

**PORTOLA CITY COUNCIL
MEETING MINUTES**

April 22nd, 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 Finance Officer Susan Scarlett, City Attorney Steve Gross and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Susan Wilson, Portola resident addressed the Council and expressed concerns about wildfire and the drought. Ms. Wilson encouraged all citizens to maintain safe burning practices and to be aware of the treat of fire during the drought season.

Audrey Ellis, Eastern Plumas Chamber of Commerce, reported that the Santa Clara travel show was a huge success for the Chamber and that over 19,000 people attended the trade show. Ms. Ellis also noted that the Chamber made contact with the editor of "Cycle California" who is coordinating a visit to the area through the Chamber of Commerce, due to their presence at the trade show. It is expected that an article will be written about Eastern Plumas County in the publication, "Cycle California". Ms. Ellis thanked the Council for their support and noted that the Chamber is working hard to fundraise to attend the trade show in 2016 in southern California.

Larry Douglas commentated on the State of Jefferson and the courses that he has available at High Sierra Community Development. He also thanked the Council for their continued efforts in economic development.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported that he had attended the Plumas LAFCo meeting, a meeting of the Transportation Commission and attended the Lake Davis Trail cleanup day.

Mayor Pro Tem Powers reported that he had attended the Transportation Commission meeting.

Councilmember VanDahlen reported that that she is had attended the website ad hoc committee meeting and the Railroad Days meeting.

Councilmember Oels reported that he had attended the Plumas LAFCo meeting, moved rock to the West End Park ADA trail, and attended the Lake Davis Cleanup day and the Log Cabin Quilting Guild show.

Mayor Gault reported that the first “I Love Portola”, city cleanup day is scheduled for April 25, 2015 from 8 to 12 and that following a Safety Course the group would be doing cleanup along the Riverwalk.

B. City Manager Communications

City Manager Robert Meacher reported on the following:

- Upcoming rabies vaccination clinic
- Coordination with the rotary to bring exercise stations to the Riverwalk
- New signage at City Hall
- Updates on the potential lease of the Plumas/Sierra County Courthouse
- Updates on the Blight Removal program
- Attendance at the Sacramento City Managers meeting
- Meeting with the State Regional Water Quality Control Board
- Continued meeting with Ad Hoc and Municipal Working Groups

Mr. Meacher also reported that he is working with the State Revolving Loan fund for Grants for the arsenic wellhead treatment facility and the development of Turner Springs.

C. Staff Communications

None

6. CONSENT CALENDAR

- A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on April 8th, 2015.
- B. **Claims** - Adopt Resolution No. 2243 authorizing payment of claims for the period of April 4th, 2015 through April 17th, 2015.

Finding no Council or public comment Mayor Pro Tem Powers made a motion to adopt the minutes of the Regular City Council meeting held on April 8th, 2015, adopt Resolution No. No. 2243 authorizing payment of claims for the period of April 4th, 2015 through April 17th, 2015. Councilmember Larrieu seconded the motion and it was unanimously approved.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

- A. **Public Comment – 2015/2016 Budget Preparation** – Receive public comment relating to the preparation of the 15/16 City budget. Receive public comment, discussion, possible action and direction to staff.

Richard Arnold reported that he has proposed to the High School Junior and Senior class that they study and make a presentation on the City of Portola Budget as part of citizen involvement.

Larry Douglas noted he is concerned about affordable public services and that the City Council should review their contracts with City Finance Officer Susan Scarlett and City Attorney Steve Gross. Mr. Douglas

noted he also feels the City should hire a water rights attorney and believes City Manager Robert Meacher is an asset to the community.

Community member Pat Morton noted that the public should remember that the City Staff is currently half the level of previous staffing and that the staff are doing the same amount of work with less resources.

Finding no further public comment Mayor Gault closed public comment.

B. Abatement of Property at 380 Fourth Avenue, Portola CA. – Review the condition of property located at 380 Fourth Avenue, APN # 126-12-712 and consider approval to proceed with abatement of the property; Resolution 2244, A Resolution of the City Council of the City of Portola, Declaring, and Finding a Public Nuisance Exists on Premises in the City. Discussion, possible action.

Staff reported that this property was previously reviewed and that to date conditions had worsened on the property. The resolution presented gave the Council the opportunity to move forward with the abatement process by declaring the property a public nuisance.

Mayor Gault asked for public comment. Larry Douglas commented that he is concerned with the city's definition of public nuisance. Attorney Steve Gross noted that the definition used by the City in this process is determined by City Code.

Councilmember Larrieu made a motion to approve Resolution 2244, A Resolution of the City Council of the City of Portola, Declaring, and Finding a Public Nuisance Exists on Premises in the City; Councilmember Van Dahlen seconded the motion and it was unanimously approved.

C. Water Security – Councilmember Oels -Discussion and possible budget amendment for purchase of GPS unit to survey Turner Springs property. Discussion, possible action.

Councilmember Oels reported on the pine beetle infestation on the Turner Springs property and requested the purchase of a GPS unit to survey the property to help determine the property boundaries for future reference. Councilmember Larrieu noted that he is concerned with budget add-on's outside of the budget process. The Council discussed the necessity of purchasing the GPS unit.

Mayor Gault asked for public comment and Mike Matus commented that a GPS unit would be very useful for the City. Richard Arnold commented that he may be interested in purchasing a GPS unit for his personal use and loaning it to the City.

Following further discussion Councilmember Oels made a motion to purchase the GPS Unit using funds from the existing budget if the appropriate funds can be identified, if there are no current budget funds for the purchase the Council is requesting that a budget amendment be made and the GPS unit be purchased at an amount not to exceed \$1000.00. Councilmember Larrieu seconded the motion and it was approved; 4-1, with Councilmember Powers voting no.

D. Review of City of Portola Procedures Manual – Review the current City of Portola Procedures Manual. Discuss and review policy and discuss and review possible updates. Discussion, direction to staff and possible action.

Mayor Gault noted that she had not had time to review the City of Portola Procedures Manual until recently and requested that this item be continued so that staff had the opportunity to incorporate her recommended changes. The Council had consensus to continue this agenda item to a future meeting date.

CLOSED SESSION

- A. **Existing Litigation** – Pursuant to Government Code Section 54956.9(d)(1), Bauer v. City of Portola.
- B. **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.

The Council took a recess at 7:15 pm and reconvened under the closed session items at 7:20 p.m. There was no reportable action from the closed session

10. ADJOURNMENT

Councilmember Larrieu made a motion to adjourn the meeting at 8:45 p.m. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk