



City of Portola
AGENDA

Regular Meeting

March 13, 2024 06:00 PM

35 Third Ave, Portola, CA 96122

<https://www.cityofportola.com/>

[t:https://zoom.us/j/3583067836](https://zoom.us/j/3583067836)

Mayor Pat Morton • Mayor Pro-Tem Jim Murphy • Councilmember Bill Powers • Councilmember Stan Peiler • Councilmember Leah Turner

REASONABLE ACCOMMODATIONS

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. at the City Hall Council Chambers. Your interest and participation is encouraged and welcome.

As a courtesy, the City Council meeting is also accessible to the public via live streaming at: <https://zoom.us/j/3583067836> or by phone at: Phone Number 1.669.900.6833; Meeting ID: 358 306 7836. **Online and telephonic access does not guarantee the public the ability to observe the meeting in the event there is a disruption or connectivity issues that affect broadcasting. Members of the public who want to be assured that they have the ability to observe the meeting and make comment during the meeting, should attend the meeting in-person.**

Any person desiring to address the City Council or any committee, commission or agency under the jurisdiction of the City Council, on any item not on the agenda may do so during public comment period. Public comment during the meeting will be accepted in person only.

Public Comment can be made by clicking on the "[comment](#)" section directly from the agenda, next to each agenda item.

Public comment will also be accepted via email sent to Deputy City Clerk, at admin@cityofportola.com which if received at least 24 hours prior to commencement of the meeting will be distributed to the Council and posted to the City's website prior to the meeting.

Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate the participation of the disabled in the City's public meetings. If special accommodation for the disabled is needed, please notify the City at 530.832.6801 at least 48 hours prior to the meeting.

1. Call to Order

A. Pledge of Allegiance

B. Roll Call

2. Public Comments

☒ Discussion  [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 three minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

3. CITY COMMUNICATIONS

☒ Discussion  [Comment](#)

- A. City Council Communications / Committee Reports
- B. Staff Communications / Fire Report / Sheriff's Report / Air Quality Report
- C. City Manager's Report

4. Consent Agenda

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

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. **Claims-** Adopt Resolution No. 2569 authorizing payment of claims for the period of February 15th, 2024 through March 13th, 2024.

Accounts Payable: \$184,771.22

Payroll: \$47,625.56

Total: \$232,396.78

AP Voided Checks #45638 – 45639 (45612 – 45613)

AP Check Run #45588 – 45637

Payroll Check Run #17332 – 17335

- B. Approval of the Minutes from 2-21-24

5. Renew State of Emergency Proclamation

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

Review and continue the Local Emergency Proclaimed by the Proclamation of the City of Portola on March 8, 2023.

6. AT&T Letter

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

Letter in support of requiring AT&T to maintain landlines and 911 services in the City of Portola and Plumas County.

7. Designate Labor Negotiators

☒ Discussion ☒ Possible Action  [Comment](#)

Designate Labor Negotiators for negotiations with Interim City Manager, an unrepresented employee

8. Closed Session

☒ Discussion ☒ Possible Action  [Comment](#)

A. Public Employee Performance Evaluation

Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation - Interim City Manager

9. Closed Session

☒ Discussion ☒ Possible Action  [Comment](#)

A. Labor Negotiations Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators: City Designated Representatives: (Those negotiators designated in item 8 above) and unrepresented employee Interim City Manager

10. Employment Agreement with Interim City Manager

☒ Discussion ☒ Possible Action  [Comment](#)

Consider amendment to current employment agreement with Interim City Manager

11. Ad Hoc Committee Recommendation

☒ Discussion ☒ Possible Action  [Comment](#)

Review the recommendation of the Ad Hoc Committee for how to best search for a permanent City Manager

12. Adjournment

RESOLUTION NO. 2569

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD
FEBRUARY 15, 2024 THROUGH MARCH 13, 2024.**

ACCOUNTS PAYABLE
CHECK NUMBERS: VOIDED CHECKS 45638 – 45639 (45612 – 45613)
CHECK RUN: 45640 – 45720

PAYROLL
CHECK NUMBERS: 17332 – 17335

WHEREAS, the City Council of the City of Portola has been fully advised that all such claims and demands are legal obligations of the City; and,

WHEREAS, the City Council has fully considered the claims and money demands and payment thereof as set forth below and in "Exhibit A" attached hereto and incorporated herein.

| | |
|--------------------------|----------------------------|
| ACCOUNTS PAYABLE: | \$184,771.22 |
| PAYROLL: | <u>\$ 47,625.56</u> |
| TOTAL: | <u>\$232,396.78</u> |

NOW THEREFORE BE IT RESOLVED THAT all claims and demands represented are just and proper and legal demands or claims against the City of Portola, and the payment of any such demands is approved and authorized.

PASSED, APPROVED AND ADOPTED this 13th day of March, 2024 by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Pat Morton, Mayor

ATTEST:

Jason Shaw, Deputy City Clerk

I, Jason Shaw, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council at the City of Portola Regular meeting thereof held on March 13, 2024.

Jason Shaw, Deputy City Clerk

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|-----------------------------|---------------|---------------|----------|-----------|--------------|-----------------|
| 1 | I-202402202056 | JOESPH GONSALVES TRAILER | R | 2/20/2024 | | 45,000.00 | 045640 | 45,000.00 |

| | | | | |
|-----------------------------|-----|-----------|-----------|---------------|
| * * B A N K T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
| REGULAR CHECKS: | 1 | 0.00 | 45,000.00 | 45,000.00 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| CORRECTIONS: | 0 | 0.00 | 0.00 | 0.00 |
| BANK TOTALS: | 1 | 0.00 | 45,000.00 | 45,000.00 |

** REGISTER GRAND TOTALS *

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---------------------|-----|-----------|-----------|---------------|
| REGULAR CHECKS: | 1 | 0.00 | 45,000.00 | 45,000.00 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| CORRECTIONS: | 0 | 0.00 | 0.00 | 0.00 |
| REGISTER TOTALS: | 1 | 0.00 | 45,000.00 | 45,000.00 |

** POSTING PERIOD RECAP **

| FUND | PERIOD | AMOUNT |
|-------|--------|-------------|
| 710 | 2/2024 | 45,000.00CR |
| ===== | | |
| ALL | | 45,000.00CR |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|---|---------------|---------------|----------|----------|--------------|-----------------|
| 000009 | I-202402272060 | CRESCENT TOW & REPAIR CODE ENFORCEMENT VEH TOW | R | 2/28/2024 | | 750.00 | 045641 | 750.00 |
| 000051 | I-202402272092 | CUTTING IMAGE SHUT OFF NOTICES | R | 2/28/2024 | | 428.10 | 045642 | 428.10 |
| 000052 | I-202402272074 | INDUSTRIAL CHEM LABS SEWER MAINT | R | 2/28/2024 | | 861.78 | 045643 | 861.78 |
| 000060 | I-202402272062 | STREAMLINE CITY WEBSITE | R | 2/28/2024 | | 4,260.00 | 045644 | 4,260.00 |
| 0005 | I-202402272088 | AIRGAS, INC. ACETILENE/OXYGEN CHEMICALS | R | 2/28/2024 | | 1,644.89 | 045645 | 1,644.89 |
| 0010 | I-202402272079 | AMAZON CAPITOL SERVICES MATERIALS & SUPPLIES | R | 2/28/2024 | | 803.66 | 045646 | 803.66 |
| 0015 | I-202402272083 | AMERIGAS LDWTP PROPANE | R | 2/28/2024 | | 736.63 | 045647 | 736.63 |
| 0015 | I-202402272084 | AMERIGAS CITY HALL PROPANE | R | 2/28/2024 | | 637.64 | 045648 | 637.64 |
| 0015 | I-202402272085 | AMERIGAS PW PROPANE | R | 2/28/2024 | | 666.68 | 045649 | 666.68 |
| 0021 | I-202402272086 | AT&T 800 EMERGENCY LINE | R | 2/28/2024 | | 4.43 | 045650 | 4.43 |
| 0022 | I-202402272064 | AT&T LDWTP LONG DISTANCE | R | 2/28/2024 | | 39.18 | 045651 | 39.18 |
| 0023 | I-202402272063 | AT&T CALNET 3 SCADA LDWTP | R | 2/28/2024 | | 96.99 | 045652 | 96.99 |
| 0039 | I-202402272087 | BULLET INFORMATION TECHNOLOGY IT SERVICES | R | 2/28/2024 | | 455.00 | 045653 | 455.00 |
| 0052 | I-202402272091 | CITY OF PORTOLA WATER/SEWER BILLS | R | 2/28/2024 | | 2,114.74 | 045654 | 2,114.74 |
| *VOID* | 045655 | VOID CHECK | V | 2/28/2024 | | | 045655 | **VOID** |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|--|---------------|---------------|----------|-----------|--------------|-----------------|
| 0062 | I-202402272061 | CSG CONSULTANTS, INC. CODE ENFORCEMENT SERVICES | R | 2/28/2024 | | 2,192.00 | 045656 | 2,192.00 |
| 0086 | I-202402272078 | FOLCHI LOGGING & CONSTR., INC. SNOW SUPPLIES | R | 2/28/2024 | | 809.74 | 045657 | 809.74 |
| 0091 | I-202402272076 | GRANITE CONSTRUCTION, INC WATER/SEWER LINE REPAIR | R | 2/28/2024 | | 6,959.43 | 045658 | 6,959.43 |
| 0096 | I-202402272065 | HARBOR FREIGHT TOOLS SNOW MATERIALS & SUPPLIES | R | 2/28/2024 | | 411.32 | 045659 | 411.32 |
| 0111 | I-202402272067 | JEFFERSON SUPPLY COMPANY SEWER LINE REPAIR | R | 2/28/2024 | | 178.57 | 045660 | 178.57 |
| 0122 | I-202402272071 | KIMBALL MIDWEST INC WATER EQUIP REPAIR | R | 2/28/2024 | | 252.25 | 045661 | 252.25 |
| 0135 | I-202402272069 | MANGHAM GLASS VEHICLE REPAIR | R | 2/28/2024 | | 373.85 | 045662 | 373.85 |
| 0136 | I-202402272072 | MANHARD CONSULTING PLANNING SERVICES | R | 2/28/2024 | | 720.00 | 045663 | 720.00 |
| 0148 | I-202402272081 | NAPA SIERRA MATERIALS & SUPPLIES | R | 2/28/2024 | | 839.00 | 045664 | 839.00 |
| 0162 | I-202402272082 | OPERATING ENGINEERS EMPLOYEE HEALTH INSURANCE | R | 2/28/2024 | | 13,663.00 | 045665 | 13,663.00 |
| 0173 | I-202402272093 | PITNEY BOWES INC METER LEASE | R | 2/28/2024 | | 469.75 | 045666 | 469.75 |
| 0188 | I-202402272058 | PORTER SIMON CORPORATION LEGAL SERVICES | R | 2/28/2024 | | 6,590.00 | 045667 | 6,590.00 |
| 0192 | I-202402272059 | PURCHASE POWER POSTAGE FOR METER | R | 2/28/2024 | | 617.22 | 045668 | 617.22 |
| 0208 | I-202402272077 | SAUERS ENGINEERING, INC. WATER SEWER GIS | R | 2/28/2024 | | 2,735.00 | 045669 | 2,735.00 |
| 0218 | I-202402272075 | SILVER STATE ANALYTICAL WATER/WASTEWATER TESTING | R | 2/28/2024 | | 1,119.00 | 045670 | 1,119.00 |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|--|---------------|---------------|----------|----------|--------------|-----------------|
| 0229 | I-202402272090 | STATE WATER RESOURCES WATER SYSTEM ANNUAL FEE | R | 2/28/2024 | | 3,821.36 | 045671 | 3,821.36 |
| 0233 | I-202402272095 | SUNRISE ENVIRONMENTAL SCIENTIFI SEWER MAINT | R | 2/28/2024 | | 2,864.52 | 045672 | 2,864.52 |
| 0235 | I-202402272073 | SUSAN SCARLETT ACCOUNTING SERVICES | R | 2/28/2024 | | 5,500.00 | 045673 | 5,500.00 |
| 0235 | I-202402272080 | SUSAN SCARLETT REIMBURSEMENT | R | 2/28/2024 | | 491.50 | 045674 | 491.50 |
| 0256 | I-202402272068 | USA BLUE BOOK INC MATERIALS & SUPPLIES | R | 2/28/2024 | | 2,537.60 | 045675 | 2,537.60 |
| 0264 | I-202402272066 | WESTERN NEVADA SUPPLY WATER SUPPLIES | R | 2/28/2024 | | 504.76 | 045676 | 504.76 |
| 0269 | I-202402272094 | XEROX FINANCIAL SERVICES XEROX COPIER LEASE | R | 2/28/2024 | | 268.13 | 045677 | 268.13 |
| 0275 | I-202402272089 | EIP HOLDINGS II LLC BECKWOURTH REPEATER RENT | R | 2/28/2024 | | 197.00 | 045678 | 197.00 |

| | | | | |
|-----------------------------|-----|-----------|-----------|---------------|
| * * B A N K T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
| REGULAR CHECKS: | 37 | 0.00 | 67,614.72 | 67,614.72 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 1 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| CORRECTIONS: | 0 | 0.00 | 0.00 | 0.00 |
| BANK TOTALS: | 38 | 0.00 | 67,614.72 | 67,614.72 |

** REGISTER GRAND TOTALS *

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---------------------|-----|-----------|-----------|---------------|
| REGULAR CHECKS: | 37 | 0.00 | 67,614.72 | 67,614.72 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 1 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| CORRECTIONS: | 0 | 0.00 | 0.00 | 0.00 |
| REGISTER TOTALS: | 38 | 0.00 | 67,614.72 | 67,614.72 |

** POSTING PERIOD RECAP **

| FUND | PERIOD | AMOUNT |
|-------|--------|-------------|
| ----- | | |
| 100 | 2/2024 | 17,837.50CR |
| 207 | 2/2024 | 1,427.16CR |
| 208 | 2/2024 | 8,508.61CR |
| 215 | 2/2024 | 321.28CR |
| 710 | 2/2024 | 19,860.97CR |
| 720 | 2/2024 | 18,584.19CR |
| 730 | 2/2024 | 1,075.01CR |
| ===== | | |
| ALL | | 67,614.72CR |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|---|---------------|---------------|----------|-----------|--------------|-----------------|
| 000018 | I-202403072126 | CINTAS MEDICAL SUPPLIES | R | 3/13/2024 | | 400.38 | 045679 | 400.38 |
| 000029 | I-202403072128 | COUNTRY BREEZE CLEANING CLEANING SERVICES | R | 3/13/2024 | | 800.00 | 045680 | 800.00 |
| 000039 | I-202403072109 | CAPURRO TRUCKING LINE REPAIR ROAD BASE | R | 3/13/2024 | | 1,087.80 | 045681 | 1,087.80 |
| 000048 | I-202403072129 | PACE ENGINEERING INC SEWER PROF SERVICES | R | 3/13/2024 | | 15,839.75 | 045682 | 15,839.75 |
| 000058 | I-202403072100 | HOBBS COMPANY LIMITED EQUIP REPAIR | R | 3/13/2024 | | 2,826.75 | 045683 | 2,826.75 |
| 0008 | I-202403072116 | ALWAYS ANSWER 800 NUMBER | R | 3/13/2024 | | 101.95 | 045684 | 101.95 |
| 0015 | I-202403072119 | AMERIGAS SS FIREHALL PROPANE | R | 3/13/2024 | | 59.06 | 045685 | 59.06 |
| 0015 | I-202403072120 | AMERIGAS PW PROPANE | R | 3/13/2024 | | 241.17 | 045686 | 241.17 |
| 0015 | I-202403072121 | AMERIGAS CITY HALL PROPANE | R | 3/13/2024 | | 333.85 | 045687 | 333.85 |
| 0052 | I-202403072130 | CITY OF PORTOLA WATER/SEWER BILLS | R | 3/13/2024 | | 2,114.74 | 045688 | 2,114.74 |
| *VOID* | 045689 | VOID CHECK | V | 3/13/2024 | | | 045689 | **VOID** |
| 0055 | I-202403072097 | COATES TIRE CENTER VEHICLE REPAIR | R | 3/13/2024 | | 2,340.11 | 045690 | 2,340.11 |
| 0062 | I-202403072135 | CSG CONSULTANTS, INC. CODE ENFORCEMENT | R | 3/13/2024 | | 1,096.00 | 045691 | 1,096.00 |
| 0078 | I-202403072124 | ENCOMPASS XEROX COPIES | R | 3/13/2024 | | 130.29 | 045692 | 130.29 |
| 0086 | I-202403072101 | FOLCHI LOGGING & CONSTR., INC. WATER LINE REPAIR | R | 3/13/2024 | | 793.65 | 045693 | 793.65 |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|--------|----------------|--|---------------|---------------|----------|-----------|--------------|-----------------|
| 0096 | I-202403072111 | HARBOR FREIGHT TOOLS MATERIALS & SUPPLIES | R | 3/13/2024 | | 411.32 | 045694 | 411.32 |
| 0101 | I-202403072099 | HUNT & SONS, INC. FUEL CHARGES | R | 3/13/2024 | | 4,078.90 | 045695 | 4,078.90 |
| 0103 | I-202403072115 | IEDA LABOR RELATIONS CONSULTING | R | 3/13/2024 | | 253.89 | 045696 | 253.89 |
| 0105 | I-202403072134 | INTERMOUNTAIN DISPOSAL CITY REFUSE COLLECTION | R | 3/13/2024 | | 667.09 | 045697 | 667.09 |
| 0111 | I-202403072108 | JEFFERSON SUPPLY COMPANY SEWER EQUIP REPAIR | R | 3/13/2024 | | 173.75 | 045698 | 173.75 |
| 0118 | I-202403072133 | KANSAS LIFE INSURANCE CO EMPLOYEE LIFE INSURANCE | R | 3/13/2024 | | 78.86 | 045699 | 78.86 |
| 0133 | I-202403072112 | LIBERTY UTILITIES CITY ELECTRIC | R | 3/13/2024 | | 13,405.53 | 045700 | 13,405.53 |
| 0141 | I-202403072123 | MCI MEGA PREFERRED 800 LONG DISTANCE | R | 3/13/2024 | | 44.91 | 045701 | 44.91 |
| 0145 | I-202403072106 | MILL SUPPLY, INC SNOW MATERIALS & SUPPLIES | R | 3/13/2024 | | 538.87 | 045702 | 538.87 |
| 0148 | I-202403072096 | NAPA SIERRA MATERIALS & SUPPLIES | R | 3/13/2024 | | 356.25 | 045703 | 356.25 |
| 0153 | I-202403072110 | NEVADA SMALL ENGINES EQUIP REPAIR | R | 3/13/2024 | | 1,245.20 | 045704 | 1,245.20 |
| 0175 | I-202403072098 | PLUMAS ACE HARDWARE INC MATERIALS & SUPPLIES | R | 3/13/2024 | | 725.92 | 045705 | 725.92 |
| 0184 | I-202403072117 | PLUMAS SIERRA RURAL ELECTRIC LDWTP ELECTRIC | R | 3/13/2024 | | 1,271.68 | 045706 | 1,271.68 |
| 0185 | I-202403072118 | PLUMAS SIERRA TELECOMMUNICAT CITY INTERNET SERVICES | R | 3/13/2024 | | 387.00 | 045707 | 387.00 |
| 0218 | I-202403072107 | SILVER STATE ANALYTICAL WATER/WASTE WATER TESTING | R | 3/13/2024 | | 511.00 | 045708 | 511.00 |

| VENDOR | I.D. | NAME | CHECK TYPE | CHECK DATE | DISCOUNT | AMOUNT | CHECK NO# | CHECK AMOUNT |
|-----------------------------|----------------|--|---------------|---------------|-----------|---------------|--------------|-----------------|
| 0231 | I-202403072127 | SUCCEED.NET WEB HOSTING | R | 3/13/2024 | | 67.85 | 045709 | 67.85 |
| 0239 | I-202403072105 | THATCHER , INC CHEMICALS | R | 3/13/2024 | | 10,758.46 | 045710 | 10,758.46 |
| 0240 | I-202403072131 | THOMAS G. VALENTINO SB 1383 PROF SERVICES | R | 3/13/2024 | | 135.00 | 045711 | 135.00 |
| 0250 | I-202403072132 | UNITED RENTALS NORTHWEST INC. BRIDGE | R | 3/13/2024 | | 2,194.47 | 045712 | 2,194.47 |
| 0253 | I-202403072136 | US BANCORP CITY CREDIT CARD CHARGES | R | 3/13/2024 | | 1,195.71 | 045713 | 1,195.71 |
| 0256 | I-202403072102 | USA BLUE BOOK INC SEWER TESTING | R | 3/13/2024 | | 738.19 | 045714 | 738.19 |
| 0260 | I-202403072113 | VERIZON WIRELESS CITY CELL PHONES | R | 3/13/2024 | | 442.61 | 045715 | 442.61 |
| 0260 | I-202403072114 | VERIZON WIRELESS LDWTP DATA PLAN | R | 3/13/2024 | | 108.07 | 045716 | 108.07 |
| 0260 | I-202403072122 | VERIZON WIRELESS CITY LANDLINES | R | 3/13/2024 | | 525.18 | 045717 | 525.18 |
| 0264 | I-202403072103 | WESTERN NEVADA SUPPLY WATER LINE REPAIR | R | 3/13/2024 | | 1,208.92 | 045718 | 1,208.92 |
| 0274 | I-202403072104 | GOLDSTAR PRODUCTS INC SEWER MAINT | R | 3/13/2024 | | 1,243.39 | 045719 | 1,243.39 |
| 1 | I-202403072125 | KELLIE PATO REIMBURSEMENT | R | 3/13/2024 | | 1,222.98 | 045720 | 1,222.98 |
| * * B A N K T O T A L S * * | | | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED | | |
| REGULAR CHECKS: | | | 41 | 0.00 | 72,156.50 | 72,156.50 | | |
| HANDWRITTEN CHECKS: | | | 0 | 0.00 | 0.00 | 0.00 | | |
| PRE-WRITE CHECKS: | | | 0 | 0.00 | 0.00 | 0.00 | | |
| DRAFTS: | | | 0 | 0.00 | 0.00 | 0.00 | | |
| VOID CHECKS: | | | 1 | 0.00 | 0.00 | 0.00 | | |
| NON CHECKS: | | | 0 | 0.00 | 0.00 | 0.00 | | |
| CORRECTIONS: | | | 0 | 0.00 | 0.00 | 0.00 | | |
| BANK TOTALS: | | | 42 | 0.00 | 72,156.50 | 72,156.50 | | |

** REGISTER GRAND TOTALS *

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT | TOTAL APPLIED |
|---------------------|-----|-----------|-----------|---------------|
| REGULAR CHECKS: | 41 | 0.00 | 72,156.50 | 72,156.50 |
| HANDWRITTEN CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| PRE-WRITE CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 1 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| CORRECTIONS: | 0 | 0.00 | 0.00 | 0.00 |
| REGISTER TOTALS: | 42 | 0.00 | 72,156.50 | 72,156.50 |

** POSTING PERIOD RECAP **

| FUND | PERIOD | AMOUNT |
|-------|--------|-------------|
| ----- | | |
| 100 | 3/2024 | 11,315.46CR |
| 207 | 3/2024 | 6,557.74CR |
| 208 | 3/2024 | 5,454.98CR |
| 710 | 3/2024 | 9,157.24CR |
| 720 | 3/2024 | 39,525.22CR |
| 730 | 3/2024 | 145.86CR |
| ===== | | |
| ALL | | 72,156.50CR |



City of Portola
Minutes
Special Meeting
February 21, 2024 03:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

1. Call to Order

The meeting was called to order at 3:00 pm by Mayor Pat Morton.

A. Roll Call

Present: Mayor Pro-Tem Jim Murphy, Councilmember Leah Turner

Absent: Councilmember Bill Powers, Councilmember Stan Peiler

Staff Present: Interim City Manager, Jon Kennedy; Finance Officer, Susan Scarlett; Deputy City Clerk, Jason Shaw

2. Budget Workshop / Goal Setting

Mayor Pat Morton opened the budget workshop.

Interim City Manager Jon Kennedy and Finance Officer Susan Scarlett listed goals for Finance, for the City Manager, goals for Public Works, and goals for the overall City.

Some of the goals that were mentioned included items to assist in creating ordinances to assist with affordable housing challenges.

The ADA ramp at city hall needs repair. Was damaged during the Winter Storm Disaster last year.

Finish the Code Enforcement job description and put that position out for hire.

Plan to mitigate the bridge scouring issues

Policy goals include updates to the personnel policy and purchasing agreement. Personnel policy is almost done but the purchasing agreement has not been updated in a long time.

Director of Public Works Todd Robert listed the goals and needs for Public Works. One of the major points was a new California law concerning what private water laterals are built out of. Public Works will have to check every private lateral in the City and inform the residence what the material is made out of. If the lateral is made out of lead, then in the future it will need to be replaced. Will likely need to hire temporary employees to help with this over the summer.

Going to have to haul sludge from the sewer ponds in the future; looking into getting a Public Works employee training and licensing to haul the sludge for the City.

Looking into adding year round camping for the City. Maybe at the West End Park. Same location that the dog park may be located at but both can be next to each other. Will likely be a dry campground but does have water access.

Interim City Manager Jon Kennedy asked each Councilmember what goals they had for the following year and had them collectively rate their budget goals on a scale of 0 -5. **5 being highest priority and 0 being least priority.** The Council listed how important they felt each goal was to the City.

Councilmember Bill Powers was not present but passed along his list of goals. He wanted more funding for Music in the Park, an increase from \$9,000 to \$10,000. Wanted the City to look into purchasing a wood chipper for public use and also a burn box. Wants to look into doing Commercial St. beautification. **The Council collectively gave the Music in the Park funding a 2 and rated the other goals a 0.** They decided not to increase the Music in the Park funding.

Councilmember Leah Turner wanted funding for the Dog Park and funding earmarked for bridge repairs. **The bridge repairs were given a 5 rating and the Dog Park was already being done by the City so it was not given a rating.**

Mayor Pro Tem Murphy wanted to continue looking for a permanent City Manager and wanted electronic and other alerts to go out to the Citizens of the town. The idea came up for a flyer announcing the new website to go out with the next utility bills. **Both of these goals were given the highest priority, a 5.**

Mayor Pat Morton also wanted to see more outreach with the town including the old town merchants. Possibility bringing back the Old Town Merchant Association. She wanted the City to look into reaching out to the Railroad again to work with them on local issues. **Outreach was given a 4 rating and the Railroad a 2.66.**

3. Adjournment

Mayor Pat Morton adjourned the meeting at 4:30 PM.

Proclamation of the City of Portola, County of Plumas, State of California, Proclaiming Existence of a Local Emergency by the Director of Emergency Services, Appointing an Assistant Director of Emergency Services, Delegating Certain Powers and Duties to the Assistant Director of Emergency Services and Authorizing the Assistant Director of Emergency Services to Exercise such Powers and Duties to Address Impacts of the 2023 Winter Storms

WHEREAS, on or about January 27, 2023, the City of Portola began experiencing severe winter storms which have continued through the first week of March 2023 (“2023 Winter Storms”). through the week.

WHEREAS, the 2023 Winter Storms have, among other things, caused pipes to freeze, water mains to break, disruption in traffic along roadways.

WHEREAS, further conditions of extreme peril are threatened by forecasted storms due to strike the City of Portola in the next few weeks.

WHEREAS, these conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City.

WHEREAS, the City Council of the City of Portola is not in session and cannot immediately be called into session.

WHEREAS, the Mayor of the City of Portola is not available and pursuant to California Government Code Section 36802, if the Mayor is absent or unable to act, the Mayor Pro Tem shall serve until the Mayor returns or is able to act and the Mayor Pro Tem has all of the powers and duties of the Mayor.

WHEREAS, the aforesaid conditions are of extreme peril and warrant and necessitate the proclamation of the existence of a local emergency in accordance with and as authorized by Portola Municipal Code Section 2.32.

WHEREAS, it would be prudent to appoint a person to the office of Assistant Director of Emergency Services and delegate certain powers and duties to that office.

WHEREAS, the City may proclaim a local emergency pursuant to California Government Code Sections 8630 and the City may promulgate orders and regulations necessary to provide for the

protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.

WHEREAS, the City of Portola is not formally asking for CDAA funding at this time.

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that in accordance with Portola Municipal Code Section 2.32 and California Government Code Sections 8630-8634 and in my capacity as the Director of Emergency Services in the absence of the Mayor pursuant to California Government Code Section 36802, I hereby declare a local emergency due to conditions of extreme peril that the 2023 Winter Storms, their impacts and responses thereto pose to the safety of persons and property within the City of Portola.

IT IS FURTHER PROCLAIMED AND ORDERED that the City of Portola is not formally asking for CDAA funding at this time.

IT IS FURTHER PROCLAIMED AND ORDERED that in accordance with Portola Municipal Code Section 2.32, the City's Director of Emergency Services is authorized to use and employ any of the property, services, personnel, and resources of the City, to command the aid of as many citizens as may be necessary to help mitigate this emergency and that County and State agencies may provide mutual aid, including personnel, equipment, and other available resources as needed to assist the City of Portola during this emergency.

IT IS FURTHER PROCLAIMED AND ORDERED that in accordance with Portola Municipal Code Section 2.32 and in my capacity as the Director of Emergency Services, I hereby appoint the City Manager to the office of Assistant Director of Emergency Services.

IT IS FURTHER PROCLAIMED AND ORDERED that in accordance with Portola Municipal Code Section 2.32 and in my capacity as the Director of Emergency Services, I hereby delegate to the Assistant Director of Emergency Services all the powers and duties of the Director of Emergency Services set forth in Portola Municipal Code Section 2.32 during the existence of the local emergency proclaimed herein and authorize the Assistant Director of Emergency Services to exercise all such powers and duties during the existence of the local emergency proclaimed herein.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the emergency organization of the City of Portola shall be those prescribed by state law, by ordinances, and resolutions of the City of Portola; and that this emergency proclamation shall expire seven (7) days after issuance unless confirmed and ratified by the City Council of the City of Portola.

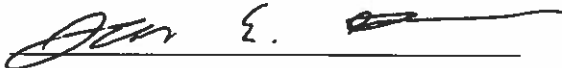
IT IS FURTHER PROCLAIMED AND ORDERED that the local emergency proclaimed herein shall be reviewed by the City Council for the need to continue it at least once every sixty (60) days until the City Council terminates the local emergency and the City Council shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

PROCLAIMED this 8th day of March 2023



Mayor Pro Tem, City of Portola, Bill Powers

ATTEST:



Jason Shaw, Deputy City Clerk

I, Jason Shaw, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Proclamation was duly proclaimed by the Mayor Pro Tem of the City of Portola in his capacity as the Director of Emergency Services on March 8, 2023.



Jason Shaw, Deputy City Clerk





City of Portola

35 Third Avenue P.O. Box 1225
Portola, California 96122
Fax: (530) 832-5418
(530) 832-4216
www.ci.portola.ca.us

March 13th, 2024

California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

On behalf of the City of Portola City Council, I write to join the growing number of concerned counties and cities who request that the California Public Utilities Commission (CPUC) reject AT&T's application for targeted relief from its Carrier of Last Resort (COLR) legal obligations.

As the Carrier of Last Resort, AT&T must provide Plain Old Telephone Service (POTS) or landline phone service upon request to all residential and business customers within its service territory. AT&T is requesting that the CPUC relieve it of this obligation and allow it instead to decide whether to provide telephone service, even if no other telephone provider in the area is obligated to provide service.

For some of our City's most vulnerable residents, especially those without cell phone reception, approval of AT&T's application would result in them paying more for telephone service, receiving lower quality service, being required to purchase phone service as part of an expensive "bundle," or receiving no phone service at all.

AT&T's application requests COLR relief in providing landline service for over 99% of its service territory where it determines an alternative voice provider exists (VoIP, wireless, etc.) and does not request a replacement COLR. Since the definition of "alternative voice provider exists" is based on demonstration that a carrier's footprint covers only 50% of the census block, residents in the remaining 50% are in danger of having no phone service. Additionally, AT&T's application describes the COLR requirement as an "underutilized landline telephone network," however, in households with limited cell phone coverage, landlines are far from underutilized. Landlines provide essential communications, especially in emergencies, to households without cell coverage and/or other connectivity options.

AT&T's application also requests expedited approval for future COLR relief through a CPUC Tier 1 Advice Letter process that does not require CPUC approval. If the CPUC approves, AT&T could cancel service for its POTS customers in as little as six months.

Over 580,000 AT&T customers would be affected. many of whom are senior citizens, live in low-income households, or reside in rural areas where other connectivity is not available to them, placing their lives in jeopardy in the event of an emergency.

The City of Portola opposes this AT&T application, as it will reduce access to essential communications services for our communities while increasing costs for those still covered. Much of rural Plumas County and the City of Portola is already under- or un-served, lacking universal access to reliable, secure, and open networks. This application does not address these inequities, but rather increases them.

Sincerely,

Pat Morton, Mayor, City of Portola