

**PORTOLA CITY COUNCIL
MEETING MINUTES
October 14, 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

Councilmembers Oels, Larrieu, Mayor Pro Tem Powers and Mayor Gault responded to roll call. Councilmember VanDahlen was absent. 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

Laurine Prinvale made comment against a proposed OHV park on property currently owned by Jeff Carmichael.

Audrey Ellis from the Eastern Plumas Chamber of Commerce introduced Patricia Ryan as the new president of the Board. Audrey and Patricia both thanked the Council for their support for the Chamber's attendance at an upcoming trade show and reported on the success of the City Lights concert series and the upcoming City of Portola tree lighting event.

Larry Douglas commented on his attendance at the "Lake Davis Trial" in Quincy.

Valerie Simeson gave the Council a handout and voiced her opposition to the proposed OHV Park.

Jerry Simeson addressed the Council and reported that they had a petition against the proposed OHV Park with over 120 signatures.

Bob Morton commented that it was too early to determine the impacts from the proposed OHV Park and requested more information.

Mick Housel and Pat Morton noted that they would like to see cleanup of the Bowling Alley property damaged by the fire and the sidewalks reopened in front of the building.

Amy Gruber stated that she would like to see the OHV park item placed on a future agenda.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported that he had attended the Plumas LAFCo meeting.

Mayor Pro Tem Powers reported on his attendance at the Community Supper, a meeting with Forest Service representatives regarding the West End Park, and introduced several audience members who would be in attendance at Council meetings as part of their American Government curriculum.

Councilmember Oels reported on his work on the Turner Springs projects and his attendance at the Plumas LAFCo meeting.

Mayor Gault reported that she will be a mentor for a high school student who is doing her senior project on small city government. Mayor Gault also reported on her attendance at the Community Supper honoring local firefighters, and a meeting she had with Mr. and Mrs. Simeson regarding the OHV Park.

B. City Manager Communications

City Manager Robert Meacher reported on the numerous meeting and contacts he has had since the last City Council meeting and reviewed his upcoming schedule. City Manager Meacher also encouraged any interested public to attend the Lake Davis Trial in Quincy and noted that staff will begin a formal abatement process on the Pioneer Bowl Fire property at the end of the month if cleanup by the property owners had not yet began.

C. Staff Communications

None

6. CONSENT CALENDAR

- A. Minutes** - Adopt the minutes of the Regular City Council meeting held on September 23rd, 2015.
- B. Claims** - Adopt Resolution No. 2265 authorizing payment of claims for the period of September 19th, 2015 through October 9th, 2015.
- C. Proclamation of Local Emergency Due to Drought Conditions in Portola, California** – Review and adopt Proclamation.

Finding no Council or public comment, Councilmember Oels made a motion to adopt the minutes Regular City Council meeting held on September 23rd, 2015, to adopt Resolution No. 2265 authorizing payment of claims for the period of September 19th, 2015 through October 9th, 2015 and to adopt the Proclamation of Local Emergency Due to Drought Conditions in Portola, California. Councilmember Larrieu seconded the motion and it was unanimously approved.

7. ORDER OF BUSINESS

- A. Community Development Block Grant**- Discuss and review the CDBG, Loan Portfolio Management Plan. Discussion, possible action.

City Planner Karen Downs presented the Staff report. Karen reported that the City's Community Development Block Grant loans were monitored by the State Department of Housing and Community Development in April 2015 and that there was one "Finding" that the State made on the City's program

which required a “Corrective Action.” The City's Corrective Action was to administer a Loan Portfolio Management Plan for the three remaining open loans.

The Council reviewed the draft Loan Portfolio Management Plan and finding no public or Council comment, Councilmember Larrieu made a motion to adopt the proposed Loan Portfolio Management Plan as presented. Councilmember Oels seconded the motion and it was unanimously approved.

- B. Meeting Schedule** - Consider changes to the of upcoming City Council meeting schedule due to holiday conflicts. Discussion, possible action.

The Council discussed upcoming meeting dates and Mayor Pro tem Powers made the following motion: Cancellation of the first meeting in November due to a holiday conflict, scheduling of a Special Meeting on November 10th, 2015 as necessary, and cancellation of the 2nd meeting in November and December. Councilmember Larrieu seconded the motion and it was unanimously approved.

8. CLOSED SESSION

- A. Existing Litigation** - Pursuant to Government Code Section 54956.9(d)(1), City of Portola vs. State of California Department of Fish & Game, Case No. CV09-00065.

Mayor Gault opened the meeting to the public and reported that there was no reportable action from the closed session.

8. ADJOURNMENT

Councilmember Larrieu made a motion to adjourn the meeting at 7:35 p.m. Councilmember Oels seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk