

**PORTOLA CITY COUNCIL
MEETING MINUTES
January 9, 2019
6:00 p.m.**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Cooley led the Council in the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Morton, Powers and Peiler, Mayor Pro Tem Oels and Mayor Cooley were present.

Interim City Manager Leslie Chrysler, City Attorney Steve Gross, City Finance Officer Susan Scarlett, Public Works Director Todd Roberts and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

None

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Morton reported that she had attended a Finance and Administration Committee meeting and a meeting of the Angele Tree Program, and completion of the gift distribution to families in need.

Mayor Pro Tem Oels reported that the Portola Firewise Committee had recruited enough members to begin meeting regularly and meeting would be help regularly on the 3rd Thursday of each month. He further reported on a meeting of the Fire Safe Council and the Transportation Commission.

Councilmember Peiler reported that this was his first Council and that he was excited to learn and be involved in the process of City government.

Councilmember Powers reported on his attendance at the Transportation Commission meeting and discussed the needs of the City to begin addressing safe zones for fire evacuation and a quick action plan for response to fire.

Mayor Cooley reported on his attendance at the Finance and Administration Committee meeting and the success of the City of Portola Christmas party.

B. Staff Communications

None

C. City Manager Report

Leslie Chrysler, Interim City Manager, reported on the following:

- Kevin Sankey the new Code Compliance Officer had begun work.
- Chancy Weaver, Accounting Technician had begun work.
- Staff had a brief correspondence from the parties working on the State Revolving Loan Fund. The Camp Fire had impacted some people's time working on the project but work is still progressing
- The City Manager would be on vacation from the 10th through the 23rd. The regular meeting of the 23rd was planned to be canceled unless something necessary came up. Todd Roberts would be the acting City Manager. Leslie noted that she would be checking her voicemails and emails while she was gone and encouraged the Council to contact her if they had any concerns, issues or questions.

6. CONSENT CALENDAR

These items are expected to be routine and non-controversial. The City Council will act upon them at one time without discussion. Any Councilmembers, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations will require a four/fifths roll call vote.

A. **Minutes** – Adopt the minutes of the City Council regular meeting held on December 12, 2018.

B. **Claims** – Adopt Resolution No. 2382 authorizing payment of claims for the period of December 7, 2018 through January 4, 2019.

Resolution No. 2382
A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
December 7, 2018 through January 4, 2019

Finding no Council or public comment Councilmember Powers made a motion to adopt the minutes of the City Council regular meeting held on December 12, 2018 and to approve Resolution No. 2382 authorizing payment of claims for the period of December 7, 2018 through January 4, 2019. Mayor Pro Tem Oels seconded the motion and it was unanimously approved during a roll call vote.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

A. **Cannabis Retail Sales** – Receive a presentation regarding Medical and Recreational Cannabis Sales in the City of Portola. Direction to staff and discussion, possible action.

Leslie Chrysler introduced Sara Bensinger and Alex Lester of Plumas County Alternative Medicine, a licensed medical marijuana delivery company who holds a medical marijuana delivery business licensed in the City. Leslie reported that after receipt of a request from them, several Councilmembers requested that this item be agendaized for discussion.

Alex Lester gave the Council a presentation on his company and his companies desire to see the City of Portola change its Ordinance regarding the allowance of Marijuana Dispensaries. Following his presentation Councilmember Powers discussed his experience speaking to another small City government which allows dispensaries and noted that he thinks a dispensary could work in the City limits. Councilmember Oels asked questions regarding security and making sure the product was kept out of the hands of minors. Alex noted that they would consider on site 24 hour security and would be using packaging that did not advertise to minors. Alex also reviewed the strict state regulations that his business would be subject to and stated that he would be happy to comply with whatever regulations the City would impose on dispensaries. Councilmember Peiler asked why Plumas County Alternative Medicine was interested in Portola and Alex noted that he is invested in the community, loves living here and would like to promote revenue to the City.

Following further discussion, Mayor Cooley asked for public comment. Sara Bensinger introduced herself and discussed her long term residence in the area and the large amount of medical clients they serve.

