

**PORTOLA CITY COUNCIL
MEETING MINUTES
April 9th, 2014 7:00 p.m.**



CALL TO ORDER

Mayor Oels called the meeting to order at 7:00 pm and led the pledge of allegiance.

ROLL CALL

Councilmembers Morton, Larrieu, and Powers, Mayor Pro Tem Gault, and Mayor Oels responded to the roll call. City Attorney Steve Gross, City Planner Karen Downs, Interim City Manager Todd Roberts, and Finance Officer Susan Scarlett were also in attendance.

PUBLIC COMMENT

Terri Woods addressed the Council and reported that ADA (American with Disabilities Act) compliance insurance is available for business owners.

Larry Douglas spoke about his business, harassment, past issues he has had with the City and Council and asked that the Council put his issues on a future Council agenda.

CITY COMMUNICATIONS

A. City Council/Committee Reports

Finance Officer, Susan Scarlett reported that she had attended a SCORE meeting and that June 15th is the deadline to apply for Loss Control grants. Susan Scarlett also reported that workers compensation costs are projected to go up by 17%.

Mayor Pro Tem Gault reported that she and Mayor Oels attended the 2014 Business Summit at Grizzly Ranch and that the event was well attended and it was great to have City representatives in attendance.

Mayor Pro Tem Gault also reported that the "I Love Portola" group has finished its Community Needs and Concerns Survey and is working on setting up a City wide cleanup day.

Councilmember Powers reported that he attended a LCAP (Local Control and Accountability Plan) meeting in Redding regarding School bonds.

Councilmember Morton reported that she had attended the Tourism Bureau meeting and that they are discussing a membership drive. Councilmember Morton also reported on a program being called Kiva Zip, which makes 0% interest loans to small business owners and entrepreneurs in the United States. Councilmember Morton

reported that Carey's Candy in Quincy qualified for a \$5,000 loan with the help of a coordinator at Feather River Community College, for the purchase of a shaved ice machine.

B City Manager's Report

Interim City Manager Todd Roberts reported that the landfill tarp repairs were complete and that he is still waiting for the landfill closure process to complete. Mr. Roberts also reported on the City park restroom project funded by the CDBG grant and presented the Council with photos from the Willow Springs mastication and hand thinning project.

CONSENT CALENDAR

- A. **Minutes** - Adopt the minutes of the regular meeting held March 26, 2014.
- B. **Claims** - Adopt Resolution No. 2201 authorizing payment of claims for the period of March 22nd, 2014 through April 4th, 2014.

Councilmember Powers made a motion to approve the minutes of the meeting held March 26th, 2014 and adopt Resolution No. 2201, authorizing payment of claims for the period of March 22nd, 2014 through April 4th, 2014. Councilmember Larrieu seconded the motion. The motion was unanimously approved.

PUBLIC HEARINGS

- A. **Community Development Block Grant, Public Hearing-** Receive public comment and consider adoption of Resolution No. 2202, authorizing the City to apply for Community Development Block Grant funds. Receive public comment, discussion, and possible action.

Mayor Oels opened the Public Hearing and asked for the staff report. Portola City Planner, Karen Downs presented the Council with the Staff report and the proposed CDBG application which outlined the proposed grant activities for 2014.

Mayor Oels opened the Public Hearing for public comment. Larry Douglas commented that this is a tremendous opportunity for the City. Terri Woods asked staff for more information on CDBG. Finding no further public comments Mayor Oels closed the Public hearing.

Councilmember Larrieu made a motion to adopt Resolution No. 2202, Approving a Community Development Block Grant Community Development Allocation Application for Funding from the State Community Development Block Grant in the amount of \$2,000,000 and the execution of a grant agreement. Mayor Pro Tem Gault seconded the motion and the motion was unanimously approved during a roll call vote.

ORDER OF BUSINESS

- A. **Public Comment – 2014/2015 Budget Preparation** – Receive public comment relating to the preparation of the 14/15 City budget. Receive public comment, discussion and possible action.

Finance Officer Susan Scarlett reported that this agenda item is an opportunity for the public to discuss with the City Council projects they are interested in seeing addressed during the 2014/2015 City budget.

Larry Douglas commented that he is concerned with increases to the water/sewer rates and the Proposition 218 process. Finding no further public comment Mayor Oels closed the public comment period.

- B. Planning Commission Vacancy**- Receive a report on the status of the Planning Commissioners. Consider advertising for vacancy. Discussion, possible action.

Portola City Planner, Karen Downs reported that William Tiffany had decided he will not be available to serve on the Planning Commission. The Council asked Karen to advertise the vacancy in the local paper and on the City website.

- C. City Manager** – Review of process and schedule for April 12th interviews for City Manager. Discussion, possible action.

The Council and staff reviewed the process for the Community Interview Panel and the final City Council interviews for City Manager to be held on April 12th. Following a discussion on the process, it was determined that the Community Panel interviews would begin at 9:00 am and the final City Council interviews would begin at 1:00 pm.

CLOSED SESSION

- A. Public Employee Appointment** – Pursuant to Government Code Section 54957, City Manager
- B. 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.

The Council recessed to closed session 7:50 pm and reconvened to open session at 9:04 pm. There was no reportable action from the closed session.

ADJOURNMENT

There being no further business to discuss Mayor Oels adjourned the meeting at 9:05 p.m.

Respectfully Submitted,

Melissa Klundby, City Clerk