

**PORTOLA CITY COUNCIL
REGULAR MEETING
JUNE 12, 2013
7:00 P.M.**

CALL TO ORDER

Mayor Larrieu called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

ROLL CALL

Councilmembers Morton, Gault, Mark, Mayor Pro Tem Oels and Mayor Larrieu responded to the roll call. City Manager Leslie Tigan, City Attorney Steve Gross and Finance Officer Susan Scarlett were also in attendance.

PUBLIC COMMENT

City Council Direction

Portola resident Larry Douglas explained that he was disappointed with the direction the City Council was going in with regards to employee benefits, utility rates and personnel.

Ham Radio Club

Portola resident Dennis Dickinson reported that the Plumas County Ham Radio Club will be hosting an event on Saturday at the Feather River RV Park and again next Saturday at Smith Peak. He invited the public to attend.

Water/Sewer Issues

Portola resident Ken Tibbedeaux posed questions relating to the City's utility policies. Staff explained that an agenda item was scheduled to discuss the issue and the questions should be presented during that agenda item.

CITY COMMUNICATIONS

LAFCo – Mr. Larrieu noted that the budget had been approved at the last meeting.

CITY MANAGER'S REPORT

Ms. Tigan reported on the following; pump repairs at the pool that will delay the opening until Monday Jun 17th; a Notice of Default for the Woodbridge property that had been received; the presentation from the Film Commission had been canceled. Ms. Tigan then introduced Ian Kaiser, the incoming City Manager, and his wife Devora.

CONSENT CALENDAR

It was moved by Councilmember Morton seconded by Councilmember Gault to approve the consent calendar as presented. All members present voted in favor.

- A. Minutes – Adopted the minutes of the special meeting held on May 22, 2013 and the regular meeting held on May 22, 2013.
- B. Claims – Adopted Resolution No. 2167 authorizing payment of claims for the period May 18, 2013 to May 5, 2013.

Accounts Payable:	\$ 229,505.25
Payroll:	<u>\$ 48,908.72</u>
Total:	\$ 278,413.97

PRESENTATION

- A. Plumas County Assessor

Plumas County Assessor Chuck Leonhardt presented an overview of the County property values and trends.

ORDER OF BUSINESS

- A. 2013/2014 Operating Budget, Public Hearing

City Manager Leslie Tigan explained that a public hearing had been scheduled to receive comments regarding the proposed 2013/2014 Budget prior to consideration of its adoption on June 16, 2013.

Mayor Larrieu opened the public hearing at 7:45 p.m.

Portola resident Larry Douglas explained that he was concerned there was no effort in the budget to deal with the cost of employees and a cut to the Sheriff. He suggested that the Council should consider less regulation, less fees, lower water and sewer fees and moving expenses out of the water and sewer funds, he questioned the ethics of the public officials.

Mayor Larrieu closed the public hearing at 7:48 p.m.

- B. Year to Date Finance Update

Finance Officer Susan Scarlett provided the City Council with an update of the year to date revenues and expenditures. She noted that the expenditures were at the expected level and that there had been a need to utilize additional temporary staff in Public Works due to a full time employee being out on workers comp.

Ms. Scarlett gave an update on a PERS “smoothing” policy that would help stabilize rates in the next five years.

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C. City Acceptance of Credit/Debit Cards

City Manager Leslie Tigan explained that the City was receiving daily requests from customers for the ability to use credit/debit cards. She noted that staff had researched options and was recommending the Council consider the use of a third party vendor to accept card payments from customer and then transfer the payment to the City. In this situation there is no cost to the City, the card user pays a fee to the third party vendor.

Ms. Tigan presented information from GovPayNet, and explained that Plumas County uses their services.

Councilmember Gault noted that the fee charged to the customer seemed high and asked if a less expensive option was available. Ms. Tigan explained that the third party vendors available to the City charged basically the same fees and noted that the customer had the choice to pay without a card.

Ms. Tigan also presented a Participation Agreement and explained that the City Attorney had made comments relating to the agreement which had been provided to the company and a response had yet to be provided. She explained that the Council would need to approve the agreement in its final form.

It was the consensus of the City Council to have staff bring back the final agreement for review.

D. Utility Billing Policy

City Manager Leslie Tigan explained that the draft utility billing policy was complete and suggested the Council discuss a timeline for implementation of the policy. She explained that if an ordinance establishing the policy was introduced on June 26, 2013 it would take staff a few months to implement the changes; she felt an October 1, 2013 date would be the earliest the changes would be in place.

Portola resident Ken Tibbeteaux questioned why the City could turn off water service when a customer didn't pay their garbage bill. Councilmember Gault and Mayor Pro Tem Oels each indicated that they are often asked the same question.

Staff explained that the City's franchise agreement with Intermountain Disposal requires mandatory participation in garbage collection within the City. The franchise agreement had been drafted using the City's ability to discontinue water service as a way to enforce the mandatory service regulation. It was explained that the number of water shut offs due to the garbage bill is small and that Intermountain makes multiple efforts to collect payment prior to requesting the City provide notice of water shut off.

Mr. Tibbeteaux then asked if he was going to be gone for a time could he turn his water off. It was explained that the customer could not physically turn the water off at the meter; that is the responsibility of the City, but that he could come into City Hall to cancel his service for a period of time.

Following a lengthy discussion Councilmember's indicated that they did not enjoy raising rates but felt responsibility to ensure the City finances remain stable it was moved by Councilmember Gault, seconded by Councilmember Morton to direct staff to bring forward an ordinance to implement the policy change at the next meeting. All members present voted in favor.

Mayor Larrieu recessed the meeting to closed session at 8:55 p.m.

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

- B. Conference with Real Property Negotiators – Pursuant to Government Code
Section 54956.8
Property: APN #025-100-030
Agency Negotiators: Phil Oels, Tom Valentino, Leslie Tigan
Negotiating Party: Jeff Carmichael
Under Negotiation: Price & Terms

Mayor Larrieu reconvened the meeting to open session at 9:20 p.m.

REPORT FROM CLOSED SESSION

No action was reported.

ADJOURNMENT

There being no further business to discuss Mayor Larrieu adjourned the meeting at 9:21 p.m.

Leslie Tigan, CMC
City Clerk