



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 14, 2015, has been canceled.

The next meeting of the Internal Affairs Committee is
scheduled for Wednesday, February 11, 2015 at 8:00 a.m. in
Conference Room No. 1, unless otherwise noted.

_____/s/
By: Dani Brinkley, Deputy City Clerk
Dated: January 8, 2015

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of February 11, 2015 - 8:00 a.m. to 10:00 a.m.

Council Chamber Building, 421 Main Street, Conference Room 1

Note: Councilmember Morgan substituted at this meeting for Councilmember Fillmer.

REGULAR AGENDA

- A. **Consideration of Conversion of Parking From Metered/Unmetered Parallel Parking to Metered/Unmetered Diagonal Parking on Flume Street** - At its meeting of January 8, 2014, the Internal Affairs Committee considered and discussed requests from local business owners in the vicinity of Flume Street between 2nd and 7th Streets to consider converting existing metered parallel parking to unmetered diagonal parking in order to satisfy the demand for longer term parking in the area due to new businesses. Council approved the Committee's recommendation and Phase 1 is complete and is successful.

While Phase 1 reconfigured the two blocks between 4th and 6th Streets, Phase 2 would include the remaining areas of the project. Staff estimates a potential increase of approximately 13 spaces in Phase 2 dependent on the final layout after consulting with adjacent property owners. **(Report – Ruben Martinez, Public Works Director)**

The following speakers addressed the Committee on this item: Elisabeth Stewart, Karl Ory, Janine Rood, Tom Digiovanni and Melanie Basset.

A motion was made by Morgan and seconded by Ritter to 1) approve Phase 2 of the conversion of parallel parking to diagonal parking on Flume Street from 2nd Street to 7th Street; 2) recommend to City Council that \$16,000 be allocated from the Parking Fund (853) to fund Phase 2 of the project; and 3) direct staff to prepare and forward a Traffic Regulation Amendment, by resolution to the City Council for consideration, and also to include the bicycle silhouette offered by Chico Velo and limit the hours of parking in front of the Discovery Shoppe.

The motion carried 3-0.

- B. **Discussion of draft ordinances regarding alcohol sales** – At its meeting of December 16, 2014, Council conducted a public hearing to introduce two ordinances pertaining to the sale of alcohol. Following the hearing, Council referred the item to this Committee to address remaining issues with the ordinances. **(Report – Mark Wolfe, Community Development Director)**

The following speakers addressed the Committee on this item: Trisha Seastom, Katie Simmons, Rob Rasner, Will Brady and Amanda Montgomery.

Community Development Director, Mark Wolfe reviewed the details in the staff report on several issues raised regarding the draft ordinances, as well as options for addressing the issues. The Committee discussed additional issues, including:

- Over-saturation or “density” of ABC licenses
- Increasing the escalating fine structure and include restricting hours of operation
- Cost Recovery for repeated violations
- Closing hours during specific holidays and CSUC graduation weekend
- Decreasing the amount of signage allowed

Chair Ritter stated she believes the density issue is a key piece of the ordinance and there are other ordinances that have addressed it. By including this issue, it would give clear direction to a potential business owner whether or not a business serving alcohol could open in a location before actually investing in that site.

Councilmember Morgan stated he would like to have the fine structure increased, to start with a higher fine for the first offense and escalating for repeated offenses. He would also like to see the hours of operation restricted for repeated violations.

Director Wolfe indicated that he had enough information based on this discussion with the Committee to forward a recommendation to Council to review the changes outlined in the staff report. In addition, there is a need for a deeper discussion on the issues of density, fine structure and cost recovery. It was stated that staff will provide feedback to the Committee at its next meeting of what these additional changes would entail.

Councilmember Morgan moved to approve Director Wolfe's recommendation. The motion was not acted upon, as additional questions were raised regarding the closing hours of alcohol establishments during specific holidays, specifically CSUC graduation weekend, and modeling the cost recovery efforts off the Social Host ordinance.

