

CITY OF PORTOLA

CITY COUNCIL REGULAR MEETING AGENDA

Regular Meeting
Wednesday, August 22, 2018
6:00 p.m.



City Hall Council Chambers
35 Third Avenue
Portola, CA 96122

Councilmembers

Mayor Pat Morton
Mayor Pro Tem Tom Cooley
Councilmember Bill Powers
Councilmember Phil Oels
Councilmember Debra Reynolds

City Staff

Interim City Manager Leslie Chrysler
Public Works Director Todd Roberts
Finance Officer Susan Scarlett
City Attorney Steve Gross
City Clerk Melissa Klundby

The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 6:00 p.m. Your interest and participation is encouraged and welcome.

Any person desiring to address the City Council on any item not on the Agenda may do so during public comment. Public comments made during a regular Council meeting may be recorded. Members of the public may submit their comments in writing to be included in the public record.

CONSENT CALENDAR: These items include routine financial and administrative actions. All items on the consent calendar will be voted on at the same time during the meeting under "Consent Calendar". If you wish to have an item removed from the Consent Calendar, you may do so by addressing the presiding officer.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions on any agenda items, contact the City at (530) 832-6803.

Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate participation of the disabled in the City's public meetings. If special accommodation for the disabled is needed, please notify the City at (530) 832-6803 at least 48 hours prior to the meeting.

For additional information visit the City of Portola Web Page www.cityofportola.com

**CITY COUNCIL AGENDA
REGULAR MEETING
August 22, 2018
6:00 p.m.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT**

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during “PUBLIC COMMENT” shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to five minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

5. CITY COMMUNICATIONS

- A. City Council Communications/Committee Reports**
- B. Staff Communications**
- C. City Manager Report**

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 August 8th, 2018.
- B. Claims** – Adopt Resolution No. 2363 authorizing payment of claims for the period of August 4, 2018 through, August 17, 2018.

***Resolution No. 2363
A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
August 4, 2018 through August 17, 2018***

- C. **Resolution No. 2364** - Adopt Resolution No. 2364. A Resolution requesting that Plumas County collect the City of Portola Fire Tax on the Tax Roll.

Resolution No. 2364
A Resolution of the City Council of the City of Portola
Requesting Collection of Taxes on Tax Roll

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

- A. **Planning Commission** – Review History and Status of the Planning Commission and make recommendation to Staff regarding status and advertising for Planning Commission members. Discussion and possible action.
- B. **Conditional Use Permit** – Consider a request by property owner Charles Gardyn, 108 Commercial Street, APN 126-082-007 for a Conditional Use permit to allow a residential use in a Core Commercial zone. Discussion and possible action.

Resolution No. 2365
A Resolution of the City Council of the City of Portola
Granting a Conditional Use Permit for
Assessor Parcel Number 126-082-007

- C. **Code Compliance Officer** - Review the Job Description, Compensation and discuss Advertising for the Code Compliance Officer. Discussion and possible action.
- D. **Personnel Policy** - Review Amendments and updates to the City of Portola Personnel Policy and Consider Resolution 2366. Discussion and possible action.

Resolution No. 2366
A Resolution of the City Council of the City of Portola
Amending the City of Portola Personnel Policy

- E. **League of California Cities Request for Letter of Support**- Review a request from the League of California Cities to support a letter opposing certain regulations proposed by the Bureau of Cannabis Control. Discussion and possible action.
- F. **Off Highway Vehicle Grant** – Review a Grant for acquisition of property for an Off Highway Vehicle Staging Area. Discussion and possible action.

9. CLOSED SESSION

- A. **Breitwieser claim** - Closed Session Pursuant to Government Code Section 54957(d)(2), Exposure to Litigation, Breitwieser claim.

10. ADJOURNMENT