

**PORTOLA CITY COUNCIL  
MEETING MINUTES**

**July 23<sup>rd</sup>, 2014**

**7:00 p.m.**

**1. CALL TO ORDER**

Mayor Oels called the meeting to order at 7:00 pm.

**2. PLEDGE OF ALLEGIANCE**

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

**3. ROLL CALL**

Councilmembers Larrieu, Powers, and Morton, Mayor Pro Tem Gault and Mayor Oels responded to the roll call. City Manager Robert Meacher, City Clerk Melissa Klundby and City Finance Officer Susan Scarlett and were also in attendance.

**4. PUBLIC COMMENT**

Larry Douglas addressed the Council and thanked Mayor Pro Tem Gault for her volunteer efforts and the formation of the "I Love Portola" group. Mr. Douglas also requested that the Council support the Plumas County Sheriff's department and that they fund the Community Services Officer position from the general fund. Mr. Douglas ended his comments by thanking the Council for their volunteer work in the community.

Feather River Publisher Reporter Carolynn Ship introduced Austin Hagwood, who will be the new temporary Feather River Publishing Reporter for Eastern Plumas County.

**5. CITY COMMUNICATIONS**

**A. City Council/Committee Reports**

Councilmember Larrieu reported that the Transportation Commission would be meeting the following Monday and that the budget and Greenville Street Scape project would be discussed at that meeting.

Mayor Pro Tem Gault thanked all of the volunteers who have been helping with the Concert in the Park series and reported that the "I Love Portola" group will be meeting on Thursday, July 31 at 6 p.m. at Eastern Plumas Health Care in the Education Building.

Councilmember Powers encouraged attendance at the next Concert in the Park and thanked the women at the Portola Catholic Church for the food sales preparation. Councilmember Powers also reported that he had secured a Public Health grant called Random Acts of Kindness, and that this grant can be used to encourage students to coordinate yard cleanup jobs. Councilmember Powers will be working with the City Staff and the Community Services Officer to use the grant to help with weed abatement issues in the City limits.

Councilmember Morton reported that the Christmas in July fundraiser at Longboards, for the Angel Tree Program, was very successful.

Mayor Oels reported that he will again construct a log swing that will be raffled to raise funds for the Plumas County Resource Center program to help qualifying residents with utility bills.

## **B. City Manager Communications**

Robert Meacher reported that he had recently attended the Central Valley League of City Managers meeting and that it was extremely informative and covered AB 109 information and County /City/ Special District collaboration and partnerships. Mr. Meacher also reported that he has a meeting with Grant Managers Association and will put together a Council presentation at a later meeting date. Mr. Meacher closed by noting that the new availability rate and the 1.5% rate increase would be reflected on the next utility bill.

## **6. CONSENT CALENDAR**

- A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on July 9<sup>th</sup>, 2014.
- B. **Claims** - Adopt Resolution No. 2214 authorizing payment of claims for the period of July 1<sup>st</sup>, 2014 through July 18<sup>th</sup>, 2014.

Accounts Payable: \$ 118,499.60  
Payroll: \$ 25,939.92  
Total: \$ 144,439.52

Councilmember Larrieu made a motion to adopt the minutes of the Regular City Council meeting held on July 9<sup>th</sup>, 2014 and Resolution No. 2214, authorizing payment of claims for the period of July 1<sup>st</sup>, 2014 through July 18<sup>th</sup>, 2014. Councilmember Morton seconded the motion. The motion was unanimously approved.

## **7. PUBLIC HEARING**

- A. **Aquatics Program Fees – Public Hearing** – Receive public comment and consider adoption of Resolution No. 2215 adopting fees for the City’s aquatics program. Receive public comment, discussion and possible action. *Resolution No. 2215 A Resolution of the City Council of the City of Portola Adopting a Fee Schedule for the City of Portola Aquatics Program*

Jennifer Condliffe, Pool Manager, presented the Council with recommended changes to the pool fee schedule. Some of the changes included lowering the private lesson fees, minimally increasing some admittance fees, establishing free admission to Portola Volunteer Fire Fighters and City of Portola Staff, and increasing family pass costs.

City Manager Robert Meacher reported that under the 20,000 Lives Grant recreation funds had been secured in the amount of \$1,000. The grant funds can be made available for use to lower admission rates to the pool for the remainder of current swim season. The Council requested that staff implement the use of the grant funds for reduced pool admissions.

The Council then reviewed the Resolution and asked for Public Comment, there were no comments. Mayor Pro Tem Gault made a motion to adopt *Resolution No. 2215 A Resolution of the City Council of the City of Portola Adopting a Fee Schedule for the City of Portola Aquatics Program*, Mayor Oels seconded the motion. The motion was unanimously approved.

## **8. ORDER OF BUSINESS**

- A. **Water Drought Report**- Review and discuss California Water Conservation and Drought concerns. Discussion and/or possible action.

Robert Meacher reported that he has been speaking with the Department of Water Resources regarding potential drought conditions in the state and what state regulations will mean for the City of Portola. Mr. Meacher noted that he will continue meeting with all of the necessary water agencies and keep the Council apprised of any issues.

Mr. Meacher also discussed some of the steps necessary to allow the City to potentially return to use of Willow Springs for the domestic water supply and the need to implement water conservation measures throughout the City.

Following further conversation Councilmember Larrieu made a motion to authorize staff to hire a Certified Hydrologist, in an amount not to exceed \$5,000, as necessary, to make findings regarding Willow Springs as required by State water agencies and to implement Section 13.28 Phase 2, of the City of Portola Municipal Code, regarding drought conditions. Councilmember Morton seconded the motion and it was unanimously approved.

- B. **Railroad Days 2014**- Review and discuss 2014 Railroad Days event and costs. Discussion and/or possible action.

The Council reviewed the City of Portola expenses for supporting the annual Railroad Days event, no budget amendments were needed. The Council further discussed potential use of the Union Pacific Grant to support railroad days.

Robert Meacher reported that the Railroad Days Committee would like to have the City Council as the Grand Marshall for the annual Railroad Days Parade, staff offered to coordinate this. No action was needed/taken for this agenda item.

- C. **Budget Amendment for Attendance at Peak Innovation Conference**- Budget Amendment request by Mayor Pro Tem Gault for Conference attendance. Discussion and/or possible action.

The Council discussed the request of Mayor Pro Tem Gault to attend the Sierra Business Council Peak Innovation Conference. After discussion City Manager Robert Meacher suggested that two Councilmembers attend and share the cost of a mileage and hotel expenses. Councilmember Powers made a motion to approve expenditures up to \$2,000 for the attendance at the Peak Innovation Conference in October by Mayor Pro Tem Gault and Councilmember Morton. Mayor Oels seconded the motion and it was unanimously approved.

## **9. CLOSED SESSION**

- A. **Existing Litigation** – Pursuant to Government Code Section 54956.9(d)(1) Buckelew vs. City of Portola, Case No. CV 13-00090

Mayor Oels reported out from the closed session that the City Council had unanimously agreed to accept the terms of dismissal of the Buckelew vs. City of Portola, Case No. CV 13-00090 proposed by Mr. Buckelew and his attorney wherein, Mr. Buckelew will dismiss the case with prejudice without any payment from the City and the City will agree to waive any right to recover fees and costs.

## **10. ADJOURNMENT**

There being no further business to discuss, Mayor Oels adjourned the meeting at 8:25 p.m.

Respectfully Submitted,

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Melissa Klundby, City Clerk