Captain O'Brien stated that graduation weekend is not the problem that it used to be and this can be reviewed.

Director Wolfe, after further discussion, suggested that the staff make the changes to the draft ordinances as outlined in the staff report and return to the Committee for one more review to provide an estimate of what would be needed to make the additional changes discussed before forwarding a recommendation to Council.

Councilmember Morgan asked if a motion was made.

Chair Ritter stated that the motion is to continue this discussion to the March 11th IAC meeting to see what Director Wolfe can put together for the Committee and then the Committee will move to forward a recommendation to Council.

Assistant City Attorney, Andrew Jared sought to clarify if the direction on the specific holidays and closing hours applies to the DAO or only to the Public Convenience or Necessity.

The Committee agreed that the hours should be uniform, and to continue the discussion to the March meeting.

- C. **Business from the Floor** – None
- D. **Adjournment and Next Meeting** - The meeting adjourned at 10:00 a.m. to the next regular Internal Affairs Committee meeting scheduled for Wednesday, March 11, 2015, at 8:00 a.m. in Conference Rm. No. 1.

Prepared by:

Dani M. Brinkley, Deputy City Clerk

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of March 11, 2015 - 8:00 a.m. to 10:00 a.m.

Council Chamber Building, 421 Main Street, Conference Room 1

Note: Councilmember Morgan substituted at this meeting for Councilmember Fillmer.

A motion was made by Chair Ritter and seconded by Councilmember Coolidge to take the agenda items out of order, hearing Item B. before Item A.

The motion carried 3-0.

REGULAR AGENDA

- A. **Continued Discussion of Draft Ordinances Regarding Alcohol Sales** – At its meeting of December 16, 2014, Council conducted a public hearing to introduce two ordinances pertaining to the sale of alcohol. Following the hearing, Council referred the item to this Committee to address remaining issues with the ordinances. At its meeting of 2/11/15, the Committee addressed these issues, as well as expanding the scope of the draft ordinances to include density, fine structure and cost recovery. (**Report – Mark Wolfe, Community Development Director**)

Director Wolfe reviewed the changes to the draft ordinances, which incorporated the recommendations made at the February 11, 2015 Internal Affairs Committee meeting. Director Wolfe estimated that it would take an additional four months to address the issue of density or oversaturation of alcohol establishments. This includes researching other ordinances, community and business outreach, consulting with the City Attorneys, drafting reports and preparing an ordinance that fits Chico.

Chair Ritter stated that not addressing the density issue feels negligent. With the density issue being addressed, a person wouldn't sink their life savings into a location where there is an oversaturation of alcohol establishments. We are not talking about the surrounding businesses or residences that are affected by alcohol outlets, people leaving bottles and garbage or loitering.

There was discussion regarding the Public Convenience or Necessity process and possibly creating a review policy.

Director Wolfe clarified that the proposed changes for the Title 19 standards will apply to all new businesses. It would be a huge process and undertaking to take all the existing permits and apply standards retroactively. However, it would be possible to develop an amortization schedule to comply with the new standards in a certain timeframe.

Councilmember Morgan stated that if it doesn't apply retroactively, it seems water downed. A new business would have to comply with the new standards and an existing business might have an unfair advantage.

Councilmember Coolidge countered that the City would be applying a new set of rules for an existing business.

Director Wolfe explained that if the deemed approved ordinance is violated, the conditional use permit process would take over and the deemed approved status would be lost. The business would then have to comply with the new standards.

The following speakers addressed the Committee on this item: Rob Rasner, Danelle Campbell and Will Brady.

A motion was made by Ritter to continue working on the ordinances until density becomes part of the ordinance.

The motion failed for lack of a second.

A motion was made by Morgan and seconded by Coolidge to forward a recommendation to Council to proceed with adoption of the ordinances with the changes recommended at the February 11th IAC meeting and to not expand the scope of ordinances to include a special fine structure, density or cost recovery fees.

