

PORTOLA CITY COUNCIL
MEETING MINUTES
February 11th, 2015
6:00 p.m.

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mayor Gault led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Larrieu, Oels, and VanDahlen, Mayor Pro Tem Powers and Mayor Gault responded to the roll call. City Manager Robert Meacher, City Planner Karen Downs, City Clerk Melissa Klundby, City Finance Officer Susan Scarlett and City Attorney Steve Gross were also in attendance.

4. PUBLIC COMMENT

Larry Douglas identified himself as the High Sierra Community Development Center and thanked Mayor Gault and Councilmember Oels for their attendance at the Plumas County Supervisors meeting. Mr. Douglas also made comment regarding his desire that elected official be open and transparent.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported that Plumas LAFCo had met and reported that Plumas LAFCo had agreed to waive the fees needed to detach portions of the Woodbridge area from Eastern Plumas Rural FPD so that issue regarding the tax rate area (TRA) could be remedied with the County. Councilmember Larrieu also reported that Plumas LAFCo is working on completion of Municipal Service Reviews for Special Districts in the Greenville/Crescent Mills/Indian Valley area.

Councilmember Oels also reported he was in attendance at the Plumas LAFCo meeting and the Plumas County Board of Supervisors meeting.

Councilmember Powers reported that he had attended a community meeting regarding the potential closure of the convalescent Hospital in Quincy, a 20K Lives meeting, the Juvenile Justice Commission and a meeting with stakeholders to discuss potential money from the state for social service programs. Councilmember Powers also attended the Eastern Plumas Chamber of Commerce meeting and reported that the tradeshow attended by the Chamber had been successful and that the Chamber had distributed 875 Plumas County visitors' bags.

Councilmember VanDahlen reported that she is working with the Nevada Business Council to hold a future meeting on small business loans, and a meeting concerning the after school program and potential future programs that would target youth not involved in sports, by offering classes after school in art or computers.

Councilmember VanDahlen also reported that she had attended the Rotary meeting and commended the Rotary and their coordination with the CRC Elementary school on its pay it forward program and the High School on its essay contest program.

Mayor Gault reported that she and other members of the Council had attended tours of the vacant Plumas/Sierra County courthouse. Mayor Gault had also met with Patty Clawson, Big Fish Creations to discuss marketing the City and that she had received letters from a 5th grade class regarding student concerns in the City and would be responding to those letters, and/or making a presentation to the class.

B. City Manager Communications

City Manager, Robert Meacher gave the Council a briefing on the meetings he attended during the previous two weeks and reminded the Council of the upcoming budget planning session on March 7, 2015 from 9:00 am to 1:00 pm.

8. CONSENT CALENDAR

A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on January 28th, 2015.

B. **Claims** - Adopt Resolution No. 2236 authorizing payment of claims for the period of December 6th, 2014 through January 23, 2015.

Finding no public or Council comment Councilmember Oels made a motion to adopt the minutes of the Regular City Council meeting held on January 28th, 2015 and to adopt Resolution No. 2236 authorizing payment of claims for the period of December 6, 2014 through January 23, 2015. Councilmember Larrieu seconded the motion and it was unanimously approved.

9. ORDER OF BUSINESS

A. **2014 City Audit Presentation**– Presentation of 2014 Audit information. Discussion, direction to staff, possible action.

Elba Zuniga, representative from Gallina LLA, Certified Public Accountants presented the Council with the City of Portola Audit Report for the Year Ended June 30th, 2014. Ms. Zuniga reported that the annual review of the financial statements showed that the City of Portola had a “clean” audit. Ms. Zuniga noted that new changes in the law would require the City to report on unfunded pensions in the future.

Following her review of the Audit the Council asked for public and Council comment. Councilmember Larrieu then made a motion to accept the audit as presented. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

B. **Finance Review** – Receive a six month financial review. Discussion, possible action.

City Finance Officer, Susan Scarlett presented the Council with a detailed summary of the City finances through December 31, 2015. Ms. Scarlett reported that a decrease in Gas tax of approximately 52% was expected in the upcoming fiscal year. There was no public or Council comment.

