

**PORTOLA CITY COUNCIL
REGULAR MEETING
MARCH 27, 2013
7:00 P.M.**

CALL TO ORDER

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

ROLL CALL

Councilmembers Morton, Gault, Mayor Pro Tem Oels and Mayor Larrieu responded to the roll call. Councilmember Mark was absent. City Manager Leslie Tigan, City Attorney Steve Gross, and Finance Officer Susan Scarlett were also in attendance.

PUBLIC COMMENT

Loyalton Co-Gen Plant

Plumas Rural Services President Bill Powers reported that they had been approved to move forward with the Loyalton Co-Gen Plant.

City Council Direction

Portola Resident Larry Douglas noted that with the new City Council he hoped to see the City moving in a new direction.

Communication

Portola resident Ken Tibbedeaux noted that the City Council needs to work on communication with the public.

CITY COMMUNICATIONS

LAFCo – Mayor Larrieu reported that the LAFCo board is working on the budget and he did not want to see an increase to the City's contribution.

SCORE – Ms. Tigan reported that SCORE was also working on the budget and trying to keep the cost to the member Cities down.

CITY MANAGER'S REPORT

Ms. Tigan reported on the following; the Sign Ordinance Public Meeting on April 1st; a Railroad Days fund raiser is scheduled for April 20, 2013 at Memorial Hall, with a yoyo challenge; and the continued vacancies on the Planning Commission.

CONSENT CALENDAR

It was moved by Councilmember Morton seconded by Mayor Pro Tem Oels to approve the consent calendar as presented. All members present voted in favor. Councilmember Mark was absent.

- A. Minutes – Adopted the minutes of the regular meeting held on March 13, 2013 and the special meeting held on March 18, 2013.
- B. Claims – Adopted Resolution No. 2158 authorizing payment of claims for the period March 9, 2013 to March 22, 2013.

Accounts Payable:	\$ 22,730.46
Payroll:	<u>\$ 21,156.30</u>
Total:	\$ 43,886.76

PRESENTATION

- A. Eastern Plumas Health Care

CEO Tom Hayes provided the City Council with an update on California budget cuts and legislation affecting the hospital

ORDER OF BUSINESS

- A. Bank of America Feather River Branch

City Manager Leslie Tigan explained that a recent announcement that the local Bank of America Branch would be closing in June had prompted a public outcry. She presented a Resolution and letter opposing the Branch closing for consideration.

The City Council and members of the public all expressed disappointment in the decision to close the Branch.

It was moved by Councilmember Gault, seconded by Mayor Pro Tem Oels to adopt Resolution No. 2159 and authorize the Mayor to execute the letter on behalf of the City. All members present voted in favor. Councilmember Mark was absent.

Resolution No. 2159

A Resolution of the City Council of the City of Portola Protesting the Closure of the Feather River Branch, Bank of America

- B. City Lights Concerts

City Manager Leslie Tigan introduced Bill Powers, formerly of the Feather River Community Partnership.

Mr. Powers explained that after the Feather River Community Partnership had closed its doors last year he continued to organize the City Lights Concert series in the City Park. Mr. Powers explained that he was willing to continue with the concert series during July and August of 2013 if the City Council would provide funding. He noted that last year the City provided \$4000 for the concerts and that he felt he would be able to have concerts on six Friday nights if the City could contribute \$6000.

Members of the City Council and the public expressed their support of the concert series, noting that it has become a “Portola event”.

Mayor Larrieu asked if \$5000 would be enough to sustain the series and asked Finance Officer Susan Scarlett to address the impact of a budget amendment to cover the cost.

Mr. Powers explained that he would do the best he could with \$5000, that he could at least cover 5 concerts with that amount.

Ms. Scarlett explained that if a budget amendment was approved the funds would come out of the General Fund balance; she noted that this Fiscal Year \$115,176.27 had already been utilized from the General Fund balance.

It was then moved by Councilmember Gault, seconded by Mayor Pro Tem Oels to approve a budget amendment of \$5000 for the concert series. All members present voted in favor. Councilmember Mark was absent.

C. Portola Pool

Pool Manager Jennifer Condliffe provided the City Council with an update on pool activities for the upcoming summer. She outlined some new programs that she would be providing and explained that she was working offer the opportunity for local youth who join the Plumas Swim Team to practice at the Portola Pool.

City Manager Leslie Tigan explained that due to the new Red Cross fee she was recommending an increase to the group swim lesson fee. She presented a draft of fee schedule for fees associated with the pool and aquatics programs. Ms. Tigan explained that if the Council would like to see the fees adopted prior to the summer season a public hearing would be scheduled for May 8, 2013. After a brief discussion it was the consensus of the City Council to schedule the proposed public hearing. Ms. Tigan also explained that if the pool manager was successfully in working out a plan with the Plumas Swim Team there would likely be a Memorandum of Understanding presented to the City Council for consideration.

D. Utility Billing Policy

City Manager Leslie Tigan explained that while working on preparing the 2013/2014 budget and reviewing enterprise fund revenues it was clear that the revenues in both the water and sewer funds were not meeting projections. As staff was making the review it had become clear that the HDR Engineering rate study projected revenues using the assumption that all improved property would be subject to the Monthly Service Availability charge that was presented and approve. Ms. Tigan provided a time line that outlined City Council actions taking in an effort to revise the utility billing policy to require the billing be placed in the property owners name and allow the service availability charge to be placed on the property owner. These actions were taken on multiple occasions but once a final policy and ordinance were presented to the City Council they were not adopted and the policy remained the same. Ms. Tigan noted that the result of not implementing the approved charge is lower than projected revenue.

Finance Officer Susan Scarlett reminded the City Council that the policy to bill the property owner was a recommendation of the City's auditor and had been discussed at length by the City Council and staff.

Ms. Tigan suggested that the City Council may want to continue the discussions and direct staff to review and present the policy once again.

Portola resident Larry Douglas indicated that he did not support the change.

Portola resident Kim Tibbedeaux stated that the fee seems like a burden to property owners.

Staff explained that the proposed fee would not impact an active utility customer, that the fee would be imposed on property where there was no water usage.

After further discussion it was the consensus of the City Council to direct staff to review and present the policy for discussion.

E. Surplus Property

Fire Chief Travis Schiavone requested the City Council consider declaring old SCBA Equipment as surplus and authorizing its transfer to the Loyalton Fire Department.

It was then moved by Councilmember Morton, seconded by Mayor Pro Tem Oels to declare the subject property surplus and transfer it to the Loyalton Fire Department. All members present voted in favor. Councilmember Mark was absent.

F. Transportation Advisory Council

Mayor Larrieu explained that the Transportation Commission had formed a Social Services Transportation Advisory Council and was requesting the City make an appointment. He noted that as he sits on the Transportation Commission he would be willing to take a seat on the Advisory Council. There being no objections, Mayor Larrieu was appointed.

G. Continuing Emergency

City Manager Leslie Tigan explained that the emergency action relating to the Landfill Cover repair continued and the repair material would arrive on Friday with work commencing on Monday.

It was moved by Councilmember Morton, seconded by Councilmember Gault to continue the emergency approved in Resolution No. 2157. All members present voted in favor. Councilmember Mark was absent.

Mayor Larrieu recessed the meeting to closed session at 8:50 p.m.

CLOSED SESSION

A. Public Employee Appointment – Pursuant to Government Code Section 54957 City Manager

Mayor Larrieu reconvened the meeting to open session at 9:01 p.m.

REPORT FROM CLOSED SESSION

There was no action reported from the Closed Session

ADJOURNMENT

There being no further business to discuss Mayor Larrieu adjourned the meeting at 9:02 p.m.

Leslie Tigan, CMC
City Clerk