

CITY OF PORTOLA

CITY COUNCIL REGULAR MEETING AGENDA

Regular Meeting
Wednesday, February 8, 2017
6:00 p.m.

City Hall Council Chambers
35 Third Avenue
Portola, CA 96122



Councilmembers

Mayor John Larrieu
Mayor Pro Tem Pat Morton
Councilmember Tom Cooley
Councilmember Bill Powers
Vacant

City Staff

City Manager Robert Meacher
Public Works Director Todd Roberts
City Attorney Steve Gross
Finance Officer Susan Scarlett
City Clerk Melissa Klundby

The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 6:00 p.m. Your interest and participation is encouraged and welcome.

Any person desiring to address the City Council on any item not on the Agenda may do so during public comment. Public comments made during a regular Council meeting may be recorded. Members of the public may submit their comments in writing to be included in the public record.

CONSENT CALENDAR: These items include routine financial and administrative actions. All items on the consent calendar will be voted on at the same time during the meeting under "Consent Calendar". If you wish to have an item removed from the Consent Calendar, you may do so by addressing the presiding officer.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions on any agenda items, contact the City at (530) 832-6803.

Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate participation of the disabled in the City's public meetings. If special accommodation for the disabled is needed, please notify the City at (530) 832-6803 at least 48 hours prior to the meeting.

For additional information visit the City of Portola Web Page www.cityofportola.com

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REGULAR MEETING
February 8th, 2017
6:00 p.m.**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENT

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during "PUBLIC COMMENT" shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to five minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

5. CITY COMMUNICATIONS

- A. **City Council Communications/Committee Reports**
- B. **City Manager Report**
- C. **Staff Communications**

6. CONSENT CALENDAR

These items are expected to be routine and non-controversial. The City Council will act upon them at one time without discussion. Any Councilmembers, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations will require a four/fifths roll call vote.

- A. **Minutes** – Adopt the minutes of the City Council special meeting held on January 18, 2017 and the special meeting of February 1, 2017.
- B. **Claims** – Adopt Resolution No. 2308 authorizing payment of claims for the period of January 7, 2016 through February 3, 2017.
- C. **Special Municipal Election and Mail Ballot Election Services** - Review and consider ratifying revised resolutions per Plumas County specifications:
 - Resolution 2305, A Resolution of the City Council of the City of Portola, California, calling for the Holding of a Special Municipal Election to be Held on Tuesday June 6, 2017, for the Purpose of Asking the Voters to Approve an Ordinance Adopting a Special Tax to Fund Fire Protection and Emergency Medical Services. Discussion, possible action.
 - Resolution 2306, A Resolution of the City Council of the City of Portola, California Requesting the Board of Supervisors of the County of Plumas to Conduct a Special Municipal All Ballot Election to be held on June 6, 2017. Discussion, possible action.

7. ORDER OF BUSINESS

- A. **“Lost and Found” Bike Race** – Discussion, presentation and coordination regarding City participation in the upcoming Lost and Found Bike Race, with Sierra Buttes Trail Stewardship. Discussion, possible action.
- B. **Fire Tax Ordinance 345** - Consider adoption of Ordinance No. 345, An Ordinance of the City of Portola, County of Plumas Adding Chapter 3.22 of the City of Portola Municipal Code Providing for a Fire Protection and Emergency Response Tax. Discussion, possible action.
- C. **Planning Commission** – Council reappointment of current Planning Commission members and re-noticing of a vacancy on the Commission. Discussion, possible action.
- D. **Contract for Auditing Services** - Review a proposal for auditing services from Clifton Larson Allen. Consider authorization for the City Manager to enter into a contract with Clifton Larson Allen for auditing services. Discussion, possible action.
- E. **Finance Review** –Receive a finance review for the 2016-2017 fiscal year through January 31, 2017. Discussion, possible action and or direction to staff.

8. CLOSED SESSION

- A. **Exposure to Litigation** - Closed session pursuant to Government Code Section 54956.9(d) (2), Conference with legal counsel, Exposure to litigation, one case.

9. ADJOURNMENT