

CITY OF PORTOLA
FINANCE & ADMINISTRATION COMMITTEE

Tom Cooley

Pat Morton

AGENDA
SPECIAL MEETING
September 12th, 2018

2:00 pm

Portola City Hall
35 Third Avenue, Portola

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.

1. Call To Order

2. Roll Call

3. 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 Committee 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 Committee 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.

4. Order of Business

A. Grant Management Policy- Review and discuss City of Portola Grant Management Policy. Discussion, possible recommendation to City Council.

B. City Manager Job Description and Recruitment Process- Review and discuss City Manager Job Description and Recruitment Process. Discussion and possible direction to Staff.

C. City Clerk/Treasurer Stipend- Review and discuss the City Clerk/Treasurer Stipend. Discussion and possible direction to the City Council and Staff.

D. Plumas County Sheriff's Department Contract- Review and discuss the amended contract for services between the City of Portola and Plumas County Sheriff Department for Fiscal Year 18/19. Discussion and possible direction to the City Council.

E. Utility Billing Policy- Review and discuss City of Portola Utility Billing Policy. Discussion, possible recommendation to City Council.

F. Project Status – Review of open and pending projects. Direction to staff and possible recommendation to the City Council.

5. Adjourn