

**REGULAR MEETING MINUTES
PORTOLA CITY COUNCIL
35 THIRD AVENUE | PORTOLA, CA 96122
APRIL 14, 2021 | 6:00 P.M.**

1. CALL TO ORDER

Councilmembers attended this meeting via teleconference as permitted by California Governor Newsom Executive Order N-29-20. Member of the public were able to join the meeting via Zoom live streaming. Mayor Powers called the meeting to order at 6:01 p.m.

2. ROLL CALL

Councilmembers Tom Cooley, Phil Oels, Mayor Pro Tem Pat Morton, and Mayor Bill Powers responded to the roll call. City Manager Lauren Knox, Finance Officer Susan Scarlett, and Deputy City Clerk Tara Kindall were also present.

3. PUBLIC COMMENT

Mayor Powers called for any public comment. Leah Turner, citizen of Portola, spoke of her concern with the slower response time with the new fire service provider. There was no other public comment. Mayor Powers closed public comment.

4. CITY COMMUNICATIONS

A. City Council Communications/Committee Reports

Councilmember Peiler reported that he was unable to attend the Brown Bag Workshop today and he received two complaints from the public.

Councilmember Oels reported that he attended a Transportation Commission meeting, he mailed out the grant application, and he attended a Disc Golf Ad Hoc Committee meeting.

Councilmember Cooley reported that he attended several Fire Study Group meetings.

Mayor Pro Tem Morton reported that she attended a Disc Golf Committee meeting and a LAFCo meeting.

Mayor Powers reported that he attended a Juvenile Justice and Delinquency Group meeting, a Sierra Nevada Connections meeting, met with City Manager Knox and Councilmember Cooley concerning Hazardous Fuel Reduction and Green Waste

Removal, a LAFCo meeting, a Plumas County Transportation Commission meeting, a Sierra Buttes Trails Stewardship Subcommittee meeting, the Lost Sierra Chamber of Commerce Reorganization meeting, invited all to a mixer this Friday at the Diamond S Ranch.

B. Staff Communications

Gay Miller with the Beckwourth Fire District reported that Chief Russell is now a certified arson investigator.

Melissa Klundby with Air Quality reported that there will be free green waste disposal available for Portola City Residents the month of May. Mayor Powers clarified that the green waste does need to be separated into pine needles and wood waste.

C. City Manager Report

City Manager Knox reported that the Brown Bag Lunch meetings for the General Plan Update have been completed and they will now make the changes to the draft; the baseball fields have been worked on and additional clearing of brush and pine needles was undertaken. Public Works is working on the pool, potholes, and street repair. New Accounting Technician Connie Garza has been onboarded. She and Finance Officer Scarlett attended a webinar with the US Department of Housing and Community Development. Attended the SCORE Board meeting. Staff assisted with Vaccination Clinic on March 31st. She has been meeting every Friday with Air Quality. Had discussions with Hannah Hepner with the Firesafe Council. Meeting with the Sacramento Valley City Manager Group.

5. CONSENT CALENDAR

Councilmember Oels moved and Councilmember Peiler seconded a motion to approve the consent calendar as submitted:

- A. Minutes** – Adopt the minutes of the City Council Regular meeting held on January 13, 2021.
- B. Claims** – Adopt Resolution No. 2460 authorizing payment of claims for the period of March 18, 2021 through April 2, 2021.

Accounts Payable:	\$ 46,642.13
Payroll:	<u>\$ 79,876.89</u>
Total:	\$123,519.02

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.
Roll call vote, no: none.

6. ORDER OF BUSINESS

A. Public Comment – 2021/2022 Budget Preparation.

No public comment was made. Finance Officer Scarlett mentioned that the Budget Workshop would be held on May 19, 2021 at 3:00 p.m.

B. Local Emergency Services Study Group Update (LESSG).

Mayor Pro Tem Morton and Councilmember Cooley gave a detailed review and update on the status of the LESSG. The resolution for Council's consideration tonight reaffirms the commitment of the City of Portola to this project prior to hiring a consultant to review the creation of a new district in an amount not to exceed \$20,000.00 to be negotiated for the City's portion with the committee members. The discussion also includes the City being the contracting agency for the study. With the creation of a new district all agencies participating will give up their own resources to the newly formed district to create a win/win for every agency involved. Discussion ensued.

Councilmember Oels moved and Councilmember Peiler seconded a motion to adopt Resolution No. 2461.

A Resolution of the City Council of the City of Portola confirming continuing participation in the reorganization of region fire and emergency services.

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.

Roll call vote, no: none.

C. Disc Golf.

City Manager Lauren Knox and Mr. Tim Rhodes reviewed this topic again for Council. The Disc Golf Ad Hoc committee met with Mr. Rhodes to thoroughly research this project. The Ad Hoc committee and Staff are in agreement to recommend approval of this project as stated in the report to Council.

Councilmember Cooley moved and Councilmember Oels seconded a motion to approve the use of City land for a Disc Golf course and the use of City funds, not to exceed \$15,000 for the baskets, tee pads, and signage associated with the course and that the funds will constitute a budget amendment through fund 215 for this year.

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.

Roll call vote, no: none.

D. Summer Events.

Mayor Powers updated Council on this item. He feels that we can safely have concerts in the park this summer. There would not be a bar or food available due to COVID-19 restrictions. Discussion ensued.

Mayor Pro Tem Morton moved and Councilmember Cooley seconded a motion to go ahead with planning to have concerts in the park this summer beginning in July.

Roll call vote, yes: Cooley, Oels, Peiler, Morton, and Powers. So carried.
Roll call vote, no: none.

E. Community Development Block Grant CV Funds (CDBG-CV).

City Manager Knox reviewed the Community Development Block Grant Coronavirus Relief available to the City. The grant has an allocation of \$285,985.00 that has not been requested as it requires a significant amount of staff resources and time. Research was done to ascertain if there would be a consultant available to administer the project and grant from start to finish, however, all the entities that staff reached out to were already overwhelmed with their existing workload and were unable to take the City on as a client. The funds can only be used for COVID specific items. The application deadline is May 7th. Staff is looking for direction from Council as to whether or not staff should attempt to pursue this grant. Discussion ensued. Council consensus was to not overwhelm staff with the pursuit of this grant.

7. ADJOURNMENT

There being no further business Mayor Powers adjourned the meeting at 8:04 p.m.

Tara Kindall, CMC
Deputy City Clerk