

# CITY OF PORTOLA

## CITY COUNCIL REGULAR MEETING AGENDA

**Regular Meeting**  
**Wednesday, September 12, 2018**  
**6:00 p.m.**



**City Hall Council Chambers**  
**35 Third Avenue**  
**Portola, CA 96122**

### Councilmembers

Mayor Pat Morton  
Mayor Pro Tem Tom Cooley  
Councilmember Bill Powers  
Councilmember Phil Oels  
Councilmember Debra Reynolds

### City Staff

Interim City Manager Leslie Chrysler  
Public Works Director Todd Roberts  
Finance Officer Susan Scarlett  
City Attorney Steve Gross  
City Clerk Melissa Klundby

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The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 6:00 p.m. Your interest and participation is encouraged and welcome.

Any person desiring to address the City Council on any item not on the Agenda may do so during public comment. Public comments made during a regular Council meeting may be recorded. Members of the public may submit their comments in writing to be included in the public record.

**CONSENT CALENDAR:** These items include routine financial and administrative actions. All items on the consent calendar will be voted on at the same time during the meeting under "Consent Calendar". If you wish to have an item removed from the Consent Calendar, you may do so by addressing the presiding officer.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions on any agenda items, contact the City at (530) 832-6803.

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.

For additional information visit the City of Portola Web Page [www.cityofportola.com](http://www.cityofportola.com)

**CITY COUNCIL AGENDA  
REGULAR MEETING  
September 12, 2018  
6:00 p.m.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. 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 City Council 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 City Council 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.

**5. CITY COMMUNICATIONS**

- A. City Council Communications/Committee Reports**
- B. Staff Communications**
- C. City Manager Report**

**6. CONSENT CALENDAR**

These items are expected to be routine and non-controversial. The City Council will act upon them at one time without discussion. Any Councilmembers, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations will require a four/fifths roll call vote.

- A. Minutes** – Adopt the minutes of the City Council regular meeting held on August 22<sup>nd</sup>, 2018.
- B. Claims** – Adopt Resolution No. 2367 authorizing payment of claims for the period of August 18, 2018 through, September 7, 2018.

***Resolution No. 2367  
A Resolution of the City Council of the City of Portola  
Authorizing Payment of Claims for the Period  
August 18, 2018 through September 6, 2018***

## 7. PRESENTATIONS

- A. **State Revolving Fund (SRF) Project Applications** – Receive a presentation and project updates for Water and Sewer System Upgrades through the State Revolving Fund Program.

## 8. ORDER OF BUSINESS

- A. **Urgency Ordinance 351**- Introduction and Approval of Urgency Ordinance 351, An Ordinance of the City of Portola, County of Plumas Amending Chapter 2.36 pertaining to the Planning Commission. Discussion, possible action.
- B. **Off Highway Vehicle Grant** – Continue review of a Grant for acquisition of property for an Off Highway Vehicle Staging Area. Discussion and possible action.
- C. **Advertisement Cost Sharing Request** – Review a request from the Feather River Rail Society and the Western Pacific Railroad Museum for a cost sharing in advertisement costs for the Pumpkin Train and Santa Train Promotion with Deals and Wheels. Discussion and possible action.

## 9. CLOSED SESSION

- A. **Public Safety** – Closed Session Pursuant to Government Code Section 54957(a).
- B. **Public Employee Performance Evaluation** - Closed session pursuant Government Code section 54957, Mid-Year City Manager performance review.

## 10. ORDER OF BUSINESS Continued

- A. **Plumas County Sheriff's Department Contract**- Review and consider approval of a contract for services between the City of Portola and Plumas County Sheriff Department for Fiscal Year 18/19. Discussion and possible action.

## 11. ADJOURNMENT