



City of Portola
AGENDA

Regular Meeting
April 09, 2025 06:00 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 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 on the online agenda by clicking on the "comment" section next to each agenda item listed below.

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 at least 48 hours prior to the meeting

1. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

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 five minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

3. City Communications

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

A. City Council Communications

B. Reports: Beckwourth Peak Fire Protection District / Plumas County Sheriff / Northern Sierra Air Quality District

C. Staff Communications

D. City Manager 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. 2607. The resolution authorizes payment of payroll from February 22nd, 2025 through March 21st, 2025 and payment of accounts payable from March 13th, 2025, through April 9th, 2025.

The amount of accounts payable to be paid is \$291,818.43.

The amount of payroll to be paid is \$71,204.40.

The total amount to be paid is \$363,022.83.

B. Adopt minutes of the March 12th, 2025 Regular Meeting.

C. Adopt minutes for the March 5th, 2025, Special Meeting.

5. Public Comments - 2025/2026 Budget Preparation

☒ Discussion ☒ Possible Action  [Comment](#)

Receive public comment Relating to the preparation of the 2025/2026 City Budget. Provide direction to staff.

6. Development Agreement- Annual Review- "Portola Highlands (Woodbridge at Portola)"

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

The City Council will conduct an annual review of the development agreement. Developer to present current status update to the City Council.

7. Update on "Portola 192"

☒ **Discussion**  [Comment](#)

The development agreement has been terminated according to Section 1.3.2 of agreement which states the term of the agreement is for 20 years. The developer intends to submit a formal request to the City outlining their perspective on potential future activities between both parties for the Council to consider at a later date.


8. Resolution 2608- Opposing Federal Funding & Staffing Cuts

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

The council is being presented with Resolution 2608 "A Resolution of the City Council of Portola opposing the local impacts to forest health and wildfire mitigation that will result from federal funding and staffing cuts to our public lands."

This resolution stands in solidarity with other regional municipalities that have adopted similar resolutions in opposition to the federal funding and staffing cuts.

9. Adjournment

	Document Name				<i>City Manager Report</i>	
	Document Number		TBD	Revision Letter	A	
	Document Location		Server	Revision Date	12/06/2024	
	Document Type		Report	Council Adoption Date	Not Applicable	
				Resolution No.	Not Applicable	


City Manager Report

04/09/2025

General Updates

Gulling Street Bridge

- **Automated monitoring system:**
 - Trendline modeling has been established and will continue to be reviewed by engineering team
 - The engineering team has no current concerns with the existing data trends
 - Alarm parameters have been established that will push notifications automatically to staff and engineering team if thresholds are crossed
- **FEMA Funding (Riprap):**
 - **Funding is fully obligated as of 03/29/2025!**
 - Next Steps:
 - Procurement planning by staff
 - Riprap materials
 - Equipment needs
 - Permitting through US Army Corps of Engineers, Sacramento District
 - Discussions have begun with our contact
 - Project intends to be permitted under a “Regional General Permit 8, Emergency Repair and Protection Activities” to expedite the process
 - Roughly 2 weeks to approve submitted permit
 - **Work must begin 14 days after the permit is approved by the Army Corps of Engineers**
 - Target work completion= Summer 2025

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	Document Number	TBD	Revision Letter	A
	Document Location	Server	Revision Date	12/06/2024
	Document Type	Report	Council Adoption Date	Not Applicable
			Resolution No.	Not Applicable

- **Structural Rehabilitation Funding (Highway Bridge Program):**
 - Application being reviewed by Caltrans Program Manager
 - Once review is completed the application will be submitted

Public Works (PW)

- Over the course of a week, staff repaired a significant water leak north of highway 70 on North Gulling Street
 - 30 feet of steel water line was removed and replaced with 12-inch C900 water line
 - Also removed and replaced 12 feet of culvert
- **Dedicated Pavement Crew:**
 - Staff are in the planning phase of this project
 - Currently targeting areas based on RMRA funding
- **Northern Sierra Air Quality Management District Grant:**
 - Staff entered into a grant agreement for the “Lawn and Garden Program” to upgrade gas powered equipment to electric equipment
 - Reimbursement of up to \$40,000 for replacement of equipment
 - Staff will demo the equipment prior to purchase


Planning

- **Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) Update**
 - Staff provided Risk Assessment Worksheet to Plumas County consultant ahead of deadline
 - Staff will prepare for the next steps as dictated by Plumas County consultant
- **Development Agreement**
 - Developer will present to the Council later in this meeting

Community Stakeholders

Caltrans

- **Cromberg Alternative Striping Plan**
 - Workshop was hosted by Caltrans on 04/03/2025

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- Prior to the workshop, staff discussed the proposal with and handed out flyers to most businesses along the highway 70 corridor that would be affected by the striping plan
 - All businesses had either positive or neutral reactions to the Caltrans proposal
 - Multiple businesses would like to see additional crosswalks with lighted notifications for increased pedestrian safety

Liberty Utilities

- Outage experienced on 03/31/2025 due to a breaker lock out
 - All customers restored within roughly 4 hours
- **Street Lighting**
 - Discussions are ongoing for possible options on more energy efficient street lighting to mitigate rising costs
 - Staff have requested that Liberty provide us with potential solutions that will decrease energy consumption and costs overall


Public Relations

Outreach

- **Facebook:**
 - Updates have been ongoing with at least one post per week
- **“The Quarterly Connection” Newsletter:**
 - The first newsletter was sent out with utility billing
 - Posted to Facebook and city website under “News”
 - Email distributed to recipients signed up through city’s website
 - Staff is planning to send out newsletters once a quarter moving forward through all the same channels listed above

Website Revamp

- Work is underway making all forms fillable so that submission can occur online if the public desires to do so
- The general layout of the website has been established
 - Consolidation of navigation menus

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- Increase content accessibility and ease of use by residents
- Staff intend to perform the full redesign on a day the city is closed
 - Target Completion: Late April/Early May

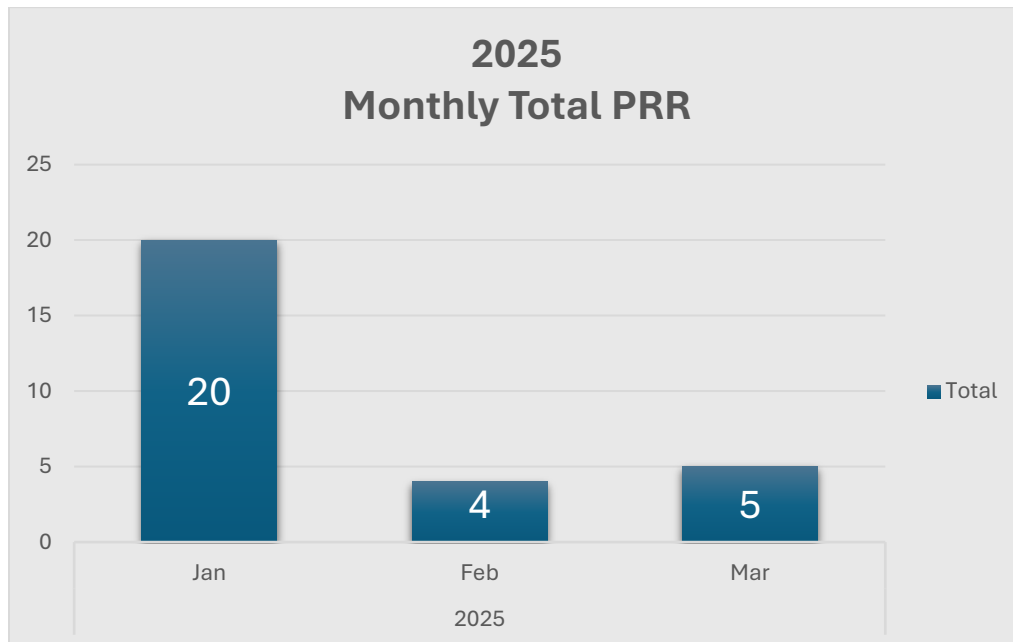
Public Records Requests (PRR)

March 2025 PRR Metrics	
Total Number of PRR¹	5
<i>Number of submissions by Unique Requestor(s)²</i>	5
<i>Number of submissions by Repeat Requestor(s)³</i>	0

¹ Total PRR indicates PRR entered via the CivAssist system during the month

² Unique Requestor(s): Individuals or entities that have submitted at least one request within the reporting period, with each requestor counted only once

³ Repeat Requestor(s): Individuals or entities that submit multiple requests over the reporting period



RESOLUTION NO. 2607

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
AUTHORIZING PAYMENT OF CLAIMS FOR PAYROLL FOR THE PERIOD
FEBRUARY 22ND, 2025, THROUGH MARCH 21ST, 2025 AND ACCOUNTS
PAYABLE MARCH 13TH, 2025 THROUGH APRIL 9TH, 2025.**

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.

Payroll:	
2/22/2025-3/07/2025	\$36,698.73
3/08/2025-3/21/2025	\$34,505.67
Total Payroll	\$71,204.40
AP Check Nos:	
46807-46849	\$205,822.41
46850, 46891-46930	\$85,996.02
VOIDS	46842, 46851-46857, 46881-46882, 46889-46890, 46898
Total Accounts Payable	\$291,818.43
Total Claims	\$363,022.83

PASSED, APPROVED AND ADOPTED this 9th day of April 2025, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Jim Murphy, Mayor

ATTEST:

Malachi Mansfield, Deputy City Clerk

I, Malachi Mansfield, 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 of the City of Portola at a regular meeting thereof held on April 9th , 2025.

Malachi Mansfield, Deputy City Clerk

VENDOR SET: 01

City of Portola

BANK: PC

POOLED CASH - PLUMAS

DATE RANGE: 0/00/0000

THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000026	CALIFORNIA WATER ENVIRONMENT A							
I-202503193248	CALIFORNIA WATER ENVIRONMENT A	R	3/26/2025			046807		
720 311-600.31	DUES/MEMBERSHIPS	CERT RNWL-	434575 -J	111.00				111.00
0005	AIRGAS, INC.							
I-202503123208	AIRGAS, INC.	R	3/26/2025			046808		
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	ACETELNE/OXYGEN		119.78				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	ACETELNE/OXYGEN		119.78				
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	ALUMINUM		49.36				
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	ALUMINUM		49.36				
710 311-600.06	MATERIALS AND SUPPLIES	NITROGEN		91.92				430.20
0008	ALWAYS ANSWER							
I-202503123209	ALWAYS ANSWER	R	3/26/2025			046809		
710 311-600.05	TELEPHONE	ANSWERING SERVICE MA		23.75				
720 311-600.05	TELEPHONE	ANSWERING SERVICE MA		23.74				47.49
0015	AMERIGAS							
I-202503183241	AMERIGAS	R	3/26/2025			046810		
208 317-600.04	GAS AND ELECTRIC	PW PROPANE		337.18				
100 411-600.04	GAS AND ELECTRIC	CITY POOL PROPANE		72.35				
100 311-600.04	GAS AND ELECTRIC	CH PROPANE		554.89				964.42
0016	AMERIGEN POWER SOLUTIONS							
I-202503123207	AMERIGEN POWER SOLUTIONS	R	3/26/2025			046811		
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	GENERATOR/ FUEL PUMP		438.92				
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	GENERATOR/ FUEL PUMP		438.92				877.84
0021	AT&T							
I-202503123210	AT&T	R	3/26/2025			046812		
710 311-600.05	TELEPHONE	800 EMERGENCY LINE		2.21				
720 311-600.05	TELEPHONE	800 EMERGENCY LINE		2.22				4.43
0023	AT&T CALNET 3							
I-202503183237	AT&T CALNET 3	R	3/26/2025			046813		
710 325-600.05	TELEPHONE	SCADA - LDWTP		31.85				
710 311-600.05	TELEPHONE	SCADA		31.65				
100 111-600.05	TELEPHONE	CH FAX		31.65				95.15
0063	CURRENT ELECTRIC & ALARM, INC							
I-202503193242	CURRENT ELECTRIC & ALARM, INC	R	3/26/2025			046814		
100 413-600.45	BUILDING EXPENSE	WH ALARM		135.00				
100 111-600.45	BUILDING EXPENSE	CH ALARM		135.00				
100 411-600.45	BUILDING EXPENSE	POOL ALARM		90.00				
710 325-600.45	BUILDING EXPENSE	WTPLD ALARM		195.00				555.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0090	GRAINGER INC							
I-202503133213	GRAINGER INC	R	3/26/2025			046815		
710 325-600.06	MATERIALS AND SUPPLIES	O RINGS		39.47				
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	WT LCKPLG,STRT; ELST		92.41				131.88
0101	HUNT & SONS, INC.							
I-202503133214	HUNT & SONS, INC.	R	3/26/2025			046816		
100 212-600.09	VEHICLE FUEL	FUEL		2.55				
100 414-600.09	VEHICLE FUEL	FUEL		205.63				
720 311-600.09	VEHICLE FUEL	FUEL		518.77				
207 315-600.09	VEHICLE FUEL	FUEL		1,485.05				
208 317-600.09	VEHICLE FUEL	FUEL		593.15				
710 311-600.09	VEHICLE FUEL	FUEL		678.94				3,484.09
0111	JEFFERSON SUPPLY COMPANY							
I-202503193244	JEFFERSON SUPPLY COMPANY	R	3/26/2025			046817		
710 311-600.76	LINE REPAIR	VARIOUS HYDRANT REPA		2,022.31				2,022.31
0120	KEN GRADY COMPANY, INC.							
I-202503183238	KEN GRADY COMPANY, INC.	R	3/26/2025			046818		
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	SO3 SENSOR		811.48				811.48
0130	LEONARD'S MARKET							
I-202503133216	LEONARD'S MARKET	R	3/26/2025			046819		
720 311-600.06	MATERIALS AND SUPPLIES	WATER FOR EYE WASH S		33.95				33.95
0133	LIBERTY UTILITIES							
I-202503133217	LIBERTY UTILITIES	R	3/26/2025			046820		
100 311-600.04	GAS AND ELECTRIC	ELECTRICITY		1,374.06				
100 413-600.04	GAS AND ELECTRIC	ELECTRICITY		109.44				
100 414-600.04	GAS AND ELECTRIC	ELECTRICITY		119.41				
100 411-600.04	GAS AND ELECTRIC	ELECTRICITY		148.81				
207 213-600.41	STREET LIGHTING	ELECTRICITY		332.83				
710 311-600.04	GAS AND ELECTRIC	ELECTRICITY		420.52				
720 311-600.04	GAS AND ELECTRIC	ELECTRICITY		2,411.90				4,916.97
0141	MCI MEGA PREFERRED							
I-202503133218	MCI MEGA PREFERRED	R	3/26/2025			046821		
710 311-600.05	TELEPHONE	800 #		23.44				
720 311-600.05	TELEPHONE	800 #		23.43				46.87
0148	NAPA SIERRA							
I-202503133219	NAPA SIERRA	R	3/26/2025			046822		
100 414-600.07	EQUIPMENT REPAIR/MAINTENANCE	PWR BELT/TRUFLEX V-B		30.18				
710 311-600.06	MATERIALS AND SUPPLIES	PX SLEEVE RETAIN ADH		11.25				
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	400W 12V DC INVERTER		63.27				
207 315-600.07	EQUIPMENT REPAIR/MAINTENANCE	V-BELT / FUEL FILTER		48.37				
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	FUEL FILTER		24.44				

VENDOR SET: 01

City of Portola

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POOLED CASH - PLUMAS

DATE RANGE: 0/00/0000

THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0148	NAPA SIERRA	CONT						
I-202503133219	NAPA SIERRA	R	3/26/2025			046822		
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	50AMP 3IN UTILITY		7.94				
208 317-600.42	STREET REPAIR	PROPANE		182.95				
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	FLEETRUNNER BELT		30.12				
720 311-600.08	VEHICLE REPAIR & MAINTENANCE	V-BELT / FUEL FILTER		94.74				493.26
0152	NEVADA SEAL & PUMP							
I-202503193243	NEVADA SEAL & PUMP	R	3/26/2025			046823		
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	TANK PPS 53A / VICTO		2,505.24				2,505.24
0159	OFFICE DEPOT							
I-202503133220	OFFICE DEPOT	R	3/26/2025			046824		
100 111-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		12.29				
100 112-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		3.07				
100 113-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		12.29				
100 114-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		3.07				
100 117-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		3.07				
710 311-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		12.29				
720 311-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		12.29				
730 311-600.06	MATERIALS AND SUPPLIES	LABEL TAPE / TRASH B		3.06				61.43
0180	PLUMAS COUNTY ENVIRONMENTAL							
I-202503133222	PLUMAS COUNTY ENVIRONMENTAL	R	3/26/2025			046825		
100 411-600.36	POOL FACILITY	REC HLTH SWMG POOL /		238.00				238.00
0181	PLUMAS COUNTY SHERIFF'S OFFICE							
I-202503133221	PLUMAS COUNTY SHERIFF'S OFFICE	R	3/26/2025			046826		
100 212-600.14	SHERIFF'S SERVICES	AGREEMENT FOR LAW EN		130,000.00				130,000.00
0184	PLUMAS SIERRA RURAL ELECTRIC							
I-202503133226	PLUMAS SIERRA RURAL ELECTRIC	R	3/26/2025			046827		
710 325-600.04	GAS AND ELECTRIC	PLUMAS SIERRA RURAL		1,459.83				1,459.83
0185	PLUMAS SIERRA TELECOMMUNICAT							
I-202503133225	PLUMAS SIERRA TELECOMMUNICAT	R	3/26/2025			046828		
710 325-600.05	TELEPHONE	LDWTP WIFI		60.00				
100 113-600.05	TELEPHONE	CH INTERNET		10.90				
100 111-600.05	TELEPHONE	CH INTERNET		31.61				
710 311-600.05	TELEPHONE	CH INTERNET		27.25				
720 311-600.05	TELEPHONE	CH INTERNET		27.25				
100 211-600.05	TELEPHONE	CH INTERNET		5.45				
100 413-600.05	TELEPHONE	CH INTERNET		6.54				
100 413-600.05	TELEPHONE	WH INTERNET		109.00				
100 311-600.05	TELEPHONE	PW INTERNET		109.00				387.00