The motion carried 2-1, with Ritter dissenting.

REPORTS AND COMMUNICATIONS

- B. **Update on Traffic Safety Issues on Eaton Road Between Floral Avenue and Ceanothus Avenue** - In January 2015, the Eaton Road extension was opened to public traffic. Staff has received numerous citizen complaints regarding sight distance at Ceanothus Avenue and Eaton Road, prompting staff to evaluate the concerns. Public Works Director Ruben Martinez provided an update on the safety issues that have evolved since it opened and the action taken by staff to correct the issues.
- C. **Business from the Floor** - None.
- D. **Adjournment and Next Meeting** - The meeting adjourned at 9:04 a.m. to the next regular Internal Affairs Committee meeting scheduled for Wednesday, April 8, 2015, at 8:00 a.m. in Conference Rm. No. 1.

Prepared by:

Dani M. Brinkley, Deputy City Clerk



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CITY OF CHICO
INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
April 8, 2015, has been canceled.

The next meeting of the Internal Affairs Committee is
scheduled for Wednesday, May 13, 2015 at 8:00 a.m. in
Conference Room No. 1, unless otherwise noted.

_____/s/_____
By: Dani Brinkley, Deputy City Clerk
Dated: April 2, 2015



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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
May 13, 2015, has been canceled.

The next meeting of the Internal Affairs Committee is
scheduled for Wednesday, June 10, 2015 at 8:00 a.m. in
Conference Room No. 1, unless otherwise noted.

_____/s/
By: Dani Brinkley, Deputy City Clerk
Dated: May 7, 2015

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of June 10, 2015 - 8:00 a.m. to 10:00 a.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

- A. **Consideration of Regulation of Density of Alcoholic Beverage Establishments** - Consideration of possible Municipal Code Amendment or Council policy to regulate and establish standards regarding density of Alcoholic Beverage Establishments. *(Report - Mark Wolfe, AICP, Community Development Director)*

Community Development Director Wolfe reviewed the staff report and provided an overview of the advantages and disadvantages of both an ordinance that addresses the density issue through a conditional use permit (CUP) process and adopting a Council policy through the Administrative Procedures and Policies (AP&P).

Chair Ritter inquired about the appeal process if a CUP is denied, and if an AP&P is adopted, how would that be different than what is in place now for review of Public Convenience or Necessity (PCN).

Director Wolfe explained that if a CUP were denied by the Planning Commission, the applicant can file an appeal to the City Council. Police Chief Michael O'Brien stated if an APP is adopted, there would not be much of a difference than the current review process. Director Wolfe added that currently a PCN gets routed to all departments for review. An AP&P would have standards adding another layer of review, addressing the various types of licenses and the locations, and the applicant would be advised on the standards.

Councilmember Coolidge asked Director Wolfe to explain the CUP process and how much it costs the applicant for the permit.

Director Wolfe stated that it requires a hearing either before the Planning Commission or a Zoning Administrator and it requires public noticing of surrounding properties, with the Council having the final decision on the PCN. A CUP would only come to Council through an appeal of a decision by the Planning Commission or Zoning Administrator. A CUP application is approximately \$5,000 if it's heard by a Zoning Administrator and the process takes about 60 days. It's about \$7,000 if it's heard by the Planning Commission and takes 60-90 days to process.

Chair Ritter asked if any money would be exchanged the first time the person comes to the counter, the person can review the checklist and stop the process right there if the requirements for approval can't be met.

Director Wolfe stated no money would be exchanged to go over the requirements. An application can still be submitted and the person may provide ways to address the requirements. It's harder to be flexible and it would make the process more difficult for the business owner.

Chair Ritter stated that is the objective, to make it more difficult to open a business that sells alcohol, density is an issue and the main idea is to curtail use of alcohol. She asked what a policy would look like in an AP&P.

Assistant City Manager Chris Constantin stated that a policy is more flexible and an ordinance is more rigid. It would be up to Council to define that policy. If that is the direction, direction would be given to the Police Chief and the Community Development Director to develop the policy at the Internal Affairs Committee level.

