

CITY OF PORTOLA

FINANCE & ADMINISTRATION COMMITTEE

Tom Cooley

Pat Morton

AGENDA SPECIAL MEETING

March 28th, 2018

3:00 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. **Portola Volunteer Fire Department** - Review and discuss the following:

- Staffing for Adequate Fire and Emergency Grant Program (SAFER)
- Recommendation for direction of the fire department
- Draft contract for services from Eastern Plumas Fire Department

Discussion, possible recommendation to Staff and/or City Council.

B. **State Revolving Loan Fund (SRLF) Grant Application** – Review a SRLF grant opportunity and review/discuss the following:

- Cost of a contract for service to complete a Plan of Study for grant submission.
- Review Contract for services from Bennet Engineering Services, Engineer for the Portola 192 project.
- Review Conflict of interest concerns
- Review City of Portola Engineer suggestions.

Discussion and recommendation to staff and/or City Council.

C. **City Manager Position**- Review and discuss City Manager Job Flyer.
Discussion, possible recommendation to City Council.

5. **Adjourn**