VENDOR SET: 01 City of Portola
 BANK: PC POOLED CASH - PLUMAS
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0188	PORTER SIMON CORPORATION							
I-202503133224	PORTER SIMON CORPORATION	R	3/26/2025			046829		
100 111-600.13	LEGAL FEES	RETAINER SPLIT		3,728.75				
100 117-600.13	LEGAL FEES	RETAINER SPLIT		894.75				
710 311-600.13	LEGAL FEES	RETAINER SPLIT		894.75				
720 311-600.13	LEGAL FEES	RETAINER SPLIT		894.75				
100 111-601.16	LEGAL-OTHER	LINDSEY SHAW CLAIM		728.00				
100 111-600.14	Public Records Requests	SVCS NOT COVERED IN		224.00				7,365.00
0192	PURCHASE POWER - PITNEY BOWES							
I-202503133223	PURCHASE POWER - PITNEY BOWES	R	3/26/2025			046830		
100 111-600.02	POSTAGE	POSTAGE		268.40				
100 113-600.02	POSTAGE	POSTAGE		268.40				
710 311-600.02	POSTAGE	POSTAGE		268.40				
720 311-600.02	POSTAGE	POSTAGE		268.40				
730 311-600.02	POSTAGE	POSTAGE		268.39				1,341.99
0199	RENO SALVAGE CO.							
I-202503183239	RENO SALVAGE CO.	R	3/26/2025			046831		
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	RECTANGULAR STEEL TU		150.23				150.23
0233	SUNRISE ENVIRONMENTAL SCIENTIF							
I-202503193247	SUNRISE ENVIRONMENTAL SCIENTIF	R	3/26/2025			046832		
720 311-600.90	MAINTENANCE	ENVIROSOLVE, PURGE P		987.46				
710 311-600.06	MATERIALS AND SUPPLIES	ENVIROSOLVE, PURGE P		987.46				
720 311-600.06	MATERIALS AND SUPPLIES	ENVIROSOLVE, PURGE P		987.47				
710 325-600.06	MATERIALS AND SUPPLIES	ENVIROSOLVE, PURGE P		987.47				3,949.86
0234	SUPERIOR POOL PRODUCTS, LLC							
I-202503193246	SUPERIOR POOL PRODUCTS, LLC	R	3/26/2025			046833		
100 411-600.06	MATERIALS AND SUPPLIES	CALCIUM CHLORIDE FLA		1,048.02				
207 315-600.42	STREET REPAIR	CALCIUM CHLORIDE FLA		1,048.03				2,096.05
0235	SUSAN SCARLETT							
I-202503133228	SUSAN SCARLETT	R	3/26/2025			046834		
100 113-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,320.00				
207 315-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		495.00				
208 317-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		330.00				
215 117-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		275.00				
710 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,430.00				
720 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,210.00				
730 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		440.00				5,500.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0244	TRIPLE CROWN PRODUCTS							
I-202503133230	TRIPLE CROWN PRODUCTS	R	3/26/2025			046835		
710 311-600.06	MATERIALS AND SUPPLIES	SAFETY CLOTHING		92.32				
720 311-600.06	MATERIALS AND SUPPLIES	SAFETY CLOTHING		92.31				184.63
0256	USA BLUE BOOK INC							
I-202503133232	USA BLUE BOOK INC	R	3/26/2025			046836		
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	CHLORINE ACCUVAK		158.13				
720 311-600.06	MATERIALS AND SUPPLIES	REPLACEMENT SAMPLE C		100.66				258.79
0264	WESTERN NEVADA SUPPLY							
I-202503133235	WESTERN NEVADA SUPPLY	R	3/26/2025			046837		
710 311-600.76	LINE REPAIR	DR18 CL235 PVC C900		3,243.24				3,243.24
000086	ADCOCK - CRESCENT TOW AND REPA							
I-202503133211	ADCOCK - CRESCENT TOW AND REPA	R	3/26/2025			046838		
100 212-600.95	CODE ENFORCEMENT	TOW 98 JEEP & 96 GM		1,500.00				1,500.00
0048	FACTUAL DATA							
I-202503133212	FACTUAL DATA	R	3/26/2025			046839		
710 311-600.06	MATERIALS AND SUPPLIES	TRNSUN / LIENS FEE		34.00				
720 311-600.06	MATERIALS AND SUPPLIES	TRNSUN / LIENS FEE		34.00				68.00
000096	JACKSON LEWIS P.C.							
I-202503133215	JACKSON LEWIS P.C.	R	3/26/2025			046840		
100 111-601.16	LEGAL-OTHER	JAN- REPORT/CONFEREN		272.00				272.00
0055	LES SCHWAB TIRE CENTER							
I-202503183240	LES SCHWAB TIRE CENTER	R	3/26/2025			046841		
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	2020 F550 1597948 22		485.48				
720 311-600.08	VEHICLE REPAIR & MAINTENANCE	2020 F550 1597948 22		485.48				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	CROSS CHAIN (50)		685.86				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	2020 F550 DUMP OIL/F		110.79				1,767.61
000098	MDK, LLC WESTERN ENVIRONMENTA							
I-202503133236	MDK, LLC WESTERN ENVIRONMENTA	R	3/26/2025			046842		
710 311-600.51	TESTING	VARIOUS TESTING		570.71				
720 311-600.51	TESTING	VARIOUS TESTING		6,047.50				6,618.21
000045	PACE ANALYTICAL SERVICES LLC							
I-202503193245	PACE ANALYTICAL SERVICES LLC	R	3/26/2025			046843		
720 311-600.18	PROFESSIONAL SERVICES	LAB ANALYSIS		9,353.80				9,353.80

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000048	PACE ENGINEERING INC							
I-202503133227	PACE ENGINEERING INC	R	3/26/2025			046844		
720 311-600.18	PROFESSIONAL SERVICES	PACE ENGINEERING INC		3,423.25				3,423.25
000083	TCE SOLUTIONS							
I-202503133231	TCE SOLUTIONS	R	3/26/2025			046845		
100 212-600.95	CODE ENFORCEMENT	CODE ENF TRAINING -		1,280.00				1,280.00
0239	THATCHER , INC							
I-202503133229	THATCHER , INC	R	3/26/2025			046846		
720 311-600.18	PROFESSIONAL SERVICES	SODIUM BISULFITE 55G		1,919.70				1,919.70
000094	WESTERN INDUSTRIAL PARTS, INC							
I-202503133233	WESTERN INDUSTRIAL PARTS, INC	R	3/26/2025			046847		
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	HD CABLE/MISC PARTS/		291.43				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	HD CABLE/MISC PARTS/		196.31				487.74
1	WM CORPERATE SERV							
I-202503133234	SEWER TRTMT	R	3/26/2025			046848		
720 311-600.82	SEWER POND MAINTENANCE	SEWER TRTMT		5,364.47				5,364.47

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	42	205,822.41	0.00	205,822.41
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
100 111-600.02	POSTAGE	268.40
100 111-600.05	TELEPHONE	63.26
100 111-600.06	MATERIALS AND SUPPLIES	12.29
100 111-600.13	LEGAL FEES	3,728.75
100 111-600.14	Public Records Requests	224.00
100 111-600.45	BUILDING EXPENSE	135.00
100 111-601.16	LEGAL-OTHER	1,000.00
100 112-600.06	MATERIALS AND SUPPLIES	3.07

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
100 113-600.02	POSTAGE	268.40
100 113-600.05	TELEPHONE	10.90
100 113-600.06	MATERIALS AND SUPPLIES	12.29
100 113-600.10	ACCOUNTING FEES	1,320.00
100 114-600.06	MATERIALS AND SUPPLIES	3.07
100 117-600.06	MATERIALS AND SUPPLIES	3.07
100 117-600.13	LEGAL FEES	894.75
100 211-600.05	TELEPHONE	5.45
100 212-600.09	VEHICLE FUEL	2.55
100 212-600.14	SHERIFF'S SERVICES	130,000.00
100 212-600.95	CODE ENFORCEMENT	2,780.00
100 311-600.04	GAS AND ELECTRIC	1,928.95
100 311-600.05	TELEPHONE	109.00
100 411-600.04	GAS AND ELECTRIC	221.16
100 411-600.06	MATERIALS AND SUPPLIES	1,048.02
100 411-600.36	POOL FACILITY	238.00
100 411-600.45	BUILDING EXPENSE	90.00
100 413-600.04	GAS AND ELECTRIC	109.44
100 413-600.05	TELEPHONE	115.54
100 413-600.45	BUILDING EXPENSE	135.00
100 414-600.04	GAS AND ELECTRIC	119.41
100 414-600.07	EQUIPMENT REPAIR/MAINTENANCE	30.18
100 414-600.09	VEHICLE FUEL	205.63
	*** FUND TOTAL ***	145,085.58
207 213-600.41	STREET LIGHTING	332.83
207 315-600.07	EQUIPMENT REPAIR/MAINTENANCE	48.37
207 315-600.09	VEHICLE FUEL	1,485.05
207 315-600.10	ACCOUNTING FEES	495.00
207 315-600.42	STREET REPAIR	1,048.03
	*** FUND TOTAL ***	3,409.28
208 317-600.04	GAS AND ELECTRIC	337.18
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	435.65
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	1,120.68
208 317-600.09	VEHICLE FUEL	593.15
208 317-600.10	ACCOUNTING FEES	330.00
208 317-600.42	STREET REPAIR	182.95
	*** FUND TOTAL ***	2,999.61
215 117-600.10	ACCOUNTING FEES	275.00
	*** FUND TOTAL ***	275.00
710 311-600.02	POSTAGE	268.40
710 311-600.04	GAS AND ELECTRIC	420.52
710 311-600.05	TELEPHONE	108.30

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
710 311-600.06	MATERIALS AND SUPPLIES	1,229.24
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	638.51
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	564.96
710 311-600.09	VEHICLE FUEL	678.94
710 311-600.10	ACCOUNTING FEES	1,430.00
710 311-600.13	LEGAL FEES	894.75
710 311-600.51	TESTING	570.71
710 311-600.76	LINE REPAIR	5,265.55
710 325-600.04	GAS AND ELECTRIC	1,459.83
710 325-600.05	TELEPHONE	91.85
710 325-600.06	MATERIALS AND SUPPLIES	1,026.94
710 325-600.45	BUILDING EXPENSE	195.00
	*** FUND TOTAL ***	14,843.50
720 311-600.02	POSTAGE	268.40
720 311-600.04	GAS AND ELECTRIC	2,411.90
720 311-600.05	TELEPHONE	76.64
720 311-600.06	MATERIALS AND SUPPLIES	1,260.68
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	4,069.45
720 311-600.08	VEHICLE REPAIR & MAINTENANCE	580.22
720 311-600.09	VEHICLE FUEL	518.77
720 311-600.10	ACCOUNTING FEES	1,210.00
720 311-600.13	LEGAL FEES	894.75
720 311-600.18	PROFESSIONAL SERVICES	14,696.75
720 311-600.31	DUES/MEMBERSHIPS	111.00
720 311-600.51	TESTING	6,047.50
720 311-600.82	SEWER POND MAINTENANCE	5,364.47
720 311-600.90	MAINTENANCE	987.46
	*** FUND TOTAL ***	38,497.99
730 311-600.02	POSTAGE	268.39
730 311-600.06	MATERIALS AND SUPPLIES	3.06
730 311-600.10	ACCOUNTING FEES	440.00
	*** FUND TOTAL ***	711.45

VENDOR SET: 01	BANK: PC	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			42	205,822.41	0.00	205,822.41
BANK: PC		TOTALS:	42	205,822.41	0.00	205,822.41
REPORT TOTALS:			42	205,822.41	0.00	205,822.41

SELECTION CRITERIA

VENDOR SET: 01-CITY OF PORTOLA
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 046807 THRU 046849
DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: YES
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	4/09/2025			046851		
C-CHECK	VOID CHECK	V	4/09/2025			046852		
C-CHECK	VOID CHECK	V	4/09/2025			046853		
C-CHECK	VOID CHECK	V	4/09/2025			046854		
C-CHECK	VOID CHECK	V	4/09/2025			046855		
C-CHECK	VOID CHECK	V	4/09/2025			046856		
C-CHECK	VOID CHECK	V	4/09/2025			046857		
C-CHECK	VOID CHECK	V	4/09/2025			046881		
C-CHECK	VOID CHECK	V	4/09/2025			046882		
C-CHECK	VOID CHECK	V	4/09/2025			046889		
C-CHECK	VOID CHECK	V	4/09/2025			046890		
C-CHECK	VOID CHECK	V	4/09/2025			046898		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	12 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: * TOTALS:	12	0.00	0.00	0.00
BANK: * TOTALS:	12	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0071	DIV OF THE STATE ARCHITECT							
I-202503263250	DIV OF THE STATE ARCHITECT	R	3/26/2025			046850		
100 111-402.04	BUSINESS LICENSE ADA FEE	ADA FEES		45.20				45.20
0008	ALWAYS ANSWER							
I-202504023279	ALWAYS ANSWER	R	4/09/2025			046891		
710 311-600.05	TELEPHONE	APRIL ANSWERING SERV		23.25				
720 311-600.05	TELEPHONE	APRIL ANSWERING SERV		23.25				46.50
0010	AMAZON CAPITOL SERVICES							
I-202504033290	AMAZON CAPITOL SERVICES	R	4/09/2025			046892		
710 311-600.06	MATERIALS AND SUPPLIES	ROTARY TOOL, DRUM, PUM		141.18				
720 311-600.45	BUILDING EXPENSE	ROTARY TOOL, DRUM, PUM		124.46				
720 311-600.06	MATERIALS AND SUPPLIES	STEEL ELECT BOX/REDU		120.19				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	CAMSHAFT POS SENSOR		88.06				
100 414-600.06	MATERIALS AND SUPPLIES	LAWN MWR REPLMNT BEL		128.22				602.11
0016	AMERIGEN POWER SOLUTIONS							
I-202504023251	AMERIGEN POWER SOLUTIONS	R	4/09/2025			046893		
720 311-600.51	TESTING	Generator Service &		650.64				650.64
0027	BASTIAN ENGINEERING							
I-202504023280	BASTIAN ENGINEERING	R	4/09/2025			046894		
216 315-700.51	RIO GRANDE STIP	ENGINEER FEES		3,138.75				
100 117-600.18	PROFESSIONAL SERVICES	ENGINEER FEES MOUNTA		426.25				
207 315-600.18	PROFESSIONAL SERVICES	ENGINEER FEES CRRSSA		193.75				3,758.75
0039	BULLET INFORMATION TECHNOLOGY							
I-202504023252	BULLET INFORMATION TECHNOLOGY	R	4/09/2025			046895		
720 311-600.18	PROFESSIONAL SERVICES	COMPUTER IT		525.00				
710 311-600.18	PROFESSIONAL SERVICES	COMPUTER IT		525.00				
100 111-600.18	PROFESSIONAL SERVICES	COMPUTER IT		525.00				1,575.00
0051	CITY CLERKS ASSOCIATION							
I-202504023277	CITY CLERKS ASSOCIATION	R	4/09/2025			046896		
100 112-600.30	CONFERENCE/TRAVEL	CITY CLERKS ASSOCIAT		250.00				250.00
0052	CITY OF PORTOLA							
I-202504023253	CITY OF PORTOLA	R	4/09/2025			046897		
100 311-601.10	WATER	CH		52.50				
100 311-601.11	SEWER	CH		45.23				
100 414-601.10	WATER	VARIOUS LOCATIONS		1,183.50				
100 414-601.11	SEWER	CITY PARK POOL & BAT		66.28				
100 411-601.10	WATER	CITY PARK POOL & BAT		414.37				
100 411-601.11	SEWER	CITY PARK POOL & BAT		19.84				
100 413-601.10	WATER	WILLIAMS HOUSE		33.20				
100 413-601.11	SEWER	WILLIAMS HOUSE		45.23				
710 311-601.10	WATER	PW		20.46				

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0052	CITY OF PORTOLA	CONT						
I-202504023253	CITY OF PORTOLA	R	4/09/2025			046897		
720 311-601.10	WATER	PW		20.46				
710 311-601.11	SEWER	PW		45.23				1,946.30
0069	DEPARTMENT OF TRANSPORTATION							
I-202504023255	DEPARTMENT OF TRANSPORTATION	R	4/09/2025			046899		
207 315-600.07	EQUIPMENT REPAIR/MAINTENANCE	OCT 2024-DEC 2024	ST	1,101.28				1,101.28
0086	FOLCHI LOGGING & CONSTR., INC.							
I-202504033287	FOLCHI LOGGING & CONSTR., INC.	R	4/09/2025			046900		
710 311-600.51	TESTING	ROAD BASE		1,547.08				1,547.08
0090	GRAINGER INC							
I-202504023258	GRAINGER INC	R	4/09/2025			046901		
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	ADAPTER THREAD 3/8 I		73.04				73.04
0101	HUNT & SONS, INC.							
I-202504023259	HUNT & SONS, INC.	R	4/09/2025			046902		
100 212-600.09	VEHICLE FUEL	FUEL		89.74				
100 414-600.09	VEHICLE FUEL	FUEL		88.03				
710 311-600.09	VEHICLE FUEL	FUEL		863.20				
720 311-600.09	VEHICLE FUEL	FUEL		291.13				
207 315-600.09	VEHICLE FUEL	FUEL		388.06				
208 317-600.09	VEHICLE FUEL	FUEL		741.45				
100 413-600.45	BUILDING EXPENSE	FUEL		495.11				2,956.72
0111	JEFFERSON SUPPLY COMPANY							
I-202504033289	JEFFERSON SUPPLY COMPANY	R	4/09/2025			046903		
710 311-600.76	LINE REPAIR	15" SOLID PIPE		579.15				579.15
0118	KANSAS LIFE INSURANCE CO							
I-202504023260	KANSAS LIFE INSURANCE CO	R	4/09/2025			046904		
100 111-510.01	PERSONNEL COSTS	LIFE INS		12.35				
100 113-510.01	PERSONNEL COSTS	LIFE INS		6.54				
100 114-510.01	PERSONNEL COSTS	LIFE INS		1.45				
100 311-510.01	PERSONNEL COSTS	LIFE INS		3.63				
207 315-510.01	PERSONNEL COSTS	LIFE INS		4.36				
208 317-510.01	PERSONNEL COSTS	LIFE INS		4.36				
710 311-510.01	PERSONNEL COSTS	LIFE INS		23.24				
720 311-510.01	PERSONNEL COSTS	LIFE INS		13.80				
730 311-510.01	PERSONNEL COSTS	LIFE INS		2.91				72.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0133	LIBERTY UTILITIES							
I-202504023261	LIBERTY UTILITIES	R	4/09/2025			046905		
100 311-600.04	GAS AND ELECTRIC	ELECTICIY		1,436.14				
100 413-600.04	GAS AND ELECTRIC	ELECTICIY		101.98				
100 211-600.04	GAS AND ELECTRIC	ELECTICIY		205.79				
100 414-600.04	GAS AND ELECTRIC	ELECTICIY		784.82				
100 411-600.04	GAS AND ELECTRIC	ELECTICIY		96.23				
207 213-600.41	STREET LIGHTING	ELECTICIY		6,820.24				
710 311-600.04	GAS AND ELECTRIC	ELECTICIY		1,293.58				
720 311-600.04	GAS AND ELECTRIC	ELECTICIY		2,453.69				13,192.47
0136	MANHARD CONSULTING							
I-202504023263	MANHARD CONSULTING	R	4/09/2025			046906		
100 117-600.18	PROFESSIONAL SERVICES	PLANNING		3,055.00				3,055.00
0141	MCI MEGA PREFERRED							
I-202504033282	MCI MEGA PREFERRED	R	4/09/2025			046907		
710 311-600.05	TELEPHONE	800# LONG DISTANCE		23.24				
720 311-600.05	TELEPHONE	800# LONG DISTANCE		23.25				46.49
0148	NAPA SIERRA							
I-202504033288	NAPA SIERRA	R	4/09/2025			046908		
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	CAMSHAFT POS SENSOR		43.80				
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	ELECTR FUEL PUMP/WIP		412.60				
208 317-600.42	STREET REPAIR	PROPANE		202.25				658.65
0149	NATIONWIDE							
I-202504023268	NATIONWIDE	R	4/09/2025			046909		
100 111-600.15	INSURANCE	BOND INS RENEWAL 202		585.00				
710 311-600.15	INSURANCE	BOND INS RENEWAL 202		292.50				
720 311-600.15	INSURANCE	BOND INS RENEWAL 202		292.50				1,170.00
0159	OFFICE DEPOT							
I-202504023266	OFFICE DEPOT	R	4/09/2025			046910		
100 111-600.06	MATERIALS AND SUPPLIES	PAPER		18.33				
100 112-600.06	MATERIALS AND SUPPLIES	PAPER		4.58				
100 113-600.06	MATERIALS AND SUPPLIES	PAPER		18.33				
100 114-600.06	MATERIALS AND SUPPLIES	PAPER		4.58				
100 117-600.06	MATERIALS AND SUPPLIES	PAPER		4.58				
710 311-600.06	MATERIALS AND SUPPLIES	PAPER		18.33				
720 311-600.06	MATERIALS AND SUPPLIES	PAPER		18.33				
730 311-600.06	MATERIALS AND SUPPLIES	PAPER		4.61				91.67

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0162	OPERATING ENGINEERS _PUBLIC EM							
I-202504023267	OPERATING ENGINEERS _PUBLIC EM	R	4/09/2025			046911		
100 113-510.01	PERSONNEL COSTS	HEALTH INS		267.64				
100 114-510.01	PERSONNEL COSTS	HEALTH INS		267.64				
100 311-510.01	PERSONNEL COSTS	HEALTH INS		669.10				
207 315-510.01	PERSONNEL COSTS	HEALTH INS		802.92				
208 317-510.01	PERSONNEL COSTS	HEALTH INS		1,605.84				
710 311-510.01	PERSONNEL COSTS	HEALTH INS		5,085.16				
720 311-510.01	PERSONNEL COSTS	HEALTH INS		4,014.60				
730 311-510.01	PERSONNEL COSTS	HEALTH INS		669.10				13,382.00
0175	PLUMAS ACE HARDWARE INC							
I-202504023278	PLUMAS ACE HARDWARE INC	R	4/09/2025			046912		
100 111-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		1.60				
100 114-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		2.13				
100 212-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		8.13				
100 414-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		114.65				
207 315-600.42	STREET REPAIR	VARIOUS ITEMS		27.87				
208 317-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		106.28				
710 311-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		39.64				
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	VARIOUS ITEMS		19.93				
710 311-600.76	LINE REPAIR	VARIOUS ITEMS		86.07				
720 311-600.06	MATERIALS AND SUPPLIES	VARIOUS ITEMS		87.90				494.20
0234	SUPERIOR POOL PRODUCTS, LLC							
I-202504033286	SUPERIOR POOL PRODUCTS, LLC	R	4/09/2025			046913		
207 315-600.42	STREET REPAIR	CALCIUM FLORIDE FLAK		490.41				
100 411-600.06	MATERIALS AND SUPPLIES	CALCIUM FLORIDE FLAK		490.40				
710 311-600.06	MATERIALS AND SUPPLIES	CALCIUM FLORIDE FLAK		980.81				1,961.62
0247	U.S. BANK							
I-202504023276	U.S. BANK	R	4/09/2025			046914		
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	WINCH/BUMPER PARTS Q		108.24				
100 111-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		51.20				
710 311-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		51.20				
710 311-600.76	LINE REPAIR	OAH BATT / DIE GRIND		237.10				
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	ROTARY TOOL / 12V EL		476.89				
720 311-600.08	VEHICLE REPAIR & MAINTENANCE	ROTARY TOOL / 12V EL		476.89				
100 112-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		12.80				
100 113-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		51.20				
100 114-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		12.80				
100 117-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		12.80				
730 311-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		12.80				
720 311-600.06	MATERIALS AND SUPPLIES	OFFICE PRODUCTS		51.20				
100 212-600.95	CODE ENFORCEMENT	BEENVERIFIED		71.95				1,627.07

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0256	USA BLUE BOOK INC							
I-202504023271	USA BLUE BOOK INC	R	4/09/2025			046916		
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE		CABLE CONNECTOR 5-3/	118.89				
720 311-601.12	Chemicals		SULFURIC ACID 10%	286.34				405.23
0260	VERIZON WIRELESS							
I-202504023272	VERIZON WIRELESS	R	4/09/2025			046917		
100 411-600.36	POOL FACILITY		LANDLINES	23.73				
100 413-600.05	TELEPHONE		LANDLINES	28.27				
100 212-600.05	TELEPHONE		LANDLINES	28.27				
100 211-600.05	TELEPHONE		LANDLINES	35.24CR				
710 311-600.05	TELEPHONE		LANDLINES	42.02				
720 311-600.05	TELEPHONE		LANDLINES	42.02				
100 111-600.05	TELEPHONE		LANDLINES	31.52				
100 113-600.05	TELEPHONE		LANDLINES	31.52				
100 311-600.05	TELEPHONE		LANDLINES	31.52				
100 114-600.05	TELEPHONE		LANDLINES	59.78				283.41
0260	VERIZON WIRELESS							
I-202504023273	VERIZON WIRELESS	R	4/09/2025			046918		
710 311-600.05	TELEPHONE		PW & SCADA TABLETS &	120.50				
720 311-600.05	TELEPHONE		CELL PHONES	122.48				
100 117-600.05	TELEPHONE		CELL PHONES	41.57				
100 411-600.05	TELEPHONE		CELL PHONES	41.67				
100 212-600.05	TELEPHONE		CELL PHONES	28.74CR				
100 111-600.05	TELEPHONE		CELL PHONES	9.58CR				287.90
0260	VERIZON WIRELESS							
I-202504023274	VERIZON WIRELESS	R	4/09/2025			046919		
710 325-600.05	TELEPHONE		LDTWP DATA PLAN	108.05				108.05
0264	WESTERN NEVADA SUPPLY							
I-202504033291	WESTERN NEVADA SUPPLY	R	4/09/2025			046920		
710 311-600.76	LINE REPAIR		CULVERT, MISC PARTS	8,462.79				
710 311-600.70	WATER METERS		LF 3/4 X 24 MTR SET	1,700.19				10,162.98
000086	ADCOCK - CRESCENT TOW AND REPA							
I-202504023256	ADCOCK - CRESCENT TOW AND REPA	R	4/09/2025			046921		
100 212-600.95	CODE ENFORCEMENT		ADCOCK - CRESCENT TO	1,625.00				1,625.00
000078	CLARK PEST CONTROL							
I-202504023254	CLARK PEST CONTROL	R	4/09/2025			046922		
100 413-600.45	BUILDING EXPENSE		WH	98.00				98.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	MALACHI MANSFIELD							
I-202504023257	EMPL REIMBUR	R	4/09/2025			046923		
100 111-600.30	CONFERENCE/TRAVEL	MALACHI MANSFIELD:EM		359.09				359.09
000098	MDK,LLC WESTERN ENVIRONMENTA							
I-202504023275	MDK,LLC WESTERN ENVIRONMENTA	R	4/09/2025			046924		
720 311-600.51	TESTING	VARIOUS LABS & TESTI		3,429.71				
710 311-600.51	TESTING	VARIOUS LABS & TESTI		383.97				3,813.68
000072	MOTION & FLOW CONTROL PRO INC							
I-202504023264	MOTION & FLOW CONTROL PRO INC	R	4/09/2025			046925		
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	VARIOUS PARTS		599.10				
208 317-600.06	MATERIALS AND SUPPLIES	ZIRK FITTINGS		287.23				886.33
000045	PACE ANALYTICAL SERVICES LLC							
I-202504023269	PACE ANALYTICAL SERVICES LLC	R	4/09/2025			046926		
720 311-600.18	PROFESSIONAL SERVICES	WATER MONITORING PRO		503.20				503.20
1	SNOQUIP, INC.							
I-202504033283	SNOW EQUIPMENT	R	4/09/2025			046927		
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	SNOQUIP, INC.:SNOW EQ		3,183.52				3,183.52
0239	THATCHER , INC							
I-202504023270	THATCHER , INC	R	4/09/2025			046928		
720 311-601.12	Chemicals	SANI-CHLOR		8,565.87				
710 311-601.12	Chermicals	CREDIT		1,253.94CR				7,311.93
000033	UES							
I-202504023265	UES	R	4/09/2025			046929		
730 311-600.51	TESTING	1ST QTR GRND WTR SAM		5,710.70				5,710.70
000094	WESTERN INDUSTRIAL PARTS, INC							
I-202504023281	WESTERN INDUSTRIAL PARTS, INC	R	4/09/2025			046930		
710 311-600.06	MATERIALS AND SUPPLIES	VARIOUS DRILLS, NUTS		222.18				
720 311-600.06	MATERIALS AND SUPPLIES	VARIOUS DRILLS, NUTS		151.24				373.42

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	39	85,996.02	0.00	85,996.02
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
100 111-402.04	BUSINESS LICENSE ADA FEE	45.20
100 111-510.01	PERSONNEL COSTS	12.35
100 111-600.05	TELEPHONE	21.94
100 111-600.06	MATERIALS AND SUPPLIES	71.13
100 111-600.15	INSURANCE	585.00
100 111-600.18	PROFESSIONAL SERVICES	525.00
100 111-600.30	CONFERENCE/TRAVEL	359.09
100 112-600.06	MATERIALS AND SUPPLIES	17.38
100 112-600.30	CONFERENCE/TRAVEL	250.00
100 113-510.01	PERSONNEL COSTS	274.18
100 113-600.05	TELEPHONE	31.52
100 113-600.06	MATERIALS AND SUPPLIES	69.53
100 114-510.01	PERSONNEL COSTS	269.09
100 114-600.05	TELEPHONE	59.78
100 114-600.06	MATERIALS AND SUPPLIES	19.51
100 117-600.05	TELEPHONE	41.57
100 117-600.06	MATERIALS AND SUPPLIES	17.38
100 117-600.18	PROFESSIONAL SERVICES	3,481.25
100 211-600.04	GAS AND ELECTRIC	205.79
100 211-600.05	TELEPHONE	35.24CR
100 212-600.05	TELEPHONE	0.47CR
100 212-600.06	MATERIALS AND SUPPLIES	8.13
100 212-600.09	VEHICLE FUEL	89.74
100 212-600.95	CODE ENFORCEMENT	1,696.95
100 311-510.01	PERSONNEL COSTS	672.73
100 311-600.04	GAS AND ELECTRIC	1,436.14
100 311-600.05	TELEPHONE	31.52
100 311-601.10	WATER	52.50
100 311-601.11	SEWER	45.23
100 411-600.04	GAS AND ELECTRIC	96.23
100 411-600.05	TELEPHONE	41.67
100 411-600.06	MATERIALS AND SUPPLIES	490.40
100 411-600.36	POOL FACILITY	23.73
100 411-601.10	WATER	414.37
100 411-601.11	SEWER	19.84
100 413-600.04	GAS AND ELECTRIC	101.98
100 413-600.05	TELEPHONE	28.27
100 413-600.45	BUILDING EXPENSE	593.11
100 413-601.10	WATER	33.20
100 413-601.11	SEWER	45.23
100 414-600.04	GAS AND ELECTRIC	784.82
100 414-600.06	MATERIALS AND SUPPLIES	242.87
100 414-600.09	VEHICLE FUEL	88.03
100 414-601.10	WATER	1,183.50
100 414-601.11	SEWER	66.28
	*** FUND TOTAL ***	14,607.45

VENDOR SET: 01 City of Portola
BANK: PC POOLED CASH - PLUMAS
DATE RANGE: 0/00/0000 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
207 213-600.41	STREET LIGHTING	6,820.24
207 315-510.01	PERSONNEL COSTS	807.28
207 315-600.07	EQUIPMENT REPAIR/MAINTENANCE	1,101.28
207 315-600.09	VEHICLE FUEL	388.06
207 315-600.18	PROFESSIONAL SERVICES	193.75
207 315-600.42	STREET REPAIR	518.28
	*** FUND TOTAL ***	9,828.89
208 317-510.01	PERSONNEL COSTS	1,610.20
208 317-600.06	MATERIALS AND SUPPLIES	393.51
208 317-600.07	EQUIPMENT REPAIR/MAINTENANCE	3,890.86
208 317-600.08	VEHICLE REPAIR & MAINTENANCE	500.66
208 317-600.09	VEHICLE FUEL	741.45
208 317-600.42	STREET REPAIR	202.25
	*** FUND TOTAL ***	7,338.93
216 315-700.51	RIO GRANDE STIP	3,138.75
	*** FUND TOTAL ***	3,138.75
710 311-510.01	PERSONNEL COSTS	5,108.40
710 311-600.04	GAS AND ELECTRIC	1,293.58
710 311-600.05	TELEPHONE	209.01
710 311-600.06	MATERIALS AND SUPPLIES	1,453.34
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	138.82
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	520.69
710 311-600.09	VEHICLE FUEL	863.20
710 311-600.15	INSURANCE	292.50
710 311-600.18	PROFESSIONAL SERVICES	525.00
710 311-600.51	TESTING	1,931.05
710 311-600.70	WATER METERS	1,700.19
710 311-600.76	LINE REPAIR	9,365.11
710 311-601.10	WATER	20.46
710 311-601.11	SEWER	45.23
710 311-601.12	Chemicals	1,253.94CR
710 325-600.05	TELEPHONE	108.05
	*** FUND TOTAL ***	22,320.69
720 311-510.01	PERSONNEL COSTS	4,028.40
720 311-600.04	GAS AND ELECTRIC	2,453.69
720 311-600.05	TELEPHONE	211.00
720 311-600.06	MATERIALS AND SUPPLIES	428.86
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	73.04
720 311-600.08	VEHICLE REPAIR & MAINTENANCE	476.89
720 311-600.09	VEHICLE FUEL	291.13
720 311-600.15	INSURANCE	292.50
720 311-600.18	PROFESSIONAL SERVICES	1,028.20

VENDOR SET: 01 City of Portola
BANK: PC POOLED CASH - PLUMAS
DATE RANGE: 0/00/0000 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
720 311-600.45	BUILDING EXPENSE	124.46
720 311-600.51	TESTING	4,080.35
720 311-601.10	WATER	20.46
720 311-601.12	Chemicals	8,852.21
	*** FUND TOTAL ***	22,361.19
730 311-510.01	PERSONNEL COSTS	672.01
730 311-600.06	MATERIALS AND SUPPLIES	17.41
730 311-600.51	TESTING	5,710.70
	*** FUND TOTAL ***	6,400.12

VENDOR SET: 01	BANK: PC	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			39	85,996.02	0.00	85,996.02
BANK: PC	TOTALS:		39	85,996.02	0.00	85,996.02
REPORT TOTALS:			39	85,996.02	0.00	85,996.02

SELECTION CRITERIA

VENDOR SET: 01-CITY OF PORTOLA
VENDOR: ALL
BANK CODES: All
FUNDS: All

CHECK SELECTION

CHECK RANGE: 046850 THRU 046930
DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE:	CHECK NUMBER
PRINT TRANSACTIONS:	YES
PRINT G/L:	YES
UNPOSTED ONLY:	NO
EXCLUDE UNPOSTED:	NO
MANUAL ONLY:	NO
STUB COMMENTS:	NO
REPORT FOOTER:	NO
CHECK STATUS:	NO
PRINT STATUS:	* - All



Regular Meeting

Minutes

Regular Meeting

March 12, 2025 06:00 PM

35 Third Ave, Portola, CA 96122

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

1. Call to Order

The meeting was called to order at 6:00 pm by Mayor Jim Murphy.

A. Roll Call

Present: Mayor Jim Murphy, Mayor Pro-Tem Bill Powers, Councilmember Leah Turner, Councilmember Pat Morton

Absent: Councilmember Mikki Battaglia

Staff Present: City Manager Ryan Bonk, Deputy City Clerk Malachi Mansfield, Finance Officer Susan Scarlett (Zoom).

B. Pledge of Allegiance

Led by Mayor Jim Murphy

2. Public Comments

None

3. City Communications

A. City Council Communications

Councilmember Turner: None

Councilmember Morton: None

Mayor Pro-Tem Powers: Powers and Councilmember Battaglia are continuing work in fuel reduction, Firesafe council, Forest service and public lands. Powers expressed the need to work on clearing fast burning flora around susceptible sectors of the city. Powers expressed thanks to the Deputy City Clerk for his efforts in organizing the upcoming "Music in the Park" event.

Mayor Murphy: Attended the annual chamber of commerce meeting. The chamber of commerce is looking for a place to host their meetings and are considering the Williams House.

B. Reports: Beckwourth Peak Fire Protection District / Plumas County Sheriff / Northern Sierra Air Quality

City Manager Ryan Bonk relayed a report from the Beckwourth Peak Fire Protection District: The BPFDP has requested that the Portola City Manager, Mayor, and a councilmember attend an upcoming strategic planning meeting to be held on March 27th at 11:30am at Nakoma. Councilmember Battaglia has expressed interest in attending this meeting. Mayor Murphy is not able to attend. Mayor Pro-Tem Powers will attend in his place.

BPFPD flow tested eleven fire hydrants in the district, four of which were in the City of Portola. The results of the flow tests are not yet available.

Northern Sierra Air Quality: City Manager Bonk relayed a message from Councilmember Battaglia. They are continuing to process applications for firewood, and she reports that the federal funding freeze has not impacted their efforts.

C. Staff Communications

None

D. City Manager Report

City Manager Bonk reports: Public works is ready to respond to the winter weather event. The FEMA funding position has not changed since the last council meeting.

Planning: Staff is meeting with the Multi-Jurisdictional Hazard Mitigation Plan to discuss further planning.

There has been a sharp decline in public records requests.

4. **Consent Agenda**

A. Claims-

Adopt Resolution No. 2606. The resolution authorizes payment of payroll from February 8th, 2025, through February 21st, 2025, and payment of accounts payable from February 8th, 2025, through March 6th, 2025.

The amount of accounts payable claims to be paid is \$105,512.49.

The amount of payroll claims to be paid is \$33,372.28.

The total amount to be paid is \$138,884.77.

B. Adopt minutes of the February 26th, 2025 Regular Meeting.

Finance Officer Susan Scarlett has requested that the council approve Resolution number 2606 with an amendment to the accounts payable date range. The amended accounts payable date range is February 27th, 2025, through March 12th, 2025. The city council approved the request. The resolution has been adjusted to reflect the amendment.

Public Comment: None

Councilmember Pat Morton motioned to approve. Councilmember Leah Turner seconded the motion.

The roll call vote:

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

5. **Planning: 2024 General Plan Annual Progress Report**

The council voted to accept the Portola City Plan Progress Report to be submitted to the state.

Public Comment: None

Councilmember Leah Turner motioned to approve. Mayor Pro-Tem Bill Powers seconded the motion.

The roll call vote:

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

6. **Grizzly Lake Community Service District: Potential Water Project**

The Grizzly Lake Community Service District and their engineering contractor have met with staff to discuss a request concerning their drinking water. Staff has expressed that participation in this project would need to be approved by the City Council and requested a draft reimbursement agreement for city staff time.

The representative from Grizzly Lake did not appear at the city council to give testimony related to the agenda item.

Council Member's that serve as Commissioners for LAFco brought up concerns from this organization about the potential project.

The staff asked the city council for direction in how to proceed with this matter.

The city council has directed staff to request a draft reimbursement agreement as well as other conditions be met prior to additional participation in the project by city staff.

Public Comment: Max commented.

7. **CAL FIRE Fire Hazard Severity Zones**

Cal FIRE has issued a fire severity map with Portola being designated as High or Very High risk. City staff sought clarity on the issue with many of the questions being asked going insufficiently answered. City staff is pursuing routes to better understand the rights and responsibilities of the city according to the fire severity map. Staff is also in conversations with Beckworth Peak Fire Protection District to better understand implications of this map and ordinance adoption on both parties.

City Council has directed staff to continue with fact finding missions.

Public Comment: Max commented, city council responded.

8. **Adjournment**

The meeting adjourned at 6:45 PM



City of Portola

Minutes

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/>

1. Call to Order

The meeting was called to order at 3:30 pm by Mayor Jim Murphy.

The Pledge of Allegiance as lead by Mayor Murphy.

A. Roll Call

Present: Mayor Jim Murphy, Mayor Pro-Tem Bill Powers, Councilmember Leah Turner, Councilmember Mikki Battaglia, Councilmember Pat Morton

Staff Present: City Manager Ryan Bonk, Finance Officer Susan Scarlet, Deputy City Clerk Malachi Mansfield, Director of Public Works Todd Roberts, Public Engagement Officer Briand Attama.

B. Pledge of Allegiance

Pledge of Allegiance

Led by Mayor Jim Murphy

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



Staff and Council deliberated on a SWOT analysis of the city.

Public Comment: None

3. Council & Staff Goal Setting

The staff and city council discussed items related to budget preparation for the next fiscal year. This discussion represents the initial goals and potential budget items for next fiscal year. City Staff will now begin reviewing each item listed for feasibility and potential inclusion in the draft budget for fiscal year 2025-2026.

The items are as follows:

General:

- Music in the Park
- Other Events
- Voice Notification System

- Tobacco Ordinance
- Public Relations Electronic Info Board

Public Works:

- Gulling St. Bridge Riprap
- Gulling St. Bridge Structural Rehab
- Dedicated Pavement Rehabilitation Crew
- City Hall Roof Replacement
- Street Lighting, Energy Efficiency Upgrades
- Fresh Water Tank Cleaning- One Tank Per Year (3 tanks)
- Diesel Powered Sewer Pump – North
- Sierra Controls SCADA System (Required by DHS)
- Engineering Report Infrastructure Overall

Code Enforcement:

- Community Cleanup Days
- Property Cleanup- Bins, Rolloffs, Labor
- AVA Program
- Weed Abatement Program
- Animal Control Contract
- Senior Code Consulting
- FTE

Administrative:

- Website Revamp
- Quality Management/ Electronic Archive
- Performance Management System
- Fee Assessment
 - o Pool
 - o Planning
 - o Dog License
 - o Business License
 - o License Enforcement

Public Comment: None

4. **Adjournment**

The meeting adjourned at 5:10 PM.



MEETING DATE: April 9, 2025

AGENDA ITEM: 6. Development Agreement- Annual Review- "Portola Highlands (Woodbridge at Portola)"

FROM: Senior Planning Consultant- Karen Downs & City Manager- Ryan Bonk

RE: Development Agreement- Annual Review- Portola Highlands (Woodbridge at Portola)

EXECUTIVE SUMMARY:

The Development Agreement (Article 4) calls for an Annual Review "demonstrating the Developer's good faith compliance with the terms and conditions of the agreement," in accordance with California Government Code Section 65865.1.

The purpose of the review is for the City and Developer to have an opportunity to review and discuss actions related to the Development Agreement. The City Council will have the opportunity to take one of the following actions:

1. **Approve** the annual review as complete; affirming that it demonstrates good faith compliance with the terms and conditions of the Agreement in accordance with the requirements of California Government Code Section 65865.1.
 2. **Continue** any action to approve the annual review and seek additional information from either the Developer or City staff to further address whether or not there has been a good faith effort to comply with the terms and conditions of the Agreement in accordance with applicable rules and statutes.
 3. **Reject** the annual review for the development citing specific deficiencies that exist between the progress made by the developer and the provisions of the Agreement. Direct staff to identify the legal remedies that may exist to resolve the deficiencies per the Agreement.
-

BACKGROUND:

The City of Portola adopted Ordinance No. 318 on January 24, 2007, approving the Woodbridge Development Agreement (effective date of February 24, 2007) between the City of Portola and Woodbridge at Portola. The Schomac Group, Inc. (Schomac) became a successor in interest to the Development Agreement in December 2014. The DA provides for the development of 398 acres of residential and commercial development, broken down as follows:

- Low Density Residential: 189 dwelling units
- Medium Density Residential: 522 dwelling units

- High Density Residential: 234 dwelling units
- Mixed use multi-family residential: 60 dwelling units
- Commercial Development: 170,000 square feet, including 25,500 square feet of retail, 68,000 square feet of office, and 76,500 square feet of light industrial.

The project acreage is comprised of: 339 acres of residential development, 19.9 acres of commercial development, 19.6 acres of Parks (PR), 112 acres of Open Space (OS) included in the LDR zone, and 2.6 acres Public/Quasi Public Use (P/QP).

In addition to the overall project development, Public Benefits are outlined in section 1.7 of the Development Agreement, and include affordable housing, 100 acres of open space, a 15 acre public park, water supply fee, and road improvements.

Term of Agreement: 20 years from the effective date (February 24, 2007) unless extended or earlier terminated as provided by the Development Agreement (Section 1.3.2)

Termination for Inactivity: City may terminate this Agreement on or after the fifth anniversary date of the Effective Date, (except as provided in Section 10.3) if construction has not commenced on average at least 30 Units of the Project for each year which has passed since the Effective Date, until construction of 150 of the Project's Units have either been completed or commenced. (Section 6.6.2)

Project Status

Since the Development Agreement was approved, the project has undergone extensive public review, including an approved Mitigated Negative Declaration (MND), a General Plan Amendment, zoning changes, and approval of a Tentative Map, and work towards achieving map conditions. All of the Master Plan documents were brought forward to the Planning Commission and City Council at least once for consideration and public comment and have been approved.

The following list of previous meetings summarizes the Woodbridge at Portola review process since Development Agreement approval:

- **2007-2010** - Review and approval of Master Plans, Review and approval of Administrative Modifications to Project Approvals
- **June 27, 2012** -Annual review approved as complete
- **July 24, 2013** - Annual review approved as complete
- **December 30, 2013** - property was foreclosed and subsequently assigned title to RE Future, LLC
- **December 2014** - property was acquired by Schomac.
- **September 10, 2014** - Annual review approved as complete

Following acquisition of the property and at the developer's request, the City worked with Schomac regarding proposed amendments to the Development Agreement and associated documents to make the project financially feasible to construct (November 2015 to December 2016). The proposed amendments were reviewed at a public workshop on December 6, 2016. Ultimately, there were unresolved issues and the amendments were not approved. In October

2017, development discussions ended.

A DA review was scheduled in 2019 but was put on hold because there was a buyer interested in the property. The City has not received additional communication regarding development from Schomac.

The attached communication from Schomac is provided as their annual review.

RECOMMENDATION:

The City Council may approve, continue, or reject the Annual Review.

ATTACHMENTS:

- A. WOODBRIDGE - PORTOLA HIGHLANDS RESPONSE 12.13.24



December 13, 2024

Sent Via Electronic Mail

Ryan N. Bonk, City Manager
City of Portola
35 Third Ave
Portola, CA 96122

RE: Portola Highlands (Woodbridge at Portola)

Dear Mr. Bonk,

Congratulations on being hired as the City Manager of Portola ("City").

The story of the Woodbridge / Portola Highlands ("Woodbridge") property is a long one, and we suspect you have taken some time to review the City's file.

Schomac Group, Inc. ("Schomac") became involved in 2014, when it purchased the property out of receivership. Schomac immediately commenced discussions with the City, notably with the then City Manager Robert Meacher and Karen Downs, who is copied on this communication.

While considerable progress was made in amending the development documents to at least attempt to make the project feasible, the talks inevitably broke down over cost burdens of the development, who should shoulder them and when. That was in 2017.

Since that time, the City unfortunately experienced considerable turnover at the City Manager position. Schomac also became more focused on other aspects of its business (out of state), as its myriads of Plumas County investments proved more challenging than anticipated due to economic, regulatory, and legal hurdles.

Schomac has been in communication with your predecessors over the years including Leslie Chrysler, Lauren Knox, and Jon Kennedy with the goal of formally extending the Development Agreement per the Annual Review process you suggest. Unfortunately that did not occur, so we are glad that you have reached out.

Woodbridge presents a unique, entitlement rich development opportunity at a scale rarely seen in the Sierra. The entitlements, and the negative declaration on the Environmental Impact Report for the project, are what makes it attractive to real estate developers and investors. Schomac also believes Woodbridge may present the best pathway toward positively transforming the City of Portola for generations to come. As you know, the entitlements do not just provide for considerable housing; it is

the diversity of that housing (single-family homes, multi-family, senior housing), along with the commercial, industrial, recreational, and natural space aspects that make it so extraordinary.

Because the entitlements depend on the extension of the Development Agreement, a decision that Schomac recognizes is at the sole discretion of the City, Schomac believes granting that extension is in our mutual best interests; if only to preserve the most favorable array of possible outcomes.

Ryan, much has changed from both a micro and macro perspective at Schomac, Plumas County and the world in general since we acquired Woodbridge over a decade ago. While we remain strong believers in Woodbridge, Portola, and Plumas County in general, we currently believe that developing a master planned community such as Woodbridge may no longer be in our purview. Furthermore, Schomac needs to continue to focus on its two other major assets in Plumas County, Nakoma Resort and Feather River Inn, each of which have their own challenges and opportunities.

In our opinion, the ideal outcome for the Woodbridge project is for Schomac to divest of the property to an investment firm whose core business is the development of master planned communities. This will not only likely result in an expedited timeline for the project, but would bring in an additional party to the City and Plumas County willing to make a substantial capital investment. This should benefit all of us.

Schomac believes the best way to do that is to extend the Development Agreement to preserve the existing entitlement package, and then work together to secure the right development partner for the City. The objective for us all should be the long-term success of the City and ensuring the goals of the community are secured and accomplished for future generations. Toward that end, Schomac can be patient as we work through the disposition process to identify the ideal partner for the City.

Again, congratulations on your new position as City Manager of Portola. Woodbridge represents a singular opportunity to transform the community and place it on a sustainable path to success. Schomac looks forward to working with you and your colleagues to achieve the most favorable outcome for all.

Sincerely,



Ryan M. Schoff
President
Schomac Group, Inc.

cc:

W. Michael Schoff, mschoff@schomacgroup.com
Karen Downs, kdowns@manhard.com
Susan Scarlett scarlettbiz@yahoo.com

RESOLUTION NO. 2608

**A RESOLUTION OF THE CITY COUNCIL OF PORTOLA OPPOSING THE
LOCAL IMPACTS TO FOREST HEALTH AND WILDFIRE MITIGATION
THAT WILL RESULT FROM FEDERAL FUNDING AND STAFFING CUTS TO
OUR PUBLIC LANDS**

WHEREAS; Plumas County is a rural county in the Sierra Nevada region of California;

WHEREAS; Wildfires in California have grown and destructiveness due to extreme weather which will be exacerbated by fuel accumulation in forests, mostly managed by the federal government. Several costly fires have occurred in Plumas County wildlands and the residents of Portola will continue to face this threat;

WHEREAS; Maintaining the health of our National Forests through fuel reduction projects is essential to mitigate the risk of catastrophic fires in our communities;

WHEREAS; Recent federal staffing cuts will severely impact our public lands and communities. These cuts include emergency response teams and wildfire mitigation personnel are vital for public safety;

WHEREAS; Local and federal fuel reduction efforts must work together to protect our communities and public lands. Without broad mitigation on federal lands, local investments will be less effective;

WHEREAS; A reduction in funding for public lands will result in:

- Fewer personnel to monitor and respond to wildfires;
- Fewer resources for fuels reduction projects;
- Fewer personnel to gather the on-the-ground data that informs wildfire monitoring;
- Delays in FEMA approval of Hazard Mitigation Plans, affecting grant eligibility;

NOW THEREFORE BE IT RESOLVED; The City Council for the City of Portola opposes the significant impacts to forest health and wildfire mitigation from federal funding and staffing cuts to the United States Forest Service, Bureau of Land Management, and Army Corps of Engineers. We urge our Federal representatives to restore funding and staffing to these agencies.

PASSED, APPROVED AND ADOPTED this 9th day of April 2025, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Jim Murphy, Mayor

ATTEST:

Malachi Mansfield, Deputy City Clerk

I, Malachi Mansfield, 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 of the City of Portola at a regular meeting thereof held on April 9th, 2025.

Malachi Mansfield, Deputy City Clerk