Chief O'Brien stated the policy would address license type, oversaturation and the other businesses within the outlying geographical area.

Councilmember Coolidge stated that different types of licenses should be treated differently; an off sale license should not be treated the same as family oriented restaurants selling alcohol.

Chair Ritter suggested wording that addresses not going over a certain percentage of saturation, suggesting 200%, in a census tract. Downtown is around 1000% percent oversaturated.

Chair Ritter invited public comments. The following person addressed the Committee: Katie Simmons.

Councilmember Coolidge asked Ms. Simmons if there would be an economic impact to businesses.

Ms. Simmons responded that if the CUP process is adopted for all businesses, it would have more of a negative economic impact than if the CUP were focused on the high risk license types.

A motion was made by Ritter and seconded by Fillmer to forward a recommendation to Council to direct staff to draft an AP&P that addresses the license type, the saturation level, the specific area within a census tract, and to find out the exact criteria ABC uses to determine the saturation level for the purpose of standardizing the Public Convenience or Necessity process.

The motion carried, 2-1, with Coolidge dissenting.

- B. **Consideration of Regulation of Smoking/Vaping/E-cigarettes** – Consideration of an amendment to the Chico Municipal Code to include regulation of smoking, vaping and e-cigarettes.

City Attorney Vince Ewing joined the meeting via teleconference. He reviewed the report, adding that the federal government views e-cigarettes the same as regular cigarettes.

The Committee members discussed the various types of vaping and the various materials or fluids used for vaping. Councilmember Coolidge expressed concern over possibly eliminating the use of a possible prescription that is used to quit smoking, Nicotrol, which is prescribed by a doctor.

The following speakers addressed the Committee on this item: Raul Raygoza and Dolores Vasquez.

Mr. Raygoza addressed Coolidge's concern regarding Nicotrol by stating that the Town of Paradise ordinance exempts any FDA approved and prescribed devices.

A motion was made by Fillmer and seconded by Ritter to forward a recommendation to Council to approve the proposed smoking regulations that address vaping and e-cigarettes, with an exemption for FDA approved and prescribed devices to be included in the ordinance.

The motion carried, 2-1, with Coolidge dissenting.

- C. **Business from the Floor** - None
- D. **Adjournment and Next Meeting** - The meeting adjourned at 9:30 a.m. The next regular Internal Affairs Committee meeting is scheduled for Wednesday, July 8, 2015, at 8:00 a.m. in Conference Rm. No. 1.

Prepared by:

Dani M. Rogers, Deputy City Clerk

Distribution:

CC Desk, CM, ACM, CDD, CA, CC

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of July 8, 2015

Council Chamber Building, 421 Main Street, Conference Room 1

Chair Ritter called the July 8, 2015 Internal Affairs Committee meeting to order at 8:05 a.m. All members were present.

REGULAR AGENDA

- A. **Consideration of the Use of Yield Signs Versus Stop Signs** – At its meeting of 5/5/15, the City Council referred Councilmember Coolidge's request to agendaize the discussion of the use of yield versus stop signs in the South Campus neighborhood to the Internal Affairs Committee. At this meeting, staff provided information regarding the guidelines utilized from the U.S. Department of Transportation Federal Highway Administration when considering such matters. (**Report – Brendan Ottoboni, Acting Public Works Director – Engineering**)

Recommendation: The Acting Director of Public Works - Engineering recommended 1) Internal Affairs Committee forward a recommendation to Council directing staff to evaluate the South Campus Area bounded from Salem Street to Orange Street and 2nd Street to 8th Street using established guidelines for traffic control, with a focus on reducing collision incidents by implementing appropriate traffic control devices; and 2) return to a future Internal Affairs Committee meeting with a traffic resolution amendment incorporating the recommended changes.