C. **Sierra Buttes Trail Stewardship** –Request for the City of Portola to place an ad in Sierra Trails, Guide to Adventure publication. Review Budget Amendment for ad placement and cost for consultant to

prepare ad. Review budget amendment for previously approved request for the City of Portola to host an aid station for the upcoming bike ride/race at Lake Davis on May 30th, 2015. Discuss volunteers and/or Staff participation. Discussion, possible action.

The Council was presented with a request from the Sierra Buttes Trail Stewardship for the placement of an ad in their publication and participation in hosting an aid station for the upcoming bike ride/race at Lake Davis on May 30th, 2015. Patty Clawson from Big Fish Creations also presented the Council with a proposal for her services to create the recommended ¼ page ad. Following a review of the proposal for an aid station Councilmembers Larrieu and VanDahlen offered to donate \$50.00 each toward the cost of hosting of the aid station. Mayor Gault requested that Community Services Officer, Leah Turner coordinate the aid station and Portola Fire Department assistance during the race.

Finding no further comment Councilmember Oels made a motion to approve the placement of an ad in Sierra Trails, Guide to Adventure publication at a not to exceed amount of \$550.00 and to enter into a contract with Big Fish Creations for the creation of an ad, in a not to exceed amount of \$285.00 from Fund 215. Councilmember Larrieu seconded the motion and it was unanimously approved.

Councilmember Larrieu made a motion to approve an amount not to exceed \$100.00 from the General Fund, for the hosting of an aid station for the upcoming Sierra Trails bike ride/race at Lake Davis on May 30th, 2015. Councilmember Oels seconded the motion and it was unanimously approved.

D. **Plumas/Sierra Regional Courthouse** – Review and consider exploring a lease option for the Plumas/Sierra Regional Courthouse. Discussion, possible action.

City Manager Robert Meacher apologized to the Council that he was not able to be present at the previous meeting that this was agendized on. Staff reported that they are discussing low to none existent rental amount terms with the State and potential cost/space sharing with other agencies. Mr. Meacher further reported that he is only seeking Council approval to further research the feasibility of relocating City Hall to the empty Plumas/Sierra Courthouse building.

The Council asked for public comment and several members of the public commented that they were concerned on the cost of relocation and rent at the new facility. Pat Fruchtenicht commented that he is very concerned with the cost and that the Council should spend money making City wide improvements not on renting the courthouse. Pat Morton commented that she agrees that the building is very nice, however she is also concerned with the cost of the new facility. Richard Fish commented that he would like City hall to move to the larger building so that more community members could attend City Council meetings. Plumas County Supervisor, Terri Swofford, speaking as a citizen of Portola, stated that he had again checked with representatives from the Courts and noted that the Courts have every intention of re-utilizing the building as a courthouse. Mic Housel commented that he is concerned about all the talk of growth in the area and that he has seen no growth. Terri Woods commented that she does not want to see the citizens of Portola stuck with a large bill. Jeanne Dansby made several comments concerning the cost and the potential lease of the building to the Long Valley Charter School.

Councilmember Oels commented that he is hearing a lot of citizen concerns. Councilmember VanDahlen and Larrieu noted that they would like staff to continue to research options for use of the building, including proposed sharing of the facility with other agencies. Mayor Gault noted that she likes the idea of a large Civic Center.

Councilmember VanDahlen made a motion directing City Manager Robert Meacher to move forward with researching information pertaining to the potential rental of the Plumas/Sierra Courthouse. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

E. **Proclamation of Local Emergency Due to Drought Conditions in Portola, California** – Review Proclamation. Discussion and/or possible action.

Councilmember Larrieu made a motion to approve the Proclamation of Local Emergency Due to Drought Conditions in Portola, California. Mayor Pro tem Powers seconded the motion and it was unanimously approved.

8. CLOSED SESSION

A. **Existing Litigation** - Pursuant to Government Code Section 54956.9(d)(1), City of Portola vs. State of California Department of Fish & Game, Case No. CV09-00065.

There was no reportable action from the closed session.

9. ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Melissa Klundby, City Clerk