

CITY OF PORTOLA

CITY COUNCIL AGENDA

Special Meeting
Wednesday, December 4, 2013
7:00 p.m.

City Hall Council Chambers
35 Third Avenue
Portola, CA 96122



Councilmembers

Mayor John Larrieu
Mayor Pro Tem Phil Oels
Councilmember Michelle Gault
Councilmember Pat Morton

City Staff

Interim City Manager Todd Roberts
City Attorney Steve Gross
Finance Officer Susan Scarlett
Planner Karen Downs
City Clerk Tiana Bradley

The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 7:00 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

**CITY COUNCIL AGENDA
SPECIAL MEETING
DECEMBER 4, 2013 7:00 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; give his/her name to the Clerk for the record, and address the City Council. Each person addressing the City Council shall be limited to five minutes ordinarily.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

B. City Manager's Report

6. ORDER OF BUSINESS

A. City Council Vacancy – Review letters of interest and pose questions to individuals who have submitted a letter of interest to be considered for appointment to the vacant City Council seat. Consider an appointment to fill the vacant seat on the City Council for a term that expires in November 2014. Discussion, possible action.

B. City Council Reorganization – Administer oath of office to appointed member of the City Council.

(Continued below)

7. ROLL CALL

8. ORDER OF BUSINESS (continued)

C. City Manager Vacancy - Consider options for filling the vacant City Manager position, including approval of associated documents. Discussion, direction to staff, possible action.

9. CLOSED SESSION

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

10. ADJOURNMENT