

CITY OF PORTOLA CITY COUNCIL AGENDA

Special Meeting
Tuesday, February 11, 2014
7:00 p.m.

City Hall Council Chambers
35 Third Avenue
Portola, CA 96122



Councilmembers

Mayor Phil Oels
Mayor Pro Tem Michelle Gault
Councilmember Pat Morton
Councilmember John Larrieu
Councilmember Bill Powers

City Staff

Interim City Manager Todd Roberts
City Attorney Steve Gross
Finance Officer Susan Scarlett
Planner Karen Downs
Deputy City Clerk Melissa Klundby

The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 7:00 p.m. Your interest and participation is encouraged and welcome.

Any person desiring to address the City Council on any item not on the Agenda may do so during public comment. Public comments made during a regular Council meeting may be recorded. Members of the public may submit their comments in writing to be included in the public record.

CONSENT CALENDAR: These items include routine financial and administrative actions. All items on the consent calendar will be voted on at the same time during the meeting under "Consent Calendar". If you wish to have an item removed from the Consent Calendar, you may do so by addressing the presiding officer.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions on any agenda items, contact the City at (530) 832-6803.

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.

For additional information visit the City of Portola Web Page www.cityofportola.com

**CITY COUNCIL AGENDA
SPECIAL MEETING
February 11, 2014 7:00 p.m.**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. 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 City Council 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 City Council during "PUBLIC COMMENT" shall first secure permission of the presiding officer, stand; give his/her name to the Clerk for the record, and address the City Council. Each person addressing the City Council shall be limited to five minutes ordinarily.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

B. City Manager's Report

6. CONSENT CALENDAR

A. **Minutes** - Adopt the minutes of the Special Meeting held January 29th, 2014.

B. **Claims** -Adopt Resolution No. 2192 authorizing payment of claims for the period January 18th, 2014 through February 7, 2014

Accounts Payable: \$18,072.73
<u>Payroll: \$55,002.36</u>
Total: \$73,075.09

7. ORDER OF BUSINESS

A. **Finance Review** – Review of City finances through January 31, 2014. Discussion, possible action.

B. **City Clerk Vacancy** – Review letters of interest from individuals requesting to be considered for appointment to the vacant City Clerk seat. Consider an appointment to fill the vacant seat for a term that expires November 2014. Discussion, possible action.

- C. **City Manager Appointment** – Status update and review the process for appointing a City Manager. Discussion, possible action.
- D. **Review of City of Portola Signage**- Discussion of sign placement as directed by City Council pursuant to a request received by resident Bill Tiffany. Discussion, direction to staff, possible action.
- E. **Willow Springs Hazardous Fuel Reduction-Hand Thinning Project**- Review bid proposal from Wood’s Fire and Emergency Services, Inc. Discussion, direction to staff, possible action.
- F. **Consider City Support of “I Love Portola” Committee** - Receive information from Councilmember Michelle Gault. Discussion, possible action.

8. CLOSED SESSION

- A. **Public Employee Appointment** – Pursuant to Government Code Section 54957
City Manager

9. ADJOURNMENT