

**PORTOLA CITY COUNCIL
REGULAR MEETING
AUGUST 8, 2012
7:00 P.M.**

CALL TO ORDER

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

ROLL CALL

Councilmembers Oels, Weaver, Mayor Pro Tem Larrieu and Mayor Mark responded to the roll call. Councilmember McBride was absent. City Manager/City Clerk Leslie Tigan, City Attorney, Steve Gross Finance Officer Susan Scarlett and Solid Waste Consultant Tom Valentino were also in attendance.

PUBLIC COMMENT

High Sierra Community Development Center

Larry Douglas thanked the City for the quick repair to the pothole behind the center. He suggested the City should conform to Management by Objective (MBO) and focus on management of the City and its funds while following the General Plan.

Voter Registration

Portola resident Mike Matus explained that he and Jeanne Rowden-Dansby would be conducting voter registration outreach at a booth over Railroad Days. He presented the Councilmembers with a compact disc (CD) that contained an audio recording of the Constitution of the State of California and had the Railroad Days and City logo printed on the CD. He asked if they could distribute the CD from the booth.

City Manager Leslie Tigan and City Attorney Steve Gross explained that the City would need to authorize the use of the logo and that this item was not on the agenda for discussion. Mr. Gross suggested the City Council could consider taking action to add the item to the agenda.

It was then moved by Councilmember Weaver, seconded by Councilmember Oels to amend the agenda by adding an item to consider whether to use the City logo on the CD, the item had come to the attention of the City after the agenda had been posted and since there was no other meeting scheduled prior to the Railroad Days event there is a need to take immediate action. Under roll call vote all members present voted in favor.

CITY MANAGER'S REPORT

Ms. Tigan reported on the following: Community Leaders breakfast with Senator Gaines in Quincy on August 10th; City Council candidates; revocation of a livestock permit; air quality due to the fire situation; Railroad Days; joint meeting with the Planning Commission; special meeting for required training; cancellation of the next regular meeting; the water pressure issue north of Joy Way and her upcoming vacation.

Solid Waste Consultant Tom Valentino reported on waste discharge fees and efforts to control them; mandatory commercial recycling and the City's annual recycling report.

CONSENT CALENDAR

It was moved by Councilmember Weaver seconded by Councilmember Oels to approve the consent calendar as presented. All members present voted in favor. Councilmember McBride was absent.

- A. **Minutes** – Adopted the minutes of the regular meeting held on July 25, 2012 and the special meeting held on August 1, 2012.

- B. Claims – Adopted Resolution No. 2140 authorizing payment of claims for the period July 22, 2012 to August 3, 2012.

Accounts Payable:	\$ 373,696.76
Payroll:	\$ <u>44,679.29</u>
Total:	\$ 418,376.05

- C. Fire Service Assessment – Adopted Resolution No. 2141 authorizing Plumas County to place the Fire Service Assessment on the tax roll.

ORDER OF BUSINESS

- A. Web Site Revision

City Manager Leslie Tigan reviewed the Request for Proposal (RFP) process used by the City to receive proposals for a revision to the City's web site. She explained that the City had received proposal from five companies and had reviewed them with the Finance and Administration Committee. The committee worked with staff to narrow the proposals for consideration down to two, the Eastern Plumas Chamber of Commerce and Civic Plus, these were the two proposals with the lowest costs. The Committee was recommending the proposal of Civic Plus due to the experience level of the company.

The City Council along with members of the audience expressed the desire to stay local and use the Chamber for the web site.

Chamber representative Audrey Ellis explained that her proposal was submitted in an effort to see the City and the Chamber work more closely together.

Following a brief discussion it was the consensus of the Council to delay the decision until the next meeting to allow the Chamber to present additional information.

- B. Refuse and Recycling Collection Services

City Manager Leslie Tigan and consultant Tom Valentino explained that the City had received a request for a rate increase from Intermountain disposal pursuant to the requirements of the Franchise Agreement. They explained that the requested increase was for 3.82% which would take effect on November 2, 2012.

City Attorney Steve Gross noted that the proposed increase is subject to Prop 218 and would require the City to notify and receive protests from property owners and/or customers.

After a brief discussion it was moved by Mayor Pro Tem Larrieu, seconded by Councilmember Weaver to direct that the notices be sent to both property owners and customers. All members present voted in favor. Councilmember McBride was absent.

It was then moved by Councilmember Weaver, seconded by Mayor Pro Tem Larrieu to approve the Prop 218 process for the fees presented. All members present voted in favor. Councilmember McBride was absent.

- C. Abatement

City Manager Leslie Tigan explained that two of the last three properties scheduled for abatement were now in compliance with the municipal code and recommended that the properties located at 365 West Plumas and 260 Ridge be removed from the list. She thanked Councilmember Oels for his work to complete the clean up 365 West Plumas.

Community Services Officer Leah Turner provided her recommendation that the Council continue the abatement process on the vacant property located on Colorado Street, APN #126-161-001.

Following a brief discussion it was moved by Mayor Pro Tem Larrieu, seconded by Councilmember Oels to adopt Resolution No. 2142 directing the abatement as recommended. All members present voted in favor. Councilmember McBride was absent.

Resolution No. 2142

*A Resolution of the City Council of the City of Portola
Declaring Findings and Directing the Property Owner to
Abate a Public Nuisance under Provisions of the Portola Municipal Code Section 8.20.080*

D. 2011/2012 Plumas County Grand Jury Report

City Manager Leslie Tigan and City Attorney Steve Gross explained that the Plumas County Grand Jury had investigated the City of Portola and provided a report with findings and recommendation. Mr. Gross noted that the California Penal code requires any agency investigated by the Grand Jury provide a response to the findings and recommendations.

Ms. Tigan noted that many of the recommendations would require a response from the City Council as they were directed at Council actions.

After a brief discussion it was determined that staff would draft a response to the areas they were able to and the City Council members could review the draft and provide additional comments at the next regular meeting.

ITEMS ADDED TO THE AGENDA

E. Use of the City Logo

The City Council addressed the issue raised in public comment relating to the use of the City logo on a CD to be distributed from a booth at Railroad Days.

The City Council discussed the content of the proposed CD and explained that while they could consider use of the logo they need assurance that the content of the CD was as purported.

City Attorney Steve Gross suggested the Council may wish to limit the use of the logo to a certain number of CDs and for only this event.

Following a brief discussion it was moved by Mayor Pro Tem Larrieu, seconded by Councilmember Oels to authorize a license to use the City of Portola logo on no more than 50 CDs to be distributed only at the 2012 Railroad Days event subject confirmation of the content by the Mayor and City Manager. All members present voted in favor. Councilmember McBride was absent.

ADJOURNMENT

There being no further business it was moved by Councilmember Weaver, seconded by Mayor Pro Tem Larrieu to adjourn the meeting at 8:33 p.m. All members present voted in favor. Councilmember McBride was absent.

Leslie Tigan, CMC
City Clerk