

**PORTOLA CITY COUNCIL  
MEETING MINUTES  
October 11<sup>th</sup>, 2017  
6:00 p.m.**

**1. CALL TO ORDER**

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

**2. PEDEGE 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 Clerk Melissa Klundby and City Manager Robert Meacher were also in attendance.

**4. PUBLIC COMMENT**

Terri Woods thanked the City Public Works staff for cleaning out the drain near her residence.

Larry Douglas read a statement regarding his gratitude for the fire fighters working on the Sonoma/Napa County fires and his concern over a fire tax.

**5. CITY COMMUNICATIONS**

**A. City Council/Committee Reports**

Councilmember Oels reported the he participated in a conference call on the Portola 192 project and a call about technical assistance for a feasibility study for a water and sewer infrastructure project for the City of Portola to apply for a State Revolving loan.

Councilmember Powers reported he had attended a meeting of the Resource Advisory Council and noted they are working on forest related county projects. Councilmember Powers also reported that he was very saddened to report that one of the participants at the recent certification course for Youth Mental Health and suicide prevention he had attended; had committed suicide. Councilmember Powers reminded everyone of the importance of mental health and compassion.

Mayor Pro Tem Cooley reported that the infrastructure committee had met with Intermountain Disposal and productively resolved issues regarding deposits.

**B. City Manager Report**

City Manager Robert Meacher reported that FEMA is still working with the City to determine assistance, that work was continuing on the Portola 192 project, that he had a follow-up call regarding technical assistance for the City of Portola; that the Mural committee had removed the "City of Portola" from the temporary sign and that the Beckwourth Rim trail project was in the initial stages of the environmental review scoping process.

City Manager Meacher also requested that Council consider the addition of a closed session item titled:

- A. **Exposure to Litigation** - Closed session pursuant to Government Code Section 54956.9(d)(2), Conference with legal counsel, Exposure to litigation; 1 case.

City Attorney Steve Gross noted that the Council could add an item to the agenda if it came to the attention of the Council and staff after the agenda had been posted and if the item needed immediate action and could not wait until the next regularly scheduled meeting. Mr. Meacher reported that these two conditions were correct.

Finding no Council or public comment Councilmember Oels made a motion to amend the agenda to include the following closed session item: Exposure to Litigation - Closed session pursuant to Government Code Section 54956.9(d)(2), Conference with legal counsel, Exposure to litigation; 1 case. Councilmember Powers seconded the motion and it was unanimously approved during a roll call vote.

### C. **Staff Communications**

Chuck Brashear, Community Services Officer, reported on his continued work on animal control, vehicle abatement and nuisance cases in the city.

## 6. **CONSENT CALENDAR**

- A. **Minutes** – Adopt the minutes of the City Council regular meeting held on September 27, 2017.  
B. **Claims** – Adopt Resolution No. 2332 authorizing payment of claims for the period of September 23, 2017 through October 6, 2017.

Finding no public or Council comment, Councilmember Oels made a motion to adopt the minutes of the City Council meeting held on September 27, 2017 and Resolution No. 2332 authorizing payment of claims for the period of September 23, 2017 through October 6, 2017. Mayor Pro tem Cooley seconded the motion and it was unanimously approved through a roll call vote.

## 7. **PRESENTATIONS**

None

## 8. **ORDER OF BUSINESS**

- A. **Ad Hoc Committee Appointment** – Appointment by the Mayor of a Portola Volunteer Fire Department Management Advisory Committee. Discussion and direction to staff.

Mayor Morton reported that she would like to appoint herself and Mayor Pro Tem Cooley as an ad hoc committee to assist the City Manager in working with the Portola Volunteer Fire Department.

Several members of the fire department were present and introduced themselves at the request of the Mayor. Assistant Chief Henry Johnson reported that the department had worked with an ad hoc committee in the past with very favorable results and noted his support for this committee.

City Manager Robert Meacher reported that he sees this committee as a positive benefit to the Department and thanked the volunteers for their continued hard work.

Finding no further discussion the Council concurred with the appointment of Mayor Morton and Mayor Pro Tem Cooley as an ad hoc committee called the Portola Volunteer Fire Department Management Advisory Committee.

B. **Medical/Recreational Marijuana/Cannabis**-Review and discuss draft Ordinance relating to medical and recreational marijuana/cannabis in the City of Portola City limits. Discussion and direction to staff.

Attorney Steve Gross briefly outlined the draft Ordinance and the additions to the personal cultivation regulations; which included the addition of a registration sheet for personal cultivation and the regulation which prohibited open air growing and allowed for indoor growing. Mayor Morton then asked for public comment. Mike Matus raised concerns with the allowable wattage and staff noted they had consulted with a grower, growing websites and the Public Works Director and that staff thinks the wattage specified is sufficient.

Terri Woods asked if information would be made available to the public regarding those who registered personal grows and attorney Steve Gross reported he would research this.

Chuck Brashear requested that the registration sheet included information regarding a driver's license and/or ID card and staff remarked they would include it on the form.

Larry Douglas asked why the Ordinance did not limit grows to specific lot size and Mayor Pro tem Cooley reported that by not allowing open air growing this issue was mitigated.

The Council then discussed the time frame for registering a personal grow and whether registration would be annually or only required once per address and associated grower. The Council determined that one registration per address and corresponding registered grower would suffice.

Councilmember Powers described a recent visit to Oregon and his experience exploring a recreational dispensary and noted that in ten years the phobia over marijuana growing would subside.

Councilmember Oels made a motion to move forward with the Ordinance as presented with the addition of the changes suggested to the registration form; and requested staff agendaized the introduction and waiver of the second reading for October 25, 2017. Councilmember Reynolds seconded the motion and it was unanimously approved.

## 9. CLOSED SESSION

A. **Exposure to Litigation** - Closed session pursuant to Government Code Section 54956.9(d)(2), Conference with legal counsel, Exposure to litigation; 1 case.

City Clerk Melissa Klundby reported out from closed session that during the City Managers absence on October 12<sup>th</sup> through October 24<sup>th</sup>, 2017, the City Manager was assigning the Mayor as the City Manager designee, holding all authority and authorization to act with respect to the Portola Volunteer Fire Department.

## 10. ADJOURNMENT

The meeting was adjourned at 8:15 pm.

Respectfully Submitted,

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Melissa Klundby, City Clerk