

**PORTOLA CITY COUNCIL
MEETING MINUTES**

June 24, 2015

6:00 p.m.

1. CALL TO ORDER

Mayor Gault called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Gault led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmember Larrieu, Councilmembers Oels, VanDahlen, Mayor Pro Tem Powers and Mayor Gault responded to the roll call. City Manager Robert Meacher, City Finance Officer Susan Scarlett, City Attorney Steve Gross, City Planner Karen Downs, and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Julie Ruiz from the Regional Air Quality Control Board announced an open house regarding woodstove grants at the Portola Library on June 25th from 5:00 to 7:00 pm.

Larry Douglas commentated on the definition of public nuisance and weed abatement issues.

Terri Woods asked about the status of the proposed “Hostile” project on Main Street in Portola.

Bob Morton commented on a recent letter to the editor and commended City Finance Officer Susan Scarlett for her dedication and work with the City of Portola.

Dennis Dickinson commented that the radio station is still looking for a “home” and inquired about the possibility of using the caboose in Portola.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported on his attendance at the Transportation Commission Meeting.

Mayor Pro Tem Powers reported on his attendance in Sacramento at the Student Mental Health Policy Commission and his work on an advisory committee who is looking at the use of “old” school facilities.

Councilmember VanDahlen reported on her attendance at AB1522 training.

Councilmember Oels reported on his attendance at the Upper Feather River Watershed Management meeting and his work falling trees on the Turner Springs property.

Mayor Gault reported that the I Love Portola Cleanup day had been scheduled for Sunday, June 26th from 8:00 am to 11:00 am.

B. City Manager Communications

City Manager Robert Meacher reported on the numerous meeting and contacts has had since the last City Council meeting.

C. Staff Communications

None

6. CONSENT CALENDAR

- A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on June 10th, 2015.
- B. **Claims** - Adopt Resolution No. 2252 authorizing payment of claims for the period of June 6th, 2015 through June 19th, 2015.

Finding no Council or public comment Councilmember Larrieu made a motion to adopt the minutes of the Regular City Council meeting held on June 10th, 2015 and to adopt Resolution No. 2252 authorizing payment of claims for the period of June 6th, 2015 through June 19th, 2015. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

7. PRESENTATIONS

- A. **Union Pacific Railroad**- Presentation to the Council from representatives of the Union Pacific Railroad, Union Pacific Railroad Grant Award.

Lisa Stark, Union Pacific Railroad Director of Public Affairs presented the Council with a \$12,000 grant for safety and fire response equipment. Ms. Stark also discussed the relationship between the City of Portola and the Union Pacific Railroad and thanked the City and the Volunteer Fire Department for their dedication to service in the area.

8. ORDER OF BUSINESS

- A. **Big Fish Creations Contract**- Review and discuss proposed Independent Contractor Agreement for Big Fish Creations. Discussion and/or possible action.

The Council reviewed the Contract and asked for Public Comment. Cal Patterson, commented on the \$120.00 hourly rate charged by Big Fish Creations.

The Council noted that this was not an exclusive contract, and reviewed the services provided by the \$1,200 monthly retainer, which would be funded from Fund 215.

Finding no further comment or discussion Councilmember Larrieu made a motion to approve the contract as presented. Councilmember VanDahlen seconded the motion and it was unanimously approved.

- B. **City of Portola Fire Department Compensation** – Consider adoption of Resolution No. 2253, A Resolution of the City of Portola setting Reimbursement for the Fire Department. Discussion and/or possible action.

Staff reported that this Resolution set payment for the Fire Chief at \$300.00 per month and payment for a Medical Captain at \$200.00 per month. The Council reviewed the Resolution and asked for public comment.

The public and the Council discussed issues relating to the number of fire department personnel responding to calls, and the Council thanked the Fire Department for their dedication to the citizens of Portola, noting that a high response to calls was preferable to a low number of fire department personnel responding to calls.

Finding no further comment Mayor Pro Tem Powers made a motion to adopt Resolution No. 2253, A Resolution of the City of Portola setting Reimbursement for the Fire Department, as presented. Councilmember Oels seconded the motion and it was unanimously approved.

- C. **Public Hearing – 2015/2016 Operating Budget** - Receive public comment and consider adoption of Resolutions Nos. 2254, 2255 & 2256 adopting the 2015/2016 Appropriations Limit, Fee Schedule and Operating Budget. Receive public comment, discussion and possible action.