Acting Public Works Director Ottoboni provided an overview of the process when establishing intersection control. He stated that engineering judgment should be used to evaluate the use of yield or stop signs which must meet specific criteria. Staff reviewed the guidelines from the U.S. Department of Transportation Federal Highway Administration "Manual on Uniform Traffic Control Devices (MUTCD)" for guidance in the application of traffic principals. Staff also provided existing crash statistics in the South Campus area as it relates to different types of traffic control devices in the area.

Staff indicated that traffic studies of the campus area have not been updated for some time and that a new study should be completed prior to any changes. Staff did provide an overview of the information contained in Exhibit B, regarding the South Campus Collision data.

Councilmember Coolidge expressed concern over the data that was being provided in Exhibit B due to many of the accidents occurring in the City no longer being reported if they are non-injury accidents.

Deputy Police Chief Britt indicated that due to the need for accident documentation for insurance companies, information reports are filed regardless if they are non-injury. If calls are made to the Police Department but a report is not taken, that incident is counted and included in the data.

Acting Director of Public Works Ottoboni also stated that staff had developed information over a longer period of time since the actual traffic review time had gone past the recommended two year time frame for traffic reviews. For this reason, that is why staff was recommending Council approval of a traffic study for this area. A traffic study would provide adequate information on whether or not to change out the yield signs.

Chair Ritter asked if the proposed traffic study would only cover the yield signs in the campus area. Staff indicated that yes, the study would be to review the yield signs.

Councilmember Fillmer asked if there were statistics that included lighting issues. She stated that she would be interested in the times of the accidents and thought that whether there were yield signs, stop signs or traffic light signals, education is needed for pedestrians and cyclists. She also questioned how the pedestrian counts were obtained.

Staff said that some of that information can be filtered or identified during the study. In regards to pedestrians, typically two hour increments during peak counts are used to gather this information. Councilmember Fillmer expressed the need to conduct the traffic study when the University students are back in town.

Councilmember Coolidge spoke to the concern that the information provided did not speak to the severity of the crashes.

Councilmember Fillmer stated that she was not sure that it is necessarily the driver's fault but instead could be the fault of the cyclists and/or pedestrians. She also went on to say that she felt there may be a false sense of security that comes with yield and stop signs. Perhaps lighting of intersections and with blinking lights might be better solutions.

Staff indicated that there are several viable options and that lighting can definitely be a factor.

Councilmember Fillmer noted that even in an intersection with a traffic signal, there were 36 accidents dealing with pedestrians. It was also noted that on the recent fatality in the campus area, the pedestrian was drinking and ran out in front of the car.

Councilmember Coolidge expressed concerns for yield signs stating that when he came here to go to school, he didn't stop for them, only stop signs. He continues to see people not stopping at yield signs. Students also say they don't stop at yield signs. He felt that regardless, the City was going to have to replace the stop signs sometime. He also stated that the City has 1200 students saying the City needs stop signs. He again reiterated that collision data doesn't show a third of the accidents. He felt the data regarding the calls will be somewhat faulty as the Police Department is not always called. If the City is going to do it eventually, it should do it now.

Chair Ritter stated that she didn't think the change to stop signs was a given, but that the study will be able to better identify those that do need to be changed out. She noted that the largest number of accidents are at intersections. What the students are passionate about is that there are safe passages for them. They can't decide what the City needs to do in terms of traffic controls. The City needs the data first that supports the changes.

Councilmember Fillmer asked for information on pedestrian safety which may be more related to striping or flashing lights. She didn't feel it would be prudent to just say let's put stop signs in versus getting the information.

Councilmember Coolidge stated that when you are looking at the statistics around signals you are just looking at a larger number of cars. He did state that if you changed a yield sign to a stop sign, you are going to slow down cars.

Assistant City Manager Constantin noted for the Committee that there was a lighting program underway that would better address the lighting issues. The program to replace existing lights with higher intensity lights would be coming to Council in September.

