

**PORTOLA CITY COUNCIL
SPECIAL MEETING MINUTES**

July 29, 2016

11:30 a.m.

1. CALL TO ORDER

Mayor Powers called the meeting to order at 11:30 am.

2. ROLL CALL

Councilmembers Gault, Morton and Mayor Powers were present. Mayor Pro Tem Larrieu and Councilmember Oels were absent. City Manager Robert Meacher, City Engineer Dan Bastian and City Clerk Melissa Klundby were also in attendance.

3. ORDER OF BUSINESS

A. **A-15 Project** - Consider Change Order Request 16-03, A15 Phase II Construction. Discussion & possible action.

Dan Bastian, City Engineer, presented the Council with Change Order 16-03 which addresses the replacement of the fragile steel water main that runs from the intersection of First and Pacific streets. Mr. Bastian noted that the water main replacement is more extensive than that addressed in change order 16-02 and that this meeting was called because the contractor had a brief window of opportunity to complete the water main replacement.

Councilmember Oels arrived at 11:32 am.

Mr. Bastian then reviewed the amounts allocated by the Caltrans for construction and the amount of the contingency monies. Mr. Bastian noted that he has not reviewed this change order with Caltrans, however in his discussions with Caltrans it has been noted that any changes be properly documented and all additional permitting be followed. Dan noted he deems that there is adequate funding for this change order and requested that the Council approve Change Order 16-03 and authorize the Mayor and City Manager to sign the documents as presented.

Following a brief Council discussion and finding no public comment Councilmember Gault made a motion to approve Change Order 16-03 and authorize the Mayor and City Manager to sign the documents as presented. Councilmember Oels seconded the motion and it was unanimously approved during a roll call vote, with Mayor Pro Tem noted as absent.

4. ADJOURN

Mayor Powers made a motion to adjourn the meeting at 11:42 pm. The motion was seconded by Councilmember Oels and unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk

June 29, 2016