

**PORTOLA CITY COUNCIL  
MEETING MINUTES  
January 10, 2018  
6:00 p.m.**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

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

**3. ROLL CALL**

Councilmember Oels, Powers, Reynolds, Mayor Pro Tem Cooley and Mayor Morton were present. City Attorney Steve Gross, City Manager Robert Meacher, City Finance Officer Susan Scarlett and City Clerk Melissa Klundby were also in attendance.

**4. PUBLIC COMMENT**

Larry Douglas read a statement to the Council covering numerous topics.

**5. COUNCIL REORGANIZATION**

- A. **Selection of Mayor and Mayor Pro Tem** - Consider nominations and make appointments for the Mayor and Mayor Pro Tem positions. Discussion, possible action.

City Manager Robert Meacher presented the Council with the staff recommendation that Pat Morton remain Mayor and Tom Cooley remain Mayor Pro Tem. Steff reported that the two current seats were fulfilling the unexpired term of John Larrieu who passed away during his term of office as Mayor. Finding no public comment or Council discussion, Councilmember Powers made a motion to nominate and appoint Pat Morton as Mayor and nominate and appointment Tom Cooley as Mayor Pro Tem. Councilmember Oels seconded the nomination and motion and it was unanimously approved during a roll call vote.

**6. CITY COMMUNICATIONS**

- A. **City Council/Committee Reports**

Councilmember Oels reported on his attendance at a meeting of the Big Fish Ad Hoc Advisory Committee.

Mayor Pro Tem Cooley reported that he had attended several Fire Department Ad Hoc Committee meetings and a meeting of the Big Fish Ad Hoc Advisory Committee.

Councilmember Powers commented on the recent deaths of three very prominent community members; John Larrieu, former Mayor, Ray Donnenwirth, town historian, and Ken Roller, railroad artist. Councilmember Powers stated that losing these people from our small crowd will be sorely missed.

Mayor Morton reported she had attended several Fire Department Ad Hoc Committee and the Fiance and Administration Committee.

## **B. City Manager Report**

City Manager Robert Meacher read the Council a State of the City report.

## **C. Staff Communications**

Chuck Brashear, Community Service Officer reported that he has 13 new cases, 5 of which are for abandoned vehicles. Mayor Pro Tem Cooley asked how abatement cases are obtained and Mr. Brashear noted that most are from his personal observation.

## **7. CONSENT CALENDAR**

- A. **Minutes** – Adopt the minutes of the City Council special meeting held on December 13<sup>th</sup>, 2017 and the regular meeting held on December 13, 2017.
- B. **Claims** – Adopt Resolution No. 2336 authorizing payment of claims for the period of December 8, 2017 through January 5, 2018.

Mayor Morton requested an amendment under item 8 a. amending the name from Dave Maddelena to Darrell Maddalena. Finding no further public or Council comment, Councilmember Powers made a motion to adopt the consent calendar as amended and presented. Councilmember Oels seconded the motion and it was unanimously approved through a roll call vote.

## **8. PRESENTATIONS**

- A. **Proclamation** - A Proclamation of Appreciation to the Graeagle Fire Protection District by the City Council of the City of Portola.

This item was continued to the February 28<sup>th</sup> City Council meeting to accommodate attendance by the District.

- B. **Proclamation** - A Proclamation of Appreciation to the Beckwourth Fire Protection District by the City Council of the City of Portola.

Mayor Morton presented George Bundy, President of the Board for Beckwourth Fire Protection District with a Proclamation of Appreciation commending the District for their assistance to the City of Portola

during the period of time that Portola Volunteer Fire Department was no longer able to respond to Emergency Medical Calls. Mr. Bundy thanked the City Council for the award on behalf of the District.

- C. **Proclamation** - A Proclamation of Appreciation to Greg Ramelli for his years of Service with the Portola Volunteer Fire Department, by the City Council of the City of Portola.

This item was continued to the February 28<sup>th</sup> City Council meeting to accommodate attendance by the individual.

- D. **Proclamation** - A Proclamation of Appreciation to Henry Johnson for his years of Service with the Portola Volunteer Fire Department, by the City Council of the City of Portola.

This item was continued to the February 28<sup>th</sup> City Council meeting to accommodate attendance by the individual.

## 8. ORDER OF BUSINESS

- A. **Resolution 2337** - Portola 192-Resolution of joint application to Affordable Housing and Sustainable Communities Strategic Growth Council for workforce housing/sustainable transportation funds.

City Manager Robert Meacher directed the Council to review the staff report. City Attorney Steve Gross pointed out for the Council edification that the Resolution authorizes the City to be co-applicants for the grant for affordable housing on the Portola 192 project site. Mr. Gross noted that the City would be severable liable as the co-applicant to the terms of the grant if awarded. Mr. Gross also noted that the current Resolution allows the City and developer of the project to establish agreements for performance and liability if the grant is awarded. Mr. Gross noted that any future agreements between the City and the developer would come before the Council for review and approval.

Larry Douglas asked if there is a time limit on the grant and for an explanation of the bike lanes proposed. City Manager Meacher noted that all timelines are outlined in the grant and will be adhered too and reviewed the proposed bike lanes.

Terri Woods asked if the apartments being proposed were for low income residents and City Manager Meacher responded that the apartments would be qualified as affordable housing.

Finding no further comment or discussion Councilmember Oels made a motion to adopt resolution 2337 as presented. Councilmember Powers seconded the motion and it was unanimously approved during a roll call vote.

- B. **Ordinance 347** - Consider Adoption of Ordinance No. 347, AMENDING CHAPTER 15 OF THE PORTOLA MUNICIPAL CODE TO ADOPT THE 2016 CALIFORNIA BUILDING STANDARDS CODE AND REMOVE REFERENCES TO OUTDATED CODE SECTIONS. Discussion, possible action.

Staff reported that the City Council introduced and waived the second reading of Ordinance 347 at its regular meeting of December 13, 2018 and that the Ordinance adopts the 2016 California Building Standards Code which is required by law.

Bob Morton asked what some of the implications of the new code were. Staff responded that the Title 24 of the 2016 California Code of Regulations has financial impacts on the development community. Staff noted that the requirements contained in the Energy Code and Green Building Standards Code have been amended by the State to be more demanding, and will increase the cost to construct buildings that are compliant with the minimum code requirements. Staff advised the Council that the Building Department will have to spend considerable time toward training on the new codes, revising information and permit processes, and educating and instructing the public on the code changes

Finding no further comment or discussion Councilmember Powers made a motion to adopt Ordinance 347 as presented. Councilmember Reynolds seconded the motion and it was unanimously approved during a roll call vote.

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

Mayor Morton provided the Council with a current list of the Committees, Ad Hoc Committees, Boards and Commissions. Mayor Morton noted that the only proposed change was to remove Susan Scarlett as the Alternate for SCORE and to place Melissa Klundby as the SCORE alternate.

City Attorney Steve Gross reminded the Council that the Mayor has the ability to make appointments to Committees, Boards and Commissions with the consent of the Council. All Councilmembers consented to the appointments.

## **9. CLOSED SESSION**

None

## **10. ADJOURNMENT**

The meeting was adjourned at 6:58 pm.

Respectfully Submitted,

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Melissa Klundby, City Clerk