Assistant City Manager Constantin also asked Traffic Engineer Matt Johnson if the yield signs at 6th, 7th on Chestnut could be switched with stop signs since those are the only two yield signs on that street.

Traffic Engineer Matt Johnson stated that he thought that the change would work.

Councilmember Coolidge made a motion to forward the recommendation to Council that it directs staff to: (1) complete a traffic study for the evaluation of the South Campus Area bounded from Salem Street to Orange Street and 2nd Street to 8th Street using established guidelines for traffic control, with a focus on reducing collision incidents by implementing appropriate traffic control devices; (2) complete a pedestrian study when the University is in session; and (3) that staff moves forward immediately with changing out the yield signs on Chestnut at 6th and 7th.

City Attorney Ewing stated that there is a risk/or legal aspect that he has to look at when protecting the City and always encourages Council to ensure, as the policy makers, that they have looked at everything, not just a finite issue. A comprehensive approach is best in this situation in terms of protecting the City. He further stated that with the proposed traffic study, there will be a broader approach, with traffic safety, traffic calming measures, and where the City looks at student safety. From there the Council will be presented with potential options and all the information needed to determine the final solution.

Chair Ritter stated that changing out some yield signs and leaving out others could be confusing. She also stated that perhaps parking spaces that block sight distance should be evaluated.

Councilmember Fillmer stated that a smarter approach would be to wait for the professionals to complete the study and provide recommendations based on best practices, with experts providing the options for each intersection.

Councilmember Coolidge stated that taking minor steps to bring about safety could be significant. He felt with just the change out of two yield signs on Chestnut, people would stop rolling through the yield signs. He also stated that the costs to change out the signs would be minimal as there should be available stop signs in the Municipal Services yard.

The motion failed due to a 1-2 vote, with Fillmer and Ritter opposed.

Councilmembers Coolidge stated that he did think the City needed the comprehensive study. However, taking out yield signs and putting in stop signs was just common sense. In addition, the City would be listening to the voices of the 1200 students.

Councilmember Fillmer stated that she was not sure that stop signs were the overall answer. She felt that increased lighting would definitely help and education outreach.

Chair Ritter stated that she had read about lighting programs that had reduced crime.

Deputy Police Chief Britt stated that to his knowledge, that while the hue doesn't necessary reduce crime, it was clear that bright lights do help to reduce criminal activity.

Councilmember Fillmer asked if the University was a partner for this study. Staff indicated that the City was not working with the University at this time.

Chair Ritter encouraged the Acting Public Works Director Ottoboni to perhaps reach out to the Town and Gown Committee where both the Mayor and Vice Mayor serve as members. Grants to help defray the costs of the study may be available through such a partnership.

Chair Ritter asked if the City has identified grant funds for this study. Staff indicated not at this time but staff is constantly looking for options. The type of comprehensive traffic study now being discussed would certainly cost more than the \$9,000 estimated in the staff report with the costs estimated at \$40,000 to \$60,000.

Councilmember Fillmer asked if the City could ask the University to participate in the costs for the study.

Staff said that they could ask.

Councilmember Coolidge asked about the timeline for the study.

Acting Public Works Director Ottoboni stated that the timeline for these types of studies include identifying funding, possible project alternatives, costs, environmental impacts, finalization of the plans, entering into the construction phase which can take a year or longer. It is all part of a process with limited funding and limited staffing. However, implementation of some of the changes could be done immediately such as the lighting which is scheduled to come forward in September for Council consideration.

Councilmember Fillmer stated that as you look at the education of students, if the yield signs are a concern to the campus community, perhaps they may want to focus on this for the new school year.

Councilmember Ritter stated that with the information received today, the City was looking at a more global approach.

Councilmember Fillmer made a motion to forward the recommendation to Council that it directs staff to: (1) complete a comprehensive traffic study for the evaluation of the South Campus Area bounded from Salem Street to Orange Street and 2nd Street to 8th Street using established guidelines for traffic control, with a focus on reducing collision incidents by implementing appropriate traffic control devices identified by the study; (2) complete a pedestrian study when the University is in session: and (3) direct staff to work on the development of a partnership with CSUC for educational outreach and potentially shared costs for the study.

