

**PORTOLA CITY COUNCIL
MEETING MINUTES
September 28, 2016
6:00 p.m.**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

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

3. ROLL CALL

Councilmember Oels, Councilmember Gault, Councilmember Morton, Mayor Pro Tem Larrieu and Mayor Powers were present. 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 commented on economic development and the Portola 192 project.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Gault reported on the two Portola cleanup day sponsored by the I Love Portola group.

Councilmember Larrieu reported on the Transportation Committee meeting.

Councilmember Morton reported on the annual Railroad Days event and the Angel Tree Program.

Mayor Powers reported on the Transportation Committee meeting and the Railroad Days Kayak and Bass Derby events.

B. City Manager Report

City Manager Meacher reported on the following:

- Portola 192 project
- Portola Highlands progress

C. Staff Communications

CSO Brashear reported on his work progress since the last Council meeting and noted that compliance on weed abatement issues has improved substantially.

Susan Jacobson, Sports Success reported that she is researching grant opportunities for expansion of the Portola Baseballs fields and will bring information back to the Council at a later meeting date.

6. CONSENT CALENDAR

A. **Minutes** – Adopt the minutes of the City Council regular meeting held on August 24, 2016.

B. **Claims** – Adopt Resolution No. 2296 authorizing payment of claims for the period of August 20, 2016 through September 23, 2016.

Finding no Council or public comment, Mayor Pro tem Larrieu made a motion to adopt the minutes of the regular meeting held on August 24, 2016, and to adopt Resolution No 2296 authorizing payment of claims for the period of August 20, 2016 through September 23, 2016. Councilmember Gault seconded the motion and it was unanimously approved.

7. PRESENTATION

A. **Feather River Rail Society** – Presentation from a representative of the Feather River Rail Society and/or the Western Pacific Railroad Museum on History, current Activities and Future Goals.

Eugene Vicknair a representative from the Feather River Rail Society gave a detailed presentation regarding the future expansion goals for the Portola Railroad Museum.

8. ORDER OF BUSINESS

A. **A-15 Project** –Review Progress Payment #3 due to Sierra Nevada Construction, Inc. for the A15 Phase II construction project. Discussion and Possible Action.

Dan Bastian, City Engineer, presented the Council with information regarding Progress Payment #3 due to Sierra Nevada Construction, Inc. for the A15 Phase II construction project. Dan recommended that the Council approve Progress Payment #3 to Sierra Nevada Construction, Inc. in the amount of \$1,448,314.05, subject to receipt of partial waivers and releases (provided to the City Engineer) for subcontract work and vendor materials and/or services paid for in Progress Payment #2.

Following a brief discussion Mayor Pro tem Larrieu made a motion to approve Progress Payment #3 to Sierra Nevada Construction, Inc. in the amount of \$1,448,314.05, subject to receipt of partial waivers and releases (provided to the City Engineer) for subcontract work and vendor materials and/or services paid for in Progress Payment #2. Councilmember Oels seconded the motion and it was unanimously approved.

B. **Refuse and Recycling Collection Services** – Review a request for a rate increase and establishment of commercial recycling fees from Intermountain Disposal. Discuss the Prop 218 process and consider sending notice to property owners and/or tenants. Discussion, possible action.

Staff reported that according to Section 5.3 of the franchise agreement by and between the City of Portola and IMD allows for a biennial increase of refuse disposal fees, based on changes to the consumer price index and that the proposed increase of refuse collection fees are subject to the procedural requirements of Prop 218. City Attorney Steve Gross explained that the City of Portola must provide written notice to all property owners within the city of the proposed fee increase, conduct a public hearing on the increase, and allow property owners to file written protests to the city of the proposed rates. Steve noted that if a majority of property owners file a written protest, the fee increase cannot become effective.

Finding no comment Councilmember Oels made a motion that the City Council approve the proposed increased refuse collection fees, effective November 1, 2016, and commence the procedural requirements of Proposition 218. Councilmember Morton seconded the motion and it was unanimously approved.

C. **Consulting Contract for Planning Services with Manhard Consultants** - Review and Consider entering into a Contract for Services with Manhard Consulting Planner Karen Downs for Planning Consulting Services. Discussion and Possible Action.

City Manager Meacher presented that Council with a contract for Services with Manhard Consulting Planner Karen Downs for Planning Consulting Services. Mayor Pro tem Larrieu stated that he believes this is a great solution because Karen has an intimate knowledge of the projects in Portola. Councilmember Gault expressed concerns with not filling the planning position and had questions regarding current staffing.

Mayor Powers asked for public comments and Larry Douglas commented that he has issues with the current City of Portola development agreements with Portola Heights and the Portola 192 projects and expressed concerns with hiring Manhard as a consultant. Ricky Ross commented that Manhard Consulting is an excellent firm and commended the City on the proposed contract.

Mayor Pro Tem Larrieu made a motion to approve the Contract for Services with Manhard Consulting Planner Karen Downs for Planning Consulting Services as proposed. Councilmember Morton seconded the motion and it was unanimously approved.

8. CLOSED SESSION

None

9. ADJOURNMENT

Mayor Powers made a motion to adjourn the meeting. Councilmember Oels seconded the motion and the meeting was adjourned at 7:15 p.m.

Respectfully Submitted,

Melissa Klundby, City Clerk