

**PORTOLA CITY COUNCIL  
REGULAR MEETING  
APRIL 25, 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, McBride, Weaver, Mayor Pro Tem Larrieu and Mayor Mark responded to the roll call. City Manager/City Clerk Leslie Tigan and Finance Officer Susan Scarlett were also in attendance.

**PUBLIC COMMENT**

**Snow Removal**

Portola resident Michael Matus stated that the City did a good job with snow removal this year.

**PROCLAMATION**

Mayor Mark presented the Calpine Elks with a proclamation supporting Youth Week.

**CITY COMMUNICATIONS**

***LAFCo*** – Mr. Larrieu reported that the LAFCo budget had been approved with the City contribution remaining the same.

***Transportation Commission*** – Mr. Larrieu reported that transit budgets had been approved.

***Airport Land Use Commission*** – Mr. Weaver reported that the Commission had not been disbanded and would be meeting in the near future.

***Abandoned Vehicle Abatement*** – Mr. Weaver reported that a contract had been approved with Ron's Tow Service.

***SCORE*** – Ms. Tigan reported that she had participated on an interview panel for Risk Control contractors.

**CITY MANAGER'S REPORT**

Ms. Tigan reported on a meeting with the County regarding the Treatment Plant; a meeting of the Finance & Administration Committee; meetings with Beckwourth Fire Department; a meeting of the Plumas County Planning Commission; summer concerts in the park; clean-up at the fire site on West Plumas; and the rescheduling of the Budget Workshop to May 2, 2012 at 4:30 p.m.

**CONSENT CALENDAR**

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

- A. **Minutes** – Adopted the minutes of the regular meeting held on April 11, 2012.
- B. **Claims** – Adopted Resolution No. 2122 authorizing payment of claims for the period April 7, 2012 to April 20, 2012.

Accounts Payable:	\$ 41,722.11
Payroll:	<u>\$ 26,445.30</u>
Total:	\$ 68,167.41

## **ORDER OF BUSINESS**

### A. Public Comment – 2012/2013 Budget Preparation

City Manager Leslie Tigan explained that at this time the City is preparing the 2012/2013 Budget and will be accepting public comment. She also invited the public to attend the upcoming budget workshop on May 2, 2012 at 4:30 p.m.

There were no comments from the public.

### B. Finance Update

Finance Officer Susan Scarlett provided the City Council with a quarterly financial update including year to date figures.

Councilmember Weaver thanked Ms. Scarlett for making the finances easy to understand.

### C. City Engineer Employment Agreement

City Manager Leslie Tigan explained that due to the Safe Routes to Schools project the employment agreement with the City Engineer would need to be updated to reflect compensation for the additional amount of work. She presented an amended contract for consideration and reminded the Council that the engineer's compensation would be fully reimbursed by the State.

It was then moved by Councilmember Larrieu, seconded by Councilmember McBride to approve the contract as presented and authorize the City Manager to execute the contract. All members present voted in favor.

### C. Mayor's Committee Appointments

City Manager Leslie Tigan explained that due to the recall of Dan Wilson changes were needed to various committees, commissions and boards.

Mayor Mark made the following appointments:

Infrastructure Committee – Phil Oels and Juliana Mark

LAFCo – John Larrieu, Bill Weaver, Phil Oels (alternate)

Transportation Commission – John Larrieu, Susan Scarlett, Juliana Mark, Phil Oels (alternate)

Airport Land Use Commission – Bill Weaver, Phil Oels, Curt McBride (proxy)

Abandoned Vehicle Abatement – Bill Weaver, Phil Oels

## **ADJOURNMENT**

There being no further business it was moved by Mayor Pro Tem Larrieu, seconded by Councilmember Weaver to adjourn the meeting at 7:45 p.m. All members present voted in favor.

Leslie Tigan, CMC  
City Clerk