The motion carried 3-0.

- B. **Business from the Floor** – None
 - C. **Adjournment and Next Meeting** - The meeting adjourned at 9:55 a.m. The next regular Internal Affairs Committee meeting is scheduled for Wednesday, August 12, 2015, at 8:00 a.m. in Conference Rm. No. 1.
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CITY OF CHICO
INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
August 12, 2015, has been canceled.

The next meeting of the Internal Affairs Committee is
scheduled for Wednesday, September 9, 2015 at 8:00 a.m.
in Conference Room No. 1, unless otherwise noted.

_____/s/_____
By: Dani Rogers, Deputy City Clerk
Dated: August 6, 2015

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of September 9, 2015 - 8:00 a.m. to 10:00 a.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA – Chair Ritter called the meeting to order at 8:48 a.m., with Councilmember Coolidge and Vice Mayor Morgan (substituting for Councilmember Fillmer) in attendance. Chair Ritter announced that all future meetings of the Internal Affairs Committee will be held at 9:00 a.m.

- A. **Discussion of Parking Management Plan** – At its meeting of July 7, 2015, the City Council voted to amend Title 10 of the Chico Municipal Code regarding vehicles and traffic, incorporating an 85% parking occupancy rate. In addition, the overall Parking Management Plan was referred to the IAC for discussion. ***(Report – Brendan Ottoboni, Acting Public Works Director – Engineering)***

Staff provided an overview of the process to date and the Committee discussed how to move forward with a traffic plan; with education identified as a key element of enforcement. There was a discussion about the problems associated with the feeding of meters versus moving cars. Vice Mayor Morgan stated that he was not sure that the current parking enforcement officers understood that the citations are not to make money but to instead move cars. The Committee asked if premium charges could be put into place for the additional time; and will the City need to adjust rates in the future as the plan talks about the need to go with different pricing during the day.

Chair Ritter stated that the role of the Committee today is to define the parking management plan. She further stated that the main objective is to have turnover in the spaces; not generating revenue through additional citations.

Councilmember Coolidge talked about the overall collection of fees and what the expectation of the parking management plan might be in terms with the proposed changes. Staff indicated that the collection of monies is not the goal of the plan but instead, an 85% parking occupancy rate, which would include open parking spots available. Councilmember Coolidge stated that he didn't want to create an overall burden on our citizens.

Addressing the Committee on this item were Mike Trolinder, Stephanie Taber, and Tom DioGivanni.

Action: The Committee provided the Acting Public Works Director-Engineering with direction regarding the overall Parking Management Plan and a motion by Vice Mayor Morgan, seconded by Coolidge asked the staff to return to the Committee at a later date to present the tabulated usage data and any parking management techniques for implementation. The motion carried 3-0.

- B. **Discussion of Draft Administrative Procedure and Policy 11-66 regarding City Property Leases** – Staff presented a draft policy governing City Property Leases. The intent behind the policy is to inform future property negotiations as well as to provide guidance for renegotiating existing leases. ***(Report – Chris Constantin, Assistant City Manager)***

Assistant City Manager provided the Committee an overview of the proposed policy that would establish a market rate for City-owned properties and setting agreement terms to no more than a five-year lease. It was noted that the hangers at the Airport would need to be handled a bit differently. The report also identified the need to have a more detailed process, especially for non-profits receiving below market rates or a free lease. Staff indicated that at this time, the City does not ask for operating information or financial statements. It is clear that the City should be requiring this information for anyone with a below market lease.

Chair Ritter stated that with the existing leases, the value of what is being giving in the free or below market

rates is not included in the information. There should be a way of assessing that value. Should it fall on the agency to get an appraisal? She also stated that there should be a mechanism to not allow any subleases if the agency receiving the sublease doesn't provide a public benefit. Making money off the property that the City is providing for free or below fair market value is not appropriate.

