



City of Portola
AGENDA

2025-2026 Budget Prep: Council & Staff Goal Setting - Special Meeting

March 05, 2025 03:30 PM

35 Third Ave, Portola, CA 96122

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

Mayor Jim Murphy • Mayor Pro-Tem Bill Powers • Councilmember Leah Turner • Councilmember Mikki Battaglia • Councilmember Pat Morton

REASONABLE ACCOMMODATIONS

The City Council welcomes you to the 2025-2026 Budget Prep: Council & Staff Goal Setting - Special Meeting at 3:30 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 should attend the meeting in person.

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.

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

1. Call to Order

B. Roll Call

2. Strength, Weaknesses, Opportunities, and Threats (SWOT Analysis)

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

The City Council and staff will engage in general discussions relating to SWOT analysis.

3. Council & Staff Goal Setting

☒ Discussion ☒ Possible Action  [Comment](#)

The City Council and staff will engage in general discussions relating to goals and budget setting for

the upcoming fiscal year. Action may be taken in the form of direction to staff, setting priorities or developing schedules.

4. Adjournment

SWOT Analysis

Draft

STRENGTHS (+)			WEAKNESSES (-)		
S1	Staff	Institutional knowledge amongst staff	W1	Staff	Redundancy across key positions
S2	Staff	City Council institutional knowledge	W2	Staff	Logistical challenges of rural community
S3	Staff	Relationships with community stakeholders	W3	Staff	Limited resource availability & lack of competition in supplying resources locally
S4	Staff	Financial health overall & clean audit trail over multiple years	W4		
S5	Staff	Streamlined organization	W5		
S6	Staff	Availability and accessibility of outdoor spaces- City Parks	W6		
S7			W7		
S8			W8		
S9			W9		
S10			W10		
S11			W11		
S12			W12		
S13			W13		
S14			W14		
S15			W15		
OPPORTUNITIES (+)			THREATS (-)		
O1	Staff	State funding sources	T1	Staff	Aging infrastructure and capital requirements to address
O2	Staff	Cross training on key positions	T2	Staff	Changing regulatory environment
O3	Staff	Buildout of electronic quality management & performance management system	T3	Staff	Changing political environment in relation to funding availability
O4			T4	Staff	Current threatened litigation
O5			T5		
O6			T6		
O7			T7		
O8			T8		
O9			T9		
O10			T10		
O11			T11		
O12			T12		
O13			T13		
O14			T14		
O15			T15		