next regular Internal Affairs Committee meeting scheduled for Monday, August 6, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley
City Clerk Technician

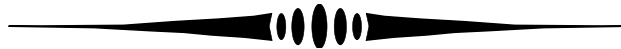


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CITY OF CHICO INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
August 6, 2018 has been cancelled.



The next regular meeting of the Internal Affairs Committee is
scheduled for Monday, September 10, 2018 at 4:00 p.m. in
Conference Room 1, unless otherwise noted.



City Clerk's Office
411 Main Street, Chico, CA 95928
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CITY OF CHICO INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
September 10, 2018 has been cancelled.



The next regular meeting of the Internal Affairs Committee is
scheduled for Monday, October 1, 2018 at 4:00 p.m. in Conference
Room 1, unless otherwise noted.

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of October 1, 2018 – 4:00 p.m. to 6:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

It is noted for the record that Councilmember Schwab was absent and Councilmember Ory attended in her absence.

A. CONSIDERATION OF SPEED SURVEYS - VARIOUS

California Vehicle Code Sections 40802 and 40803 sets the frequency and criteria for conducting speed surveys. Speed limits for certain streets within the City have been established over the years by engineering traffic and radar speed studies. To ensure that enforcement by radar on certain streets remains valid in a court of law, the City must conduct radar speed surveys every seven years. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

Senior Traffic Engineer Bikramjit Kahlon provided a summary of the findings and explained to the Committee the speed survey requirements for proper designations and enforcement.

A motion was made by Vice-Mayor Fillmer and seconded by Councilmember Ory that the Committee approve and forward a recommendation to the City Council to adopt a Traffic Regulation Amendment (TRA 848) for speed limits resulting from speed surveys for the following locations: East 5th Avenue from Esplanade to Mangrove Avenue and Mangrove Avenue to Manzanita Avenue; East 8th Street from Highway 32 to Bruce Road; Ceres Avenue from Lupin Avenue to East Avenue and East Avenue to Manzanita Avenue; Hawthorne Avenue from Moss Avenue to Madrone Avenue; Hooker Oak Avenue from Madrone Avenue to Manzanita Avenue; Warner street from W. 2nd Street to Legion Avenue, Legion Avenue to Sacramento Avenue, and Sacramento Avenue to W. 6th Avenue; East First Avenue from Longfellow Avenue to Verbena Way; California Park Drive from Bruce Road to Yosemite Drive; Ceanothus Avenue from Manzanita Avenue to East Avenue and East Avenue to E. Eaton Road; Marigold Avenue from East Avenue to Eaton Road; Notre Dame Boulevard from E. 20th Street to Forest Avenue and Forest Avenue to Skyway; Shasta Avenue from Esplanade to Cussick Avenue; Dayton Road from Walnut Street to McIntosh Avenue; Esplanade from Big Chico Creek to Lindo Channel, Lindo Channel to East Avenue, East Avenue to Eaton Road, and Eaton Road to Mud Creek; Floral Avenue from Manzanita Avenue to East Avenue, East Avenue to E. Eaton Road, and E. Eaton Road to North End at E. Lassen Avenue.

The motion carried 3-0.

B. CONSIDERATION OF DESIGNATING EMERGENCY VEHICLE PARKING

The Public Works Department received a request from the Fire Department to designate four parking spaces as "Fire Apparatus Only", adjacent to the Chico Municipal Center on East 5th Street. These four designated spaces will be available to their fire apparatus as visits to the Municipal Center will be more routine and having designated parking will help to avoid obstacles that can delay responses to emergencies. **(Report – Brendan Ottoboni, Public Works Director-Engineering)**

Senior Traffic Engineer Bikramjit Kahlon provided the staff report and answered questions from the Committee. Fire Chief Standridge also answered questions regarding the request and types of equipment that would be utilizing the spaces.

Addressing the Committee on this item were Melanie Bassett and Tom DiGiovanni.

A motion was made by Councilmember Ory and seconded by Councilmember Coolidge to approve Traffic Regulation Amendment (TRA) No. 849 which would abolish four time-limited parking spaces located along

the north side of East 5th Street, west of Wall Street and designate those four parking spaces for the City's emergency vehicles only from 7 AM to 5 PM Monday through Friday.

The motion carried 3-0.

C. DOWNTOWN PARKING MANAGEMENT UPDATE – BY CONSULTANT

In June 2018, the City of Chico hired consultant, Dixon Resources Unlimited (DIXON), to assess the operation and management of parking in Downtown Chico. The assessment will include multiple site visits for stakeholder outreach. DIXON conducted a second site visit and provided an update to the Internal Affairs Committee regarding the Downtown Parking Management project. (*Report – Brendan Ottoboni, Public Works Director-Engineering*)

Public Works Director-Engineering, Brendan Ottoboni, introduced the City's parking Consultant Julie Dixon, DIXON Resources Unlimited, to provide an overview of the process and the progress of the downtown parking plan & implementation.

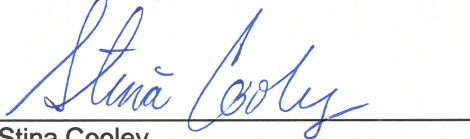
Addressing the Committee on this item were Melanie Bassett and Tom DiGiovanni.

D. BUSINESS FROM THE FLOOR - None

E. ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 4:44 p.m. to the next regular Internal Affairs Committee meeting scheduled for Monday, November 5, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley
City Clerk Technician

INTERNAL AFFAIRS COMMITTEE REPORT

A Committee of the Chico City Council: Councilmembers Fillmer, Schwab, and Chair Coolidge

Meeting of November 5, 2018 – 4:00 p.m. to 6:00 p.m.
Council Chamber Building, 421 Main Street, Conference Room 1

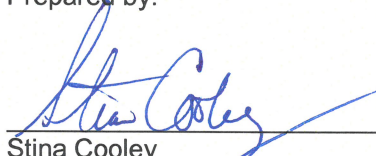
REGULAR AGENDA

It is noted for the record that Councilmember Schwab was absent and Councilmember Ory attended in her absence.

ADJOURNMENT AND NEXT MEETING

The meeting was adjourned at 4:15 p.m. due to a lack of quorum. All items from this agenda will be moved to the next regular Internal Affairs Committee meeting scheduled for Monday, December 3, 2018, at 4:00 p.m. in Conference Rm. No. 1.

Prepared by:



Stina Cooley
City Clerk Technician



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CITY OF CHICO INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
December 3, 2018 has been cancelled.



The next regular meeting of the Internal Affairs Committee is
scheduled for Monday, January 7, 2018 at 4:00 p.m. in Conference
Room 1, unless otherwise noted.