

CITY OF PORTOLA

FINANCE & ADMINISTRATION COMMITTEE

Tom Cooley

Pat Morton

AGENDA

SPECIAL MEETING

April 11th, 2018, 2:00 pm
Portola City Hall
35 Third Avenue, Portola

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.

1. **Call To Order**
2. **Roll Call**
3. **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 Committee 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 Committee during "PUBLIC COMMENT" shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to five minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

4. **Order of Business**

- A. **City Manager Job Announcement** – Review the Brochure for a City Manager. Make recommendations and suggestions for changes, additions, deletions. Discussion and recommendation to the City Council.
- B. **Auditor Contract** - Review and discuss an extension of the contract with CliftonLarsonAllen for auditing services with the City of Portola. Discussion and recommendation to the City Council.
- C. **FEMA Funds Expenditures and Project Prioritization** – Review status of FEMA funds received to dates and prioritize and discuss projects, expenditures and work needed to be completed. Discussion and recommendation to the City Council.
- D. **Budget Amendments** – Review and discuss recommendations to the City Council for a budget amendment to legal expenses to cover review of contracts and grant applications. Discussion and recommendation to the City Council.
- E. **State Revolving Loan Fund (SRLF) Grant Application** – Review a SRLF grant application process, review proposal/contract for service for grant submission from Dean Marsh of Sauers Engineering, Inc and budget amendment for services. Discussion and recommendation to the City Council.
- F. **Fire Service Contract** – Review Contract for Fire Protection Services with Eastern Plumas Fire Department. Discussion and recommendation to the City Council.

5. **Adjourn**