

**PORTOLA CITY COUNCIL
REGULAR MEETING MINUTES
October 9, 2013 7:00 p.m.**



❖ **CALL TO ORDER**

Mayor Larrieu called the meeting to order at 7:00pm and led the pledge of allegiance.

❖ **ROLL CALL**

Council Members, Morton, Gault, Mark, Mayor Pro Tem Oels and Mayor Larrieu responded to the roll call. Acting City Manager Todd Roberts, Finance Officer Susan Scarlett, Planner Karen Downs, City Attorney Steve Gross and City Clerk Tiana Bradley were also present during the meeting.

❖ **PUBLIC COMMENT**

Michael Matus: Read his Letter of Resignation from the Planning Commission while addressing the concerns of some people in the community have for the City Council.

Mike Kirk: Brought forth a question in regards to the 5% decrease in Portola's Water Rates

Larry Douglas: Addressed the concerns he has for the City Council and their overall performance in the community.

Terry Woods: Discussion on possible tactics in which the community may attract people to visit/move to Portola.

Kellie Pato: Expressed her gratitude for all those who attended the October Fest and the help received.

Juliana Mark: Voiced her concerns she had for the City and the conduct of City Council. Mrs. Mark informed the community in her Letter of Resignation that she was stepping down from the City Council effective immediately.

Leah Turner: Informed the City Council she welcomes drug testing to City Staff workers

Kellie Pato: Addressed the remarks presented in the terms of Mrs. Mark's Letter of Resignation and herself welcomes drug testing to City Staff.

Terry Woods: Addressed the 1st Amendment of Freedom of Speech

Sue Wildermuth: Discussion on the issues previously presented regarding Mr. Kaiser, and the concerns of verbatim, resignations, population decrease in the community as well as wages.

Rachel Goddess: Commented on the resignation of Juliana Mark and addressed the concerns she has for the City Council and other overall community as a whole.

❖ **CITY COMMUNICATIONS**

A. **City Council/Committee Reports**

- No Committees have met

B. **City Manager Report: Todd Roberts**

- Mr. Roberts informed the City Council that City Hall is working effectively and efficiently.

❖ **CONSENT CALENDAR**

A. **Minutes** -The City Council adopted the minutes of the Special Meetings held on September 5, 2013 and September 10, 2013 and the Regular Meeting held on September 25, 2013

B. **Claims** -

1. The City Council adopted Resolution No. 2179 ratifying payment of claims for the period of July 20 2013 to September 20, 2013 (from the meetings of August 14, 2013, August 28, 2013, September 10, 2013 and September 25, 2013).
2. The City Council adopted Resolution No. 2180 authorizing payment of claims for the period of September 21, 2013 through October 4, 2013.

❖ **PRESENTATION**

Tom Hayes –Update on Eastern Plumas Healthcare

Action:

Discussion:Mr. Hayes reviewed the hospital's current status. The hospital will be gaining exemption for the Skilled Nursing Facility and a possible reimbursement. There are plans in the works to replace the hospital in the year 2030. There will be community meetings to gain input from the public on what is needed from their local hospital. Furthermore, Mr. Hayes reported that their CT scanner was replaced and the hospital has purchased a new ambulance for \$160,000 and now own a total of four ambulances.

❖ **ORDER OF BUSINESS**

- A. **Utility Billing Policy** –Review the policy approved by the City Council on June 26, 2013 related to revisions to the City’s utility billing procedures.

Action:

Discussion: There was general discussion on the proposed Utility Billing Policy that would require the utility billing account to be placed in the property owner’s name and would allow the service availability charge to be placed on the property owner if the developed parcel was vacant. The following individuals brought forth questions and comments for this proposed policy.

- Larry Douglas, Dennis Dickinson, Terry Woods, Ken Tibbedeaux, Kim Tibbedeaux, Michael Matus, Susie Scott

It was moved by Councilmember Gault and seconded by Councilmember Morton to introduce an Ordinance amending the Utility Billing Policy, including a proposed cost. All members voted in favor.

- B. **Finance Update/Budget Amendment** – Consider Budget Amendments

Action:

Ms. Scarlett provided the City Council with the following Finance updates:

- Ms. Scarlett reported that she had completed the State Controller’s Report and the amount the City will receive will be \$76,465.
- The City of Portola’s audit will take place October 16, 2013 through October 18, 2013
- The Finance Report for the First Quarter will be presented at the upcoming Special Meeting, on October 30, 2013 at 5:30 p.m.

Discussion: Ms. Scarlett proposed three possible budget changes to adjust to the work completed on the reserve fire truck, office remodel, and charges from the Flood Control District regarding the Lake Davis Water treatment plant and the pipeline.

The following individuals brought forth questions and comments for these proposed Budget Amendments.

- Terry Woods, Dennis Dickinson, Larry Douglas

It was moved by Mayor Pro Tem Oels and seconded by Councilmember Gault to authorize the proposed budget amendments. All members voted in favor.

- C. **Portola Resource Center Building Check Request**– Consider a request to issue a check for the Portola Resource Center property acquisition and be reimbursed from the State of California

Action:

Discussion: There has been a request for the City to issue a check for approximately \$225,000 for the purchase of the property and get reimbursed by the State because the State’s turnaround time is 4-6 weeks.

It was moved by Councilmember Morton and seconded by Councilmember Gault to front the money with staff ensuring that, in light of the government shut down, the State would have sufficient funds to reimburse the City. All members voted in favor.

- D. **Woodbridge at Portola, LLC** - Review documents received regarding Chapter 11 bankruptcy.

Action:

Discussion: City Attorney Steve Gross informed the City Council that there is no action needed to be taken now, this was informational to the community and City Council that Woodbridge has filed for bankruptcy.

E. **Grant Writing**—Consider directing Staff to enter into a contract for grant writing services.

Action:

There was a general discussion about entering into a contract with Cathy Rahmeyer from High Sierra Grants for grant writing/researchservice for the City of Portola. The possible terms of contract on proposed cost of service of Ms. Rahmeyer can be arranged to best fit the needs of the City based on the number or hours of grant writing needed.

The following individuals brought forth questions and comments for this proposed contract.

- Terry Woods, Susie Scott, Larry Douglas, Dennis Dickinson, Leah Turner, Jon Kennedy, Rachel Goddess

It was moved by Mayor Pro Tem Oels and seconded by Councilmember Michelle Gault for Ms. Downs and Mr. Roberts to negotiate a contract for up to six months with High Sierra Grants, and make the associated budget amendment. All members voted in favor.

F. **Meeting Schedule**—Consider the cancellation of upcoming meetings due to holiday conflicts.

Action:

There was a consensus by the City Council to cancel the second meetings in both November and December.

Mayor Larrieu recessed the meeting to closed session at 8:52 p.m

❖ **CLOSED SESSION**

Anticipated Litigation - Pursuant to Government Code Section 54956.9(d)(2); One Case

Mayor Larrieu reconvened the meeting to open session at 9:20 p.m.

❖ **REPORT FROM CLOSED SESSION**

Steve Gross announced there was no reportable action.

❖ **ADJOURNMENT**

There being no further business to discuss Mayor Larrieu adjourned the meeting at 9:21p.m.

Respectfully Submitted,

Tiana Bradley, City Clerk

Regular Meeting
October 9, 2013