Action: The Committee recommended 3-0 to refer the policy to the Council for consideration.

REPORTS AND COMMUNICATIONS

- C. **Update on Traffic Complaints on Cussick Avenue** - The City has received multiple complaints and safety concerns related to speed and traffic volume on Cussick Avenue between East and Shasta Avenues. Staff has implemented low-cost measures to curtail the problem, but acknowledge that a more pro-active approach may be necessary. ***(Report - Brendan Ottoboni, Acting Public Works Director-Engineering)***

The Committee received an update from staff regarding the need for additional traffic measures warranted in this area. It was noted that funding and staff time is not currently available for a long term solution. Interim measures have included Public Works staff working with the Police Department in the use of the speed trailer and radar system. There are a lot of different dynamics on this road. Staff indicated that there could be an additional short term solution with code enforcement as well as ensuring that all traffic signs are readable, without the trees and bushes blocking the view.

Stephanie Taber addressed the Committee on this item.

No action was needed on this item.

- D. **Business from the Floor** - None
- E. **Adjournment and Next Meeting** - The meeting adjourned at 10:00 a.m. The next regular Internal Affairs Committee meeting is scheduled for Wednesday, October 14, 2015, at 9:00 a.m. in Conference Rm. No. 1.
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CITY OF CHICO
INTERNAL AFFAIRS COMMITTEE

NOTICE OF CANCELLATION OF MEETING

The Internal Affairs Committee meeting scheduled for
October 14, 2015, has been canceled.

The next meeting of the Internal Affairs Committee is
scheduled for Wednesday, November 11, 2015 (a holiday)
and will be re-scheduled to a date to be determined, at 9:00
a.m. in Conference Room No. 1, unless otherwise noted.

By: Dani Rogers, Deputy City Clerk
Dated: October 7, 2015

INTERNAL AFFAIRS COMMITTEE REPORT

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

Meeting of December 9, 2015 - 9:00 a.m. to 11:00 a.m.

Council Chamber Building, 421 Main Street, Conference Room 1

REGULAR AGENDA

A. **CONSIDERATION OF THE CONVERSION OF YIELD TO STOP SIGN CONTROLLED INTERSECTIONS AT CHESTNUT AND 6TH STREETS AND CHESTNUT AND 7TH STREETS**

At its meeting of 11/3/15, the City Council (7-0) referred the consideration of approving the change of YIELD signs to STOP signs at Chestnut and 7th Streets and Chestnut and 6th Streets. (**Report – Brendan Ottoboni, Public Works Director – Engineering**)

Director Ottoboni reported that the incident rates at the locations warrant the change from yield to stop signs. It's a known issue and liability. It is expected to take a year and a half to complete a traffic study for the entire neighborhood, with actual changes taking approximately three years, depending on funding.

Addressing the Committee on this item was Dan Herbert, representing the University. He stated that this action doesn't go far enough and the right out of the parking structure at 3rd and Chestnut Streets also should be addressed. The first iteration of the University's safety walk comes out next week and he asked that this decision be delayed until that report comes out.

Director Ottoboni believes that study will not have enough data to warrant any changes, only recommendations. The two intersections being addressed now have been studied and the changes are warranted based on the data.

A motion was made by Coolidge and seconded by Fillmer to adopt Traffic Regulation Amendment (TRA) No. 825 which will authorize the conversion of YIELD signs to STOP signs at Chestnut and W. 6th Streets and Chestnut and W. 7th Streets.

Ayes: Coolidge, Fillmer, Ritter

Nays: None

The motion carried 3-0.

B. **Business from the Floor** - None

C. **Adjournment and Next Meeting** - The meeting adjourned at 9:13 a.m. a.m. to the next regular Internal Affairs Committee meeting scheduled for Wednesday, January 13, 2016, at 9:00 a.m. in Conference Rm. No. 1.

Prepared by:

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Deputy City Clerk

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