

**PORTOLA CITY COUNCIL
MEETING MINUTES**

June 8, 2016

6:00 p.m.

1. CALL TO ORDER

Mayor Powers called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Powers led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Oels, VanDahlen, Mayor Pro Tem Larrieu and Mayor Powers were present. Councilmember Gault was absent. City Manager Robert Meacher, Finance Officer Susan Scarlett City, Attorney Steve Gross, City Planner Karen Downs and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Larry Douglas read the Council a statement regarding blight and redevelopment agencies.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmembers Oels and Larrieu reported on the recent Lost and Found Gravel Grinder bike race event, noting it was very successful.

Mayor Powers reported on the following:

- Lost and Found Gravel Grinder successful aid station
- Juvenile Justice meeting
- Educational Grant Luncheon
- Elks pancake breakfast in the park
- Alternative Sentencing Vocation Training at Longboards

B. Staff Communications

Robert Meacher reported on the following:

- Lost and Found Gravel Grinder
- Media Days at the Railroad Museum
- Mohawk Valley independence Day meeting
- Fire Tax Assessment meeting
- Turner Fire wood project
- Gold Mountain Community Service District meeting

Chuck Brashear, City of Portola Community Services Officer, reported that four violations had been abated and that three more were in the abatement process. Mr. Brashear also reported that he had filed twenty weed abatement reports and reminded everyone that it was fire season and to make sure there property has defensible space.

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6. CONSENT CALENDAR

- A. **Minutes** – Adopt the minutes of the City Council regular meeting held on May 25, 2016.
- B. **Claims** – Adopt Resolution No. 2282 authorizing payment of claims for the period of May 7, 2016 through May 20, 2016.
- C. **Resolution** - Adopt Resolution No. 2283, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES.
- D. **Resolution** - Adopt Resolution No. 2284, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA, CALIFORNIA REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 8, 2016 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE.
- E. **Resolution** - Adopt Resolution No. 2285, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA, CALIFORNIA, DESIGNATING THE CITY CLERK AS THE CITY OFFICIAL TO PREPARE SUMMARIES OF ORDINANCES ADOPTED BY THE CITY COUNCIL

Finding no Council or public comment, Mayor Pro Tem Larrieu made a motion to adopt the minutes the regular meeting held on May 25, 2016 and to adopt Resolution No's. 2282, 2283, 2284 and 2285 as outlined on the agenda. Councilmember Oels seconded the motion and it was unanimously approved.

7. PRESENTATIONS

- A. **Sports Success** – Presentation from Susan Jacobson on the Sports Success program.

Susan Jacobson presented her Sports Success program to the Council. She outlined how her organization creates economic recovery through recreation revenue by the following two components:

- A) Recreation programs
- B) Event Based Tourism

Mrs. Jacobson elaborated on each component of the Sports Success program and expressed interest in the City of Portola contracting with Sports Success as part of the City's plans for economic development.

8. ORDER OF BUSINESS

- A. **Black Eagle Engineering Contract** - Consider Black Eagle Engineering contract for material testing on the A15 Phase II project. Discussion & possible action.
- B. **A-15 Project** - Consider Change Order Request 16-01, A15 Phase II Construction. Discussion & possible action.

Dan Bastian, City Engineer, reported to the Council on the above two agenda items. Mr. Bastian gave a brief background on the project and the request for change order 16-01 and the Black Eagle contract for material testing. Mr. Bastian noted that this project is 100% reimbursable from Caltrans. Finding no Council or public comment, Councilmember Oels made a motion to authorize the City Manager and Mayor to sign the Black Eagle Engineering contract for material testing on the A15 Phase II project and the Change

Order Request 16-01, A15 Phase II Construction. Mayor Pro tem Larrieu seconded the motion and it was unanimously approved.

C. **Public Hearing, Proposed 2016/2017 Operating Budget**- Receive public comment regarding the proposed 2016/2017 Operating Budget. Receive public comment, discussion and possible action.

Mayor Powers opened the public hearing and asked for the staff report. City Finance Officer Susan Scarlet presented the Council with the proposed 2016/2017 Operating Budget and reviewed the list of ad on items previously requested for inclusion in the budget by the City Council.

Mayor Powers left the meeting at 6:50 pm and Mayor Pro Tem Larrieu assumed control of the meeting.

Mayor Pro tem Larrieu asked for public comment. Tom Cooley asked for clarification on the payment to the Plumas County Flood Control District and Larry Douglas requested information on personal policy changes and their affect on the budget. Finding no further comment Mayor Pro tem Larrieu closed the public hearing.

D. **Woodstove Ordinance** – Consider Introducing and Waiving the Second Reading of Ordinance No. 344, An Ordinance of the City Of Portola, Amending Municipal Code Chapter 15.10 to reflect changes to the Wood stove and Fireplace Ordinance Discussion and possible action.

Gretchen Bennett, Executive Director for the Northern Sierra Air Quality Control District, introduced herself and presented the Council with an overview of the Woodstove change out program and Ordinance No. 344, An Ordinance of the City Of Portola, Amending Municipal Code Chapter 15.10 to reflect changes to the Wood stove and Fireplace Ordinance. Gretchen reviewed the Woodstove Change out program, the Mandatory Curtailment Program and noted that funds for the change out of non EPA compliant woodstoves would be available over the next 5 years, at which time the Ordinance would be effective.

The Public and Council discussed enforcement of the ordinance.

Mayor Powers arrived back to the meeting at 7:00 p.m.

Finding no further discussion Councilmember VanDahlen made a motion to introduce and waive the second reading of Ordinance No. 344, An Ordinance of the City Of Portola, Amending Municipal Code Chapter 15.10 to reflect changes to the Wood stove and Fireplace Ordinance. Councilmember Oels seconded the motion and it was unanimously approved.

E. **Gold Mountain Community Services District**– Discussion and review of the contract between the City of Portola and Gold Mountain CSD for Fire Suppression Services. Discussion and/or possible action.

Robert Meacher presented the Council with a contract between the City of Portola and Gold Mountain CSD for Fire Suppression Services. Mr. Meacher noted that there were no significant changes from the previous year and that the contract had been approved by the Gold Mountain CSD. Finding no Council or public comment Mayor Pro tem Larrieu made a motion authorizing the City Manager and Mayor to sign the contract as presented. Councilmember Oels seconded the motion and it was unanimously approved.

F. **Ad Hoc Committee Formation** – Consider forming a new Ad Hoc Committee for Fire Assessment Safety Tax. Discussion & possible action.

City Manager Robert Meacher reported that staff recommends that the Mayor appoint members to an ad hoc committee to review, create a citizens advisory committee, and make recommendation to the Council regarding a fire tax assessment measure. Mayor Powers asked the Council for volunteers and appointed Councilmember Oels and Mayor Pro Tem Larrieu to the Committee, with the consent of the Council.

9. CLOSED SESSION

A. **Existing Litigation** – Pursuant to Government Code Section 54956.9(d)(1), City of Portola vs. State of California Department of Fish & Game, Case No. CV09-00065.

B. **Anticipated Litigation** – Pursuant to Government Code Section 54956.9(d)(2), Exposure to litigation, one case.

There was no reportable action from closed session.

10. ADJOURNMENT

Mayor Pro Tem Larrieu made a motion to adjourn the meeting at 7:35 p.m. Councilmember Oels seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk