

**PORTOLA CITY COUNCIL  
MEETING MINUTES  
October 26, 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, Morton, Mayor Pro Tem Larrieu and Mayor Powers were present. Councilmember Gault was absent. 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 the upcoming election and Lake Davis.

Jerry Simeson gave an update on the United States Forest Service, Beckwourth Trail and requested to work with the City to have the trail staging area begin in the Portola City Park.

**5. CITY COMMUNICATIONS**

**A. City Council/Committee Reports**

Councilmember Oels reported on his attendance at the Tree Mortality Task Force, the Fire Safe Council, the Plumas LAFCo meeting and the Fire Assessment Ad Hoc Committee meetings.

Councilmember Morton reported on the Christmas trees which will be placed around town on the 21<sup>st</sup> of November as part of the Angel Tree Program and the upcoming Tree Lighting Parade on December 2<sup>nd</sup>.

Councilmember Larrieu reported on his attendance at Plumas LAFCo meeting, where they appointed a new chair and rescinded a Resolution regarding consolidation of Health Care Districts.

Mayor Powers reported on the Feather River College Adult Education Consortium.

**B. City Manager Report**

City Manager Meacher reported on the following:

- Portola Highlands submission of final maps
- Potential annexation of 62 lots in Portola Heights
- Purchase of used equipment for the Portola Pool at an extremely discounted rate
- Caltrans rehab of Highway 70
- Public Works staff work on a replacement Christmas tree for the annual tree lighting

- Attendance at the Chamber mixer

### C. Staff Communications

Community Services Officer Chuck Brashear reported that he had initiated four new abatements, seven abatements are in progress, three unregistered vehicles had been cited and he responded to seven animal calls.

## 6. CONSENT CALENDAR

- A. **Minutes** – Adopt the minutes of the City Council regular meeting held on September 28, 2016.
- B. **Claims** – Adopt Resolution No. 2297 authorizing payment of claims for the period of September 24, 2016 through October 21, 2016.

Finding no Council or public comment, Mayor Pro tem Larrieu made a motion to adopt the minutes of the regular meeting held on September 28, 2016, and to adopt Resolution No 2297 authorizing payment of claims for the period of September 24, 2016 through October 21, 2016. Councilmember Oels seconded the motion and it was unanimously approved.

## 7. PRESENTATION

- A. **Kid's Creek Forest** – Presentation from a Robert Wade, Outdoor Education Coordinator for the Plumas Unified School District on Learning Landscapes and the Kids Creek Forest Project at C Roy Carmichael Elementary School

Robert Wade gave the Council a PowerPoint presentation on Learning Landscapes and the Kids Creek Forest Project at C Roy Carmichael Elementary School. Rob outlined the importance of outdoor education for children and the need to fence of the Kids Creek Forest from motorized vehicle to improve outdoor recreation experiences for kids on the property. Robert noted that the fencing had been purchased through a grant obtained by the United States Forest Service and that the project was in coordination with the USFS and the Feather River Landscapes Land Trust. The Council thanked Mr. Wade for his presentation and work in outdoor education for children.

## 8. ORDER OF BUSINESS

- A. **A-15 Project** –Review A-15 Contract #15, Phase 2, Project STIP, Progress Payment #4. Discussion and Possible Action.

Dan Bastian, City Engineer, presented the Council with Progress Payment #4 tabulation summary; which he explained as the sum of CO16-05 including contract items that were incurred after the last payment (i.e. stripping, signage, etc.), and a Reconciling Change Order “A15 CO16-05” which addressed change orders, additions and deductions. Following a brief discussion and finding no public comment, Councilmember Oels made a motion to approve CO 16-05 and progress payment #4, subject to receipt of final waivers and releases for subcontract work and vendors, and authorize staff to pay Sierra Nevada Construction, Inc. \$129,672.64. Councilmember Morton seconded the motion and it was unanimously approved by all those in attendance.

B. **Refuse and Recycling Collection Services** – Review of Refuse Collection Franchise Agreement. Discussion, possible action.

Tom Valentino, City of Portola’s solid waste consultant, presented the Council with the recommendations of the Infrastructure Committee and their review and recommendation for the amended refuse Collection Franchise Agreement. The Council reviewed the terms of the proposed agreement and reviewed items pertaining to wheeled waste carts and the new proposed biweekly recycling pickups. Following Council discussion and brief public comment regarding additions to garbage service Mayor Powers asked for a motion.

Mayor Pro tem Larrieu made a motion to approve staff to continue to negotiate an extended franchise agreement with Intermountain Disposal based on the June 16, 2016 proposal and the September 8, 2016 verbally agreed-to modifications of proposed services; and to approve staff to negotiate an updated agreement with Plumas County to guarantee continued access to the Delleker Transfer Station. Councilmembers Oels seconded the motion and it was unanimously approved by a roll call vote of all those in attendance.

C. **Recreation Grant**- Consider Resolution 2298, A RESOLUTION OF THE CITY COUNCIL, CITY OF PORTOLA APPROVING THE APPLICATION FOR YOUTH SOCCER AND RECREATION DEVELOPMENT PROGRAM GRANT FUNDS.

City Manager Robert Meacher reported on a grant opportunity to renovate the city baseball fields on Gulling St. that would align with the concepts covered in the workshop last Wednesday, October 16. Mr. Meacher reported that if awarded the grant funds would be used to renovate the baseball/ softball facility attached to the City Park on Gulling Street. City Manager Meacher also reported that the renovation of the fields would be at no cost to the City, if the City was awarded the Grant.

Susan Jacobson, Sports Success, reported that she has been working under her contract with the City and with volunteers to prepare the grant and presented the City with a Resolution as required by the grant application. The public asked questions regarding who would administer the grant and Mr. Meacher reported that the grant would be administered by the City. Mayor Powers and Mayor Pro Tem Larrieu reported that the grant opportunity sounded great and Councilmember Oels made a motion to approve Resolution 2298 as presented and to authorize staff to continue work on the grant application. Councilmember Morton seconded the motion and it was unanimously approved by all those in attendance, during a roll call vote.

D. **Committee Appointment**- Appoint a Councilmember to the Community Development Committee to fill a vacancy. Discussion and Possible Action.

Mayor Powers requested this agenda item be continued to the December 14<sup>th</sup> City Council meeting following appointment of new Councilmembers.

E. **Meeting Schedule** - Consider changes to the upcoming City Council meeting schedule due to holiday conflicts. Discussion, possible action

Staff presented the Council with a revised meeting schedule for November and December, canceling the second regular meetings of each month due to holidays. The Council concurred with the proposed meeting cancellations.

## **8. CLOSED SESSION**

- A. **Exposure to Litigation** - Closed session pursuant to Government Code Section 54956.9(d)(2), Conference with legal counsel, Exposure to litigation; 2 cases.

There was no reportable action from the closed session.

## **9. ADJOURNMENT**

Mayor Powers made a motion to adjourn the meeting. Mayor Pro tem Larrieu seconded the motion and the meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

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Melissa Klundby, City Clerk