

**PORTOLA CITY COUNCIL  
MEETING MINUTES  
July 26<sup>th</sup>, 2017  
6:00 p.m.**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Mayor Pro 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, Mayor Pro tem Cooley and Mayor Pro Tem Morton were present. Councilmember Powers was absent. The Vacant seat was absent. City Manager Robert Meacher, Finance Officer Susan Scarlett, City Attorney Steve Gross and City Clerk Melissa Klundby were also in attendance.

**4. PUBLIC COMMENT**

Larry Douglas made general public comment regarding the need to complete an annual report of the General Plan, population growth in the area and the City water fees.

**5. CITY COMMUNICATIONS**

**A. City Council/Committee Reports**

Councilmember Oels reported he had attended an ad hoc committee meeting regarding Big Fish and that he had marched in two July 4<sup>th</sup> parades and attended the annual Portola Volunteer Fire department Beef Feed.

Mayor Pro tem Cooley reported that he had attended a League of California Cities Mayor and Councilmember executive forum in Monterey and learned a wealth of information. Mayor Pro tem Cooley thanked the Council for sending him. Mayor Pro tem Cooley also reported that he had attended the ad hoc committee meeting regarding Big Fish Creations.

Mayor Morton reported that she had attended several meeting of the Railroad Days Committee, participated in the Graeagle 4<sup>th</sup> of July Parade representing the City of Portola and attended the annual Portola Volunteer Fire department Beef Feed.

**B. City Manager Report**

City Manager Meacher reported that the City had received confirmation from FEMA that the City would be eligible for funds, that he had spoken to State Technical Assistance representatives who will help coordinate and apply for a Sewer grant, and reported on several meeting he has had with a citizen advisory group looking at a mural location on Commercial Street. Mr. Meacher also reported that he will be meeting with representative from the State on a possible OHV grant and reminded the Council of the upcoming Cannabis Advisory Town Hall meeting sponsored by the County.

Mr. Meacher then read the Council a letter from Supervisor Mike Sanchez; wherein he thanked the City for their support of the Portola Alumni and presented the Council with the \$250 festival permit fee; which in the past the Alumni has always requested be waived.

## C. Staff Communications

Charles Brashear, Community Service Officer, reported they he had completed 5 vehicle abatements and that he is working on numerous weed abatement issues.

City Clerk Melissa Klundby reported that the period for submitting letters of interest to fill the vacant Council set was now closed and that 5 citizens had submitted letters of interest, she reported this item will be agendized for the next regular Council meeting.

## 6. CONSENT CALENDAR

- A. **Minutes** – Adopt the minutes of the City Council regular meeting held on June 28, 2017.
- B. **Claims** – Adopt Resolution No. 2325 authorizing payment of claims for the period of June 24, 2017 through July 21, 2017.
- C. **Fire Service Assessment** – Adopt Resolution No. 2326 authorizing Plumas County to place the Fire Service assessment on the tax roll.

Finding no public or Council comment, Mayor Pro tem Cooley made a motion to adopt the minutes of the City Council meeting held on June 28, 2017, Resolution No. 2325 authorizing payment of claims for the period of June 24, 2017 through July 21, 2017 and Resolution No. 2326 authorizing Plumas County to place the Fire Service assessment on the tax roll. Councilmember Oels seconded the motion and it was unanimously approved through a roll call vote.

## 7. PRESENTATIONS

None

## 8. ORDER OF BUSINESS

- A. **Sports Success Contract**- Review and discuss proposed Independent Contractor Agreement for services by Sports Success. Discussion and/or possible action.

Susan Jacobson presented the Council with an Independent Contractor Agreement for services by Sports Success for the purpose of researching potential grants for recreational or community facilities, preparation of grant applications and submittal of grant applications as approved by the City Council and staff.

Susan noted that the contract is for \$5,000 for 50 hours of service with additional donated hours up to 50 hours of services.

Mayor Morton asked for public comment and Larry Douglas commented that he would like the City to look to volunteers for this service and not hire contractor.

Finding no further discussion, Councilmember Oels made a motion to approve the Independent Contractor Agreement for services by Sports Success as presented and to fund the contract from Fund 215. Mayor Pro Tem Cooley seconded the motion and it was unanimously approved.

- B. **Ad Hoc Committee Report** - Report from Ad Hoc committee designated by the Mayor to work with Big Fish Creations for coordination of scope of work. Discussion of marketing goals and direction for Big Fish Creations. Discussion and/or possible action to Ad Hoc Committee and/or staff.

This agenda item was continued to the next regularly scheduled meeting due to the vacant seat and the absence of Councilmember Powers.

- C. **Medical/Recreational Marijuana/Cannabis**-Review and discuss issues relating to medical and recreational marijuana/cannabis in the City of Portola City limits. Discussion and/or possible action.

City Manager Meacher reported that staff has periodically been agenzizing issues relating to Proposition 64. Staff also distributed to the Council the County draft Ordinance regarding Marijuana Regulation in Plumas County and notified the Council of the upcoming County sponsored community meeting on August 2<sup>nd</sup>, 2017, to review the proposed draft County Ordinance, and encouraged Council attendance. Mr. Meacher reported that this item is agenzized to begin the discussions on a City Ordinance relating to Proposition 64.

City Manager Robert Meacher also presented the Council with a written statement from Councilmember Powers, who was not able to be in attendance at the meeting.

The Council asked for public comment and Terri Woods and Larry Douglas made comment regarding the need for the City to have an Ordinance.

City Attorney Steve Gross also reviewed several areas the Council would need to consider in an Ordinance; including cultivation standards, processing standards, delivery standards and dispensaries.

Susan Jacobson requested that the Council consider infringement on rights, location of allowable marijuana businesses and the needs of local youth.

Chuck Brashear, Community Service Officer, requested that the Council consider the enforceability of any regulations regarding marijuana, especially if they vary greatly from the County Ordinance, as the City contracts for Law Enforcement Services with the Plumas County Sheriff's Department.

Mayor Morton requested this item be continued to the next regular Council meeting.

## 9. CLOSED SESSION

- A. **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.

There was no reportable action from the closed session

## 10. MEETING ADJOURNED IN MEMORY OF JOHN LARRIEU

The meeting was adjourned at 7:23 pm.

Respectfully Submitted,

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Melissa Klundby, City Clerk