Mike Gardner stated that he has known Sara for a long time that she is a successful local business women thinks a dispensary in Portola would be very successful due to its centralized location.

Kirk Baer, resident City of Portola, noted his support for Alex's business and a dispensary in the City limits, stating he thinks it would bring needed tax dollars to the area.

Sheriff Hagwood gave a detailed discussion on the Sheriff's department's efforts in eradicating illegal marijuana grows in Plumas County.

Steve Clifton asked if City staff had looked into the administrative costs for the City in regard to the allowance of dispensaries.

Mayor Morton raised concerns about where the marijuana would be grown for the dispensary and where the product would come from.

The Council then discussed how medical marijuana is taxed and the process needed to create a tax.

Following further discussion, Councilmember Oels made a motion directing staff to investigate the cost and process associated with moving forward with the consideration of a tax for medical marijuana product sales and an Ordinance which would allow for dispensaries in the City limits, conditioned on the passage of a marijuana products tax. The motion included the request to provide the Council with models from other Cities and Counties of similar size who have allowed for a tax and marijuana dispensaries. Councilmember Powers seconded the motion and it was approved by a yes vote of four; with Councilmember Morton voting no on the motion.

- B. **Lost and Found Bike Race** – Review and Discuss the 2019 Last and Found Bike Race Event and After Party. Discussion, possible action.

Teal Stetson-Lee and Greg Williams gave the Council a detailed presentation on the 2019 Last and Found Bike Race Event and After Party plans which included the news that in 2019 the race route is being changed to allow for the start and finish to take place in the City. Greg noted this change will increase the City's participation and also will increase the amount of campers staying in the City. Greg reported that as part of that change they were requesting that the City partner with Sierra Buttes Trail Stewardship on the Caltrans application for the race route.

Following the presentation, Mayor Cooley asked for Council discussion and public comment. The Council noted their support for the event and Mayor Cooley asked if a dispensary in the City would have a negative or positive impact on the event. Teal noted that as a racing athlete she is currently sponsored by a marijuana company, and that the racing community would be most likely be indifferent if Portola had a dispensary. The Council discussed the process for being a co-applicant on the Caltrans application and the insurance and liability process.

Bob Morton asked if the City had enough staff for this event and public works director Todd Roberts reported that they did.

Chief Bob Frank noted that the event was very professional and a great event for the City. He also stated that the Eastern Plumas Fire Department would be assisting again.

Mayor Pro Tem Oels made a motion to authorize staff to move forward with the planning of the 2019 Last and Found Bike Race Event and After Party and for the City of Portola to be a co-applicant on the Caltrans permit for the race. Mayor Morton seconded the motion and it was unanimously approved.

- C. **City Manager Recruitment Process** - Review and Discuss the recruitment process, timeline and materials for a City Manager. Direction to staff and discussion, possible action.

Leslies presented the Council with an updated brochure and advertisement, information on deadlines and costs for various options to publish the advertisement and a proposed timeline for recruiting a permanent City Manager. Leslie reported that compensation is listed as \$85,000 - \$110,000.

Mayor Cooley asked for Council discussion and public comment. Councilmember Morton made a motion directing staff to move forward with the recruitment process as outlined. Mayor Pro Tem Oels seconded the motion and it was carried unanimously.

- D. **Mayor's Committees** – The Mayor will make appointments to Committees, Boards and Commissions. Discussion, possible action.

Mayor Cooley made the following appointments (see attached) and requested that Councilmember Peiler begin attending the Eastern Plumas Fire Protection District Board meetings as the City of Portola Councilmember representative. The Council concurred with the appointments.

- E. **2019/2020 Budget Schedule** – Review the draft 2019/2020 budget schedule. Discussion, possible action.

Finance Officer, Susan Scarlett, presented the Council with the draft 2019/2020 budget schedule. After a brief discussion it was determined that the Budget planning sessions would be moved from 3:00 pm to 5:00 pm to coordinate with all of the Councilmembers schedules.

9. CLOSED SESSION

None

10. ADJOURNMENT

The meeting was adjourned at 7:52 pm.

Respectfully Submitted,

Melissa Klundby, City Clerk