Resolution No. 2254

*A Resolution of the City Council of the City of Portola
Approving and Adopting the Annual Appropriations Limit
for Fiscal Year 2015-2016*

Resolution No. 2255

*A Resolution of the City Council of the City of Portola
Adopting Monthly Rates for Water and Wastewater*

Resolution No. 2256

*A Resolution of the City Council of the City of Portola
Approving the Operating Budget for Fiscal Year 2015/2016*

Susan Scarlet presented the Council with Resolutions Nos. 2254, 2255 & 2256 adopting the 2015/2016 Appropriations Limit, Fee Schedule and Operating Budget and reported that all of the changes and recommendations of the Council had been incorporated. Mayor Gault opened the Public Hearing for public comment.

Larry Douglas commented that he is concerned with increases in public utility rates.

The Council reviewed the resolutions and finding no further comment, Mayor Gault closed the public hearing and asked for a motion. Mayor Pro Tem Powers made a motion to adopt and approve Resolutions Nos. 2254, 2255 & 2256 adopting the 2015/2016 Appropriations Limit, Fee Schedule and Operating Budget. Councilmember Larrieu seconded the motion and it was unanimously approved during a roll call vote.

- D. **AB 1522- New California Mandatory Sick Leave Law**- Consider adoption of Resolution No. 2257, providing minimum paid sick leave pursuant to AB 1522 and establishing the accrual method and the minimum paid sick leave usage increment. Consider approving an amendment to the Personnel Policy to reflect this change.

Susan Scarlett reported that on September 10, 2014 Governor Brown signed into law the Healthy Workplaces, Healthy Families Act of 2014 that provides three days (total 24 hours) of sick leave for eligible employees beginning July 1, 2015. Ms. Scarlett reported that this is the minimum employee benefit and does not affect the sick leave policy currently in place for employees who are provided a greater benefit and that the personal policy would be updated to reflect this change if the Resolution was approved.

Councilmember Oels made a motion to approve Resolution No. 2257, providing minimum paid sick leave pursuant to AB 1522 and establishing the accrual method and the minimum paid sick leave usage increment. Mayor Pro tem Powers seconded the motion and it was unanimously approved.

- E. **Festival Fee Waiver**- Consider a request from the Portola Friends of the Portola Railroad Days Citizen Interest Group for a fee waiver for their Festival Permit Application. Discussion and/or possible action.
- F. **Festival Fee Waiver**- Consider a request from Eastern Plumas Chamber of Commerce for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Concerts in the Park Series. Discussion and/or possible action.

G. **Festival Fee Waiver**- Consider a request from the Portola Alumni for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Portola Alumni Picnic. Discussion and/or possible action.

The Council determined they would like to hear items E. / F. and G. together. Mike Sanchez from the Portola Alumni Association discussed the Portola Alumni Picnic and Leslie Tigan was present to answer any questions regarding the Portola Railroad Days Citizen Interest Group or the Eastern Plumas Chamber of Commerce Concerts in the Park Series request.

The Council discussed the importance of these types of events in the City and Councilmember VanDahlen made a motion to approve a request from the Portola Friends of the Portola Railroad Days Citizen Interest Group for a fee waiver for their Festival Permit Application; the request from the Eastern Plumas Chamber of Commerce for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Concerts in the Park Series, and the request from the Portola Alumni for a fee waiver for their Festival Permit Application for use of the Portola City Park for the Portola Alumni Picnic. Councilmember Oels seconded the motion and it was unanimously approved.

H. **Budget Amendment**- Review and discuss budget amendment for Fund 215 for City Manager Conference attendance, not to exceed \$500.00 for the 2014-2015 fiscal year. Discussion and/or possible action.

City Manager Robert Meacher reported he had recently attended a conference in the Tahoe area by the Sierra Business Council and requested a budget amendment in an amount not to exceed \$500.00 from Fund 215.

Councilmember VanDahlen made a motion to approve a budget amendment from Fund 215 for City Manager conference attendance, in an amount not to exceed \$500.00 for the 2014-2015 fiscal year. Councilmember Larrieu seconded the motion and it was unanimously approved.

I. **Budget Amendment**- Review and discuss budget amendment for Pool Operation expenses for the 2014-2015 fiscal year. Discussion and/or possible action.

Susan Scarlett presented the Council with an estimate for a budget amendment for unanticipated pool repairs, noting that a number of problems were encountered when attempting to open the pool for the summer season. Ms. Scarlett reported that all of the cost estimates had not yet been submitted for the repairs and stated that she will update the Council on a final amount when it is available.

Councilmember Larrieu made a motion to approve the budget amendment for Pool Operation expenses for the 2014-2015 fiscal year; Councilmember VanDahlen seconded the motion and it was unanimously approved.

9. ADJOURNMENT

Councilmember Oels made a motion to adjourn the meeting at 7:25 p.m. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk