



City of Portola  
**AGENDA**

**Regular Meeting**  
**June 25, 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](#)

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. 2616. The resolution authorizes payment of payroll from May 31st, 2025, through June 13th, 2025, and payment of accounts payable from June 12th, 2025, through June 25th, 2025.

The amount of payroll to be paid is \$40,707.15

The amount of accounts payable to be paid is \$35,871.91

The total amount to be paid is \$76,579.06

B. Minutes:

Adopt the minutes from the June 11th, 2025 Regular Meeting of the City Council.

### 5. GANN Limit, Investment Policy, Pay Schedules and CCR 570.5 resolution and Budget Adoption

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

Review and adopt:

Resolution 2617: Approving and adopting the annual appropriations limit

Resolution 2618: Review, receipt and filing of the Statement of Investment Policy

Resolution 2619: Adopting the Pay Schedules and Job Classification in compliance with CCR 570.5

Resolution 2620: Adopting the Operating Budget for the 2025-2026 Fiscal Year

**6. MGE Engineering: Change Order**

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

Staff will present a change order for MGE Engineering for the Council to consider.

**7. Clean California Community Designation**

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

Staff will present a staff report for the Council to consider participation in the "Clean California Community" program.

**8. Community Choice Aggregation: City of South Lake Tahoe Invitation to Participate**

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

Staff is seeking Council direction on to engage "in an exploratory effort to strategize pathways to find better value, greater resilience, and more local control in electric service." The City of South Lake Tahoe has provided the attached letter and memo to see if the City is interested in participating in the initial exploratory efforts.

**9. Closed Session**

☒ Discussion ☒ Possible Action  [Comment](#)

A. Litigation - Anticipated Litigation (Significant Exposure to Litigation)

Closed Session Pursuant to Government Code Section 54956.9(d)(2), Exposure to Litigation, One Case

**10. Adjournment**

**RESOLUTION NO. 2616**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
AUTHORIZING PAYMENT OF CLAIMS FOR PAYROLL FOR THE PERIOD  
MAY 31<sup>st</sup>, 2025, THROUGH JUNE 13<sup>th</sup>, 2025 AND ACCOUNTS PAYABLE  
FROM  
JUNE 12<sup>th</sup>, 2025, THROUGH JUNE 25<sup>TH</sup>, 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.

<b>Check Nos:</b>	<b>Amount</b>
47116-47145	\$35,871.91
None	<b>VOID</b>
<b>Total Accounts Payable</b>	<b>\$35,871.91</b>
<b>Payroll:</b>	
5/31/2025-6/13/2025	\$40,707.15
<b>Total Payroll</b>	<b>\$40,707.15</b>
<b>Total Claims</b>	<b>\$76,579.06</b>

**PASSED, APPROVED AND ADOPTED** this 25th day of June 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 June 25th, 2025.

\_\_\_\_\_  
Malachi Mansfield, Deputy City Clerk

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	COREY SMITH							
I-202506173501	REIMBURSEMENT	R	6/18/2025			047116		
650 000-204.10	GARNISHMENT	COREY SMITH:REIMBURS		603.76				603.76
0005	AIRGAS, INC.							
I-202506163467	AIRGAS, INC.	R	6/25/2025			047117		
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	ACETYLENE/OXYGEN		132.89				
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	ACETYLENE/OXYGEN		132.89				
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	ALUMINUM		54.92				
710 311-600.08	VEHICLE REPAIR & MAINTENANCE	ALUMINUM		54.92				
710 311-600.06	MATERIALS AND SUPPLIES	NITROGEN		102.03				477.65
0015	AMERIGAS							
I-202506163466	AMERIGAS	R	6/25/2025			047118		
100 411-600.04	GAS AND ELECTRIC	PROPANE		876.73				876.73
0023	AT&T CALNET 3							
I-202506163465	AT&T CALNET 3	R	6/25/2025			047119		
710 325-600.05	TELEPHONE	SCADA - LDWTP		32.87				
710 311-600.05	TELEPHONE	SCADA		31.58				
100 111-600.05	TELEPHONE	FAX		31.58				96.03
0027	BASTIAN ENGINEERING							
I-202506163468	BASTIAN ENGINEERING	R	6/25/2025			047120		
100 111-600.18	PROFESSIONAL SERVICES	GENERAL PLANNING & E		465.00				
211 315-600.18	PROFESSIONAL SERVICES	RMRA SP SERVICES		813.75				
216 315-700.51	RIO GRANDE STIP	RIO GRAND STIP		3,885.00				
100 117-600.18	PROFESSIONAL SERVICES	PLANNING & ENG		232.50				5,396.25
0042	CACEO							
I-202506173491	CACEO	R	6/25/2025			047121		
100 212-600.32	TRAINING AND EDUCATION	CACEO		1,600.00				1,600.00
0066	DANIEL HORTON							
I-202506163476	DANIEL HORTON	R	6/25/2025			047122		
100 414-601.06	EVENTS	MUSIC IN THE PARK		700.00				700.00
0090	GRAINGER INC							
I-202506163472	GRAINGER INC	R	6/25/2025			047123		
710 325-600.07	EQUIPMENT REPAIR/MAINTENANCE	PLUMBING PARTS		334.64				
720 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	TEMP FENCING		1,044.65				
710 311-600.07	EQUIPMENT REPAIR/MAINTENANCE	TEMP FENCING		1,112.75				2,492.04

## Exhibit A

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
0103	IEDA							
I-202506163474	IEDA	R	6/25/2025			047124		
100 111-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		13.69				
100 113-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		6.91				
100 114-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		6.07				
100 311-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		13.68				
207 315-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		12.42				
208 317-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		15.80				
710 311-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		103.81				
720 311-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		80.96				
730 311-510.01	PERSONNEL COSTS	LABOR RELATIONS CONS		9.44				262.78
0111	JEFFERSON SUPPLY COMPANY							
I-202506173494	JEFFERSON SUPPLY COMPANY	R	6/25/2025			047125		
710 325-600.06	MATERIALS AND SUPPLIES	PLUMBING SUPPLIES		35.93				35.93
0159	OFFICE DEPOT							
I-202506163479	OFFICE DEPOT	R	6/25/2025			047126		
100 111-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		39.06				
100 112-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		9.77				
100 113-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		39.06				
100 114-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		9.77				
100 117-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		9.77				
720 311-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		39.06				
710 311-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		39.06				
730 311-600.06	MATERIALS AND SUPPLIES	OFFICE SUPPLIES		9.75				195.30
0184	PLUMAS SIERRA RURAL ELECTRIC							
I-202506173481	PLUMAS SIERRA RURAL ELECTRIC	R	6/25/2025			047127		
710 325-600.04	GAS AND ELECTRIC	PLUMAS SIERRA RURAL		1,432.94				1,432.94
0185	PLUMAS SIERRA TELECOMMUNICAT							
I-202506173482	PLUMAS SIERRA TELECOMMUNICAT	R	6/25/2025			047128		
710 325-600.05	TELEPHONE	INTERNET SERVICES		75.00				
710 311-600.05	TELEPHONE	INTERNET SERVICES		59.50				
720 311-600.05	TELEPHONE	INTERNET SERVICES		59.50				
100 113-600.05	TELEPHONE	INTERNET SERVICES		12.40				
100 111-600.05	TELEPHONE	INTERNET SERVICES		35.96				
710 311-600.05	TELEPHONE	INTERNET SERVICES		31.00				
720 311-600.05	TELEPHONE	INTERNET SERVICES		31.00				
100 211-600.05	TELEPHONE	INTERNET SERVICES		6.20				
100 413-600.05	TELEPHONE	INTERNET SERVICES		7.44				
100 413-600.05	TELEPHONE	INTERNET SERVICES		129.00				447.00

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
0192	PURCHASE POWER - PITNEY BOWES							
I-202506173498	PURCHASE POWER - PITNEY BOWES	R	6/25/2025			047129		
100 111-600.02	POSTAGE			67.32				
100 113-600.02	POSTAGE			67.32				
710 311-600.02	POSTAGE			67.33				
720 311-600.02	POSTAGE			67.33				
730 311-600.02	POSTAGE			67.32				336.62
0208	SAUERS ENGINEERING, INC.							
I-202506173496	SAUERS ENGINEERING, INC.	R	6/25/2025			047130		
710 311-600.18	PROFESSIONAL SERVICES	MAY & JUNE PRO SERVI		612.50				612.50
0212	SIERRA CONTROLS, LLC							
I-202506173487	SIERRA CONTROLS, LLC	R	6/25/2025			047131		
710 311-600.18	PROFESSIONAL SERVICES	S. LS RELAY CHATTER/		1,013.41				
720 311-600.18	PROFESSIONAL SERVICES	PARTIAL 124888		108.37				1,121.78
0219	SILVER STATE BARRICADE & SIGN							
I-202506173488	SILVER STATE BARRICADE & SIGN	R	6/25/2025			047132		
710 311-600.06	MATERIALS AND SUPPLIES	BARRICADE		468.21				
720 311-600.06	MATERIALS AND SUPPLIES	BARRICADE		468.20				936.41
0231	SUCCEED.NET							
I-202506173489	SUCCEED.NET	R	6/25/2025			047133		
100 112-601.04	CITY WEB PAGE	WEB HOSTING		42.50				
100 413-601.04	CITY WEB PAGE	WEB HOSTING		42.50				85.00
0233	SUNRISE ENVIRONMENTAL SCIENTIF							
I-202506173497	SUNRISE ENVIRONMENTAL SCIENTIF	R	6/25/2025			047134		
720 311-600.06	MATERIALS AND SUPPLIES	MAINTENANCE		1,810.02				1,810.02
0234	SUPERIOR POOL PRODUCTS, LLC							
I-202506173486	SUPERIOR POOL PRODUCTS, LLC	R	6/25/2025			047135		
100 411-600.06	MATERIALS AND SUPPLIES	CHEMICALS		164.77				164.77
0235	SUSAN SCARLETT							
I-202506173485	SUSAN SCARLETT	R	6/25/2025			047136		
100 113-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,100.00				
207 315-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		495.00				
208 317-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		495.00				
710 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,430.00				
720 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		1,430.00				
730 311-600.10	ACCOUNTING FEES	ACCOUNTING SERVICES		550.00				5,500.00

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
0264	WESTERN NEVADA SUPPLY							
I-202506173492	WESTERN NEVADA SUPPLY	R	6/25/2025			047137		
710 325-600.07	EQUIPMENT REPAIR/MAINTENANCE	DRINKING FOUNTIAN		328.66				328.66
1	AMY TRENNER							
I-202506163470	EMPLOYEE REIMBURS	R	6/25/2025			047138		
100 411-600.06	MATERIALS AND SUPPLIES	WATER		11.90				11.90
0048	FACTUAL DATA							
I-202506163471	FACTUAL DATA	R	6/25/2025			047139		
710 311-600.06	MATERIALS AND SUPPLIES	CREDIT CHECK		14.13				
720 311-600.06	MATERIALS AND SUPPLIES	CREDIT CHECK		14.12				28.25
0091	GRANITE CONSTRUCTION, INC							
I-202506163473	GRANITE CONSTRUCTION, INC	R	6/25/2025			047140		
710 311-600.76	LINE REPAIR	GRANITE CONSTRUCTION		2,663.32				2,663.32
000106	LAWRENCE & ASSOCIATES							
I-202506173499	LAWRENCE & ASSOCIATES	R	6/25/2025			047141		
730 311-600.18	PROFESSIONAL SERVICES	WORK PERFORMED 4/1-4		2,678.75				2,678.75
000098	MDK,LLC WESTERN ENVIRONMENTA							
I-202506173493	MDK,LLC WESTERN ENVIRONMENTA	R	6/25/2025			047142		
710 311-600.51	TESTING	LABS		604.28				
720 311-600.51	TESTING	LABS		1,438.09				2,042.37
000010	RENO PAINT MART INC							
I-202506173484	RENO PAINT MART INC	R	6/25/2025			047143		
208 317-600.42	STREET REPAIR	TRAFFIC PAINT		481.21				481.21
0239	THATCHER , INC							
I-202506173490	THATCHER , INC	R	6/25/2025			047144		
720 311-601.12	Chemicals	2025400101393		1,253.94				1,253.94
000105	WOLFGANG TIMBER, LLC							
I-202506163478	WOLFGANG TIMBER, LLC	R	6/25/2025			047145		
100 414-601.06	EVENTS	WOLFGANG TIMBER, LLC		1,200.00				1,200.00

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
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* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	30	35,871.91	0.00	35,871.91
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	0.00

TOTAL ERRORS: 0

## \*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
100 111-510.01	PERSONNEL COSTS	13.69
100 111-600.02	POSTAGE	67.32
100 111-600.05	TELEPHONE	67.54
100 111-600.06	MATERIALS AND SUPPLIES	39.06
100 111-600.18	PROFESSIONAL SERVICES	465.00
100 112-600.06	MATERIALS AND SUPPLIES	9.77
100 112-601.04	CITY WEB PAGE	42.50
100 113-510.01	PERSONNEL COSTS	6.91
100 113-600.02	POSTAGE	67.32
100 113-600.05	TELEPHONE	12.40
100 113-600.06	MATERIALS AND SUPPLIES	39.06
100 113-600.10	ACCOUNTING FEES	1,100.00
100 114-510.01	PERSONNEL COSTS	6.07
100 114-600.06	MATERIALS AND SUPPLIES	9.77
100 117-600.06	MATERIALS AND SUPPLIES	9.77
100 117-600.18	PROFESSIONAL SERVICES	232.50
100 211-600.05	TELEPHONE	6.20
100 212-600.32	TRAINING AND EDUCATION	1,600.00
100 311-510.01	PERSONNEL COSTS	13.68
100 411-600.04	GAS AND ELECTRIC	876.73
100 411-600.06	MATERIALS AND SUPPLIES	176.67
100 413-600.05	TELEPHONE	136.44
100 413-601.04	CITY WEB PAGE	42.50
100 414-601.06	EVENTS	1,900.00
	*** FUND TOTAL ***	6,940.90
207 315-510.01	PERSONNEL COSTS	12.42
207 315-600.10	ACCOUNTING FEES	495.00
	*** FUND TOTAL ***	507.42



City of Portola  
Minutes  
Regular Meeting  
June 11, 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.

After the roll call and pledge of allegiance, pursuant to Gov Code 54954.2(b)(2) City Attorney Steve Gross asked the Council to add a closed session agenda item labeled as: Closed Session Pursuant to Gov Code 54956.9(d)(1) existing litigation Shaw v. City of Portola, Et al., Plumas County Superior Court Case No. CV25-00110.

The item will require the City Council to take immediate action prior to the next regular meeting, and it was brought to the attention of the City after the agenda was posted.

Mayor Pro Tem Powers moved that the item described by Gross be added to the agenda and the Council make the findings that the City was made aware of this issue after the agenda was posted and that immediate action is needed, and Councilmember Turner seconded. The motion passed unanimously.

Public Comment: None

**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, Deputy City Clerk Malachi Mansfield, City Attorney Steve Gross (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: Attended Town Hall Meeting hosted by the City of Portola, Beckwourth Peak

Fire Protection District, and LAFCo meetings.

Councilmember Battaglia: Moderated Town Hall meeting, met with concerned local team sport coaches about concerns over nearby motor sports on city property.

Mayor Pro Tem Powers: Commended Deputy City Clerk Malachi Mansfield at his efforts on Music in the Park.

Mayor Murphy: Attended LAFCo, BPPFD, and Plumas Hospital Foundation Fundraiser.

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

Beckwourth Peak Fire Protection District: None

Plumas County Sheriff: None

Northern Sierra Air Quality District: Councilmember Battaglia provided an update on the efforts of the NSAQD.

**C. Staff Communications**

None

**D. City Manager Report**

City Manager Ryan Bonk:

Vault toilets installed at Riverwalk using state of California grant funds.

The first community cleanup event was successful with lessons learned for a fall cleanup.

The pool is opening on Saturday, June 14th.

The Lost Sierra Gravel Grinder is scheduled for June 14th. A survey from previous years shows that each participant spent \$325 on average, contributing to the local economy.

Gulling Street Bridge update: No alarms have been recorded. The city will continue to update as progress develops.

Commercial Street will continue to be worked on in the near future.

The League of California Cities is holding a conference and registration is open.

City website has been redesigned for easier navigation. Welcome packets are being developed for easier transition for new residents.

**4. Consent Agenda**

**A. Claims:**

Adopt Resolution No. 2615. The resolution authorizes payment of payroll from May 17th, 2025, through May 30th, 2025, and payment of accounts payable from May 29th, 2025, through June 11th, 2025.

The amount of payroll to be paid is \$36,563.19

The amount of accounts payable to be paid is \$54,207.39

The total amount to be paid is \$90,770.58

B. Minutes:

Adopt the minutes from the May 28th, 2025 Regular Meeting of the City Council.

C. Renewal of Proclamations:

State of Emergency Gold Complex Fire July 22nd, 2024

State of Emergency Winter Storms January 27th, 2023

Public Comment: None

Councilmember Leah Turner motioned to approve. Councilmember Mikki Battaglia seconded the motion.

The roll call vote:

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

5. **PUBLIC HEARING - Proposed 2025-2026 Budget**

Public Comment: None

6. **PUBLIC HEARING - Regarding Job Vacancies, Recruitment and Retention Efforts**

Public Comment: None

7. **Joint Town Hall with Plumas County District 1 Supervisor: Recap**

City Manager Ryan Bonk: The event was held on May 29th. There were no questions submitted before the event.

Public Comment: None

8. **Ratification of Grant Application and Agreement between the Northern Sierra Air Quality Management District and the City of Portola**

Public Comment: None

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

The roll call vote:

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

9. **Consider Resolution 2610: Accept the Real Property and Parcel, Assessor Parcel Number 128-010-057**

Public Comment: None

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

The roll call vote:

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

## **10. Closed Session**

### **A. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1)**


Lindsey Shaw V City of Portola and City Council of Portola Plumas County Superior Court Case  
#CV25-00110

The closed session was held between agenda item 7 and 8 to accommodate Mayor Pro Tem Powers' scheduling conflict. Mayor Pro Tem Powers was excused from the meeting at 6:50pm.

Public Comment: None

## **11. Adjournment**

The Regular Meeting of the Portola City Council adjourned at 7:15pm

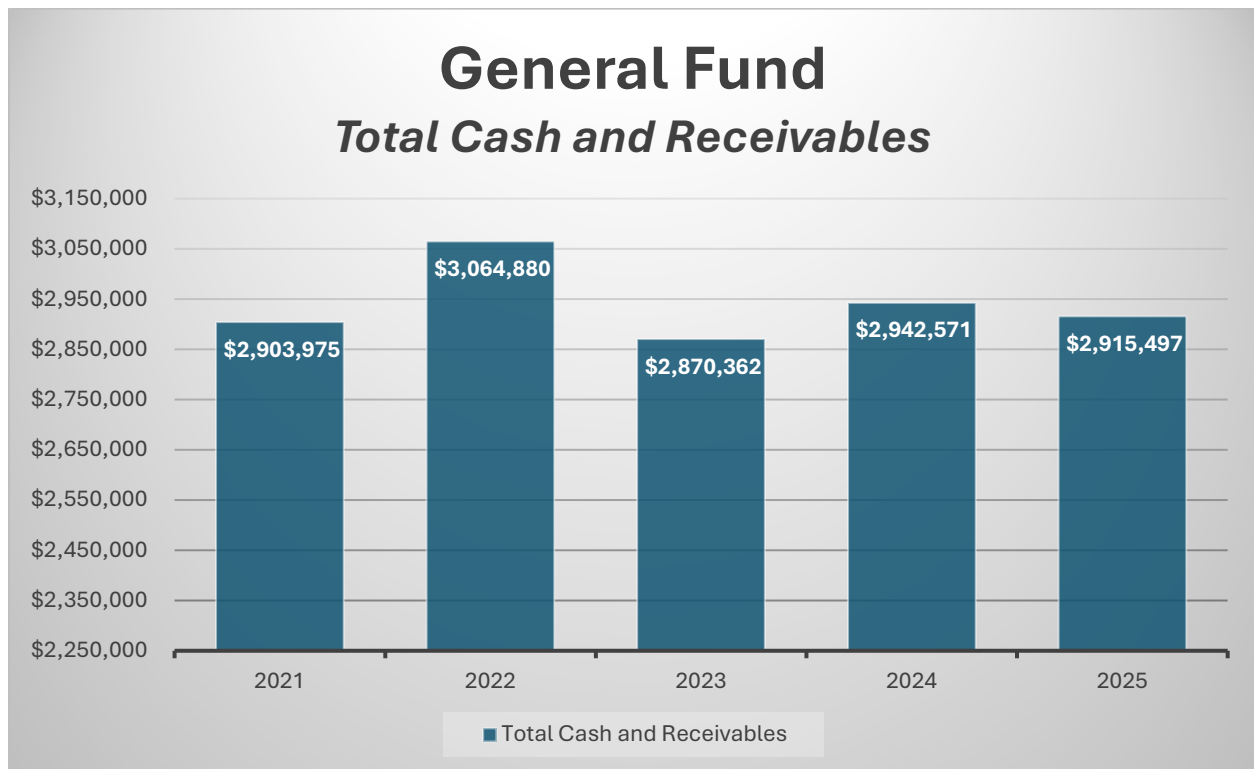
	<b>Document Name</b>		<i>City Manager Budget Message</i>	
	<b>Document Number</b>	TBD	<b>Revision Letter</b>	A
	<b>Document Location</b>	Server	<b>Revision Date</b>	06/02/2025
	<b>Document Type</b>	Form	<b>Council Adoption Date</b>	NA
			<b>Resolution No.</b>	NA

## 2025-2026 Fiscal Year

### Final Budget Proposal Message

#### Introduction


Overall, the City remains in a strong financial position, demonstrating continued financial stability. Audits from previous fiscal years support this statement along with the general fund total cash and receivables yearly trends showing a net increase in general fund balance of \$11,522 from 2021-2025.



Source: City of Portola Financial Documents

The benefits to the City of a secure and healthy general fund are critical for a City of our size. Exposure to large-scale infrastructure projects (Gulling Street Bridge) can create significant financial pressure on the general fund even with funding potentially provided through other sources. For example, the local match for the Caltrans Highway Bridge Program is currently estimated at around 23% meaning that on a multimillion dollar project the City's match will be substantial.

In addition, having access to a healthy fund balance allows the City to be financially prudent. The City can avoid the cost of short-term loans by leveraging our liquidity in the general fund.

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			<b>Resolution No.</b>	NA

## Budget Methodology

Consistent with past practice, staff budgets conservatively to ensure that potential financial exposure is fully accounted for in both revenue and expenditure estimates.

## Summary and Yearly Comparison

The proposed budget includes an expected total revenue of \$4,330,408.71, total expenses of \$5,083,307.33 and a use of general fund balance total of \$269,877.62. Revenue and expense details for each fund are included in the proposed budget under the appropriate sections. Fund details include actuals from 2021-2024, currently amended 2024-2025 figures, and YTD figures to 05/29/2025.


Fund year over year comparisons are listed below:

Fund	2024-2025 Amended	2025-2026 Proposed	Variance
<b>All Funds</b>			
Revenues	\$ 4,255,367.80	\$ 4,330,408.74	\$ 75,040.94
Expenditures	\$ 4,772,915.35	\$ 5,083,307.33	\$ 310,391.98
<b>General</b>			
Revenues	\$ 1,311,557.00	\$ 1,335,161.15	\$ 23,604.15
Expenditures	\$ 1,657,686.75	\$ 1,605,038.77	\$ (52,647.98)
<b>Special Revenues</b>			
Revenues	\$ 622,810.80	\$ 669,747.56	\$ 46,936.76
Expenditures	\$ 757,822.93	\$ 779,361.56	\$ 21,538.63
<b>Water</b>			
Revenues	\$ 1,197,000.00	\$ 1,192,500.00	\$ (4,500.00)
Expenditures	\$ 1,186,724.65	\$ 1,281,194.65	\$ 94,470.00
<b>Sewer</b>			
Revenues	\$ 825,000.00	\$ 832,000.00	\$ 7,000.00
Expenditures	\$ 974,695.87	\$ 1,191,579.45	\$ 216,883.58
<b>Solid Waste</b>			
Revenues	\$ 299,000.00	\$ 301,000.00	\$ 2,000.00
Expenditures	\$ 195,985.15	\$ 226,132.90	\$ 30,147.75

Source: City of Portola Financial Documents

## Capital Improvements

Funds provided through the Senate Bill 1 (The Road Repair and Accountability Act of 2017) are the source of what would be described as our capital improvement program. The projected expense for this fund in the proposed budget is \$168,000. We expect that capital improvement work will be performed utilizing these funds under the “Dedicated Pavement Crew” street rehabilitation efforts in this fiscal year. Staff will be examining a five-year capital improvement plan this upcoming year.

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	<b>Document Location</b>	Server	<b>Revision Date</b>	06/02/2025
	<b>Document Type</b>	Form	<b>Council Adoption Date</b>	NA
			<b>Resolution No.</b>	NA

## General Fund Exposure

Areas with significant exposure to the general fund are the Gulling Street Bridge project and ongoing legal expenses. External funding sources for the bridge project have been secured, and staff remain confident this will alleviate a portion of the exposure. Legal matters involving the same or related parties remain unresolved and may result in additional financial exposure, the scope of which is not yet fully determined.

## Conclusion

With a continued focus on responsible financial management, staff is confident in the City of Portola's path toward another year of stability and progress.

Ryan N. Bonk

*Ryan N. Bonk*

City Manager

<b>CITY OF PORTOLA</b>										
<b>2025-2026 PROPOSED BUDGET</b>										
					ECONOMIC					
		<b>GAS TAX</b>	<b>GAS TAX</b>	<b>RMRA</b>	<b>DEVELOPMENT</b>				<b>SOLID</b>	
	<b>GENERAL FUND</b>	<b>Streets</b>	<b>Snow</b>		<b>CDBG</b>	<b>STIP</b>	<b>WATER</b>	<b>SEWER</b>	<b>WASTE</b>	
<b>ACCOUNT/FUND</b>	<b>100</b>	<b>207</b>	<b>208</b>	<b>211</b>	<b>215</b>	<b>216</b>	<b>710</b>	<b>720</b>	<b>730</b>	<b>TOTAL</b>
<b>REVENUE</b>	1,335,161.15	60,893.00	100,000.00	58,386.00			1,192,500.00	832,000.00	301,000.00	3,879,940.15
<b>INTERFUND TRANSFERS</b>		236,404.72	214,063.84							450,468.56
										-
PERSONNEL	337,009.51	138,427.72	158,245.82				452,069.41	319,985.73	75,167.37	1,480,905.56
POSTAGE	6,200.00						4,500.00	4,200.00	2,800.00	17,700.00
CITY WEBPAGE	3,600.00						1,500.00	1,200.00		6,300.00
GAS & ELECTRIC	49,000.00		10,000.00				13,000.00	45,000.00		117,000.00
TELEPHONE	7,500.00						5,500.00	4,500.00		17,500.00
MATERIALS AND SUPPLIES	30,150.00	12,000.00	15,000.00				22,000.00	30,000.00	3,000.00	112,150.00
EQUIP REPAIR/MAINT	5,500.00	7,000.00	25,000.00				20,000.00	25,000.00	1,500.00	84,000.00
VEHICLE REPAIR/MAINT	500.00	1,500.00	18,000.00				7,500.00	7,500.00		35,000.00
VEHICLE FUEL	5,000.00	9,000.00	10,000.00				12,000.00	8,000.00		44,000.00
LEGAL FEES	68,077.68						12,377.76	12,377.76	10,314.80	103,148.00
INSURANCE	45,820.73		15,948.02				32,009.63	41,280.96	7,544.73	142,604.07
PROFESSIONAL SVCS	95,360.00	1,500.00					50,000.00	160,000.00	10,000.00	316,860.00
ADVERTISING/NOTICES	850.00									850.00
CODE REFERENCE UPDATE	4,400.00						1,700.00	1,500.00		7,600.00
CIVIC PROMO & MARKETING	750.00									750.00
CONFERENCE/TRAVEL	10,000.00									10,000.00
DUES/MEMBERSHIPS	4,150.00						4,000.00	2,000.00		10,150.00
BUILDING EXPENSE	7,500.00		250.00				5,000.00	9,500.00		22,250.00
STREET REPAIR		10,000.00	20,000.00	168,000.00						198,000.00
ACCOUNTING FEES	13,200.00	6,190.00	6,190.00				17,160.00	17,160.00	6,600.00	66,500.00
AUDITING FEES	11,340.00	1,680.00	1,680.00				11,760.00	11,760.00	3,780.00	42,000.00
TRAINING/EDUCATION	500.00						1,200.00	1,500.00		3,200.00
WATER AND SEWER	69,750.00						850.00	800.00		71,400.00
TECH SUPPORT - INCODE SOFTWARE	7,271.34						11,596.75	9,940.00	3,976.00	32,784.09
OTHER EXPENSE/SEE ATTACHED	359,740.95	110,000.00	30,000.00				490,646.10	293,000.00	100,050.00	1,383,437.05
EQUIPMENT LEASE/RENTAL	4,700.00						6,000.00	2,500.00		13,200.00
CAPITAL OUTLAY/OTHER	6,700.00		3,750.00				66,675.00	182,875.00	1,400.00	261,400.00
INTEREST							32,150.00			32,150.00
TRANSFERS OUT	450,468.56									450,468.56
										-
<b>TOTAL EXPENSES</b>	1,605,038.77	297,297.72	314,063.84	168,000.00	-	-	1,281,194.65	1,191,579.45	226,132.90	5,083,307.33
<b>REVENUE</b>	1,335,161.15	297,297.72	314,063.84	58,386.00	-		1,192,500.00	832,000.00	301,000.00	4,330,408.71
<b>EXPENDITURES</b>	1,605,038.77	297,297.72	314,063.84	168,000.00	-	-	1,281,194.65	1,191,579.45	226,132.90	5,083,307.33
PRINCIPAL PAYMENTS							38,000.00			38,000.00
										-
										-
FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND							45,835.00		83,000.00	128,835.00
(USE OF) OR INCREASE IN FUND BALANCE	(269,877.62)	-	-	(109,614.00)	-		(172,529.65)	(359,579.45)	(8,132.90)	(919,733.62)

**CITY OF PORTOLA  
2025-2026  
OTHER EXPENSES**

<b>OTHER EXPENSE</b>	<b>PROPOSED</b>
<b>GENERAL FUND (100)</b>	
ARPA PROJECTS	28,417.95
BANK CHARGES	2,200.00
BRIDGE	62,000.00
CODE ENFORCEMENT - AVA	20,000.00
ELECTION SUPPLIES	
EVENTS-MISC	
LAFCO	50,123.00
LEGAL - OTHER	31,000.00
MEDICAL AND PHYSICALS	
MUSIC IN THE PARK	10,000.00
PUBLIC RECORDS REQUESTS	10,000.00
POOL CONCESSION SUPPLIES	750.00
REFUSE COLLECTION	3,350.00
SHERIFF CONTRACT	130,000.00
SHERIFF SUB-STATION	
TAX ADMINISTRATION FEES	8,000.00
UNIFORMS	250.00
WILLIAMS HOUSE REPAIR	3,000.00
WILLIAMS HOUSE WEB PAGE	650.00
WOODSTOVE CHANGEOUT	
<b>TOTAL</b>	<b>359,740.95</b>
<b>GAS TAX SECTION 2107/2107.5 (FUND 207)</b>	
STREET LIGHTING	110,000.00
<b>TOTAL</b>	<b>110,000.00</b>
<b>SNOW REMOVAL (FUND 208)</b>	
PRIVATE CONTRACTORS	30,000.00
PROPERTY DAMAGE	
<b>TOTAL</b>	<b>30,000.00</b>

**CITY OF PORTOLA  
2025-2026  
OTHER EXPENSES**

<b>OTHER EXPENSE</b>	<b>PROPOSED</b>
<b>STIP (216)</b>	
<b>WATER FUND (710)</b>	
CHEMICALS	20,000.00
COMMUNICATION EXPENSE	400.00
LAKE DAVIS WTP	173,246.10
PERMIT FEES	7,000.00
REFUSE COLLECTION	3,000.00
TESTING WATER	12,000.00
WATER LINE REPAIRS	95,000.00
WATER METERS	30,000.00
WATER PURCHASE	150,000.00
<b>TOTAL</b>	<b>490,646.10</b>
<b>SEWER FUND (720)</b>	
PERMIT FEES	25,000.00
REFUSE COLLECTION	3,000.00
SEWER LINE REPAIRS	20,000.00
SYSTEM MAINT/SEWER POND	130,000.00
TESTING SEWER	50,000.00
SEWER CHEMICALS	65,000.00
<b>TOTAL</b>	<b>293,000.00</b>
<b>SOLID WASTE (730)</b>	
PERMIT FEES	35,000.00
POST-CLOSURE CARE COSTS	20,000.00
TESTING AND REPORTING - LANDFILL	45,050.00
<b>TOTAL</b>	<b>100,050.00</b>

**CITY OF PORTOLA  
2025-2026  
OTHER EXPENSES**

<b>CAPITAL OUTLAY/ OTHER</b>	<b>PROPOSED</b>
<b>GENERAL FUND (100)</b>	
City Hall Roof	6,700.00
<b>TOTAL</b>	<b>6,700.00</b>
<b>SPECIAL REVENUE FUNDS</b>	
Backhoe Blade - Snow	3,750.00
<b>TOTAL</b>	<b>3,750.00</b>
<b>WATER FUND</b>	
SCADA System Upgrade	54,000.00
City Hall Roof	6,000.00
Backhoe Blade	1,875.00
Clean North Side Tank	4,800.00
<b>TOTAL</b>	<b>66,675.00</b>
<b>SEWER FUND</b>	
SCADA System Upgrade	30,000.00
Sewer Bypass pump	20,000.00
City Hall Roof	6,000.00
Backhoe Blade	1,875.00
Auxiliary Pump for Sewer System	15,000.00
Sewer 6 Acre Bypass	110,000.00
<b>TOTAL</b>	<b>182,875.00</b>
<b>SOLID WASTE FUND</b>	
City Hall Roof	1,400.00
<b>TOTAL</b>	<b>1,400.00</b>
<b>RESERVES</b>	
<b>GENERAL FUND</b>	
TRAFFIC IMPACT FEES	
<b>WATER FUND</b>	
FACILITY FEES RESERVE	
LD WTP MAINTENANCE RESERVE	45,835.00
<b>SEWER FUND</b>	
WASTEWATER CAPITAL RESERVE FUND	
FACILITY FEES RESERVE	

CITY OF PORTOLA				2025-2026 Payroll - Proposed Budget with 2.44% COLA														
2025-2026 BUDGET	Total																	
	Salaries/ Benefits	Dept No.																%
Employee Name			100	100	207	207	208	208	215	215	710	710	720	720	730	730	Total	Total
City Manager	220,470.20	111	14%	30,865.83	5%	11,023.51	5%	11,023.51		-	32%	70,550.46	30%	66,141.06	14%	30,865.83	220,470.20	100%
Deputy Clerk	72,546.05	111	28%	20,312.89	1%	725.46	1%	725.46		-	30%	21,763.81	30%	21,763.81	10%	7,254.60	72,546.05	100%
Office Clerk	62,656.59	111	11%	6,892.22	1%	626.57	1%	626.57		-	40%	25,062.64	40%	25,062.64	7%	4,385.96	62,656.59	100%
Accounting Technician	104,703.18	113	12%	12,564.38	3%	3,141.10	3%	3,141.10			42%	43,975.34	37%	38,740.18	3%	3,141.10	104,703.18	100%
Utility Technician	155,190.42	311	19%	29,486.18	12%	18,622.85	15%	23,278.56			48%	74,491.40	6%	9,311.43	0%	-	155,190.42	100%
Utility Technician	138,167.60	311	1%	1,381.68	2%	2,763.35	3%	4,145.03			53%	73,228.83	39%	53,885.36	2%	2,763.35	138,167.60	100%
Public Works Maintenance	117,062.36	311	5%	5,853.12	22%	25,753.72	18%	21,071.22			32%	37,459.95	14%	16,388.73	9%	10,535.61	117,062.36	100%
Community Engagement	62,534.21	212	90%	56,280.79			10%	6,253.42									62,534.21	100%
PW & Bldg. Svcs Manager	194,118.44	311	6%	11,647.11	10%	19,411.84	11%	21,353.03			31%	60,176.71	24%	46,588.42	6%	11,647.11	170,824.22	88%
		114	12%	23,294.21													23,294.21	12%
Flat rate PERS	73,016.00	111	20%	14,603.20	7%	5,111.12	8%	5,841.28		-	32%	23,365.12	29%	21,174.64	4%	2,920.64	73,016.00	100%
Sub-Total Permanent	1,200,465.03			213,181.61		87,179.52		97,459.18		-		430,074.27		299,056.27		73,514.20	1,200,465.03	
City Council	4,071.67	112	100%	4,071.67		-		-				-		-		-	4,071.67	100%
City Council	4,071.67	112	100%	4,071.67		-		-				-		-		-	4,071.67	100%
City Council	4,071.67	112	100%	4,071.67		-		-				-		-		-	4,071.67	100%
City Council	4,071.67	112	100%	4,071.67		-		-				-		-		-	4,071.67	100%
City Clerk	339.31	112	100%	339.31		-		-				-		-		-	339.31	100%
City Council	4,071.67	112	100%	4,071.67		-		-				-		-		-	4,071.67	100%
City Treasurer	322.95	112	100%	322.95													322.95	100%
Planning Commission	0.00	117	100%	-		-		-				-		-		-	-	100%
Planning Commission	0.00	117	100%	-		-		-				-		-		-	-	100%
Planning Commission	0.00	117	100%	-		-		-				-		-		-	-	100%
Planning Commission	0.00	117	100%	-		-		-				-		-		-	-	100%
Planning Commission	0.00	117	100%	-		-		-				-		-		-	-	100%
Sub-Total Part-Time	21,020.62			21,020.62													21,020.62	
Estimated O/T Pay-Office Staff	1,383.24	113	30%	414.97		-		-			35%	484.13	35%	484.13		-	1,383.24	100%
Estimated O/T Pay-Public Works	26,359.90	311	10%	2,635.99		-	55%	14,497.94			20%	5,271.98	15%	3,953.98		-	26,359.90	100%
On Call Pay	16,451.01							-			50%	8,225.50	50%	8,225.50		-	16,451.01	100%
Sub-Total Overtime/On-call	44,194.15			3,050.96		-		14,497.94				13,981.62		12,663.62		-	44,194.15	
Sub-Totals By Fund	1,265,679.80			237,253.18	7%	87,179.52	9%	111,957.12	0%	0.00	35%	444,055.89	25%	311,719.89	6%	73,514.20	1,265,679.80	
Public Works-Temp	165,316.80	311	19%	31,410.19	31%	51,248.21	28%	46,288.70			16%	26,450.69	5%	8,265.84	1%	1,653.17	165,316.80	100%
Summer Pool-Temps	59,785.00	411	100%	59,785.00													59,785.00	100%
Building	8,561.14	114		8,561.14													8,561.14	
Totals by Fund w/ Temps	1,499,342.74			337,009.51		138,427.72		158,245.82		-		470,506.57		319,985.73		75,167.37	1,499,342.74	1,499,342.74

COLA	STEPS			Annual Pay Rate	With Steps	With Cola	Health Ins	PERS @ Various%	Life Ins	FICA 7.65%	Workers Comp	SUI 6.2% (First \$7,000)		AUTO & CELL	Total Benefits	Salaries & Benefits	
3,538.00		City Manager		145,000.00	145,000.00	148,538.00	33,915.00	11,542.00	42.00	11,363.16	8,936.05	434.00		5,700.00	71,932.20	220,470.20	
1,319.45		Deputy Clerk		54,075.84	54,075.84	55,395.29	4,800.00	4,304.44	42.00	4,237.74	3,332.58	434.00	-		17,150.76	72,546.05	
1,125.48		Office Clerk		46,126.08	46,126.08	47,251.56	4,800.00	3,671.64	42.00	3,614.74	2,842.65	434.00			15,405.03	62,656.59	
1,489.06		Accounting Technician		61,027.20	61,027.20	62,516.26	28,209.00	4,857.77	142.68	4,782.49	3,760.98	434.00	-		42,186.92	104,703.18	
1,865.31		Public Works Maintenance		76,447.32	76,447.32	78,312.63	28,209.00	17,812.23	374.00	5,990.92	24,057.64	434.00	-		76,877.78	155,190.42	
1,691.41		Utility Technician		69,320.16	69,320.16	71,011.57	33,915.00	5,517.88	42.00	5,432.39	21,814.75	434.00	-		67,156.02	138,167.60	
1,347.43		Public Works Maintenance		55,222.39	55,222.39	56,569.82	33,915.00	4,395.70	42.00	4,327.59	17,378.25	434.00			60,492.54	117,062.36	
1,218.05		Community Engagement		49,920.00	49,920.00	51,138.05		3,973.63		3,912.06	3,076.46	434.00			11,396.16	62,534.21	
2,773.09		PW & Bldg. Svcs Manager		113,651.20	113,651.20	116,424.29	28,209.00	26,480.73	251.88	8,906.46	13,412.08	434.00	-		77,694.15	194,118.44	
-																	
		Flat rate PERS						73,016.00							73,016.00	73,016.00	
16,367.28	\$ -																
				670,790.19	670,790.19	687,157.47	195,972.00	155,572.01	978.56	52,567.55	98,611.45	3,906.00	-	5,700.00	513,307.56	1,200,465.03	
		City Council		3,600.00						275.40	196.27				471.67	4,071.67	
		City Council		3,600.00						275.40	196.27				471.67	4,071.67	
		City Council		3,600.00						275.40	196.27				471.67	4,071.67	
		City Council		3,600.00						275.40	196.27				471.67	4,071.67	
		City Clerk		300.00				-		22.95	16.36				39.31	339.31	
		City Council		3,600.00						275.40	196.27				471.67	4,071.67	
		City Treasurer		300.00						22.95	-				22.95	322.95	
		Planning Commission								-	-		-		-	-	
		Planning Commission								-	-		-		-	-	
		Planning Commission								-	-		-		-	-	
		Planning Commission								-	-		-		-	-	
		Planning Commission								-	-		-		-	-	
		Total Part-Time		18,600.00	18,600.00	18,600.00		-		1,422.90	997.72	-			2,420.62	21,020.62	
		Estimated O/T Pay-Office Staff:		-						-			-			-	
		Estimated O/T Pay-Office Staff		1,223.00	1,223.00	1,223.00				93.56	66.68				160.24	1,383.24	
				-						-	-		-		-		
		Estimated O/T Pay-Public Works		20,380.00	20,380.00	20,380.00				1,559.07	4,420.83				5,979.90	26,359.90	
											-				-		
		On Call Pay		12,719.00	12,719.00	12,719.00				973.00	2,759.01				3,732.01	16,451.01	
		Total Overtime Pay		34,322.00	34,322.00	34,322.00	-	-	-	2,625.63	7,246.51	-	-		9,872.15	44,194.15	
											-						
1,265,679.80		Totals		723,712.19	723,712.19	740,079.47	195,972.00	155,572.01	978.56	56,616.08	106,855.67	3,906.00	-	5,700.00	1,989,391.99	1,265,679.80	
		Public Works-Temp		130,000.00	130,000.00	130,000.00		10,231.00		9,945.00	11,668.80	3,472.00	-		35,316.80	165,316.80	
		Summer Pool-Temps		50,000.00	50,000.00	50,000.00				3,825.00	4,488.00	1,472.00	-		9,785.00	59,785.00	
				8,561.14	8,561.14	8,561.14					-				8,561.14	8,561.14	
				912,273.33	912,273.33	928,640.61	195,972.00	165,803.01	978.56	70,386.08	123,012.47	8,850.00	-	5,700.00	1,499,342.74	1,499,342.74	-

**CITY OF PORTOLA**  
**2025-2026**  
**PROPOSED BUDGET**

**FUND: General (100)**  
**DEPARTMENT: ALL**

**REVENUE**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>GENERAL REVENUE AND TAXES</b>							
401.00	Property Taxes - Secured	247,512.97	287,766.53	327,792.77	300,000.00	167,888.08	310,000.00
401.01	Property Taxes - Unsecured	7,229.80	7,174.23	10,569.96	8,000.00	8,395.54	9,000.00
401.02	Home Owners Tax Relief	2,265.78	1,974.78	2,078.42	1,700.00	3,965.79	2,500.00
401.03	Sales Tax	322,531.87	330,510.77	364,140.22	320,000.00	248,759.08	320,000.00
401.04	Transfer Tax	9,488.78	8,482.59	6,104.42	6,500.00	2,693.61	5,000.00
401.05	Transient Occupancy Tax	43,578.93	36,621.14	60,199.38	50,000.00	51,406.58	60,000.00
401.06	Fire Assessment	18,075.92	19,118.31	19,426.52	-		
401.08	Supplemental Taxes	5,130.02	4,148.85	9,628.61	4,000.00		4,000.00
401.09	Property Tax Interest	356.59	50.52	11,336.75	2,000.00	1,090.67	2,000.00
401.10	Traffic Impact Fee	3,711.00				3,711.00	
401.11	Stranded Supplemental	7,181.52	3,712.17				
403.01	Interest Income/Investments	8,462.81	49,300.57	81,634.68	65,000.00	75,758.94	80,000.00
403.11	EPHC Interest Income	1,983.13	2,117.26	3,775.53	2,507.00	2,348.03	1,193.20
404.36	Coronavirus Relief Fund		-				
404.37	Coronavirus Fiscal Recovery	32,317.61	217,919.26	123,651.38	75,400.00	59,391.80	28,417.95
407.00	Refunds/Reimbursements						
407.04	FEMA Reimbursement					13,737.59	
407.05	Returned Checks	(110.00)	(2,380.69)	2,266.41		512.31	
407.10	Returned Check Fee	70.00	(70.00)	110.00		160.00	
407.16	Insurance Recovery						
408.00	Donation/Contributions						
409.00	Miscellaneous Income	5,457.24	452.33	4,185.66		907.29	
<b>DEPT 111 GENERAL GOVERNMENT</b>							
402.01	Business License	14,806.00	15,705.00	16,204.00	15,000.00	10,839.00	15,000.00
402.02	Electric Franchise	23,719.26	24,364.50	41,222.39	40,000.00	23,628.52	25,000.00
402.04	Business License ADA Fee	450.00	547.20	459.60		298.80	
404.01	Motor Vehicle In-Lieu Fees	175,085.88	186,049.71	204,357.85	200,000.00	124,029.40	220,000.00
<b>DEPT 117 PLANNING &amp; COMMUNITY DEVELOPMENT</b>							
402.08	Zoning/Subdivision Fees	735.00	-	420.00	450.00		
404.16	Grant	53,054.66	118,912.29	52,417.76			
409.00	Miscellaneous	2,442.64		367.50		420.00	

GENERAL FUND 2025-2026      PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**

**DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>DEPT 114</b>	<b>BUILDING &amp; SAFETY</b>						
402.06	Woodstove Inspection Permit	1,449.00	900.00	898.00	1,000.00	500.00	
402.07	Building Permits	20,416.68	25,680.78	20,005.96	20,000.00	30,909.00	35,000.00
405.05	Plan Check Fees		42.00				
405.06	State Strong Motion Fees						
<b>DEPT 211</b>	<b>FIRE DEPARTMENT</b>						
404.16	Grant						
404.40	Local Emergency Svcs Group	36,000.00	13,000.00	15,000.00	-		
408.00	Donations	1,250.00	500.00	600.00			
208.01	PG&E Settlement Funds	50,000.00					
<b>DEPT 212</b>	<b>LAW ENFORCEMENT</b>						
404.28	COPS Funding	163,223.55	100,000.19	251,430.23	170,000.00	147,031.50	175,000.00
404.34	Vehicle Abatement			12,931.66	5,000.00	6,279.19	12,000.00
406.01	Fines & Forfeitures	199.52	190.36	275.52	100.00		
<b>DEPT 213</b>	<b>OTHER PUBLIC SAFETY</b>						
402.05	Dog Licenses	894.00	1,936.00	384.00	1,400.00	390.00	1,400.00
404.12	Prop 172	8,615.13	10,849.13	8,952.00	8,000.00	4,380.16	8,000.00
406.02	Animal Control Fines						
<b>DEPT 311</b>	<b>PUBLIC WORKS</b>						
406.05	CRRSSA/BRIDGE					21,200.00	
<b>DEPT 414</b>	<b>PARKS &amp; RECREATION</b>						
404.5	Event/Camping Income	8,035.00	13,616.00	12,412.50			
409.27	Disc Golf Donations	9,683.63					
<b>DEPT 411</b>	<b>POOL</b>						
405.10	Rec. Fees - Swim Lessons	12,900.00	7,280.00	9,740.00	6,000.00	3,120.00	9,800.00
405.20	Fitness Pass	2,693.00	(10.00)	885.00		650.00	600.00
405.21	Pool Rental						
405.22	Rec. Fees - Pool Admission	15,054.65	11,694.62	14,548.00	9,500.00	6,901.95	9,500.00
405.23	Rec. Fees - Pool Concession	3,366.26	1,664.01	648.25		1,246.05	1,500.00
405.24	Rec. Fees - Rentals	(570.00)	2.50			250.00	250.00
405.25	Rec Fees - Swim Team		300.00				
409.00	Miscellaneous Income		125.00				
<b>DEPT 412</b>	<b>RIVERWALK</b>						
404.20	Riverwalk		27,756.73				
<b>DEPT 413</b>	<b>WILLIAMS HOUSE</b>						
409.16	Williams House		8,232.25				
	<b>Total General Fund Revenues</b>	1,318,747.83	1,536,236.89	1,691,060.93	1,311,557.00	1,022,799.88	1,335,161.15

GENERAL FUND 2025-2026

PROPOSED BUDGET

**CITY OF PORTOLA  
2025-2026  
PROPOSED BUDGET**

**FUND: General (100)**

**DEPARTMENT: ALL**

**EXPENDITURES**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>111 - GENERAL GOVERNMENT</b>						
510.01	Personnel	61,764.60	54,702.67	65,442.66	68,048.67	59,469.35	72,674.14
600.02	Postage	1,693.61	2,408.94	2,312.76	2,500.00	3,404.43	3,200.00
600.05	Telephone/Internet	1,790.67	1,566.08	1,617.85	2,000.00	1,553.67	2,000.00
600.06	Materials & Supplies	6,073.10	3,781.17	5,149.63	5,000.00	3,849.25	5,000.00
600.07	Equipment Repair/Maintenance		244.83				
600.13	Legal Fees	36,906.66	26,955.61	37,825.54	56,000.00	53,093.00	51,574.00
600.14	Public Records Requests		9,670.10		20,000.00	13,652.90	10,000.00
600.15	Insurance	6,268.98	7,296.69	9,250.93	10,499.00	11,841.11	5,381.79
600.18	Professional Services	2,958.34	1,501.34	3,120.98	3,500.00	5,844.00	4,000.00
600.20	Advertising/Notices	-	151.77	1,140.00	250.00	805.87	350.00
600.22	Code Reference Update	2,385.78	2,324.00	2,924.00	3,000.00	761.25	3,000.00
600.30	Conference/Travel	108.90	643.26	216.80	1,000.00	2,473.30	7,500.00
600.31	Dues/Membership	857.66	1,704.00	1,726.00	1,800.00	640.00	1,800.00
600.32	Training and Education					104.00	
600.45	Building Expense	835.73	2,277.97	1,898.47	2,000.00	7,866.17	2,500.00
600.48	Equipment Lease	1,528.96	1,534.36	1,645.01	2,200.00	1,929.05	2,500.00
600.94	Refuse Collection	853.18	1,119.74	936.97	950.00	972.85	950.00
601.16	Legal - Other				25,000.00	10,338.50	31,000.00
	Capital Outlay						
700.05	Computer Equipment						
700.09	Software and Upgrades		3,649.94				
<b>General Government - Total Expenses</b>		<b>124,026.17</b>	<b>121,532.47</b>	<b>135,207.60</b>	<b>203,747.67</b>	<b>178,598.70</b>	<b>203,429.93</b>

GENERAL FUND 2025-2026      PROPOSED BUDGET

5/29/2025

"YTD" numbers are preliminary, coding changes may apply

3

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**

**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>112 - ELECTED OFFICIALS</b>						
510.01	Personnel	22,473.31	20,507.80	19,538.98	21,020.62	19,143.46	21,020.62
600.06	Materials & Supplies	697.25	558.83	504.45	1,000.00	437.93	1,000.00
600.20	Advertising/Notices	150.87			200.00	228.00	300.00
600.27	Civic Promotion & Marketing	521.70	412.04	448.75	500.00	1,492.42	750.00
600.30	Conference/Travel		2,016.48			1,199.30	1,500.00
600.31	Dues/Membership	239.00	4.00	239.00	250.00	816.31	1,000.00
600.35	Election Supplies		4,965.39	218.77	6,000.00		
601.04	City Web Page	2,873.12	407.04	2,467.04	3,400.00	3,023.44	3,600.00
601.06	Events(moved to Parks)						
<b>ELECTED OFFICIALS - TOTAL EXPENSE</b>		<b>26,955.25</b>	<b>28,871.58</b>	<b>23,416.99</b>	<b>32,370.62</b>	<b>26,340.86</b>	<b>29,170.62</b>

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**

**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>113 - FINANCE</b>						
510.01	Personnel	18,934.99	14,646.20	12,886.67	12,323.07	12,983.22	12,979.35
600.02	Postage	1,881.15	2,418.68	2,301.96	2,500.00	3,409.43	3,000.00
600.05	Telephone	1,008.20	649.10	631.62	800.00	645.46	800.00
600.06	Materials & Supplies	1,573.63	2,037.47	2,294.98	2,500.00	1,901.71	2,500.00
600.07	Equipment Repair/Maintenance	462.00	760.50	1,916.69	1,000.00		1,000.00
600.10	Accounting Fees	14,400.00	14,400.00	15,000.00	15,840.00	15,400.00	13,200.00
600.11	Auditing Fees	8,640.00	8,640.00	10,260.00	10,800.00	10,800.00	11,340.00
600.15	Insurance	2,075.41	1,761.73	2,339.53	2,578.00	1,877.69	1,819.70
600.20	Advertising/Notices	-		452.95	200.00	80.00	200.00
600.23	Tax Administration Fees	3,501.66	10,493.06	8,376.28	7,000.00	5,848.14	8,000.00
600.24	Bank Charges	2,116.92	2,500.17	2,207.10	2,300.00	1,036.00	2,200.00
600.30	Conference/Travel				1,000.00		1,000.00
600.31	Dues/Membership	282.00	137.00	147.00	350.00	164.35	350.00
600.47	Technical Support - Incode	2,800.29	122.50	3,521.07	4,742.18	4,742.18	4,953.65
600.48	Equipment Lease	1,528.98	1,534.46	1,645.10	2,200.00	1,929.05	2,200.00
600.68	Cash over short	-	(0.27)	(2.63)		(226.02)	
600.99	Miscellaneous Expense						
	Capital Outlay						
700.09	Software & Upgrades		2,100.00				
<b>Finance - Total Expense</b>		<b>59,205.23</b>	<b>62,200.60</b>	<b>63,978.32</b>	<b>66,133.25</b>	<b>60,591.21</b>	<b>65,542.70</b>

GENERAL FUND 2025-2026      PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>114 - BUILDING &amp; SAFETY</b>						
510.01	Personnel	29,804.85	26,380.70	32,903.81	32,423.99	29,575.92	31,855.35
600.05	Telephone	1,211.46	1,099.05	1,018.84	1,200.00	1,009.86	1,200.00
600.06	Materials & Supplies	454.62	611.38	556.98	750.00	426.40	750.00
600.08	Vehicle Maintenance	326.15	363.13	(363.13)	500.00		
600.09	Vehicle Fuel	73.01	79.26		300.00		
600.18	Professional Services	100.16	627.59		1,000.00		1,000.00
600.22	Code Reference Update			177.60	1,200.00	170.00	1,400.00
600.30	Conference/Travel				3,000.00		
600.31	Dues/Memberships	-	145.00				
600.44	State Strong Motion Fees						
600.47	Tech Support - Incode software			1,793.54	2,529.16	2,529.16	2,317.69
600.95	Code Enforcement	18,482.50	25,220.00	16,038.92			
601.09	Woodstove Change Out	-	-	-			
	Capital Outlay						
700.05	Computer Equipment						
700.09	Software		1,800.00				
<b>Building &amp; Safety - Total Expense</b>		<b>50,452.75</b>	<b>56,326.11</b>	<b>52,126.56</b>	<b>42,903.15</b>	<b>33,711.34</b>	<b>38,523.04</b>

GENERAL FUND 2025-2026      PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>117 - PLANNING AND COMMUNITY DEVELOPMENT</b>							
510.01	Personnel	11.42	2,685.01	1,714.34	540.18	2,039.06	-
600.05	Telephone			172.78		415.61	
600.06	Materials & Supplies	258.80	165.73	176.77	350.00	1,204.48	250.00
600.13	Legal Fees	10,875.46	7,351.53	10,593.06	13,440.00	13,013.98	12,377.76
600.18	Professional Services *	9,460.57	10,857.50	20,207.64	49,846.14	58,106.25	75,000.00
600.20	Advertising & Notices	30.00	158.00	284.02		249.32	
600.31	Dues & Memberships <b>Parcel Quest</b>			160.00	900.00	900.00	1,000.00
600.88	LAFCO	47,199.53	49,464.10	67,347.07	50,021.00	50,021.00	50,123.00
600.91	Grant Expenditures	99,979.56	28,493.16	21,315.76		71.75	
	*Includes						
	Safety element update						
	Municipal Code Amendments						
<b>Planning &amp; Comm.Develop. - Total Expense</b>		<b>167,815.34</b>	<b>99,175.03</b>	<b>121,971.44</b>	<b>115,097.32</b>	<b>126,021.45</b>	<b>138,750.76</b>

**FUND: General (100)**  
**DEPARTMENT: ALL**

ACCT	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2024-2025	2025-2026
NO.		ACTUAL	ACTUAL	ACTUAL	ADOPTED	YTD 5-29-25	PROPOSED
	<b>211 - FIRE DEPARTMENT</b>						
600.04	Gas & Electric	9,571.09	11,114.17	8,656.01	Transfer		
600.05	Telephone	1,589.73	1,626.11	1,517.45	Transfer		
600.06	Materials & Supplies	121.29					
600.07	Equipment Repair/Maintenance	1,156.88		2,497.46			
600.08	Vehicle Repair/Maintenance	5,163.10					
600.09	Vehicle Fuel						
600.13	Legal Fees	2,376.00	5,260.60	3,711.80			
600.15	Insurance	10,967.12	9,961.96	16,949.55			
600.18	Professional Services	116,685.25	77,708.17	86,382.50			
600.18	Prof Services - Consultant						
600.26	Communication Expense	275.29	327.42	334.26			
600.31	Dues/Memberships	4.00	4.00	4.00			
600.34	Uniforms/Turnouts						
600.45	Building Expense *	2,367.31	249.13	194.82			
600.91	Grant Expenditures	8,018.01					
600.94	Refuse Collection	486.20	494.01	495.84	Transfer		
601.10	Water	1,295.64	1,352.65	1,039.98	Transfer		
601.11	Sewer	904.60	1,085.52	1,085.52	Transfer		
604.00	LESSG		45,732.88	18,628.09			
700.04	PG&E Settlement Expense		32,040.48	17,959.52			
	Capital Outlay						
700.05	Computer Equipment						
<b>Fire Department - Total Expense</b>		<b>160,981.51</b>	<b>186,957.10</b>	<b>159,456.80</b>	<b>-</b>	<b>5,011.74</b>	<b>-</b>

**CITY OF PORTOLA  
2025-2026  
PROPOSED BUDGET**

**FUND: General (100)**

**DEPARTMENT: ALL**

**EXPENDITURES**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>212 - LAW ENFORCEMENT</b>						
510.01	Personnel Costs	-	-	-	54,994.29	44,978.05	56,280.79
600.05	Telephone	775.59	847.91	883.45	750.00	605.90	750.00
600.06	Materials & Supplies-repeater	2,031.26	299.85	1,051.76	1,000.00	1,289.89	1,000.00
600.08	Vehicle Repair & Maintenance	57.63	53.13		500.00		500.00
600.09	Vehicle Fuel	305.38			1,000.00	1,218.39	1,500.00
600.13	Legal Fees	5,692.50	327.00		2,500.00	287.84	4,125.92
600.14	Sheriff's Services	130,000.00	130,000.00	130,000.00	130,000.00	130,000.00	130,000.00
600.15	Insurance	1,383.61	1,105.01	1,559.69	1,720.00	1,355.66	4,549.25
600.18	Professional Services	56,370.96	17,400.00	3,709.17			15,360.00
600.32	Training & Education	-	-		2,000.00	2,036.60	500.00
600.34	Uniforms	-	-		1,000.00	276.01	250.00
600.95	Code Enforcement/AVA	750.00	14,435.00	7,463.00	25,000.00	30,219.45	20,000.00
700.05	Computer Equipment		Crescent tow				
	Capital Outlay						
700.41	Sheriff's Sub-station	-	2,049.88	-	-	-	-
<b>Law Enforcement - Total Expense</b>		<b>197,366.93</b>	<b>166,517.78</b>	<b>144,667.07</b>	<b>220,464.29</b>	<b>212,267.79</b>	<b>234,815.96</b>
	<b>213-OTHER PUBLIC SAFETY</b>						
600.16	Animal Control	-					

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>311 - PUBLIC WORKS</b>						
510.01	Personnel	83,585.78	74,331.63	99,979.88	73,126.24	88,829.28	82,414.27
600.04	Gas & Electric	19,024.33	17,966.81	21,064.00	25,000.00	19,598.78	30,000.00
600.05	Telephone	445.35	459.51	508.87	500.00	622.67	550.00
600.06	Materials & Supplies	169.72	356.69	368.93	600.00	11.22	600.00
600.08	Vehicle Repair & Maintenance						
600.15	Insurance	8,193.69	11,544.82	12,122.19	13,344.00	15,825.73	11,169.87
600.28	Emergency Management					2,203.94	
600.29	Medical Physicals	-	120.00	120.00	200.00		
600.45	Building Expense	133.81	867.41	211.03	2,000.00	296.04	2,000.00
600.91	Grant expenditures - Air Quality					39,275.90	
601.10	Water	492.58	730.36	768.96	750.00	996.15	1,200.00
601.11	Sewer	497.53	542.76	542.76	600.00	523.87	600.00
700.02	Building & Imp. City Hall Roof						6,700.00
700.03	Machinery & Equipment						
700.24	ADA Compliance						
700.15	Bridge			42,835.15	199,442.47	156,808.96	62,000.00
<b>Public Works-Total Expense</b>		<b>112,542.79</b>	<b>106,919.99</b>	<b>178,521.77</b>	<b>315,562.71</b>	<b>324,992.54</b>	<b>197,234.14</b>
	<b>312-ARPA</b>						
510.01	Personnel -- CCU-ARPA	9,310.92	23,659.61	8,058.34			
600.06	Materials and Supplies	-					
602.12	Community Clean Up - ARPA	23,006.69	194,259.65	96,943.04	75,400.00		
700.03	Machinery & Equipment-ARPA					59,391.80	28,417.95
700.26	Tax Lien Properties -ARPA			18,650.00			
<b>ARPA Total Expense</b>		<b>32,317.61</b>	<b>217,919.26</b>	<b>123,651.38</b>	<b>75,400.00</b>	<b>59,391.80</b>	<b>28,417.95</b>
	<b>315 - STREETS &amp; ROADS</b>						
950.00	Transfer to Fund 207&208	302,615.34	380,190.11	216,189.80	377,623.80	282,459.75	450,468.56
<b>Streets &amp; Roads - Total Expense</b>		<b>302,615.34</b>	<b>380,190.11</b>	<b>216,189.80</b>	<b>377,623.80</b>	<b>282,459.75</b>	<b>450,468.56</b>

GENERAL FUND 2025-2026      PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>411 -POOL (WAS PARKS &amp; RECREATION until 19-20)</b>							
510.01	Personnel	61,210.47	45,043.34	55,793.30	54,106.40	60,098.24	59,785.00
600.04	Gas & Electric	10,330.94	9,220.25	8,742.80	9,000.00	10,621.87	11,000.00
600.05	Telephone	267.39	247.55	280.88	350.00	495.56	500.00
600.06	Materials & Supplies	9,028.73	8,309.84	13,484.10	5,500.00	18,142.97	11,000.00
600.07	Equipment Repair/Maintenance	1,463.77	1,602.46	2,808.89	1,500.00	569.89	1,500.00
600.15	Insurance	4,445.85	5,641.53	6,397.86	7,036.00	8,028.75	12,574.55
600.18	Professional Services		270.00			455.00	
600.36	Pool Facility	1,014.42	520.75	476.06			
600.38	Pool Concession Supplies	1,646.87	2,228.53	705.57		435.40	750.00
600.45	Building Expense	1,387.10	270.00	1,262.07	1,000.00	2,068.40	1,000.00
600.94	Refuse Collection/split	2,649.86	1,817.94	2,804.87	1,500.00	1,316.84	1,000.00
700.02	Building and Impr.			1,212.22			
700.03	Machinery and Equipment						
601.10	Water/split	4,874.31	11,913.00	11,089.48	20,000.00	5,330.28	20,000.00
601.11	Sewer/split	490.00	300.00	-	500.00	162.27	500.00
<b>POOL - Total Expense</b>		<b>98,809.71</b>	<b>87,385.19</b>	<b>105,058.10</b>	<b>100,492.40</b>	<b>107,725.47</b>	<b>119,609.55</b>
<b>412 - RIVERWALK</b>							
700.49	PLANNING AND DEVELOPMEN	100.00	27,756.76				

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: General (100)**

**DEPARTMENT: ALL**

## EXPENDITURES

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>413-SAM &amp; ETHEL WILLIAMS HOUSE</b>						
600.04	Gas & Electric	3,004.57	3,742.26	3,276.91	3,600.00	1,217.22	2,500.00
600.05	Telephone/Internet	1,600.03	1,718.33	1,694.57	1,700.00	1,679.25	1,700.00
600.06	Materials and Supplies	2,410.75	1,733.70	97.44	500.00	469.19	550.00
600.15	Insurance	4,752.08	2,708.81	4,583.54	5,041.54	4,378.59	5,295.75
600.45	Building Expense	2,156.64	405.00	645.00	1,000.00	2,523.23	2,000.00
600.94	Refuse Collection	184.36	169.46	182.52	200.00	156.56	200.00
601.04	Web Page	373.23	407.16	607.12	550.00	669.11	650.00
601.10	Water	684.09	1,672.20	1,259.18	1,200.00	838.11	1,100.00
601.11	Sewer	545.34	542.76	542.76	500.00	535.68	550.00
700.02	Building and Improvements	6,524.92		586.72	3,000.00	4,524.07	3,000.00
<b>Williams House-Total Expense</b>		22,236.01	13,099.68	13,475.76	17,291.54	16,991.01	17,545.75
	<b>414 - PARKS AND REC</b>						
510.01	Personnel	1,206.48	7,117.99	2,209.07		114.26	
600.04	Gas and Electric	4,891.87	3,700.70	5,031.27	5,500.00	4,503.88	5,500.00
600.06	Materials & Supplies	12,509.02	8,673.36	10,578.34	6,500.00	5,777.30	7,500.00
600.07	Equipment Repair/Maintenance	2,188.37	3,860.79	2,712.74	3,500.00	1,204.02	3,000.00
600.08	Vehicle Repair/Maintenance	267.74			500.00		
600.09	Vehicle Fuel	4,749.68	4,544.34	3,874.13	3,000.00	2,609.89	3,500.00
600.15	Insurance	-	3,671.08	6,397.86	7,050.00	8,028.75	5,029.82
600.28	Emergency Management		5,905.19	2,220.00			
600.91	Grant Expenditures - FEMA					772.20	
600.91	Prop 68 - Ogals Grant						
600.94	Refuse Collection/split				1,200.00	623.14	1,200.00
601.06	Events (Concerts and Lost and Fou	21,754.91	24,500.00	25,464.39	10,000.00	6,823.25	10,000.00
601.10	Water/ split	34,733.72	47,653.30	33,268.42	45,000.00	30,933.87	45,000.00
601.11	Sewer/ split	671.05	335.03	635.04	650.00	775.00	800.00
700.02	Building and Improvements*	1,087.21		2,473.86	7,700.00		
	*Includes \$6500 Wayfinding Signs in 2024-2025						
<b>PARKS. - Total Expense</b>		84,060.05	109,961.78	94,865.12	90,600.00	62,165.56	81,529.82
<b>Total General Fund Expenses</b>		1,439,484.69	1,664,813.44	1,432,586.71	1,657,686.75	1,496,269.22	1,605,038.78

GENERAL FUND 2025-2026

PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: Special Revenues (200)**  
**DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>FUND 207</b>						
	<b>REVENUES</b>						
403.01	Interest Income/Investments						
404.05	Gas Tax Section 2105	11,670.95	11,954.06	12,739.56	13,256.00	10,817.99	13,438.00
404.06	Gas Tax Section 2106	9,089.10	9,097.53	9,543.12	9,231.00	8,174.68	9,244.00
404.07	Gas Tax Section 2107/2107.5	14,953.61	17,291.40	18,244.09	15,000.00	15,187.81	19,000.00
404.24	Gas Tax Section 2103	16,628.83	17,115.24	19,102.92	19,811.00	16,501.69	19,211.00
404.32	SB1 Loan Repay						
960.00	Interfund Transfer	122,099.22	102,364.06	174,058.17	193,251.04	199,988.62	236,404.72
	<b>Total Revenues Fund 207</b>	<b>174,441.71</b>	<b>157,822.29</b>	<b>233,687.86</b>	<b>250,549.04</b>	<b>250,670.79</b>	<b>297,297.72</b>
	<b>EXPENDITURES</b>						
510.01	Personnel Costs	96,162.64	84,971.70	132,780.63	138,409.04	145,523.62	138,427.72
600.06	Materials & Supplies	6,659.23	4,073.08	11,461.03	12,000.00	5,874.59	12,000.00
600.07	Equipment Repair/Maint	7,795.25	7,971.58	3,897.72	7,000.00	3,445.97	7,000.00
600.08	Vehicle Repair/Maint	418.14			1,500.00		1,500.00
600.09	Vehicle Fuel	9,000.04	8,403.81	7,890.62	8,000.00	9,827.54	9,000.00
600.10	Accounting Fees	5,400.00	5,400.00	5,775.00	5,940.00	6,140.00	6,190.00
600.11	Auditing Fees	1,210.00	1,210.00	1,140.00	1,200.00	1,199.99	1,680.00
600.18	Professional Services	1,530.38	257.75		1,500.00	348.75	1,500.00
600.28	Emergency Management						
600.41	Street Lighting	38,321.50	38,706.72	65,264.66	65,000.00	73,096.13	110,000.00
600.42	Street Repair	7,944.53	6,827.65	5,478.20	10,000.00	5,214.20	10,000.00
600.45	Building Expense	-					
600.99	Miscellaneous						
		-					
	<b>Total Expenditures Fund 207</b>	<b>174,441.71</b>	<b>157,822.29</b>	<b>233,687.86</b>	<b>250,549.04</b>	<b>250,670.79</b>	<b>297,297.72</b>

SPECIAL REVENUE 2025-2026 PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: Special Revenues (200)**  
**DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>FUND 208 - Snow Removal</b>						
	<b>REVENUES</b>						
404.07	Gas Tax Section 2107/2107.5	93,053.00	136,331.00	203,841.00	130,000.00	120,487.00	100,000.00
960.00	Interfund Transfer	171,431.12	276,350.42	36,496.45	184,372.76	82,471.13	214,063.84
	<b>Total Revenues Fund 208</b>	<b>264,484.12</b>	<b>412,681.42</b>	<b>240,337.45</b>	<b>314,372.76</b>	<b>202,958.13</b>	<b>314,063.84</b>
	<b>EXPENDITURES</b>						
510.01	Personnel Costs	139,801.45	202,812.36	114,783.26	155,014.76	99,818.84	158,245.82
600.04	Gas & Electric	3,041.20	7,973.37	5,237.97	10,000.00	2,879.64	10,000.00
600.06	Materials & Supplies	13,120.92	13,249.77	14,215.32	15,000.00	7,343.81	15,000.00
600.07	Equipment Repair/Maint	29,987.68	39,551.48	18,058.11	25,000.00	22,903.68	25,000.00
600.08	Vehicle Repair/Maint	14,622.63	18,705.16	15,784.41	18,000.00	16,080.03	18,000.00
600.09	Vehicle Fuel	13,336.67	22,643.43	8,248.41	15,000.00	4,057.08	10,000.00
600.10	Accounting Fees	3,600.00	3,600.00	4,100.00	4,460.00	4,490.00	6,190.00
600.11	Auditing Fees	890.00	890.00	760.00	1,168.00	800.00	1,680.00
600.15	Insurance	15,367.21	15,272.63	18,620.73	20,480.00	16,478.35	15,948.02
600.25	Equipment Rental		9,004.70				
600.28	Emergency Management		6,134.79	87.00			
600.42	Street Repair	15,158.05	17,910.99	9,450.58	20,000.00	8,494.24	20,000.00
600.45	Building Expense	65.56	201.49	64.34	250.00		250.00
600.52	Private Contractors-Snow Removal	27,870.00	54,731.25	36,562.50	30,000.00		30,000.00
600.93	Property Damage	800.00				2,935.62	
600.99	Miscellaneous						
	<b>Capital Outlay</b>						
700.03	Equipment/Vehicles *	-			16,676.84	16,676.84	3,750.00
700.30	Vehicles						
	* Backhoe Blade						
	<b>Total Expenditures Fund 208</b>	<b>277,661.37</b>	<b>412,681.42</b>	<b>245,972.63</b>	<b>331,049.60</b>	<b>202,958.13</b>	<b>314,063.84</b>

SPECIAL REVENUE 2025-2026 PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: Special Revenues (200)**  
**DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>FUND 211 - Road Maintenance and Rehabilitation</b>							
	<b>REVENUES</b>						
403.01	Interest Income/Investments	223.56	2,367.47	5,939.17	3,000.00	6,147.77	3,000.00
404.05	RMRA (SB1)	42,358.68	46,866.78	54,192.70	54,389.00	38,042.21	55,386.00
	<b>Total Revenues Fund 211</b>	<b>42,582.24</b>	<b>49,234.25</b>	<b>60,131.87</b>	<b>57,389.00</b>	<b>44,189.98</b>	<b>58,386.00</b>
	<b>EXPENDITURES</b>						
510.01	Personnel Costs						
600.06	Materials & Supplies	-				2,125.81	
600.42	RMRA Projects	57.75		21,790.87	165,000.00		165,000.00
600.18	Professional Services	1010.63	1579.75	968.75	2,000.00	1,960.00	3,000.00
	<b>Total Expenditures Fund 211</b>	<b>1,068.38</b>	<b>1,579.75</b>	<b>22,759.62</b>	<b>167,000.00</b>	<b>4,085.81</b>	<b>168,000.00</b>

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
<b>FUND 215-ECONOMIC DEVELOPMENT &amp; CDBG</b>							
403.01	Interest Income/Investments	159.75	629.72	546.64	500.00	95.20	
403.06	Interest Income Note Receivable						
	<b>Total Revenues</b>	<b>159.75</b>	<b>629.72</b>	<b>546.64</b>	<b>500.00</b>	<b>95.20</b>	<b>-</b>
	<b>EXPENDITURES</b>						
510.01	Personnel Costs	11,183.98	10,663.17	7,755.40	3,882.29	3,390.26	
600.10	Accounting Fees	3,000.00	3,000.00	3,125.00	3,342.00	2,750.00	
600.11	Auditing Fees	1,600.00	1,600.00	1,900.00	2,000.00	2,000.01	
600.13	Legal Fees *	3,573.00					
600.18	Professional Services *	3,621.50	15.00	3,830.00			
600.27	Civic Promotion & Marketing	14,600.80	1,045.00	1,045.00			
	*General Plan Update						
	<b>Total Expenditures</b>	<b>37,579.28</b>	<b>16,323.17</b>	<b>17,655.40</b>	<b>9,224.29</b>	<b>8,140.27</b>	<b>-</b>

SPECIAL REVENUE 2025-2026 PROPOSED BUDGET

# CITY OF PORTOLA 2025-2026 PROPOSED BUDGET

**FUND: Special Revenues (200)**  
**DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>FUND 216-STIP PROJECTS</b>						
407.15	A-15 STIP						
407.13	NORTH LOOP	157,744.64	332,309.58	1,746,223.09	-	306,397.54	-
409.00	Miscellaneous Income						
960.00	Transfer in		1,475.63				
	<b>Total Revenues</b>	<b>157,744.64</b>	<b>333,785.21</b>	<b>1,746,223.09</b>	<b>-</b>	<b>306,397.54</b>	<b>-</b>
700.23	UNDERGROUND TANK	1,617.00	1,475.63				
700.42	NORTH LOOP	157,743.99	332,310.00	2,041,805.02	-	575.21	-
700.50	SOUTHSIDE STIP						
700.51	RIO GRANDE STIP					4,843.75	
	<b>Total Expenditures</b>	<b>159,360.99</b>	<b>333,785.63</b>	<b>2,041,805.02</b>	<b>-</b>	<b>5,418.96</b>	<b>-</b>

SPECIAL REVENUE 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA**  
**2025-2026 PROPOSED BUDGET**

**FUND: Water (710)**

**DEPARTMENT: ALL**

## REVENUE

ACCOUNT	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2024-2025	2025-2026
NO.		ACTUAL	ACTUAL	ACTUAL	ADOPTED	YTD 5-29-25	PROPOSED
	<b>Use of Money &amp; Property</b>						
403.01	Interest Income/Investments	8,690.99	60,750.59	107,059.00	90,000.00	89,237.50	95,000.00
	<b>Fines &amp; Forfeitures</b>						
406.09	10% Late Payment Penalty		30,947.78	60,564.47	55,000.00	57,155.55	55,000.00
407.16	Insurance Recovery						
408.00	Donation						
409.00	Miscellaneous Income						
	<b>Refunds &amp; Reimbursements</b>						
	<b>Charges for Services</b>						
410.00	Water Sales	956,145.32	990,948.66	943,761.82	1,050,000.00	827,782.68	1,040,500.00
410.01	Water Service Charge Fees	2,819.32	2,733.48	2,812.25	2,000.00	2,016.03	2,000.00
410.02	Water Meter Fees	375.00	375.00				
410.04	Water Facility Fees	4,015.00	4,015.00	4,015.00		5,390.00	
950.00	Transfer from General Fund						
	<b>Total Water Fund Revenues</b>	<b>972,045.63</b>	<b>1,089,770.51</b>	<b>1,118,212.54</b>	<b>1,197,000.00</b>	<b>981,581.76</b>	<b>1,192,500.00</b>

	WATER FUND 2025-2026		PROPOSED BUDGET
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5/29/2025

The "YTD" numbers are preliminary, coding changes may apply

# CITY OF PORTOLA

## 2025-2026 PROPOSED BUDGET

**FUND: Water (710)**

**DEPARTMENT: ALL**

### EXPENDITURES

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>311 - Public Works</b>						
600.02	Postage	4,093.65	4,433.98	3,246.65	4,200.00	3,404.45	4,500.00
600.04	Gas & Electric	6,867.38	3,334.52	3,630.47	6,000.00	12,183.50	13,000.00
600.05	Telephone	4,484.38	4,786.15	5,832.86	5,500.00	4,456.45	5,500.00
600.06	Materials & Supplies	25,804.74	18,515.67	35,786.08	22,000.00	18,635.89	22,000.00
600.07	Equipment Repair/Maint.	16,017.02	19,785.23	16,549.97	15,000.00	20,495.32	20,000.00
600.08	Vehicle Repair/Maint.	1,663.74	1,065.19	13,373.06	5,000.00	6,889.40	7,500.00
600.09	Vehicle Fuel	10,023.82	11,946.51	13,369.26	12,000.00	8,296.96	12,000.00
600.10	Accounting Fees	15,600.00	15,600.00	16,250.00	17,160.00	17,296.20	17,160.00
600.11	Auditing Fees	8,640.00	8,614.64	10,260.00	10,800.00	10,800.00	11,760.00
600.13	Legal	10,065.44	8,847.33	9,983.65	13,104.00	12,443.30	12,377.76
600.15	Insurance	18,547.86	29,221.80	26,794.15	29,797.15	34,464.24	32,009.63
600.18	Professional Services	6,301.36	11,734.05	67,521.44	50,000.00	11,852.54	50,000.00
600.18	Prof Svc Master Plan update						
600.20	Advertising & Notices					693.33	
600.22	Code Reference Update	586.79	300.00	423.44	1,700.00	300.00	1,700.00
600.25	Equipment Rental		6,586.74	452.90	1,000.00	17,475.24	3,000.00
600.26	Communication Expense	329.46	327.42	334.26	400.00	117.26	400.00
600.28	Emergency Management		12,515.74	13,438.45			
600.31	Dues/Memberships	4,757.23	4,636.36	1,220.16	4,000.00	2,446.50	4,000.00
600.32	Training & Education		666.79		800.00	237.50	1,200.00
600.45	Building Expense	2,973.85	1,797.49	2,360.52	3,000.00	1,823.40	5,000.00
600.47	Tech Support - Incode Software	4,783.81		9,613.77	11,065.05	11,065.05	11,596.75
600.48	Equipment Rental	2,091.84	4,672.45	1,096.78	3,000.00	1,286.04	3,000.00
600.51	Testing - Water	9,102.77	9,449.11	8,470.85	12,000.00	12,274.75	12,000.00
600.69	Permit Fees	3,857.01	4,320.09	5,363.81	6,000.00	6,075.17	7,000.00
600.70	Water Meters	-	5,299.44	38,270.18	30,000.00	5,007.29	30,000.00
600.71	Water Supply Purchase	127,301.04	120,505.05	127,990.51	130,000.00	142,570.43	150,000.00
600.76	Water Line Repairs	28,257.81	56,352.82	54,008.87	65,000.00	63,595.89	95,000.00
600.92	Bad Debt Expense	-					
600.94	Refuse Collection	2,088.97	1,799.83	1,862.40	3,000.00	1,589.60	3,000.00
600.99	Miscellaneous						
601.04	City Web page			1,000.00	1,000.00	1,308.00	1,500.00
601.10	Water	285.66	452.03	359.39	450.00	361.71	450.00
601.11	Sewer	180.88	271.32	271.32	300.00	363.54	400.00
601.12	Chemicals			4,123.20	20,000.00	1,496.29	20,000.00
601.16	Legal - Other					672.00	
700.09	Software & Upgrades	-	5,284.50				
510.01	Personnel Costs	273,956.55	443,812.56	458,350.65	444,987.63	394,316.94	452,069.41

WATER FUND 2025-2026 PROPOSED BUDGET

# CITY OF PORTOLA

## 2025-2026 PROPOSED BUDGET

**FUND: Water (710)**  
**DEPARTMENT: ALL**

### EXPENDITURES

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	Capital Outlay						
700.02	Building and Improvements						6,000.00
700.03	Machinery & Equip.	-	-	49,137.50	85,545.82	80,649.30	1,875.00
700.05	Computer Equipment						
700.30	Vehicles						
700.36	System Improvements **	6,867.00	8,580.00	59,723.27	25,000.00		58,800.00
700.80	Depreciation Expense	153,496.74	139,711.69	139,599.49			
700.10	Public Works Yard						
700.99	Fixed Asset Offset Account	(6,867.06)	(8,580.00)	(107,985.77)			
	**Scada Upgrade & Clean North Side Tank						
	<b>325 - Lake Davis WTP</b>						
510.01	Personnel Costs					1,007.02	18,437.16
600.04	Gas and Electric	22,660.21	25,754.00	23,932.74	25,000.00	19,691.53	25,000.00
600.05	Telephone	3,234.74	3,036.13	3,020.81	3,000.00	2,202.95	3,000.00
600.06	Materials and Supplies	186.26	1,066.65	2,923.69	2,000.00	4,677.35	3,000.00
600.07	Equipment Repair / Maintenance	4,425.12	15,238.70	23,118.49	15,000.00	6,382.27	20,000.00
600.15	Insurance						32,408.94
600.18	Professional Services/Pall	5,630.84	17,864.69	8,184.11	10,000.00	19,430.57	20,000.00
600.45	Building Maintenance	975.00	585.00	780.00	2,000.00	880.59	2,000.00
600.51	Lab Testing Fees	582.00	1,087.00		1,000.00	192.00	1,000.00
600.69	CDPH Fees	150.34	315.35	218.76	300.00	175.01	300.00
601.12	Chemicals	19,596.63	17,690.55	8,218.96	17,000.00	20,526.15	25,000.00
601.13	Residual Solids Disposal						
601.14	Cleaning Chemicals Disposal	2,275.00	1,050.00	1,672.94	4,000.00		4,000.00
700.36	System Improvements **						19,100.00
	**Scada Upgrade						
	<b>520 -1996/97 Water Projects</b>						
	Debt Service ends 2037						
800.01	Principal Expense	32,000.00	33,000.00	35,000.00	37,000.00	37,000.00	38,000.00
800.02	Interest Expense	37,141.40	35,541.40	33,891.41	31,615.00	32,141.41	32,150.00
800.99	Principal Offset Account	(32,000.00)	(33,000.00)	(35,000.00)			
	<b>Total Water Fund Expenditures</b>	<b>839,017.28</b>	<b>1,075,875.97</b>	<b>1,198,045.45</b>	<b>1,186,724.65</b>	<b>1,051,250.33</b>	<b>1,319,194.65</b>

WATER FUND 2025-2026      PROPOSED BUDGET

**CITY OF PORTOLA**  
**2025-2026 PROPOSED BUDGET**

**FUND: Sewer (720)**  
**DEPARTMENT: ALL**

## REVENUE

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	Use of Money & Property						
403.01	Interest Income/Investments	6,720.37	48,315.08	87,104.36	75,000.00	76,436.44	82,000.00
	Fines & Forfeitures						
406.09	10% Late Payment Penalty		21,132.53	43,136.25	40,000.00	39,953.88	40,000.00
407.00	Refunds/Reimbursements						
	Miscellaneous Revenues						
407.04	FEMA/OES Reimb.					38,257.50	
408.00	Donation						
409.00	Miscellaneous Income						
	Charges for Services						
420.00	Sewer Fees	708,340.17	706,236.36	708,598.22	710,000.00	590,486.14	710,000.00
420.01	Sewer Connection Fees	1,000.00	1,000.00				
420.02	Sewer Dumping Fees						
420.03	Sewer Inspection Fees	100.00					
420.04	Sewer Facility Fees	5,324.00	5,424.00			6,424.00	
	Total Sewer Fund Revenues	721,484.54	782,107.97	838,838.83	825,000.00	751,557.96	832,000.00

Sewer Fund 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA  
2025-2026 PROPOSED BUDGET**

**FUND: Sewer (720)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>311 - Public Works</b>						
600.02	Postage	3,906.15	4,434.02	3,370.27	4,200.00	3,404.41	4,200.00
600.04	Gas & Electric	20,660.96	16,367.12	55,466.62	40,000.00	39,410.89	45,000.00
600.05	Telephone	3,646.08	4,107.19	5,264.12	4,500.00	4,165.73	4,500.00
600.06	Materials & Supplies	44,468.05	28,255.40	27,178.73	30,000.00	16,524.65	30,000.00
600.07	Equipment Repair/Maint.	18,167.69	30,950.79	27,717.23	25,000.00	24,639.01	25,000.00
600.08	Vehicle Repair/Maint.	1,547.17	1,394.39	12,468.90	5,000.00	6,850.00	7,500.00
600.09	Vehicle Fuel	7,229.40	8,837.44	7,740.07	8,000.00	4,666.54	8,000.00
600.10	Accounting Fees	13,200.00	13,200.00	13,750.00	14,520.00	15,096.20	17,160.00
600.11	Auditing Fees	8,640.00	8,640.00	10,260.00	10,800.00	10,800.00	11,760.00
600.13	Legal	10,065.44	7,351.53	9,983.65	13,104.00	12,443.31	12,377.76
600.15	Insurance	35,389.26	38,388.24	42,662.63	47,250.00	41,873.83	41,280.96
600.18	Professional Services	21,498.35	36,897.28	76,632.80	70,000.00	98,833.11	160,000.00
600.18	Prof. Svcs. Master Plan update						
600.20	Advertising & Notices					693.33	
600.22	Code Reference Update	586.79	300.00	300.00	1,500.00	300.00	1,500.00
600.25	Equipment Rental		13,303.01				
600.28	Emergency Mgmt/Flood		22,685.06	14,056.72			
600.29	Medical Physicals		837.00		750.00		
600.30	Conference/Travel						
600.31	Dues/Membership	649.10	2,143.89	111.20	1,000.00	1,576.50	2,000.00
600.32	Training/Education				800.00	1,220.15	1,500.00
600.45	Building Expense	1,938.04	1,797.61	2,782.87	4,500.00	1,550.68	9,500.00
600.47	Tech support-Incode software	4,083.74	-	8,605.31	9,484.00	9,484.00	9,940.00
600.48	Equipment Lease	1,019.28	1,023.05	1,096.83	2,500.00	1,220.80	2,500.00
600.51	Testing - Sewer	17,379.24	29,486.78	26,110.84	25,000.00	44,189.73	50,000.00
600.69	Permit Fees	11,254.00	9,885.00	11,092.48	15,000.00	11,056.00	25,000.00
600.76	Sewer Line Repairs	14,415.26	7,160.88	22,569.96	20,000.00	21,742.61	20,000.00
600.90	System Maintenance*	9,721.56	51,438.06	23,350.39	125,000.00	34,345.79	130,000.00
600.92	Bad Debt Expense	-					
600.94	Refuse Collection	1,705.83	1,799.84	1,862.41	3,000.00	3,187.54	3,000.00
600.99	Miscellaneous						
601.04	City Web page			1,000.00	1,000.00	1,046.40	1,200.00
601.10	Water	334.30	452.03	359.39	450.00	330.58	450.00
601.11	Sewer	316.64	271.44	271.44	350.00	67.86	350.00
601.12	Sewer Chemicals		58,718.22	60,184.94	65,000.00	36,638.39	65,000.00
	*includes sludge removal and sewer pond electrical conduit and wire replacement						
510.01	Personnel Costs	251,869.98	344,831.76	331,033.14	289,442.05	286,668.03	319,985.73

Sewer Fund 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA**  
**2025-2026 PROPOSED BUDGET**

**FUND: Sewer (720)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	Capital Outlay						
700.02	Building Improvement						6,000.00
700.03	Machinery & Equip	9,498.84	10,358.16		112,545.82	80,649.82	1,875.00
700.05	Computer Equipment						
700.30	Vehicles						
700.32	System Improvement	836.00	-		25,000.00		175,000.00
700.09	Software	-	5,284.50				
700.80	Depreciation Expense	127,006.04	112,257.13	107,114.61			
700.99	Fixed Asset Offset Account	(10,334.84)	(10,358.16)				
910.00	Loss on Equipment						
	Total Sewer Fund Expenditures	630,698.35	862,498.66	904,397.55	974,695.87	814,675.89	1,191,579.45

Sewer Fund 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA  
2025-2026  
PROPOSED BUDGET**

**FUND: Solid Waste (730)**  
**DEPARTMENT: ALL**

**REVENUE**

ACCOUNT NO.	DESCRIPTION	2021-2022 ACTUAL	2022-2023 ACTUAL	2023-2024 ACTUAL	2024-2025 ADOPTED	2024-2025 YTD 5-29-25	2025-2026 PROPOSED
	<b>Use of Money &amp; Property</b>						
403.01	Interest Income/Investments	1,593.15	14,500.23	31,772.29	25,000.00	31,636.65	30,000.00
	<b>Fines &amp; Forfeitures</b>						
406.09	10% Late Penalty		5,025.99	7,143.70	10,000.00	6,204.56	8,000.00
407.04	FEMA/OES Reimbursement						
409.00	Miscellaneous Income						
	<b>Charges for Services</b>						
430.00	Solid Waste Franchise Fee	49,643.44	55,917.51	67,504.53	60,000.00	55,053.44	60,000.00
430.01	Landfill Gate Fees	8.83					
430.03	Landfill Closure Fees	111,923.37	95,626.98	83,143.96	84,000.00	69,167.05	83,000.00
430.08	Solid Waste Fee	136,374.46	118,320.82	120,179.85	120,000.00	99,942.56	120,000.00
	<b>Recycling</b>						
440.11	Recycling Grant						
	<b>322-SB 1383 Grant</b>						
440.12	SB 1383 grant		20,000.00				
	<b>Total Solid Waste Revenues</b>	<b>299,543.25</b>	<b>309,391.53</b>	<b>309,744.33</b>	<b>299,000.00</b>	<b>262,004.26</b>	<b>301,000.00</b>

SOLID WASTE FUND 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA  
2025-2026  
PROPOSED BUDGET**

**FUND: Solid Waste (730)**  
**DEPARTMENT: ALL**

## EXPENDITURES

ACCOUNT	DESCRIPTION	2021-2022	2022-2023	2023-2024	2024-2025	2024-2025	2025-2026
NO.		ACTUAL	ACTUAL	ACTUAL	ADOPTED	YTD 5-29-25	PROPOSED
	<b>311 - Public Works</b>						
600.02	Postage	992.01	1,217.66	1,864.22	1,700.00	3,097.94	2,800.00
600.06	Materials & Supplies	2,911.78	1,405.75	1,257.95	3,000.00	2,335.46	3,000.00
600.07	Equipment Repair/Maintenance	574.06	3,181.43		1,000.00	1,167.35	1,500.00
600.08	Vehicle Repair/ Maintenance	191.12					
600.10	Accounting Fees	4,800.00	4,800.00	5,000.00	5,280.00	5,500.00	6,600.00
600.11	Auditing Fees	2,880.00	2,880.00	3,420.00	3,600.00	3,600.00	3,780.00
600.13	Legal	375.00	9,346.00	2,882.30	5,000.00	575.67	10,314.80
600.15	Insurance	4,150.83	4,237.57	5,283.83	5,820.00	5,005.83	7,544.73
600.18	Professional Services	12,110.00	4,860.00	6,081.62	10,000.00	4,365.00	10,000.00
600.28	Emergency Management			886.14			
600.45	Building Expense	33.99			250.00		
600.47	Tech Support-Incode software			3,280.85	3,793.74	3,793.74	3,976.00
600.51	Testing and Reporting *	-	-		45,050.00	19,043.88	45,050.00
600.69	Permit Fees	-	-		35,000.00	28,864.00	35,000.00
600.80	Post-closure Care Costs	-	-	49,389.99	20,000.00	6,579.10	20,000.00
600.83	Recycling Grant Expenditures	-	101.97				
600.75	Landfill Closure Cost	115,318.94	48,224.94				
600.92	Bad Debt Expense						
700.02	Building and Impr						1,400.00
700.09	Software		2,523.00				
700.32	System Improvement						
700.80	Depreciation Expense	3,145.44	3,106.67	254.00			
700.99	Fixed Asset Offset Account						
	*This is McGinley						
	**Landfill damage - sediment						
510.01	Personnel Costs	33,850.84	41,533.62	51,376.99	53,491.41	56,724.08	75,167.37
	<b>322 - SB 1383</b>						
600.06	Personnel/Administration		3,478.88	765.00	3,000.00	13,878.93	-
	<b>Total Solid Waste Expenditures</b>	<b>181,334.01</b>	<b>130,897.49</b>	<b>131,742.89</b>	<b>195,985.15</b>	<b>154,530.98</b>	<b>226,132.90</b>

## SOLID WASTE FUND 2025-2026 PROPOSED BUDGET

**CITY OF PORTOLA**  
**2025-2026 ADDITIONAL INFORMATION**

***Note: All items below are included in the proposed budget***

Additional Information	General Fund	Special Rev.	RMRA	Water Fund	Lake Davis	Sewer Fund	Solid Waste	Cost
City Hall Roof	6,700.00			6,000.00		6,000.00	1,400.00	20,100.00
Backhoe blade		3,750.00		1,875.00		1,875.00		7,500.00
Clean North Side tank				4,800.00				4,800.00
Sewer Pond electrical conduit & wire replacement						5,000.00		5,000.00
SCADA upgrade				54,000.00	19,100.00	30,000.00		103,100.00
Sewer bypass pump						20,000.00		20,000.00
Auxiliary pump for Sewer System						15,000.00		15,000.00
Sewer 6 acre Bypass						110,000.00		110,000.00
<b>Total by Fund</b>	6,700.00	3,750.00		66,675.00	19,100.00	187,875.00	1,400.00	285,500.00
<b>Steps- every two years</b>								-
New COLA % for 25-26 budget								
<b>2.44% COLA</b>	3,772.13	2,943.33		7,039.83		4,893.54	1,260.08	19,908.91
<b>Projects from Council Goal Setting</b>								
Community Clean-up								
Dedicated Pavement Rehabilitation			165,000.00					



**MEETING DATE:** June 25, 2025

**AGENDA ITEM:** 5. GANN Limit, Investment Policy, Pay Schedules and CCR 570.5 resolution and Budget Adoption

**FROM:** Ryan Bonk, City Manager and Susan Scarlett, Finance Officer

**RE:** GANN Limit, Investment Policy, Pay Schedules and CCR 570.5 resolution and Budget Adoption

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**BACKGROUND:**

The budget process for the 2025-2026 Fiscal year budget began in January with the calendar for the budget schedule. Staff began working on the budget and had public comment opportunities on April 9th and April 23rd. A draft budget was presented to the Council at a Budget Work Session on May 14<sup>th</sup> and again at a public hearing for the budget on June 11<sup>th</sup>.

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**EXECUTIVE SUMMARY:**

Resolution No. 2617 A Resolution of the City Council of the City of Portola approving and adopting the annual appropriations limit for the fiscal year 2025-2026.

Resolution No. 2618 A Resolution of the City Council of the City of Portola acknowledging the review, receipt and filing of the Statement of Investment Policy.

Resolution No. 2619 A Resolution for the City Council of the City of Portola adopting the Pay Schedules and Job Classifications for the 2025-2026 Fiscal Year

Resolution No. 2620 A Resolution for the City Council of the City of Portola adopting the Operating Budget for the 2025-2026 Fiscal Year.

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**RECOMMENDATION:**

Recommendation: It is requested that the Council consider each resolution individually. Staff recommends the Adoption of Resolutions 2617, 2618, 2619 and 2620.

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**FISCAL IMPACT:**

The General Fund is balanced with the use of \$269,877.62 of Fund Balance

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**ATTACHMENTS:**

- A. APPROPRIATIONS LIMIT 2025-2026
- B. RESOLUTION INVESTMENT POLICY 25-26
- C. CCR 570.5 RESOLUTION
- D. PAY SCHEDULE FOR CCR 570.5 COMPLIANCE 2025-2026 BUDGET
- E. BUDGET RESOLUTION 2025-2026

**RESOLUTION NO. 2617**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT  
FOR FISCAL YEAR 2025-2026**

**WHEREAS**, the voters of the State of California on November 6, 1979 added Article XIII B to the State Constitution placing various limitations on the appropriations of the state and local governments; and,

**WHEREAS**, Article XIII B provided that the appropriations limit for the fiscal year 2025/2026 is calculated by adjusting the base year of appropriations of the fiscal year 2024/2025 for changes in the cost of living and populations; and,

**WHEREAS**, the City of Portola has complied with all the provisions of Article XIII B in determining the appropriations limit for fiscal year 2025/2026.

**NOW THEREFORE, BE IT RESOLVED** that the appropriations subject to limitations in fiscal year 2025/2026 shall be \$2,763,948.94.

**PASSED, APPROVED AND ADOPTED** this 25th day of June 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
MAYOR, JAMES MURPHY

\_\_\_\_\_  
Deputy City Clerk, Malachi Mansfield

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 June 25, 2025.

\_\_\_\_\_  
Deputy City Clerk, Malachi Mansfield

## RESOLUTION NO. 2618

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA ACKNOWLEDGING THE REVIEW, RECEIPT AND FILING OF THE STATEMENT OF INVESTMENT POLICY

**WHEREAS**, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code sections 53600.6 and 53630.1); and

**WHEREAS**, the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5922 and 53601 et seq.; and

**WHEREAS**, the Finance Officer of the City of Portola shall annually prepare and submit a statement of investment policy, and any changes thereto, shall be considered by the legislative body at a public meeting; (CGC 53646(a)); and

**WHEREAS**, the Finance Officer of the City of Portola declares the Annual Statement of Investment Policy to be as follows:

#### **POLICY**

It shall be the policy of the City of Portola to invest funds in a manner that provides the highest investment return possible consistent with maximum security while meeting daily cash flow demands and conforming to all other statutes governing the investment of City funds.

#### **SCOPE**

This investment policy shall apply without exception to any and all financial assets and funds of the City of Portola. These funds are accounted for in the Comprehensive Annual Financial Report.

#### **PRUDENCE**

The standard of prudence to be used by investment officials shall be the “prudent investor” standard (CGC 53600.3):

*When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, a trustee shall act with care, skill, prudence and diligence under circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.*

Investment officers acting in accordance with the investment policy and exercising due diligence shall not be held personally responsible for an individual security’s credit risk or market price changes, provided that the reporting requirements of this policy are made in a timely manner and appropriate action is taken to control adverse developments.

#### **OBJECTIVES**

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of investment activities, in absolute priority order, shall be:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. Liquidity: The investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements that might reasonably be anticipated.
3. Yield: The investment portfolio shall be designed with the objective of attaining the highest investment return consistent with safety and liquidity have been met.

#### **DELEGATION OF AUTHORITY**

Management responsibility for the investment program is hereby delegated to the Finance Officer. The Finance Officer is a trustee and fiduciary subject to the prudent investor standard.

#### **ETHICS AND CONFLICT OF INTEREST**

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**AUTHORIZED INVESTMENTS:**

- 1. FDIC Insured Accounts:** Monies required for immediate cash flow needs shall be deposited in an interest-bearing FDIC insured checking account at a bank in Portola.
- 2. Local Agency Investment Fund (LAIF):** Monies not required for immediate cash flow needs shall be deposited in LAIF, a special fund in the California State Treasury.
- 3. U.S. Government Securities:** Restricted to use for contributions if any trust funds are needed.

Prohibited Investments. Under the provisions of CGC 53601.6, the City of Portola shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero-interest accrual if held to maturity.

**PUBLIC TRUST**

All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust. In a diversified portfolio it must be recognized that occasional measurement losses are inevitable, and must be considered within the context of the overall portfolio’s investment return, provided that adequate diversification has been implemented.

**DIVERSIFICATION**

The City of Portola will diversify its investments in keeping with the objectives enunciated in this Statement of Investment Policy.

**REPORTING**

The Finance Officer shall submit to the City Council a quarterly investment report that shall include copies of the latest statements from institutions in which funds are placed.

The report shall certify that all investment actions executed since the last report have been made in full compliance with the Investment Policy and that the City of Portola will meet all expenditure obligations that might be reasonably anticipated for the next six months.

**INVESTMENT POLICY ADOPTION**

The investment policy and modifications, if any, shall be adopted annually by resolution of the City Council at a public meeting.

**NOW, THEREFORE, THE PORTOLA CITY COUNCIL HEREBY RESOLVES** that the foregoing be received and filed as the Annual Statement of Investment Policy for the City of Portola.

**PASSED, APPROVED AND ADOPTED** this 25th day of June 2025 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
MAYOR, James Murphy

ATTEST:

\_\_\_\_\_  
DEPUTY CITY CLERK, Malachi Mansfield

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 June 25, 2025.

\_\_\_\_\_  
DEPUTY CITY CLERK, Malachi Mansfield

**RESOLUTION NO. 2619**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
ADOPTING THE PAY SCHEDULES AND JOB CLASSIFICATIONS  
EFFECTIVE JUNE 28, 2025**

**WHEREAS**, the City Council shall establish by resolution, in accordance with CCR 570.5, a Pay schedule and Job Classifications plan; and,

**WHEREAS**, said Plan will include a descriptive title, salary ranges and the number of allocated positions; and,

**WHEREAS**, during the Fiscal Year 2025/2026 needs may arise to amend the Pay schedule and Job Classifications; and,

**WHEREAS**, the City Council will review said Schedules and Classifications each year as part of the budget process and adjust accordingly by adopting a new resolution; and

**WHEREAS**, the City Manager may hire new employees within the salary range and classifications in accordance with the schedule.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the City Council of the City of Portola does hereby adopt the Pay Schedules and Job Classifications.

**PASSED, APPROVED AND ADOPTED** this 25th day of June 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
MAYOR, JAMES MURPHY

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 June 25, 2025.

\_\_\_\_\_  
Malachi Mansfield, Deputy City Clerk

California Code of Regulations 570.5 - Publicly Available Pay Schedule

POSITION	HOURLY RATES							
	Step 1	Step 2	Step 3	Step 4	Step 5	L 1	L 2	L 3
City Manager (1)	71.42	0	0	0	0	74.99	78.74	82.68
Administrative Services Manager (Not currently filled)	38.77	0	0	0	0	40.71	42.74	44.88
Public Works & Building Services Manager (1)	55.96	0	0	0	0	58.76	61.70	64.78
Public Engagement Officer Part-time (1)	30.73	32.27	33.88	35.57	37.35	0.00	0.00	0.00
Water/Sewer Utility Technician (or Public Works Supervisor) (2)	32.51	34.14	35.84	37.63	39.52	41.49	43.57	45.74
Public Works Maintenance (1)	24.68	25.91	27.21	28.57	30.00	31.50	33.07	34.73
Accounting Technician (1)	30.06	31.56	33.14	34.80	36.54	38.37	40.28	42.30
Administrative Clerk (1)	25.36	26.63	27.96	29.36	30.83	32.37	33.98	35.68
Office Clerk (1)	21.64	22.72	23.86	25.05	26.30	27.62	29.00	30.45

Management does not have steps  
There are 5 Steps and are every two years  
Longevity is 5% at 15, 20 and 25 years Full-time employees with continuous service measured from date of hire

Effective June 28, 2025

**RESOLUTION NO. 2620**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
APPROVING THE OPERATING BUDGET FOR FISCAL YEAR 2025/2026**

**WHEREAS**, the City Manager has proposed an Operating Budget for Fiscal Year 2025/2026 and presented it to the City Council. The budget balances revenues and expenditures in the General Fund by using fund balance; and,

**WHEREAS**, on June 25, 2025 the City Council of the City of Portola considered the Operating and Capital Improvement Budget for Fiscal Year 2025/2026; and,

**WHEREAS**, the City Council considered the budget at a duly scheduled public hearing and meeting and all persons were given the opportunity to be heard; and,

**WHEREAS**, the City Council has reviewed the proposed Operating Budget and the funds included therein for the period of July 1, 2025 through June 30, 2026 and does hereby find the documents to be sound plans for the financing of required municipal operations, services and capital improvements both ordered upon the City and desired by the City.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA DOES  
HEREBY RESOLVE AS FOLLOWS:**

1. Any unused appropriations at the end of the Fiscal Year 2025/2026 will be shown as fund balance in each of the funds.
2. The City Manager is authorized to cause the acquisition and/or purchase of equipment, materials, supplies, personnel services, and other items provided for in said Fiscal Year Budget in accordance with the City's purchasing policy which has been previously reviewed and approved by the City Council.
3. The City Council of the City of Portola does hereby approve and adopt the Final Budget for Fiscal Year 2025/2026.

**PASSED, APPROVED AND ADOPTED** this 25th day of June 2025 by the following vote:

AYES:

NOES

:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
MAYOR, Jim Murphy

ATTEST:

\_\_\_\_\_  
DEPUTY CITY CLERK, Malachi Mansfield

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 June 25, 2025.

\_\_\_\_\_  
DEPUTY CITY CLERK, Malachi Mansfield



**MEETING DATE:** June 25, 2025

**AGENDA ITEM:** 6. MGE Engineering: Change Order

**FROM:** Ryan Bonk

**RE:** MGE Engineering: Change Order

---

**BACKGROUND:**

In January of 2024, the City and MGE Engineering entered into an agreement for professional services for engineering services related to the Gulling Street Bridge. The total contract was for \$162,768.00.

MGE has provided services under this agreement including but not limited to the following:

- Review of existing information including Caltrans BIRIS and as-built plans
  - Observation and analysis of existing conditions including site visits
  - Evaluations including geotechnical, structural, and hydraulic assessments
  - Preliminary engineering evaluations to evaluate feasibility of countermeasure implementation
  - Evaluations and recommendations for potential scour countermeasures and plan of action
  - Design and estimate of scour countermeasures
  - Attendance at Council Meeting
  - Various coordination meetings
- 

**EXECUTIVE SUMMARY:**

This change order contains the following additional scope of services and costs. Full details can be found in the change order attached to this staff report.

- Environmental regulatory permit support including notifications and collaboration with U.S. Army Corps of Engineers, Regional Water Quality Control Board, and California Department of Fish and Wildlife
- Field observations during rip rap placement
- Caltrans Highway Bridge Program application process including revisions, comments, and answers between all involved parties

This change order will increase the contract price by \$19,072.00.

Other costs associated with the additional scope of services included in this change order are within the original contract amount.

---

**RECOMMENDATION:**

Staff recommends that the City Council approve the change order. Approval of this change order will allow for the rip rap work to be completed successfully per MGE's design with field observations from MGE.

Additionally, the change order will allow for MGE to continue the work on a permanent solution through the Caltrans Highway Bridge Program.

---

**FISCAL IMPACT:**

This change order will increase the contract budget by \$19,072.00.

This amount is included in the proposed 2025-2026 budget under "Other Expenses", Bridge.

Staff believes that some of these costs will be recovered through sources other than the general fund such as FEMA. Once the scope of work applicable to the FEMA funding is completed the recovery amount will be ascertained.

---

**ATTACHMENTS:**

- A. CHANGE ORDER TO AGREEMENT FOR PROFESSIONAL SERVICES - MGE

**CHANGE ORDER  
TO  
AGREEMENT FOR PROFESSIONAL SERVICES  
CITY OF PORTOLA  
P.O. Box1225  
35 Third Avenue  
Portola, California 96122  
Telephone (530) 832-6800**

**Date:** 06/25/2025

**Project Name:** Gulling Street over Middle Fork Feather River Bridge

**City of Portola Project No.:**

**Change Order to Agreement for Professional Services by and Between City of Portola and MGE Engineering, Inc. Effective as of January 1, 2024**

**CONSULTANT:**

MGE Engineering, Inc.
7415 Greenhaven Drive, STE 100
Sacramento, CA 95831

**1.0 CHANGE ORDER**

1.1 This Change Order is an amendment to the Agreement for Professional Services by and Between City of Portola and MGE Engineering, Inc. Effective as of January 1, 2024 (“Agreement”), the terms of which are hereby incorporated into this Change Order by this reference.

**2.0 CONFLICT**

2.1 In the event of any conflict between the Agreement and this Change Order, the terms of the Agreement shall prevail. All other terms of the Agreement shall remain in full force and effect.

**3.0 AMENDMENT OF AGREEMENT**

3.1 The Agreement is hereby amended to reflect the changes as follows:

3.2 CONSULTANT shall provide the supplemental services described in Attachment A, Scope of Work (“Supplemental Services”) in additional to the services described in the Agreement.

3.3 The cost for the Supplemental Services is set forth in Attachment B, Payment for Services.

3.3.1	Original Agreement Amount:	\$162,768.00
3.3.2	Change Order Amount:	\$19,072.00
3.3.3	Total Agreement Amount:	\$181,840.00

These changes are accepted and agreed by the Parties, to become effective as of the date first written above.

**ACCEPTED:**

	<b>CITY OF PORTOLA</b>		<b>CONSULTANT</b>	
	Signature		Signature	
By:			By:	
Title:	City Manager		Title:	
Co:	City of Portola		Co:	
<b>Other authorized representative(s):</b>			<b>Other authorized representative(s):</b>	

ATTACHMENT A - SCOPE OF WORK  
ATTACHMENT B - PAYMENT FOR SERVICES

June 4, 2025

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

Subject: **Gulling Street over Middle Fork Feather River Bridge – Supplemental Services  
Bridge No. 09C-0130**  
City of Portola, Plumas County, California

Dear Mr. Bonk:

As requested, MGE is submitting this proposal to provide field review and bridge funding application support services to the City to implement riprap placement at Pier 3 and to complete the Highway Bridge Program (HBP) Application. Environmental permit services and construction field support is also included and described below. This proposal outlines our remaining anticipated services, and a fee estimate is included with this proposed scope.

### **Scope of Services**

#### ***Project Management***

MGE expects some interaction and meetings because of extending our services. We include 10 hours for project management and three hours for project meetings, assuming three one-hour meetings.

#### ***Environmental Permit Support and Field Observations***

MGE includes two days of consultation for interaction with the environmental consultant and the regulatory agencies to prepare responses to agency questions, and provide any supplemental documentation to support the permit process. This number of days is conservative and could include drafting simple exhibits, as necessary, in support of the permits.

MGE includes two days for field observation of riprap placement around Pier 3 plus travel. Travel expenses associated with the field observations are included at Federal GSA rates. MGE will have a field technician present for riprap placement and expects a total of two days for placement. MGE will provide a summary of our field observations during construction at the end of riprap placement construction so the County has a record of our observations.

Environmental Services Associates (ESA) will perform services as outlined in the attached proposal and fee estimate. Their services will include permit applications for three regulatory agencies, biological field survey prior to construction activities and monitoring during construction activities. Detailed descriptions and tasks are outlined in their proposal.

#### ***HBP Application***

MGE will complete the HBP Application and address Caltrans comments on the draft HBP application that was previously submitted to Caltrans. MGE will prepare the application using the new application form that Caltrans provided and requires. MGE includes time for two rounds of comments and answers between the City and Caltrans to address any additional questions or information that Caltrans requires. We include three 1-hour meetings as part of this task.

Mr. Ryan Bonk  
City of Portola  
June 4, 2025  
Page 2



**Schedule**

MGE will begin the environmental support and HBP application with acceptance of this proposal and notice to proceed from the City. MGE expects the finished application to take one week and iterations with the City and Caltrans another week thereafter. Field observations will occur after regulatory permits and approvals are in place and for the durations indicated.

**Fee**

Our fee estimate for these services is included in the attached spreadsheet. And ESA's proposal and fee is included.

We look forward to continuing our services and completing this project.

Sincerely,  
MGE Engineering

A handwritten signature in blue ink, appearing to read "Martin W. McLroy", is written over the printed name and title.

Martin W. McLroy  
Vice President  
California Professional Licenses  
PE 78846, CEG 2322, PG 7435

Enclosures:     Fee Estimate  
                     Attachment A -- ESA Services Proposal, 02MAY2025



2600 Capitol Avenue  
Suite 200  
Sacramento, CA 95816  
916.564.4500 **phone**  
916.564.4501 **fax**

[esassoc.com](http://esassoc.com)

May 2, 2025

Ryan Bonk  
City Manager  
City of Portola  
35 Third Avenue  
P.O. Box 1225  
Portola, CA 96122

**Subject:** Proposal to Provide Emergency Regulatory Permitting Services for the Gulling Street Bridge Immediate Emergency Repair, City of Portola, California

Dear Mr. Bonk:

Environmental Science Associates (ESA) is pleased to submit this scope of work and cost estimate to the City of Portola ("City") to provide emergency regulatory permitting services for the Gulling Street Bridge Immediate Repair project located in the City of Portola, Plumas County, California (project). Specifically, ESA will prepare notifications to the U.S. Army Corps of Engineers (USACE) pursuant to Section 404 of the Clean Water Act (CWA), Regional Water Quality Control Board (RWQCB) pursuant to CWA Section 401 and the California Department of Fish and Wildlife (CDFW) pursuant to Fish and Game Code Section 1610, per their respective emergency permitting reporting procedures.

This proposal covers services rendered under the Scope of Work provided in Attachment A, for an amount not to exceed \$33,448 in accordance with the ESA Time and Materials Compensation Schedule. The estimated fee by task, including labor and anticipated reimbursable costs, is provided in Attachment B. Fees and charges will be billed on a monthly basis. Work will commence upon receipt of a written notice to proceed.

ESA would like to thank the City for the opportunity to present this proposal, and we look forward to providing these services and working with you. Should you need additional information or have any questions, please do not hesitate to contact me at (916) 995-7223 or [mlogue@esassoc.com](mailto:mlogue@esassoc.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "M Logue", is written over a light blue circular background.

Melissa Logue  
Transportation Director - NorCal



Mr. Bonk  
May 2, 2025  
Page 2

## **Attachment A**

### **Scope of Work**

#### **Task 1 Emergency Permit Applications**

##### **Subtask 1.1: USACE Section 404 Emergency Permit Application**

ESA will prepare a Section 404 Regional General Permit (RGP) 8 notification for the proposed emergency repair work. RGP 8 authorizes discharges of dredged or fill material into waters of the United States (WOTUS), including wetlands, and/or work or structures in navigable waters of the United States for necessary repair and protection measures associated with an emergency situation. An “emergency situation” is present where there is a clear, sudden, unexpected, and imminent threat to life or property demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property or essential public services (i.e., a situation that could potentially result in an unacceptable hazard to life or a significant loss of property if corrective action requiring a permit is not undertaken immediately). In accordance with RGP 8, USACE shall be notified as early as possible and work shall not begin until receiving notification from USACE to proceed.

ESA will provide notification to USACE on behalf of the City. The notification will be in writing and include the following information:

- The name, address, e-mail address and telephone number of the applicant and the designated point of contact and their address, e-mail address and telephone number;
- The location of the proposed project, including the identification of the waterbody that will include a copy of a U.S. Geologic Survey (USGS) topographic map, aerial images of the work area, annotated photographs, and detailed directions to the site;
- A brief, but clear, description of the imminent threat to life or property and the proposed project’s purpose and need;
- A description of methods anticipated to be used to rectify the situation, including equipment and materials; photographs; visual renderings of the project, plans, drawings or sketches showing the area to be impacted, including cross sections showing details of construction; and a short narrative describing how the work is to be completed; and
- A brief description of the project area’s existing conditions and anticipated environmental impacts resulting from the proposed work, including the amount of dredge or fill material, acreage of disturbance, removal of significant vegetation, loss of habitat, known historic resources in the vicinity, etc.

ESA will complete a standard USACE permit application, which will include all of the information outlined above. The RGP 8 notification will be submitted (via electronic mail) to the USACE regional office by ESA on behalf of the City, unless otherwise instructed by the City. In addition, a post-project



Mr. Bonk  
May 2, 2025  
Page 3

implementation memorandum will be prepared for submittal to USACE once construction has been completed.

#### *Deliverables*

- Electronic (PDF and Word) version of draft RGP 8 notification
- Electronic (PDF) version of the final RGP 8 notification
- Electronic post-project implementation memorandum

#### *Assumptions*

- Schedule: USACE takes approximately 2 weeks after receiving a complete application to issue a permit. Work in waters must start within 14 days of permit issuance. ESA will complete a draft 404 permit application for internal review within 10 days from notice to proceed. A final 404 permit application will be completed within 5 days following comments from the City.
- Notification versions and review cycles: One round of combined comments from the City and the design engineers (MGE Engineering) on the Notification package will be addressed and incorporated into final electronic version.
- The City and/or MGE Engineering will provide a written description of the nature of emergency and need for the proposed work, project designs (GIS data, KMZ, and pdfs) and profiles of the proposed impacts including dimensions of the area to be impacted (acreage, linear feet, cubic yards of fill) inclusive of the access route and any staging areas, duration of the project activities (from set-up to tear down), and proposed BMPs to be implemented.
- USACE will accept the project as an emergency.
- It is assumed that separate technical reports, such as a Jurisdictional Delineation Report and Biological Resources Assessment Report, will not be required by USACE and are not included in this task.
- The bridge is listed on the Caltrans Historic Bridge Inventory as “Category 5 - Not eligible for the National Register of Historic Places”. It is assumed that evaluations of the bridge or other nearby structures or potential historic resources would not be required, and that support to USACE for Section 106 compliance and/or tribal consultation would not be required.

### **Subtask 1.2: Clean Water Act Section 401 Water Quality Certification for Regional General Permit 8**

ESA will complete a Notice of Intent (NOI) for coverage of the proposed emergency repair and protection work under the Water Quality Order WQ 2023-0095-DWQ Clean Water Act Section 401 Water Quality Certification for Regional General Permit (RGP) 8 for Emergency Repair and Protection Activities (General Order). The NOI form will include the following information, as required by the General Order:

- The name, address, e-mail address and telephone number of the applicant and the duly authorized representative and their address, e-mail address and telephone number;



Mr. Bonk  
May 2, 2025  
Page 4

- The location and size of the proposed project, including the identification of the receiving waterbody that will include a map of the work area and annotated photographs;
- A brief, but clear, description of the emergency work, imminent threat to life or property, and the proposed project's purpose and need;
- A description of methods anticipated to be used to rectify the situation, including equipment and materials and a short narrative describing how the work is to be completed;
- Proposed erosion and sediment control measures;
- List of other agencies contacted or other permits being sought; and
- Temporary and permanent fill and excavation discharges to waters of the State in acres, cubic yards, and linear feet.
- Copy of RGP 8 notification submitted to USACE
- The NOI will be submitted (via electronic mail) to the RWQCB regional office, and the State Water Board's (SWRCB) application submittal email address will be copied.

#### *Deliverables*

- Electronic (PDF and Word) version of draft NOI
- Electronic (PDF) version of the final NOI package

#### *Assumptions*

- Schedule: The State Water Board and Regional Water Board must receive notification by the discharger at least 48 hours prior to initiating emergency actions. ESA will complete a draft NOI for the City's review within 10 days from a notice to proceed. A final NOI will be completed within 5 days following comments from the City.
- NOI versions and review cycles: One round of combined comments from the City and MGE Engineering on the NOI will be addressed and incorporated into final electronic version.
- The City and/or MGE Engineering will provide a written description of the nature of emergency and need for the proposed work, project designs (GIS data, KMZ, and pdfs) and profiles of the proposed impacts including dimensions of the area to be impacted (acreage, linear feet, cubic yards of fill) inclusive of the access route and any staging areas, duration of the project activities (from set-up to tear down), and proposed BMPs to be implemented.
- SWRCB and RWQCB will accept the project as an emergency.
- Payment of all permit fees will be the responsibility of the City.

### **Subtask 1.3: CDFW Emergency Notification of Lake or Streambed Alteration**

ESA will provide CDFW with written notification of proposed emergency repair work within 14 days of initiation of emergency repair work. The notification will include the following required information:



Mr. Bonk  
May 2, 2025  
Page 5

- The name, address, e-mail address and telephone number of the applicant and the designated point of contact and their address, e-mail address and telephone number;
- The location of the proposed project, including the identification of the waterbody that will include a copy of a U.S. Geologic Survey [USGS] topographic map, aerial images of the work area, annotated photographs, and detailed directions to the site;
- A brief, but clear, description of the imminent threat to life or property and the proposed project's purpose and need;
- A description of methods anticipated to be used to rectify the situation, including equipment and materials; photographs; visual renderings of the project, plans, drawings or sketches showing the area to be impacted, including cross sections showing details of construction; and a short narrative describing how the work is to be completed; and
- A brief description of the project area's existing conditions and anticipated environmental impacts resulting from the proposed work, including the amount of dredge or fill material, acreage of disturbance, removal of significant vegetation, loss of habitat, etc.

The Notification will be submitted via CDFW's Environmental Permit Information System (EPIMS) permitting portal by ESA on behalf of the City, unless otherwise instructed by the City.

#### *Deliverables*

- Electronic (PDF and Word) version of draft Notification
- Electronic (PDF) version of the final Notification
- One (1) electronic submittal to CDFW on behalf of the City

#### *Assumptions*

- Schedule: The *Notification of Lake or Streambed Alteration* application must be submitted to CDFW within 14 days of initiation of emergency repair work. ESA will complete a draft Notification within 10 days from notice to proceed. A final Notification will be completed within 5 days following comments from the City.
- Notification versions and review cycles: One round of combined comments from the City and MGE Engineering on the Notification will be addressed and incorporated into final electronic version.
- CDFW will accept the project as an emergency.
- The City and/or MGE Engineering will provide a written description of the nature of emergency and need for the proposed work, project designs (GIS data, KMZ, and pdfs) and profiles of the proposed impacts including dimensions of the area to be impacted (acreage, linear feet, cubic yards of fill) inclusive of the access route and any staging areas, duration of the project activities (from set-up to tear down), and proposed BMPs to be implemented.
- Payment of all permit fees will be the responsibility of the City.
- The City will establish a Client User Account in the CDFW EPIMS and designate the ESA Representative's User Account as the Designated Representative.



Mr. Bonk  
May 2, 2025  
Page 6

### **Subtask 1.4: Project Team and Agency Coordination**

ESA will be available to coordinate with the City and MGE Engineering throughout the preparation of the permit applications and permit processing period. This includes three (3) virtual team meetings/conference calls, follow-up meeting minutes, project status updates, and general coordination with the City and MGE Engineering. ESA will also serve as the point-of-contact for all inquiries with the regulatory agencies (USACE, RWQCB, CDFW) and, in coordination with the City and MGE Engineering, respond to comments/clarifications on the agencies' respective permit applications and requests for information during the permitting process. This task includes up to three (3) virtual meetings with the regulatory agencies, if requested, meeting notes, permit process tracking and agency follow-up. Twenty (20) hours have been included in this task for permitting coordination with the City and MGE Engineering and the regulatory agencies. This task also allows for review of the project budget and invoices to ensure the project is on schedule and within budget. Budget and schedule updates will be periodically provided to the City.

#### *Deliverables*

- Meeting notes.

#### *Assumptions*

- This scope of work assumes no State Historic Preservation Office (SHPO) consultation support, which can be provided under an amended scope of work/separate task, if required.

### **Subtask 1.5: Agency Site Visit**

If during the course of the application process the agencies request a site visit, ESA permitting specialists will support the City with one (1) combined agency site visit. Generally, topics discussed will include an introduction to the project, project-related impacts, avoidance and mitigation measures, and permitting schedule. In preparation for the pre-application meeting(s), impact acreages to aquatic habitats will be estimated and exhibits will be prepared showing impact areas. Feedback from the meetings will be incorporated into the notifications.

#### *Deliverables*

- Site visit meeting exhibits.
- Site visit meeting notes.

#### *Assumptions*

- The City and/or MGE Engineering will provide project designs (GIS data, CADs or KMZ, and pdfs) for the site visit.
- This scope of work assumes no SHPO consultation support, which can be provided under a separate scope of work/separate task, if required.

#### *Overall Task 1 Assumptions*

- Payment of all permit fees will be the responsibility of the City.



Mr. Bonk  
May 2, 2025  
Page 7

- Meetings with the City or regulatory agencies will be virtual, excepting Subtask 1.5 Agency Site Visit.
- Additional technical reports such as a hydrology study, restoration plan, or compensatory mitigation plan (if necessary) are not included in this scope of work.
- This task assumes no take of State and Federally listed species and no Endangered Species Act consultations.
- This scope of work assumes no California Endangered Species Act (CESA), Federal Endangered Species Act (FESA) or National Historic Preservation Act (NHPA) consultation support, which can be provided under a separate scope of work/separate task, if needed.
- Implementation of permit conditions/requirements, beyond the services described in Task 2, are not included.

## Task 2: Pre-construction Surveys and Monitoring

An ESA biologist will conduct a pre-construction survey the day prior to the commencement of project construction activities. If during the pre-construction survey the biologist identifies resources that needs to be avoided, the biologist will immediately notify the project manager to discuss next steps.

On the day following the pre-construction survey, the same biologist will monitor the project activities to make sure only the necessary minimal impacts occur to USACE, RWQCB, and CDFW regulated resources. The work on Pier 3 is anticipated to occur over one day. An individual from the construction team will accompany the biologist to identify the work area.

### *Deliverables*

- Pre-construction survey memo and photos
- Construction monitoring notes and photos

### *Assumptions*

- The City and/or MGE Engineering will provide project designs (GIS data, CADs or KMZ, and pdfs).
- Project construction activities will require one, up to 10-hour-long day.
- Focused plant or wildlife surveys are not included.



## EXHIBIT B

# Environmental Science Associates & Subsidiaries: 2025 Schedule of Fees

## I. Personnel Category Rates

Charges will be made at the Category hourly rates set forth below for time spent on project management, consultation or meetings related to the project, field work, report preparation and review, travel time, etc. Time spent on projects in litigation, in depositions and providing expert testimony will be charged at the Category rate times 1.5.

LABOR CATEGORY	BILLING STEP I	BILLING STEP II	BILLING STEP III	BILLING STEP IV	BILLING STEP V	BILLING STEP VI
Senior Principal Consultant	\$258	\$285	\$314	\$344	\$375	\$405
Principal Consultant	\$218	\$248	\$276	\$305	\$334	\$363
Managing Consultant	\$197	\$219	\$243	\$266	\$289	\$312
Senior Consultant	\$163	\$180	\$202	\$223	\$245	\$266
Associate Consultant	\$147	\$162	\$175	\$189	\$203	\$217
Consultant	\$110	\$124	\$137	\$152	\$165	\$179
Project Technician	\$80	\$103	\$125	\$146	\$167	\$190

- The range of rates shown for each staff category reflects ESA staff qualifications, expertise and experience levels. These rate ranges allow our project managers to assemble the best project teams to meet the unique project requirements and client expectations for each opportunity.
- From time to time, ESA retains outside professional and technical labor on a temporary basis to meet peak workload demands. Such contract labor may be charged at regular Employee Category rates.
- ESA reserves the right to revise the Personnel Category Rates periodically to reflect changes in its operating costs.

## II. ESA Expenses

### A. Travel Expenses

- Transportation
  - Company vehicle – fixed rate + fee for mileage in excess of 100 miles.
  - Common carrier or car rental – actual expense multiplied by 1.15
  - If company vehicle is to be used in off-road conditions, a daily \$15 use fee will be added to the standard daily vehicle rate.
- Lodging, meals and related travel expenses – direct expenses multiplied by 1.15

## B. Technology and Data Management Fee

Starting January 2023, ESA implemented a 3% Technology and Data Management fee on all applicable contracts, excluding charges related to equipment rentals, reimbursable expenses, and subcontractor fees. This fee plays a pivotal role in mitigating an array of technology and data management expenditures incurred by ESA to ensure the delivery of the comprehensive and high-quality services our clients expect. These expenses include, but are not limited to:

- **Long-Term Data Retention and Security Administration:** Covering the expenses associated with administering the protection of client data and assets throughout and beyond the contractual period.
- **Development and Maintenance of Internal ESA Software Tools:** Accounting for the ongoing investments required to create and maintain tools integral to our client engagements.
- **Data Privacy and Security Maintenance:** Encompassing the costs involved in maintaining data privacy and security, including regular security audits to uphold the highest standards.
- **Advanced Technology-Related Costs:** Addressing the escalating expenses associated with subscriptions for cutting-edge technical software, licenses, and cloud data services.

This fee structure enables ESA to uphold its commitment to providing clients with top-tier services while managing the ever-evolving demands of technology and data management in the work that we do.

## C. Cloud-based Services

ITEM	RATE/HOUR	RATE/DAY	RATE/WEEK	RATE/MONTH
<b>Cloud-based Services</b>				
Nearmap High Resolution Images		\$55/image		
ArcGIS Online Hosting (Web Maps/Apps)				\$225
Website Hosting				\$200
Custom Application & Services Hosting*				\$300*
Modeling (GeoHECRAS, TUFLOW, Delft3D) + Drone Processing	\$7	\$160	\$950	\$3,900
Aviation Environmental Design Tool (AEDT) Processing	\$13	\$190	\$1,120	\$4,600
*includes support for database, SSL, IT support – costs vary by project. Contact software development services for firm pricing.				

## D. Printing/Reproduction Rates

If a weekly or monthly rate is not provided, equipment usage is billed at a daily rate.

ITEM	RATE/PAGE	SAMPLE PRICING
Black & White – 8.5 x 11	\$0.15	
Black & White – 11 x 17	\$0.30	
Color – 8.5 x 11	\$0.50	
Color – 11 x 17	\$0.80	
B&W – Plotter (Toner – ECO Quality)	\$0.50/sf	24x36 B/W CAD drawing would cost \$3 per sheet
B&W – Plotter (Toner – Presentation Quality)	\$1.25/sf	24x36 B/W CAD drawing would cost \$7.50 per sheet
Color – Plotter (Inkjet – ECO Quality)	\$2.50/sf	24x36 Color Drawing would cost \$15 per sheet
Color – Plotter (Inkjet – Presentation Quality)	\$5.00/sf	24x36 Color Drawing would cost \$30 per sheet



CD	\$10.00	
Digital Photography	\$20.00 (up to 50 images)	
All Other Items (including bindings and covers)	At cost plus 10%	

## E. Equipment Rates

ITEM	RATE/DAY	RATE/WEEK	RATE/MONTH
<b>Project Specific Equipment:</b>			
Vehicles – Standard size (no off-road usage)	\$ 100 <sup>a</sup>	\$ 500 <sup>a</sup>	
Vehicles – 4x4 /Truck (light duty)	150 <sup>a</sup>		
Vehicles – 4x4 /Truck (heavy duty)	175 <sup>a</sup>		
Vehicles – ATV	150		
Noise Meter	115		
Hydroacoustic Noise Monitoring Equipment	175		
Satellite Phone	15	70	250
Electrofischer	350	1,750	
Field Traps	50		
Digital Hypsometer (Nikon)	25		
Backpack Sprayer	30		
360-Degree 4k Camera	35	175	
High Resolution Time-Lapse Camera	20	100	350
Beach Seine	60		
Block Net	30		
PIT Tagging Kit	25		
Underwater Light Meter		500	
Otter Trawl	115		
Wildlife Acoustics Bat Detector	125	400	
Wildlife Trail Camera	30	100	
Fiber Optic Endoscope	150	750	
Spotting Scope	50	200	
Personal Protective Equipment (PPE)	25		
<b>Photo and Video Production Equipment:</b>			
Mirrorless Camera + Lens + SD Card	220	550	2000
Tripod + Camera Case	50	175	500
Lighting Equipment	20	75	250
Shotgun Microphone Kit	15	50	180
2 Person Microphone Kit	10	25	85
<b>Topographic/Bathymetric Survey Equipment:</b>			
Total Station	300		
UAV/Drone	300	1,500	
RTK-GPS	300		
RTK-GPS Smartnet Subscription	80		
Hypack Survey Software	150		
Laser/Auto Level	50		
Single-Beam Echoshounder	175	600	
Sidescan Sonar	200		
Sound Velocity Profiler	75		
1m GNSS Data Collection System	85	425	1,700
Sub-meter GNSS Data Collection System	115		
Sub-foot Data Collection System	230		
Garmin GPS or equivalent	30		
<b>Hydrologic Data Collection, Water Current, Level and Wave Measurement Equipment:</b>			
ISCO 2150 Area Velocity Flow Logger	\$ 50	\$ 300	\$ 800
SonTek IQ-Plus Area Velocity Flow Logger	100	500	1,500
Logging Rain Gage	10	50	200
Hand-Held Current Meter	50		
Surface Velocity Radar	50		
Wave Pressure Sensor		115	460
Wave Buoy		175	700
Sonic Wave Sensor	35	175	500
Logging Water Level - Pressure Transducer			125
Logging Barometric Pressure Logger			60
Well Probe / Water Level Meter	25		
Bottom-Mounted Tripod / Mooring	30	150	400

ITEM	RATE/DAY	RATE/WEEK	RATE/MONTH
Stormwater Crest Sampler			20
Radar Wave Sensor with Logger Box	150	300	1000
<b>Water Quality Equipment:</b>			
Logging Turbidimeter/Water Level Recorder	\$	\$	\$ 400
Logging Conductivity/Water Level Recorder			250
Remote Monitoring Logger Box		75	250
Recording Conductivity Meter w/Datalogger	20	60	200
Hand-Held Turbidimeter	50	200	
Hand-Held Salinity Meter or pH meter	35		
Logging Salinity Gauge			150
Logging DO/Temp Probe			150
Logging Water Quality Sonde 1 Sensor	50	200	700
Logging Water Quality Sonde 2 Sensor	65	250	800
Logging Water Quality Sonde 3 Sensor	75	300	900
Logging Water Quality Sonde 4 Sensor	90	350	1,000
Telemetry System Hardware			125
Water Quality Multi-Probe Depth Profiler	200		
Niskin Water Sampler	50		
ISCO 6712 Portable Sampler w/ISCO 2105 Module	60	350	900
<b>Sedimentation / Geotechnical Equipment:</b>			
Peat Corer	\$ 85		
60lb Helly-Smith Bedload Sampler	200		
Mini-Ponar Grab Sampler	50		
DH-76 Suspended Sediment Sampler	100		
D-96 Suspended Sediment Sampler	200		
Bridge Crane	150		
RSET	50		
AMS Soil Sampling Kit	50		
Hand-Held Helley-Smith Bedload Sampler	30		
Guelph Permeameter	60		
Sludge Sampler	60		
Shear Strength Vane	60		
Handheld DH-48 Suspended Sediment Sampler	30		
<b>Boats:</b>			
Small Watercraft	\$ 75	\$ 300	
15'-17' Boat	350	1,200	
18'-21' Boat	400	1,800	
22'-25' Boat	500	2,000	
Houseboat Floating Laboratory		4,500	

<sup>a</sup> Actual project charges will include the daily rate plus \$0.75 per beyond 100 miles

### III. Subcontracts

Subcontract services will be invoiced at cost multiplied by 1.15.

### IV. Other

The fees above do not include sales tax. Any applicable or potential sales tax will be charged when appropriate.

### V. Payment Terms

Unless otherwise agreed in writing, ESA will submit invoices on a monthly basis. Any unpaid balances shall draw interest at one and one half percent (1.5%) per month or the highest rate



allowed by law, whichever is lower, commencing thirty (30) days after date of invoice. All invoices not contested in writing within fifteen (15) business days of receipt are deemed accepted by Client as true and accurate and Client thereafter waives any objection to Clients invoices, which are payable in full.

# ATTACHMENT B

## COST PROPOSAL

CLIENT:

City of Portola

Project: Gulling Street Bridge over Middle Fork Feather River

5/28/2025

Subtask Number #	Task Description		Classification	Principal Engineer	Project Manager	Senior Engineer (Geotechnical)	Senior Engineer (Structures)	Junior Engineer	Admin Assistant		Total Task Hours (MGE)		MGE Costs	Total Task Cost	
			Function												
1.0	Project Management													\$ -	
1.1	Project Management		Hrs		10						10		\$ 3,300.00	\$ 3,300.00	
1.2	Participate in project progress meetings (assume 3)		Hrs		3						3		\$ 990.00	\$ 990.00	
2.0	Environmental Permit Support and Field Observations		Hrs												
2.1	Consultation with Environmental Consultant		Hrs		16						16		\$ 5,280.00	\$ 5,280.00	
2.2	Field Observation of riprap placement		Hrs		8			22			30		\$ 5,720.00	\$ 5,720.00	
2.3	Field Technical Memo		Hrs		1			3			4		\$ 750.00	\$ 750.00	
3.0	HBP Application		Hrs								0		\$ -	\$ -	
3.1	HBP Application		Hrs		2						2		\$ 660.00	\$ 660.00	
3.2	Respond to City/Caltrans Comments		Hrs		2						2		\$ 660.00	\$ 660.00	
3.3	Final Application				2						2		\$ 660.00	\$ 660.00	
											0		\$ -	\$ -	
			Hrs										\$ -	\$ -	
			Hrs								0		\$ -	\$ -	
			Hrs								0		\$ -	\$ -	
	Total Hours by Employee			0	44	0	0	25	0		69				
	Loaded Hourly Rate	(Base Period Rates)		370.00	330.00	280.00	280.00	140.00	150.00						
	Total Labor Cost (Subconsultants & MGE)												\$18,020.00	\$18,020.00	
Travel					Other Direct Costs							Total Cost			
Type	Rate	Units	Cost	Description		Unit Cost	Unit			Cost	MGE Fee				\$18,020.00
Mileage	\$0.700	640	\$448.00	Special Deliveries						\$0.00	Travel				\$1,052.00
Lodging	\$173.00	2	\$346.00	Reproduction						\$0.00	Other Direct Costs				\$0.00
M&IE	\$86.00	3	\$258.00								Subconsultants				\$0.00
Total Travel			\$1,052.00	Total Other Direct Costs							\$0.00	Total Cost			\$19,072.00

Gulling Street Bridge Emergency Repairs		M. Logue Principal Consultant 4	J. Whitfield Principal Consultant 3	S. Gasca Managing Consultant 4	F. Marquez Associate Consultant 4	A. Guzman Senior Consultant 2	Z. Leisz Senior Consultant 2	P. Fennimore Managing Consultant 2	H. Koenig Principal Consultant 2	TOTAL ESA LABOR COST & FEES				Total ESA Labor Cost	TOTAL EXPENSE	TOTAL PROJECT COST
		\$305	\$276	\$266	\$189	\$180	\$180	\$219	\$248	ESA Total Hours	ESA Labor Subtotal (\$)	Technology & Data Management Fee	Total Labor Fee		Total Expense (\$) Amount	
1.1	USACE Section 404 Emergency Permit Application	1	2	12	8	2			3	28.00	\$ 6,665	\$ 200	\$ 200	\$ 6,865	\$ -	\$ 6,865
1.2	Clean Water Act Section 401 Water Quality Certification for Regional General Permit 8	1	2	12	4					19.00	\$ 4,805	\$ 144	\$ 144	\$ 4,949	\$ -	\$ 4,949
1.3	CDFW Emergency Notification of Lake or Streambed Alteration	1	2	8	4	2				17.00	\$ 4,101	\$ 123	\$ 123	\$ 4,224	\$ -	\$ 4,224
1.4	Project Team and Agency Coordination	4	2	14						20.00	\$ 5,496	\$ 165	\$ 165	\$ 5,661	\$ -	\$ 5,661
1.5	Agency Site Visit			2				12		14.00	\$ 3,160	\$ 95	\$ 95	\$ 3,255	\$ 548	\$ 3,801
1	Task 1	7	8	48	16	4		12	3	98.00	\$ 24,227	\$ 727	\$ 727	\$ 24,954	\$ 546	\$ 25,500
2.1	Pre-construction Surveys and Monitoring		2	4			28			34.00	\$ 6,656	\$ 200	\$ 200	\$ 6,856	\$ 1,093	\$ 7,948
2	Task 2		2	4			28			34.00	\$ 6,656	\$ 200	\$ 200	\$ 6,856	\$ 1,093	\$ 7,948
	Total Hours	7	10	52	16	4	28	12	3	132.00	\$ 30,883	\$ 926	\$ 926	\$ 31,809	\$ 1,639	\$ 33,448
	Total (\$) Amount	\$2,135	\$2,760	\$13,832	\$3,024	\$720	\$5,040	\$2,628	\$744							

PROJECT COST ESTIMATE SUMMARY TABLE		
ESA Labor	\$	30,883
Annual Rate Escalation Allowance	\$	-
Contingency	\$	-
Technology and Data Management Fee	3%	926
ESA Labor Amount	\$	31,809
ESA Non-Labor Expenses		
Reimbursable Expenses (see Attachment A for detail)	\$	1,639
ESA Equipment Usage (see Attachment A for detail)	\$	-
Subtotal ESA Non-Labor Expenses	\$	1,639
Subconsultant Costs	\$	-
PROJECT TOTAL	\$	33,448



**MEETING DATE:** June 25, 2025

**AGENDA ITEM:** 7. Clean California Community Designation

**FROM:** Ryan Bonk

**RE:** Clean California Community Designation

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### **BACKGROUND:**

The City has begun our "Community Cleanup Days" volunteer effort. To enhance the benefits of these efforts to the community overall, staff would like to Council to consider participation in the "Clean California Community" designation program as outlined in the attachments to this staff report.

This program was announced by Governor Newsom in 2024 and is described as "a statewide effort encouraging local engagement to make communities cleaner, safer, and more sustainable." The initiative is led by Caltrans to clean up, reclaim, transform, and beautify public spaces.

Participation in this program would make the City the 2nd entity in Caltrans district 2 to obtain this designation per the June 2025 pledge list attached.

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### **EXECUTIVE SUMMARY:**

Designation as a "Clean California Community provides the following benefits:

- Personalized "You Are Entering a Clean California Community" signage with the Clean California Community logo.
- Recognition on state websites and social media posts, and state-partnered media outreach.
- Access to national grant opportunities, educational materials, and volunteer cleanup kits from Clean CA partner, Keep America Beautiful

In addition, by participating in this program staff believes we will be able to increase our outreach for volunteerism in the community by indicating a drive to not only beautify our community but to earn this designation as well as the benefits that come along with the designation.

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### **RECOMMENDATION:**

Staff recommends that the Council approve of the City pursuing the designation and participating in the program.

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**FISCAL IMPACT:**

The financial impact to participating in this program will be that staff time will be utilized to ensure the requirements are met. The staff does not anticipate material costs for participation in this program only opportunity costs related to staff time.

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**ATTACHMENTS:**

- A. CLEANCA-COMMUNITY-DESIGNATION-1PAGE FINAL-WEB
- B. CLEANCA-COMMUNITY-DESIGNATION-CHECKLIST FINAL-WEB
- C. CLEAN-CA-DESIGNATION-PLEDGE-LIST-AS-OF-JUNE-9-2025



# Make Your Community a Clean California Community!

Do you take pride in your community – and want to make it even better? Would you like your community to be recognized as a beautiful and clean place to live? Then help the place you love become a Clean California Community! Caltrans has launched a new statewide designation to reward communities for their hard work in staying clean and beautiful.

## Why become a Clean California Community?

Beyond the immediate benefits of beautification, your community – once designated – will also receive,

- ✿ Personalized “You Are Entering a Clean California Community” signage with the Clean California Community logo.
- ✿ Recognition on state websites and social media posts, and state-partnered media outreach.
- ✿ Access to national grant opportunities, educational materials, and volunteer cleanup kits (while supplies last) from Clean CA partner, Keep America Beautiful.

## What constitutes a “community”?

This can be incorporated geographic areas, such as cities, towns, counties, municipal districts, and military bases. It can also include neighborhood groups, school districts, houses of worship areas, community group service areas, business improvement districts, watershed groups, and other unincorporated entities. An organized entity with a leadership structure is a likely start. If you’re not sure about your community, reach out and ask!

## What is required to become a Clean California Community?

The designation process itself is **FREE**. Your community must commit to meet 10 or more of the following criteria and be able to provide records that they were completed – many of which you may already be doing:

- ✿ Your community’s leader must **sign the pledge**. For a town, this could be a mayor. For an organization, it might be the president or executive director, for a religious organization, it might be the minister, priest, imam, or rabbi.
- ✿ Establish an informal Clean CA committee or some other **advisory body**. This could be an existing committee that you leverage for Clean CA.
- ✿ Get **community input** through a public meeting, a survey, a special event, or some other means of gathering feedback from the public on your community’s approach.
- ✿ Conduct an initial **litter assessment** to establish your baseline.
- ✿ Hold regular **community cleanups**. We recommend at least 4 each year – big or small.
- ✿ Establish **metrics** and **measure** regularly to track your clean community’s progress.





# Make Your Community a Clean California Community!

- ✿ **Educate the community** by providing signage, community programs, or school lessons\* to clean up and prevent litter.
- ✿ Provide **K-12 educational programs\*** to help inform anti-littering behaviors among the youngest generations.
- ✿ Offer some form of **enforcement or deterrence** to prevent future littering.
- ✿ Create a **long-term plan** to ensure your community becomes and/or stays clean.
- ✿ **Place anti-litter infrastructure** in key locations, such as trash and recycling bins that are emptied regularly or utilize regular street sweeping to clean as you go.
- ✿ **Green and beautify your community** by planting trees, gardens, or flower beds, or create public art to make your community more vibrant.
- ✿ Schedule/host **collection drives** for hard-to-recycle items, such as “dump days” or “amnesty days.”
- ✿ Engage at least 5 local **business partners** to support your campaign.
- ✿ Provide **cigarette receptacles** to help contain the most widely littered item on the planet.

## How do I apply for this designation?

The first step is simple – the community must designate an authorized representative to sign a pledge stating that the community will pursue the designation. Then within the next year, the community must document that it meets at least 10 of the above criteria. Once you achieve this milestone, you can be designated as a Clean California Community!

Visit **CleanCA.com** to learn more about how your community can become a Clean California Community. You can download the pledge and access \*educational and designation resources [here](#).





# Community Designation Checklist

To attain designation, communities must meet at least 10 of these 15 criteria

## ○ Sign the Pledge

Designate a community leader to e-sign thepledge. For a town, this could be a mayor; for an organization it could be the Executive Director, for a school it could be a principal, for a district a supervisor, and so on.

## ○ Advisory Body

Establish an informal Clean CA committee or some other advisory body. This could also be an existing committee.

## ○ Community Input

Get community input through a public meeting, survey, special event, virtual call or another means of gathering feedback from the public on your community's approach.

## ○ Litter Assessment

Conduct an initial litter assessment to establish your baseline and identify litter hotspots in your community.

## ○ Cleanups

Organize community cleanups. We recommend at least 4 each year, big or small.

## ○ Measure Progress

Establish metrics and measure regularly to track your clean community's progress. Things to track include # of volunteers, # of cleanups, and pounds of litter removed.

## ○ Community Education

Educate the broader public on the impacts and solutions to litter by providing signage, educational programs, or other public awareness & behavior change strategies.

## ○ Youth Education

Provide K-12 educational programs to help inform anti-littering behaviors among the youngest generations. Communities can leverage the K-12 Clean CA educational resources to meet this requirement.

## ○ Infrastructure

Place anti-littering infrastructure in key locations. This can include trash and recycling bins that are emptied regularly, or utilizing street sweeping to clean as you go.

## ○ Enforcement

Establish policies, technologies or programs that prevent or deter future littering.

## ○ Long-term Planning

Hash out a long-term plan or strategy to ensure the sustainability of your efforts so that your community stays clean.

## ○ Greening & Beautification

Complement cleanups by implementing greening and beautification activities - plant trees, gardens or flower beds, or create public art to make your community more vibrant.

## ○ Collection Drives

Schedule or host collection drives such as "dump days" or "amnesty days" for hard-to-recycle or bulky items like mattresses, e-waste, or household appliances.

## ○ Partnerships

Engage local stakeholders and businesses to partner with you and support your campaign. We recommend partnering with at least 3-5 businesses.

## ○ Cigarette Litter

Provide cigarette litter receptacles to help contain the most widely littered item on Earth.





**Initial participants in the Clean California Community Designation Program  
(Updated as of June 9, 2025)**

No.	Leading Organization	Community	Type	Caltrans District
1	American Staffing Service Inc	Sacramento	Incorporation	3
2	Arroyo Grande in Bloom	Arroyo Grande	CBO	5
3	Belmont Redwood Shores Sustainability Parent Group	Redwood City	CBO	4
4	Boyle Heights 5K Run	Los Angeles	CBO	7
5	California State University	Sacramento	University	3
6	Carmel Cares	Carmel-by-the-Sea	CBO	5
7	Carpinteria Beautiful	Carpinteria	CBO	5
8	Citizens Caring 4 Clearlake	Clearlake Oaks	CBO	1
9	City of Anaheim	Anaheim	Local Government	12
10	City of Bakersfield	Bakersfield	Local Government	6
11	City of Bell Gardens	Bell Gardens	Local Government	7
12	City of Capitola	Capitola	Local Government	5
13	City of Carson	Carson	Local Government	7
14	City of Cerritos	Cerritos	Local Government	7
15	City of Fontana	Fontana	Local Government	8
16	City of Fresno	Fresno	Local Government	6
17	City of Hawthorne	Hawthorne	Local Government	7
18	City of Irvine	Irvine	Local Government	12
19	City of Livermore	Livermore	Local Government	4
20	City of Los Angeles	Los Angeles	Local Government	7
21	City of Manhattan Beach	Manhattan Beach	Local Government	7
22	City of Merced	Merced	Local Government	10
23	City of Moreno Valley	Moreno Valley	Local Government	8
24	City of Oakland (Public Works Division)	Oakland	Local Government	4
25	City of Oakley	Oakley	Local Government	4
26	City of Palmdale	Palmdale	Local Government	7
27	City of Paso Robles	Paso Robles	Local Government	5
28	City of Pinole	Pinole	Local Government	4
29	City of Riverside	Riverside	Local Government	8
30	City of San Jose	San Jose	Local Government	4
31	City of San Leandro	San Leandro	Local Government	4
32	City of Santa Ana	Santa Ana	Local Government	12

*\*Hybrid - Nonprofit local government*

For **media inquiries**, please contact Cami Crawford at [cam.crawford@ogilvy.com](mailto:cam.crawford@ogilvy.com).



**Initial participants in the Clean California Community Designation Program  
(Updated as of June 9, 2025)**

No.	Leading Organization	Community	Type	Caltrans District
33	City of Santa Clarita	Santa Clarita	Local Government	7
34	City of South San Francisco	South San Francisco	Local Government	4
35	City of Tehachapi	Tehachapi	Local Government	9
36	Cleaner California Coast Initiative	Inverness	CBO	4
37	Color the Block	Sacramento	CBO	3
38	Community Member	Needles	Community Member	8
39	Community Member	San Diego	Community Member	11
40	Comunidad de National Health Foundation (NHF)	Los Angeles	CBO	7
41	Corning Community of the Olive Tree	Corning	CBO	2
42	County of Monterey	Monterey	County Government	5
43	County of San Luis Obispo	San Luis Obispo	County Government	5
44	County of Santa Cruz/Pitch In Initiative	Santa Cruz	Coalition	5
45	Downtown San Diego Partnership and Downtown San Diego Business Improvement District	San Diego	Business Association	11
46	East County Center for Change	El Cajon	CBO	11
47	Edwards Air Force Base (AFB)	Edwards AFB, Kern County	Military Base	9
48	Fontana High School	Fontana	Campus	8
49	Friends of The Tracks at Brea	Brea	CBO	12
50	Fryberger Elementary	Westminster	Campus	12
51	Girl Scout Troup 3007	Sacramento	CBO	3
52	Golden Valley Health Center	Merced	CBO	10
53	Goshen, CA	Goshen	Community Member	6
54	Gustin Downtown Business Association	Gustin	Business Association	10
55	Hearts of Gold	Ladera Ranch	CBO	12
56	Hillcrest, San Diego	San Diego	CBO	11

\*Hybrid - Nonprofit local government

For **media inquiries**, please contact Cami Crawford at [cami.crawford@ogilvy.com](mailto:cami.crawford@ogilvy.com).



## Initial participants in the Clean California Community Designation Program (Updated as of June 9, 2025)

No.	Leading Organization	Community	Type	Caltrans District
57	Hmong Youth and Parents United - Sacramento	Sacramento	CBO	3
58	Holly's Ploggers	Corona	CBO	8
59	I Love A Clean San Diego	San Diego	CBO	11
60	Keep Oakland Beautiful	Oakland	CBO	4
61	Keep Riverside Clean & Beautiful	Riverside	CBO	8
62	Kelseyville Business Association	Kelseyville	CBO	1
63	Kern River Valley Chamber of Commerce	Lake Isabella	Business Association	6
64	LEAD Filipino	San Jose	CBO	4
65	MTO Shahmaghsoudi School	Berkeley	CBO	4
66	MTO Shahmaghsoudi School	Hillsborough	CBO	4
67	OC Habitats	Orange County	CBO	12
68	OCA East Bay, Oakland Chinatown PicklTup	Oakland	CBO	4
69	Ocean Institute	Dana Point	Visitor Center	11
70	Pacific Beach Coalition	Pacifica	Coalition	4
71	Pacific Grove Cares	Pacific Grove	Community Member	5
72	Pacific Marine Mammal Center	Laguna Beach	CBO	12
73	Pacoima Beautiful	Los Angeles	CBO	7
74	PacOUT Green Teams	Eureka	CBO	1
75	Ransom House of Hope	Los Angeles	CBO	7
76	Refuse Refuse San Francisco	San Francisco	CBO	4
77	Resources for Older Americans & Retirees (ROAR)	Byron	CBO	4
78	Revitalize Broadway Lemon Grove	Lemon Grove	CBO	11
79	Rio Dell Community Resource Center	Rio Dell	CBO	1
80	Rio Hondo College	Rio Hondo	University	7
81	RioVision	Rio Vista	CBO	3
82	Rising Communities (West Athens)	Los Angeles	CBO	7

\*Hybrid - Nonprofit local government

For **media inquiries**, please contact Cami Crawford at [cam.crawford@ogilvy.com](mailto:cam.crawford@ogilvy.com).



**Initial participants in the Clean California Community Designation Program  
(Updated as of June 9, 2025)**

No.	Leading Organization	Community	Type	Caltrans District
83	San Clemente Rotary	San Clemente	CBO	12
84	Santa Clara Valley Transportation Authority	San Jose	County Government	4
85	Saylove Sutter and Yuba Love	Yuba City	CBO	3
86	Senator Angelique Ashby's Office	Sacramento	Senator	3
87	Shorebird Park Nature Center	Berkeley	CBO	4
88	South Yuba City	Yuba City	Local Government	3
89	Stand Up To Trash	Dana Point	CBO	12
90	Surfrider Foundation	Orange County	CBO	12
91	Tahoe Park Neighborhood Association	Sacramento	CBO	3
92	Team Up to Clean Up	San Mateo	CBO	4
93	Town of Truckee	Truckee	Local Government	3
94	Vermont Knolls Neighborhood	Los Angeles	CBO	7
95	Watsonville Wetlands Watch	Watsonville	CBO	5
96	West Athens Steering Committee	Los Angeles	CBO	7
97	Western Riverside Council of Governments	Riverside	Local Government	8
98	Wrightwood Community	Wrightwood	CBO	8
99	Yosemite Street Village	Stockton	CBO	10

*\*Hybrid - Nonprofit local government*

For **media inquiries**, please contact Cami Crawford at [cam.crawford@ogilvy.com](mailto:cam.crawford@ogilvy.com).



**CITY OF  
SOUTH LAKE TAHOE**

**Office of the City Manager**

Joseph Irvin, City Manager  
City of South Lake Tahoe  
1901 Lisa Maloff Way  
South Lake Tahoe, CA 96150

June 11, 2025

To all jurisdictions in Liberty Utilities service territory,

I would like to invite your jurisdiction to join the City of South Lake Tahoe in an exploratory effort to strategize pathways to find better value, greater resilience, and more local control in electric service.

We recognize community choice aggregation (CCA) as the logical solution to attaining these goals. CCA involves joining or forming a non-profit public Joint Powers Authority that takes on procurement of electricity and rate setting, while the investor-owned utility (Liberty Utilities) maintains infrastructure and billing. To better understand the CCA opportunity, the City of South Lake Tahoe engaged legal firm BBK and consulting firm GDS & Associates in the development of a Feasibility Memo for a city-only CCA program. This effort was successful in addressing some novel questions for CCA in Liberty Utilities territory and found financial feasibility for a city-only CCA. The Memo is attached to this letter. However, any CCA would benefit from the largest customer base possible for reasons of economies of scale and achieving lower rates. It is for this reason that our City is seeking to engage with other regional jurisdictions interested in finding better value for local ratepayers.

Our intention is to host a virtual meeting among those who can represent the interests of their jurisdiction on this matter. An agenda shall include: an update on the status quo, discussion on proposed rate increases, opportunities provided by community choice aggregation, and a decision on the next steps.

If interested in participating in this regional exploration, please contact the City's Sustainability Coordinator Sara Letton, [sletton@cityofslt.us](mailto:sletton@cityofslt.us), before August 30. She will coordinate a meeting among stakeholders this fall.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph J. Irvin". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

Joe Irvin  
City Manager, City of South Lake Tahoe

Enclosure: City of South Lake Tahoe CCA Feasibility Memo



# MEMORANDUM

**TO** Sara Letton, Sustainability Coordinator, City of South Lake Tahoe

**FROM** Amber Gschwend and Garrett Cole, GDS Associates; Ryan Baron, Best Best & Krieger LLP

**DATE** March 7, 2025

**RE** City of South Lake Tahoe CCA Feasibility

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## INTRODUCTION

This memo updates the previous analysis completed for the City of South Lake Tahoe (City) to determine the financial feasibility of implementing a Community Choice Aggregation (CCA) program for the City. This update incorporates changes since the draft feasibility assessment was prepared in May 2024. Specific updates include:

1. Liberty Utilities Energy Cost Adjustment Request (updated October 24, 2024)
2. Liberty Utilities 2025 General Rate Case (GRC) Application
3. Current market conditions and scenario projections for power supply costs

Based on the updates it was determined that a standalone, fully staffed South Lake Tahoe CCA would not likely be financially feasible unless power supply costs remain at current levels and interest only payments on debt service could be made in the first 3 years of operation.

## CCA FORMATION AUTHORITY

An initial question is whether the City can form a CCA under California law given that investor-owned utility (IOU) service territory the CCA would provide retail electricity in is within Liberty Utilities (Liberty), which is outside the California Independent System Operator (CAISO) Balancing Authority (BA) but within the BA of Nevada Energy. Assembly Bill (AB) 117, enacted in 2002, allows for CCA throughout the State of California with no limitation on the formation of a CCA except within the territory of a local publicly owned electric utility.<sup>1</sup> Essentially, state law allows any city, county, or group of cities and/or counties through a joint powers authority to aggregate the electrical load of interested electricity consumers within its boundaries except in the territory of another public agency (*e.g.*, Truckee Donner Public Utility District).<sup>2</sup>

## SOUTH LAKE TAHOE LOAD CHARACTERISTICS

Liberty provided the City with customer usage data and service account numbers for calendar year 2023. The retail sales to end-customers are aggregated based on load shapes available through several sources including data provided by Liberty, Liberty's General Rate Case filings, Marginal Cost of Service analysis, and load characteristics from neighboring utilities. Figure 1 summarizes the breakdown of the load within each customer class.

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<sup>1</sup> Pub. Util. Code § 366.2(c)(1).

<sup>2</sup> See also Pub. Util. Code § 331.1.

**FIGURE 1. ANNUAL RETAIL SALES, 158 GWH**

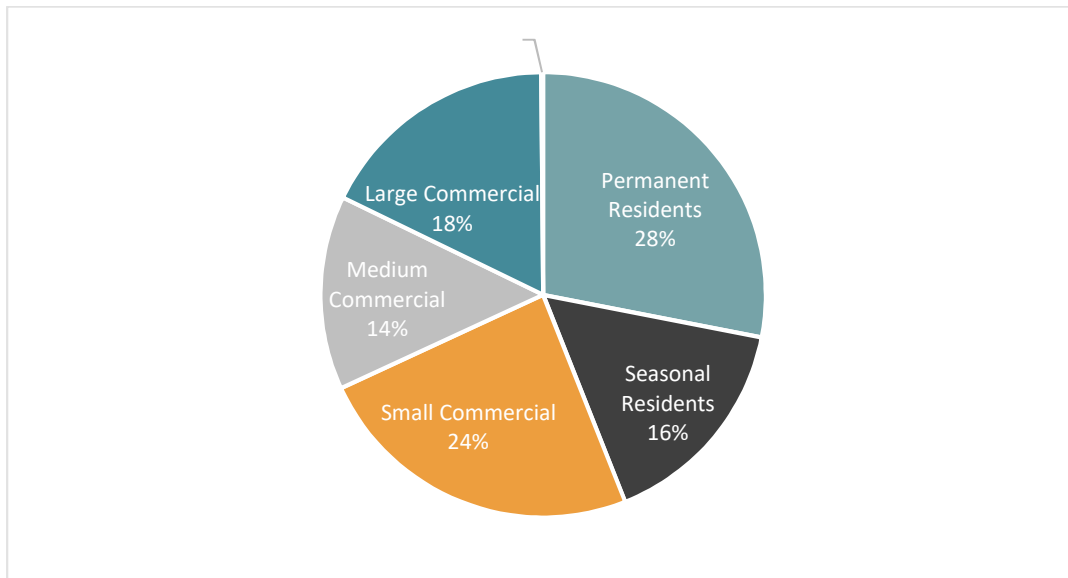
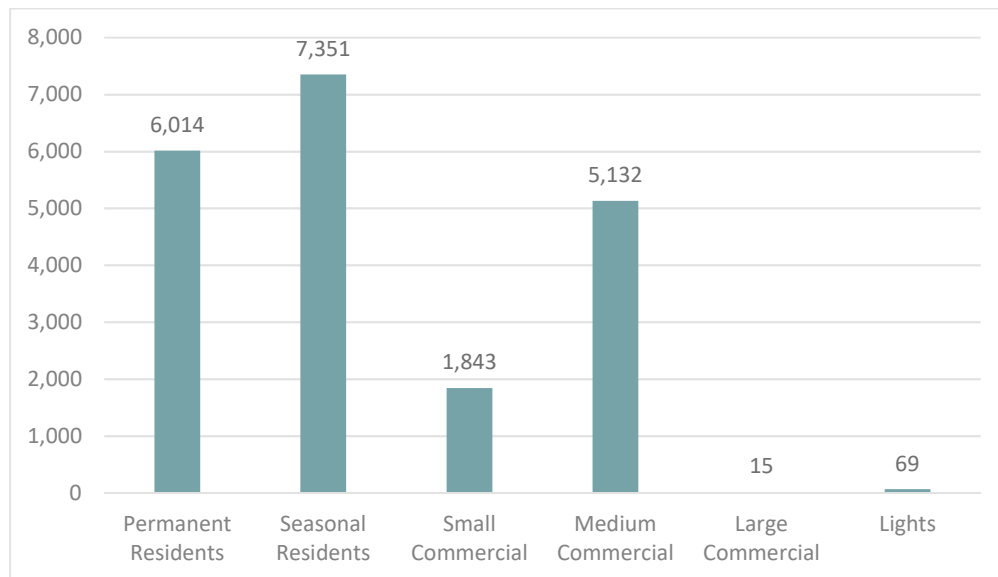


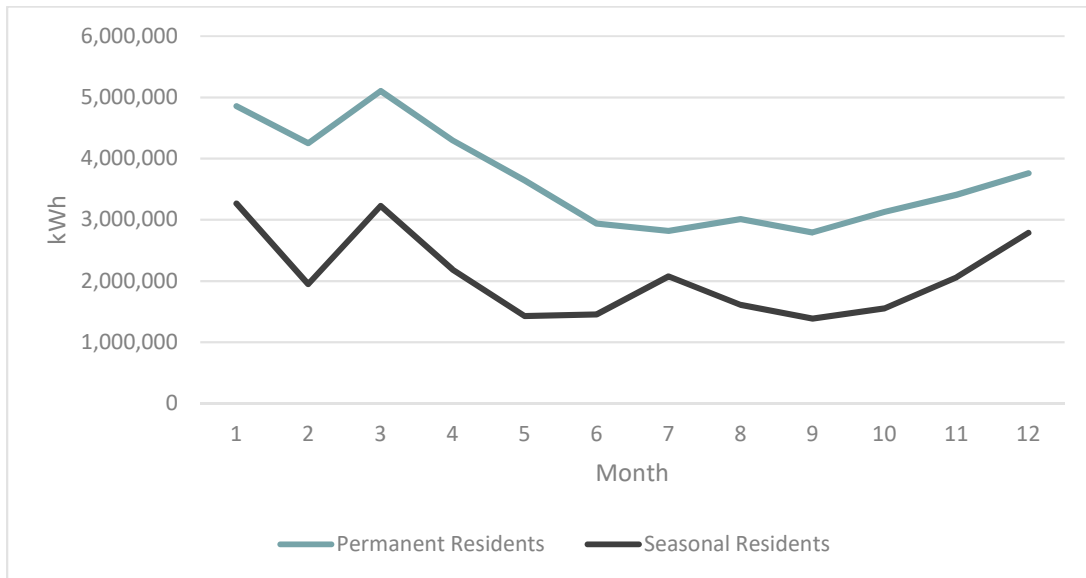
Figure 2 shows the number of service accounts.

**FIGURE 2. 2023 SERVICE ACCOUNTS**



Notably, the City has a large share of homes that are occupied during parts of the year as seasonal homes. Liberty estimates that 55% of the City's residential service accounts are seasonal (non-permanent). The breakdown of service accounts and usage is estimated based on the figures provided by Liberty. Non-permanent accounts are associated with a higher cost of service due in part to their lower consumption and also in part by their load profiles that partly peak during summer months (Figure 3). For purposes of this study, permanent and seasonal residential customers are modeled separately.

FIGURE 3. RESIDENTIAL MONTHLY LOAD SHAPES



### Participation Rates

CCA program participation can vary. Most recent CCAs have observed low program opt-out rates ranging from 2-5% (95-98% participation). These assumptions are reasonable for modeling potential CCA loads. Liberty has confirmed that there are no direct access customers within its service territory. Direct Access customers are those that purchase power supply directly from a third-party supplier rather than through the utility. It is common practice for a CCA to exclude direct access customers from automatic enrollment.

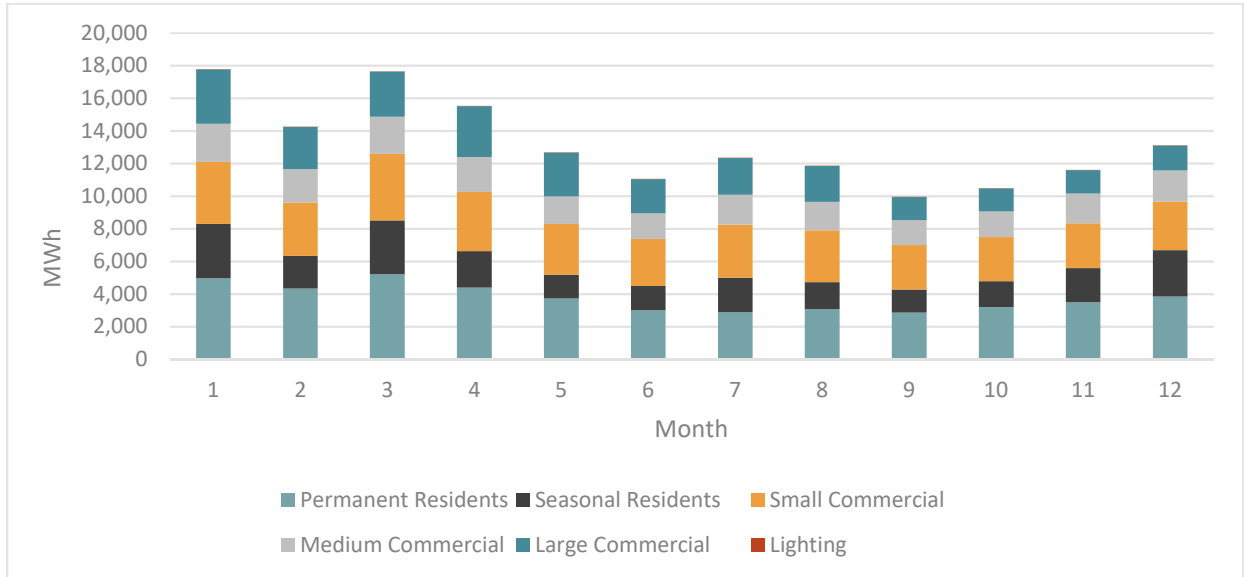
### CCA Load Forecast

After applying participation rates and line losses,<sup>3</sup> the CCA load is forecasted at 149,000 MWh for the full 2027 calendar year. This assumes load is served beginning January 1, 2027. The system peaks in January at approximately 37 MW. Electric loads are forecast to grow at approximately 0.3% annually based on the 0.5% growth in residential and 0.25% annual growth in small and medium commercial classes. Growth rates were informed by the City of South Lake Tahoe 2022-2027 Housing Element Report.<sup>4</sup> Figure 4 illustrates the estimated monthly load shape for calendar year 2026.

<sup>3</sup> Distribution system losses are 4% secondary and 2% primary based on Liberty's GRC documents.

<sup>4</sup> Placeworks, *City of South Lake Tahoe 2022-2027 Housing Element*, Public Draft (Dec. 2021).

FIGURE 4. CCA SYSTEM MONTHLY LOAD FORECAST: 2026



## CCA OVERHEAD

If the City were to implement its own CCA program, the program would need to hire staff and consultants to carry out day-to-day operations and meet all regulatory requirements. The overhead costs include services for the following:

TABLE 1. CCA OVERHEAD

Service	Performed By:	General Functions
<b>Portfolio Management</b>	Third Party/Consultant	Resource Planning, power contract procurement, load forecasting
<b>Schedule Coordinator</b>	Third Party/Consultant	Hourly management of load and resources
<b>Data Management and Customer Service Call Center</b>	Third Party/Consultant	Validates meter reads, staff customer service call center, manages usage data
<b>Billing</b>	IOU	Calculates, prints, and mails utility bills for all customers
<b>CCA Program Management</b>	CCA Staff	Can include many roles but at a minimum: CEO, CFO, Power Supply Director
<b>Energy Program Management</b>	Mix of CCA staff and Consultant	Develop energy-related customer programs such as energy efficiency
<b>Financial Services</b>	Third Party/Consultant	Accounting, banking services

Program management staff is assumed to include 3.5 FTE once fully operational. Depending on CCA organization and program goals, this level of staffing can be increased over time. For the purposes of the feasibility assessment, it is assumed that the minimum staffing level is 3.5 FTE. Operating CCAs of similar

size typically employ 3-15 FTE. Annual operating costs, including all the necessary functions, are estimated at \$3.3 million in 2027.

In addition, non-operating costs will also be incurred. These costs include the following:

- Financial Security Requirements – Deposit paid in the event the CCA program is closed and customers need to be returned to IOU service
- Debt-Service – Start-up costs and working capital. The CCA will require capital for costs it incurs prior to collecting revenues from customers. On average it requires 2.5 months to collect the total revenue billed in any given month.

CCA start-up costs are highly predictable based on previous experience in reviewing detailed expenses for more than 20 California CCAs. Cost estimates are updated to current 2025 dollars and included in the proforma.

### **CCA POWER COSTS**

Power supply costs are calculated based on the load characteristics and projected market conditions. Once formed, a CCA can decide the power supply mix preferences; however, for this initial analysis, it is assumed that a South Lake Tahoe CCA would only meet the California Renewables Portfolio Standard (RPS) requirements and would not “opt-up” customers into higher renewable product tiers. The requirement is 49% renewable energy by 2026 increasing to 60% renewable by 2030 and 100% carbon free by 2045. Additional requirements are also met including:

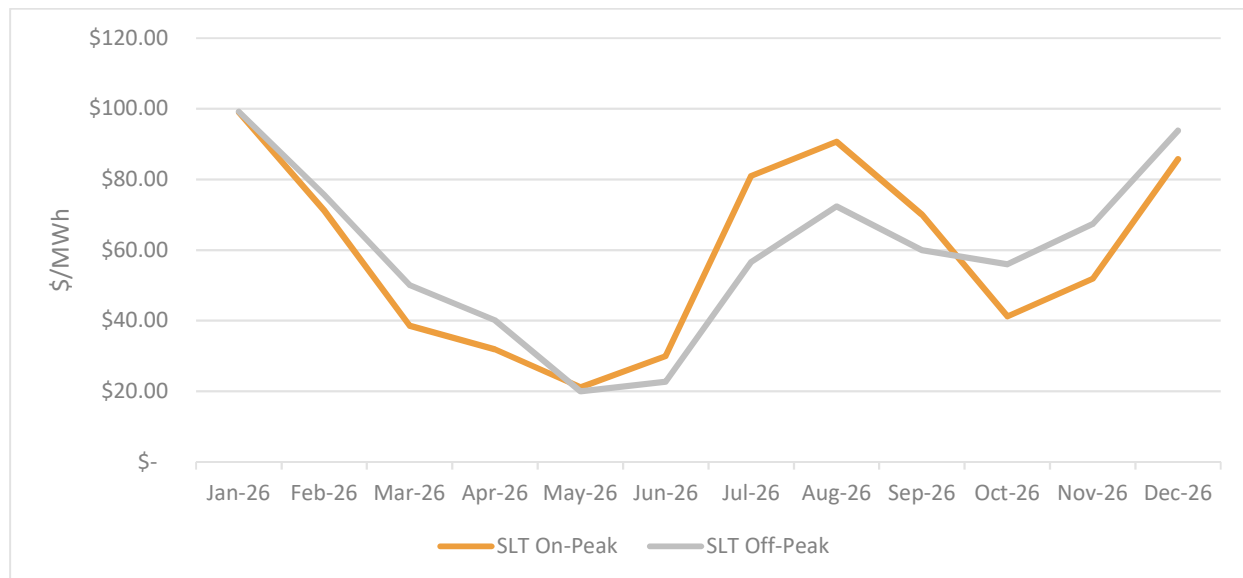
- Resource Adequacy requirements (RAR)
- 65% of renewable energy requirements must be purchased through long-term contracts (10 or more years)
- Requirement for meeting loads with 0.1% energy storage resources

### **Block Energy Purchases**

A South Lake Tahoe CCA could meet its energy requirements through block energy purchases. These purchases could be short-term (months to a year) or long-term power contracts (multiple year contracts). Additionally, the pricing construct of potential contracts could vary. For example, pricing could be based on time of day usage, flat price for all years, include an escalation factor, or other constructs. For the purposes of this study, energy purchases are priced based on forward market prices, which vary by time of day and escalate year to year. This pricing construct best captures the cost to serve the estimated South Lake Tahoe load shape.

The South Lake Tahoe area would have access to NP15 market exchanges, and NP15 is one of the closest trading hubs for wholesale electricity. The forward pricing for NP15 is adjusted for the South Lake Tahoe area based on historical congestion differentials. Figure 5 shows the NP15 data and the adjusted pricing for South Lake Tahoe region (SLT) as of December 2024.

**FIGURE 5. FORWARD MARKET PRICES**



## Renewable Energy

As mentioned above, the CCA would be subject to CA RPS which includes provisions for the share of energy purchased from renewable resources as well as the contract length. Given the City's Climate Goals of 24/7 greenhouse gas free electricity, this study evaluated meeting RPS requirements with only Portfolio Content Category (PCC) 1 and 2 renewable energy credits (RECs). These are bundled RECs deliverable to California. The CCA could purchase PCC3 RECs and realize cost savings in meeting RPS requirements. This option is not evaluated in this analysis.

PCC1 and PCC2 RECs in December 2024-January 2025 were trading in the range of \$50-\$70/MWh. These prices are additive to the market price of electricity. Since that time, the price for renewable energy has declined significantly and is now trading in the \$15-\$25/MWh range (March 2025). This lower cost range is more typical for renewable energy costs observed prior to the COVID-19 pandemic and subsequent supply chain issues. Both power cost scenarios are modeled in to assess feasibility.

For long-term renewable energy contracts, it is assumed that the CCA would be able to procure approximately 17 MW from a solar facility at the beginning of the study period and incrementally procure more solar throughout the 10-year term to meet the 65% long-term contract requirement as the RPS grows through 2035. This results in the CCA participating in a total of 26 MW by the end of the study period at an estimated cost of \$50/MWh. This is slightly higher than the Q4 2023 price from Edison Electric that averages long-term contracts. The higher price reflects that the cost is considered inclusive of the long-duration storage requirement of 0.1% of the system peak demand.

In order to enter into a long-term contracting arrangement, sellers typically require credit ratings or up front capital to secure the agreement. As a new entity, the CCA would not have a credit rating. Therefore, the CCA will need a credit facility that addresses the collateral requirements to enter into power purchase agreements with a seller. The cost of this credit is included in the financial feasibility assessment.

## Resource Adequacy

The California Public Utilities Commission (CPUC) requires that all Load Serving Entities (LSEs) comply with certain Resource Adequacy requirements (RAR).<sup>5</sup> These requirements ensure enough capacity to meet electrical demand across the system. LSEs can meet the RAR with different types of RA: local, system, and flexible. There are some minimum amounts from each type of RA required depending on the LSE's location. If an LSE fails to meet the requirements, certain penalties will apply including fines.

Flexible and local RAR are calculated based on CAISO system information. Because South Lake Tahoe is located outside of the CAISO system, it is assumed that it would have only a system RAR.<sup>6</sup> Also, since the South Lake Tahoe system is not connected to the CAISO, the CCA would not need to purchase capacity (resource adequacy) from the CAISO area where prices have increased significantly in the past 5 years. Current CAISO system RA prices are in the \$13-14/kW-mo.

The CCA could purchase capacity resources from sellers in the NV Energy balancing area to meet their RA requirement. The feasibility assessment assumes that a CCA would receive the same treatment that Liberty currently receives from NV Energy regarding power supply contracting. NV Energy provides Liberty with all of its RA requirements. The cost of the RA is based on a contract demand (kW peak demand that is fixed in each month of the year) and the capacity charge of \$8.20/kW-mo through December 2025. NV Energy would give the CCA capacity credits for local solar resources as it has done for Liberty in the 2021 Energy Services Agreement (ESA).<sup>7</sup> The capacity credits would be negotiated values; however, the proforma assumes capacity credits consistent with the CAISO's RA program.

## Transmission

Transmission services would continue to be provided by Liberty and billed through the delivery rate. Ancillary services including scheduling, system control, dispatch service, reactive supply, voltage control, and regulation and frequency response costs are the responsibility of the CCA. The costs for these services included are estimated at \$1.13/MWh.

## Power Cost Summary

Figure 6 shows the resulting annual power costs in \$/MWh units for each year of the study. As the RPS requirement increases, renewable purchases become a larger share of total power costs. Power costs increase approximately 3% annually over the study period. Figure 6 shows the Scenario 1 power supply costs which assume the higher renewable energy costs observed in December 2024 and January 2025.

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<sup>5</sup> CPUC Rulemakings (R.) 16-02-007, R.15-02-020, R.17-09-020, and R.19-11-009.

<sup>6</sup> According to comments filed by Liberty through its trade association the California Association of Small and Multi-Jurisdictional Utilities (CASMU), Liberty is not subject to CAISO RA Requirements. "As described above, Liberty and PacifiCorp operate outside of the CAISO balancing authority area. Accordingly, Liberty and PacifiCorp are not subject to CAISO resource adequacy ("RA") requirements. Additionally, none of the CASMU members are subject to Commission RA requirements. It should also be noted that because the Commission does not exercise supervisory authority over certain contracting undertaken by the CASMU members, none of the CASMU members participate in a Procurement Review Group. Further, neither BVES nor Liberty utilizes an Independent Evaluator." CPUC Rulemaking (R.) 20-11-003, Exhibit CASMU-1, pg. 6 (Sept. 1, 2021). <https://www.cpuc.ca.gov/-/media/cpuc-website/divisions/energy-division/documents/summer-2021-reliability/opening-testimony/smju-opening-testimony-phase-2.pdf>.

<sup>7</sup> Liberty Utilities Advice Letter 153-E (U-933-E). Liberty Utilities (CalPeco Electric) LLC – Request of 2021 Energy Services Agreement with Sierra Pacific Power Company, dba NV Energy (Sept. 4, 2020).

