

**PORTOLA CITY COUNCIL
MEETING MINUTES
August 8th, 2018
6:00 p.m.**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Morton led the Council in the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmember Oels, Powers, Councilmember Reynolds, Mayor Pro Tem Cooley and Mayor Morton were present. Interim City Manager Leslie Chrysler, City Attorney Steve Gross, City Finance Officer Susan Scarlett, Public Works Director Todd Roberts and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Larry Douglas made comments on his concerns over a variety of topics.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Phil Oels reported that Portola has been recognized as a FireWise Community. He further reported that Portola 192 had received a grant for fuels reduction. Phil Oels thanked all those involved in the grant and fire safe process including but not limited to Sue McCourt, Mike Callaghan, Shane Vargas, John Hudson, Todd Roberts and Charmaine Ross for all of their hard work and effort.

Mayor Pro Tem Cooley reported that he had attended a Finance and Administration Committee meeting.

Councilmember Powers reported that City weed abatement letters had gone out and encouraged everyone to do their part in weed abatement and fire safety.

Mayor Morton reported that she had attended meetings of the Finance and Administration Committee, the Railroad Days Committee, the Alumni Picnic, a meeting of the Railroad Board and a meeting at City Hall regarding Solar Energy. Mayor Morton also read the Council a thank you letter from the Alumni Association for use of the Park and fee waiver for the annual Alumni Picnic.

B. Staff Communications

City Clerk, Melissa Klundby reported that the nomination period for the November 6th election would close on August 10th. Melissa reported that there were 2, two year terms and 2, four year terms for the City Council for election on November 6, 2018.

C. City Manager Report

City Manager Leslie Chrysler reported on the following items:

- She would be attending meeting at the County with the Housing Authority, Plumas LAFCO, and the auditor regrading abandoned vehicle abatement
- The Kaboom Grant was still in process by the community organization and Sports Success
- The State Revolving Grant for Sewer and Water Infrastructure is still in process
- Portola 192 had been awarded a fuels reduction grant with the assistance of Phil Oels
- Pat Fruchtenicht had volunteered to work weekly on the Fire Department inventory process

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 Councilmember, 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 July 11th, 2018 and the Special Meeting held on July 17th, 2018.
- B. **Claims** – Adopt Resolution No. 2362 authorizing payment of claims for the period of July 7, 2018 through, August 3, 2018. Discussion and possible action.

Resolution No. 2362
A Resolution of the City Council of the City of Portola
Authorizing Payment of Claims for the Period
July 7, 2018 through August 3, 2018

Finding no Council or public comment Councilmember Oels made a motion to approve Resolution 2362 and the minutes of the City Council regular meeting held on August 3, 2018. Councilmember Powers seconded the motion and it was unanimously approved during a roll call vote.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

- A. **Workshop on the City of Portola Municipal Code and Ordinance Updates**– Review and discuss amendments, updates, deletions and additions to the City of Portola Municipal Code through Ordinance changes. Discussion, direction to staff and possible action.

Karen Downs, contract Planner from Manhard Consulting presented the Council with a list of Ordinances that staff had identified as needing updated, amended and or clarified. The Council and public engaged in a workshop style discussion to review the Ordinances in question. See Attached.

Following this discourse the Council requested that staff incorporate the changes discussed and to return to the Council at a future date for additional review.

The Council adjourned for a short recess at 8:30 pm.

9. CLOSED SESSION

A. **Public Safety** – Closed Session Pursuant to Government Code Section 54957(a).

The Council reconvened in closed session at 8:40 pm. There was no reportable action.

10. ADJOURNMENT

The meeting was adjourned at 8:55 pm.

Respectfully Submitted,

Melissa Klundby, City Clerk