**FIGURE 6. CCA POWER COST ESTIMATES: SCENARIO 1, \$/MWh**

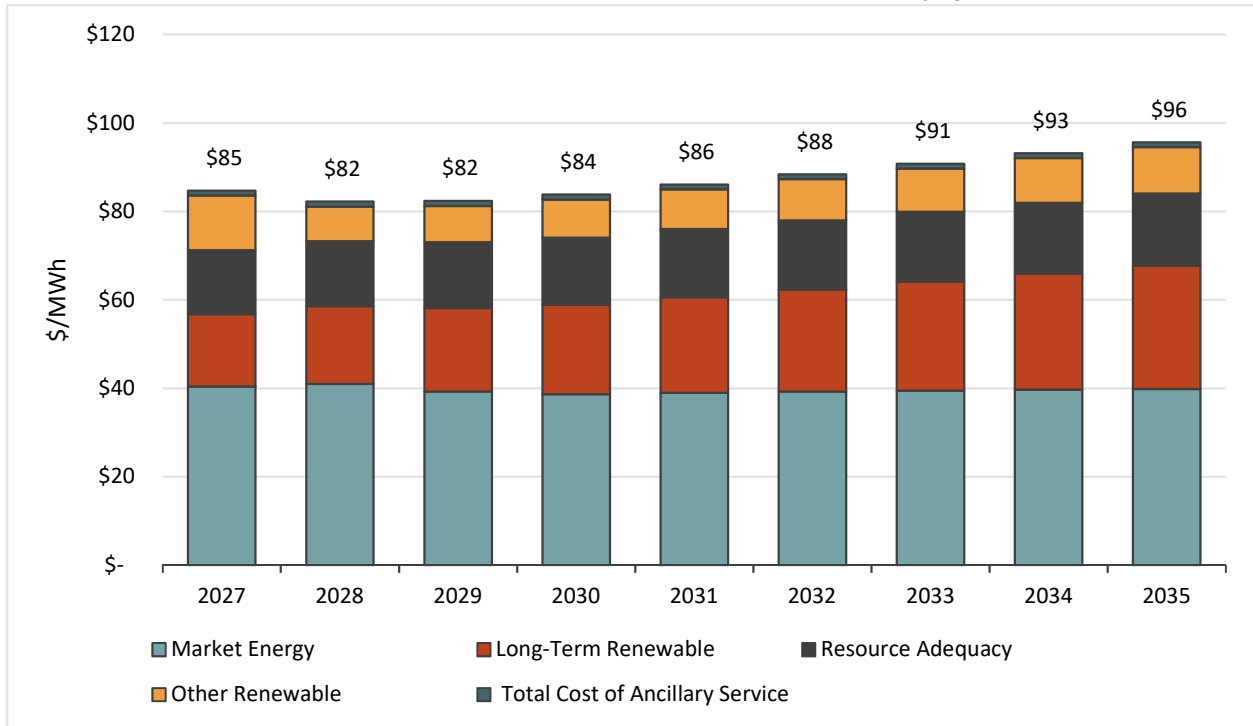
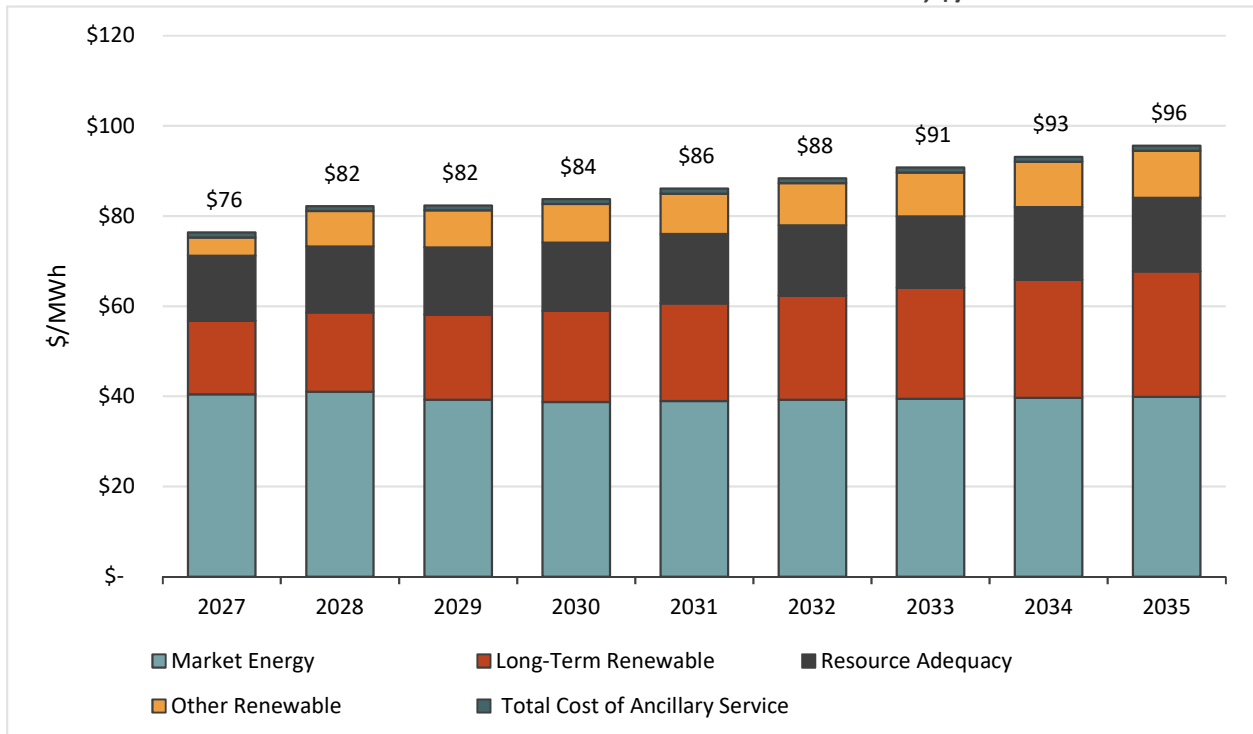


Figure 7 shows the power supply costs when assuming more current renewable energy costs (March 2025).

**FIGURE 7. CCA POWER COST ESTIMATES: SCENARIO 2, \$/MWh**



## EXIT FEE

Traditionally California IOUs calculate a Power Charge Indifference Adjustment (PCIA) for departing loads, such as regions where CCAs have been established. The PCIA is the stranded generation cost a departing load customer must pay in order to hold remaining customers indifferent to the load departure. The three large 3 IOUs (PG&E, SCE, SDG&E) manage large portfolios of power supply resources, which include a combination of long-term and short-term contracts and resources that are directly owned and operated by the utility. In the case of Liberty, power supply is provided by NV Energy via a 5-year contract that includes all energy requirements. Liberty's own resources are included in the contract as a credit to its power costs.

The current contract expires December 2025. Liberty is likely negotiating an updated contract for the term beginning directly after expiration. It is expected that the new contract will be similar to the current version in term and exceptions. This is an important factor in determining whether or not Liberty's generation costs are stranded. Key components of the contract include the following:

1. Liberty is billed based on contract demand (Appendix C). This contract demand may be modified with written notice<sup>8</sup> for certain instances including:
  - a. Up to 20,000 kWac of new renewable facilities procured through Liberty's competitive bid process and connected to Liberty's distribution system.
  - b. Adjustment for new Qualifying Facilities (for PURPA compliance).<sup>9</sup>
  - c. Procurement of energy or capacity in the case NV Energy fails to deliver the full requirement.
  - d. Mutual agreement between NV Energy and Liberty to modify Liberty's contract demand for changes that more accurately reflect Liberty's load.
2. Contract demand is billed at \$8.20/kW-month.
3. NV Energy provides transmission services through its Network Integrated Transmission Service (NITS).

Based on the above contract provisions, there appears to be flexibility in Liberty's purchased power contract. Both the short term of the contract (5 years with optional termination at 3 years) and the allowance to modify contract demand based on accurate load estimates suggest that the stranded generation costs would be minimal.

There is also support for a \$0 PCIA rate from both Liberty's resource plans and its current Direct Access rates. First, Liberty is seeking to increase its renewable energy share, and if a portion of its load departed to form a CCA, there could be cost savings to the remaining Liberty customers. These cost savings would be from Liberty avoiding the need to procure additional renewable energy as it could rely on its current generating resources to meet a larger share of the remaining load.

Second, the Direct Access tariff does not include an exit fee. Liberty does not currently provide distribution services to direct access customers. If a customer wanted to move to direct access, however, the customer would not have to pay for generation cost stranding. This is informative because in the CPUC's initial decisions implementing Assembly Bill 117 that enacted the CCAs laws, the CPUC instructed the three large IOUs at that time to use their Direct Access tariffs as the basis for formulating new CCA tariffs. Although

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<sup>8</sup> Section 4.6.

<sup>9</sup> Public Utilities Regulatory Policies Act of 1978.

the three large IOUs eventually drafted tariffs that included stranded cost methodologies, which was later reformed by the CPUC in a broader CPUC PCIA proceeding, there is initial precedent that suggests that Liberty use its current Direct Access tariff as the basis for a newly forming CCA in its territory (*i.e.*, no stranded cost).

## LIBERTY GENERATION RATE

Liberty's current rate structure is unbundled. Therefore, the generation rate for each class is clearly separated from other costs, such as distribution and rate riders. Between rate cases, Liberty adjusts generation rates using the Energy Cost Adjustment Clause (ECAC). Liberty must file for ECAC adjustments for new fuel and purchased power costs (termed Offset Rate) and when there is an anticipated under or over-collection of revenues by at least 5% (Balancing Account). The most recent ECAC request<sup>10</sup> would increase generation rates by approximately 30% above their current level. The Advice letter was filed April 2024 and is currently pending.

We reviewed recent rate filings and advice letters filed by Liberty and summarized the expense data provided in Liberty's FERC Form 1 filings (2019-2023). Table 2 shows the trend identified from the aforementioned source documents. Based on these figures, Liberty's generation rate has increased approximately 28% per year since 2019.

**TABLE 2. LIBERTY GENERATION COSTS**

	2019	2020	2021	2022	2023
Total Power Supply Expenses	\$21,436,540	\$22,354,003	\$25,424,004	\$28,846,921	\$30,888,492
MWh Sales	568,415	559,781	553,504	558,269	543,980
<b>Generation Rate, \$/kWh</b>	<b>\$0.0377</b>	<b>\$0.0399</b>	<b>\$0.0459</b>	<b>\$0.0517</b>	<b>\$0.0568</b>
Incremental Adjustment		5.9%	15.0%	12.5%	9.9%

Table 2 shows purchased power and production expenses for each year reported. However, these costs are not the direct generation rate charged to consumers. Due to the lag between rate adjustment requests and approvals, Liberty records shortfalls and overages in a balancing account. The most recent request for the energy cost adjustment includes \$0.05765/kWh for purchased power and fuel costs and an additional \$0.03892/kWh for the balancing account recovery. Liberty has requested that the current under-collection be amortized over 2 years beginning January 1, 2025. If a CCA is established, and there is an under-collection balance for energy costs, CCA customers would need to pay their share even after leaving Liberty bundled service.

Looking forward, the study assumes Liberty's current generation rate will increase by 28.9% in 2025 and then 10% annually after. Based on Liberty's FERC Form 1 filings, the total retail rate (revenues divided by retail sales) has increased by an average of 10.8% per year since 2019.

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<sup>10</sup> Advice Letter 233-E Customer First Rate Change and ECAC.  
<https://california.libertyutilities.com/uploads/CalPeco%20ALs/Liberty%20CalPeco's%20AL%20233-E%20Customer%20First%20Rate%20Change%20and%20ECAC.pdf>.

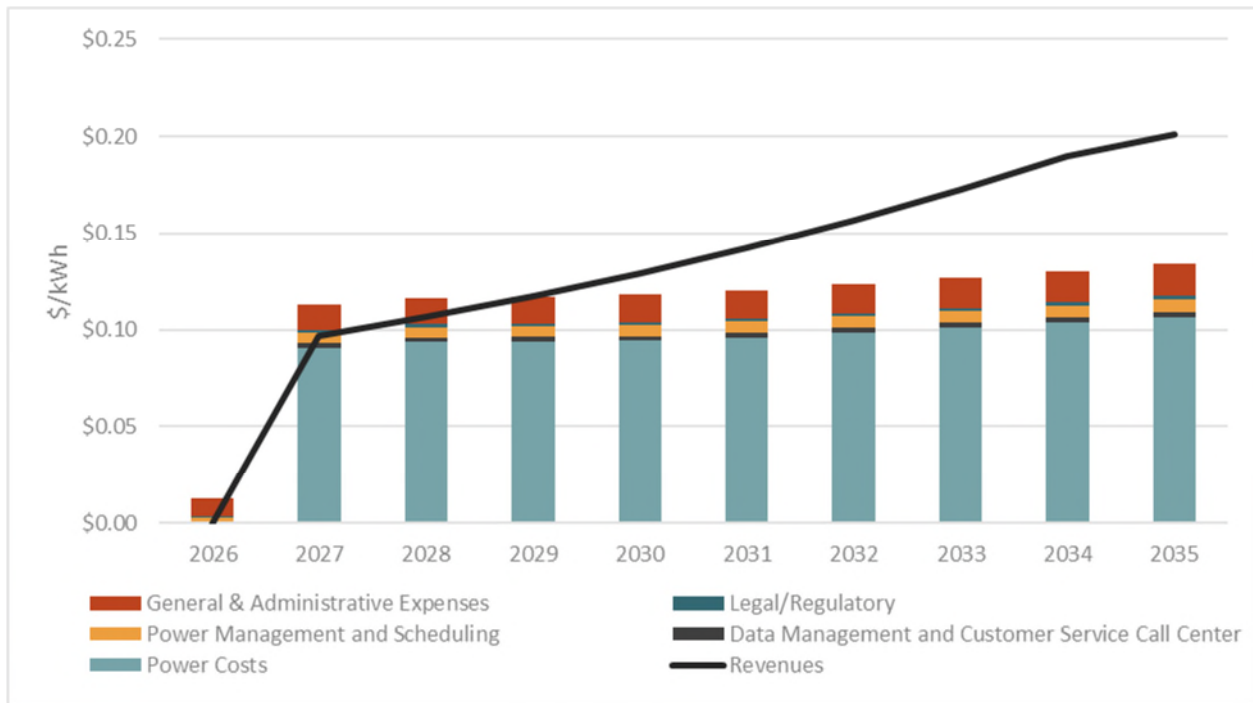
## **LIBERTY 2025 GENERAL RATE CASE FILING**

Liberty filed its 2025 GRC application earlier this year requesting significant increases to its delivery rate. The average system increase is approximately 40% over current rates. This increase translates to a 19% increase in the total Liberty rate (generation plus delivery). Much of this increase is due to wildfire mitigation costs, capital spending, increased operating costs, and the utility's approved rate of return. Even as a CCA, South Lake Tahoe residents would be required to pay the delivery charge to Liberty.

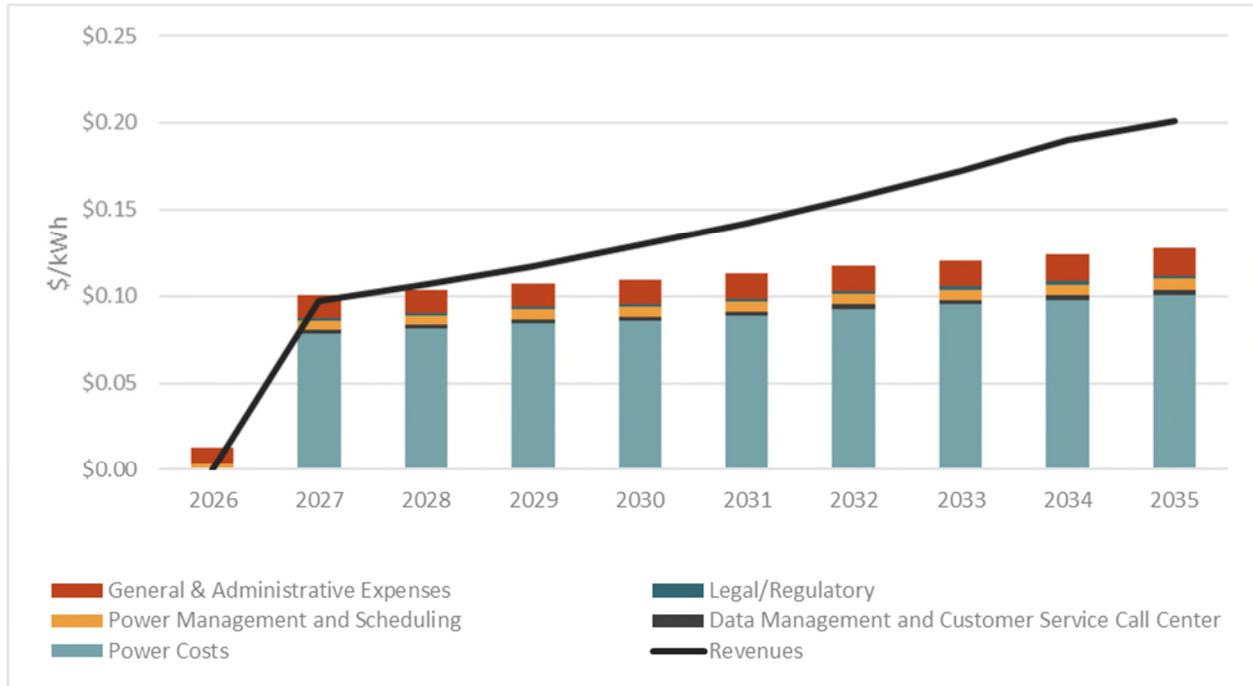
## **FEASIBILITY ANALYSIS**

The feasibility analysis compares the CCA operating costs with estimated revenue to determine if the net revenue is sufficient to cover the takeout financing required for working capital and/or lockbox arrangements with creditors. Figure 8 illustrates the potential revenue compared with operating costs for the CCA under the higher power cost scenario (Scenario1). A relatively large working capital amount is needed since net operating income in the first 3 years is negative. The longer-term outlook is more positive, however this result relies on continued Liberty generation rate increases and market prices that don't increase significantly. Figure 9 illustrates more favorable feasibility under Scenario 2 power supply costs (lower renewable energy costs). Only the first year (2027) of net operating income is negative. It's reasonable that the CCA program could make interest-only payments on debt service until year 2 (2028).

**FIGURE 8. FEASIBILITY RESULTS: CITY OPERATED PROGRAM: SCENARIO 1**



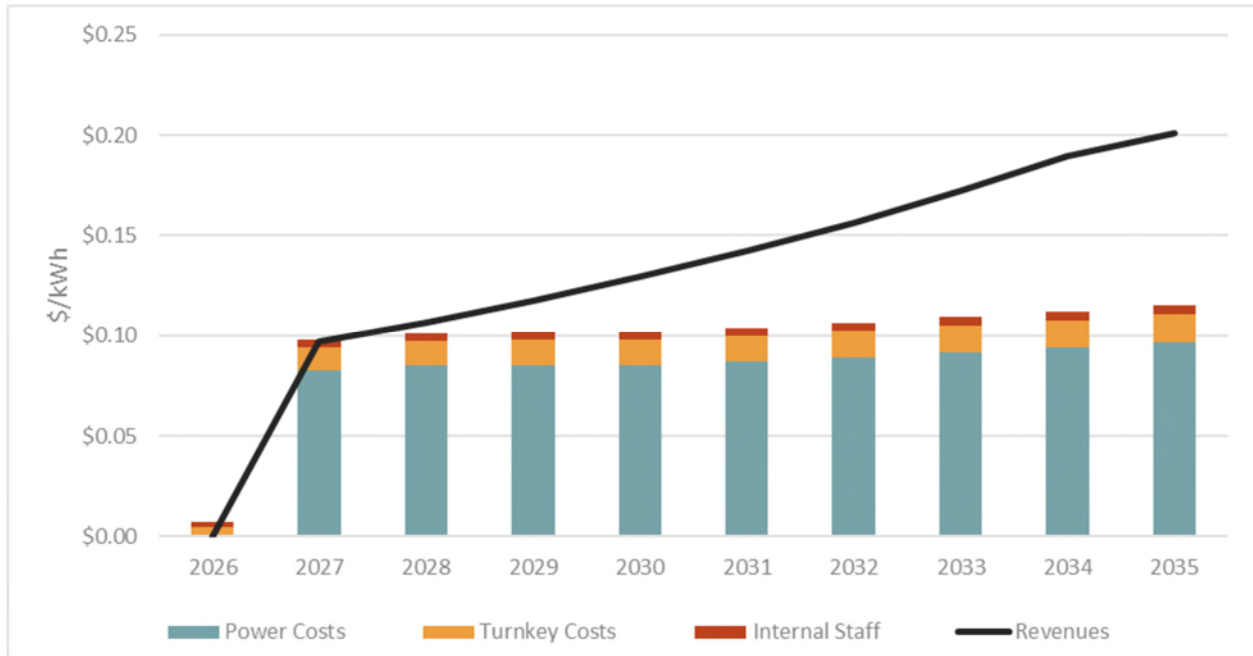
**FIGURE 9. FEASIBILITY RESULTS: CITY OPERATED PROGRAM: SCENARIO 2**



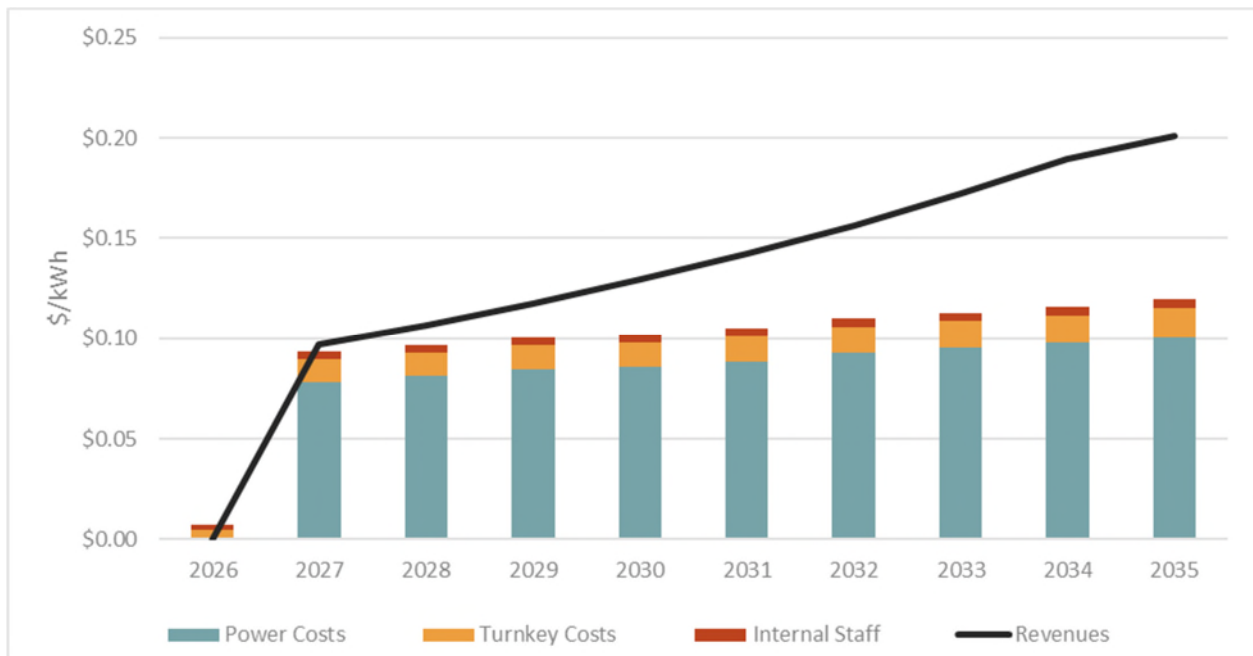
The above analysis assumes some minimal level of City staffing for the CCA program in addition to the team of consultants needed to operate the program. If the City considers a turnkey approach, the

overhead costs could be reduced. The turnkey option is analyzed assuming 1 part time City employee manages the program with support from a full turnkey solution. Figure 10 shows that feasibility is achieved even when renewable power supply costs are high. Figure 11 indicates that lower power supply prices improve the turnkey feasibility.

**FIGURE 10. FEASIBILITY RESULTS: TURNKEY OPERATED PROGRAM: SCENARIO 1**



**FIGURE 11. FEASIBILITY RESULTS: TURNKEY OPERATED PROGRAM: SCENARIO 2**



## Findings

The feasibility analysis revealed the following:

- Based on Liberty's power supply contracts, the PCIA will likely be very low or zero. A low PCIA is advantageous to new CCA programs.
- If an under-collection exists at the time of load departure, CCA customers will still need to pay Liberty for their fair share of the under-collection.
- South Lake Tahoe is located outside of CAISO and would likely be able to meet its RAR at a lower cost through bilateral contracts.
- Feasibility was evaluated for two power supply cost scenarios. Scenario 1 represents the pricing trends during December 2024-January 2025 which ranged from \$50-\$80/MWh. Scenario 2 analyzed current (March 2025) renewable pricing trends at \$15-\$25/MWh. The feasibility results are sensitive to the power supply cost forecast and indicate that lower renewable prices could result in CCA program feasibility for the City.
- The study analyzed CCA program feasibility under a turnkey approach. Feasibility is obtainable under the turnkey option for either Scenario 1 or Scenario 2 power supply costs.
- The study assumes substantial generation rate increases of 11% per year on average. These rates are adjusted by over 20% in the first year.
- Liberty's current ESA with Nevada Energy expires at the end of the 2025 calendar year. A new, updated contract with Nevada Energy is expected to put upward pressure on Liberty's generation rates which could help improve the feasibility of CCA in the initial years. A new contract term may also introduce cost stranding for the length of the contract.
- Even with over 20,000 service accounts, total usage in South Lake Tahoe is only about 150 GWh annually. This relatively low total usage that makes it challenging to recover non-power operating costs. A Turnkey approach can help lower overhead costs for the program.
- New CCA programs will need significant capital to enter into long-term renewable energy contracts. These long-term contracts are required by state RPS; however, in absence of credit ratings, a new CCA would need to provide some type of collateral in order for the terms to be accepted by a supplier. This reserve requirement adds to the debt service payment and results in less favorable feasibility results.
- Liberty does not offer a 100% green rate to its customers, however, the CCA could offer this, or similar options, and recover the costs through retail rates that are above the rates for the standard product offered by Liberty.

**TABLE 3. CITY-STAFFED CCA FEASIBILITY 10-YEAR PROFORMA, SCENARIO 1 POWER COSTS, \$MILLIONS**

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Revenues</b>											
Retail Rate Revenues	\$0.00	\$12.33	\$15.80	\$17.45	\$19.27	\$21.29	\$23.51	\$25.97	\$28.68	\$31.68	\$34.99
Uncollectible	\$0.00	-\$0.01	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.03	-\$0.03	-\$0.03	-\$0.04
<b>Total Rate Revenue</b>	<b>\$0.00</b>	<b>\$12.32</b>	<b>\$15.78</b>	<b>\$17.43</b>	<b>\$19.25</b>	<b>\$21.26</b>	<b>\$23.49</b>	<b>\$25.94</b>	<b>\$28.65</b>	<b>\$31.65</b>	<b>\$34.96</b>
<b>Expenses</b>											
<b>Power Supply</b>											
Block Energy Purchases	\$0.00	\$5.41	\$6.38	\$6.52	\$6.30	\$6.21	\$6.26	\$6.32	\$6.38	\$6.43	\$6.48
Renewable Energy	\$0.00	\$3.36	\$3.86	\$3.80	\$4.01	\$4.28	\$4.56	\$4.85	\$5.14	\$5.45	\$5.77
Capacity/ Resource Adequacy	\$0.00	\$3.06	\$3.46	\$3.54	\$3.62	\$3.70	\$3.78	\$3.87	\$3.96	\$4.05	\$4.14
Ancillary Services	\$0.00	\$0.24	\$0.26	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27	\$0.27
<b>Total Power Supply</b>	<b>\$0.00</b>	<b>\$12.07</b>	<b>\$13.95</b>	<b>\$14.12</b>	<b>\$14.20</b>	<b>\$14.46</b>	<b>\$14.87</b>	<b>\$15.30</b>	<b>\$15.75</b>	<b>\$16.20</b>	<b>\$16.66</b>
<b>Operating and Administrative</b>											
Data Management and Customer Service Call Center	\$0.10	\$0.32	\$0.33	\$0.34	\$0.35	\$0.36	\$0.37	\$0.39	\$0.40	\$0.41	\$0.43
Power Management Consultant	\$0.17	\$0.52	\$0.54	\$0.56	\$0.57	\$0.59	\$0.61	\$0.62	\$0.64	\$0.66	\$0.68
Schedule Coordinator/Dispatch	\$0.08	\$0.26	\$0.27	\$0.28	\$0.29	\$0.29	\$0.30	\$0.31	\$0.32	\$0.33	\$0.34
Financial (Audit, Accounting)	\$0.06	\$0.19	\$0.19	\$0.20	\$0.20	\$0.21	\$0.21	\$0.22	\$0.23	\$0.23	\$0.24
Technical Consultants	\$0.04	\$0.11	\$0.11	\$0.12	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13	\$0.14	\$0.14
Marketing & Outreach	\$0.05	\$0.16	\$0.17	\$0.17	\$0.18	\$0.18	\$0.19	\$0.20	\$0.20	\$0.21	\$0.21
Legal/ Regulatory	\$0.07	\$0.22	\$0.22	\$0.23	\$0.24	\$0.25	\$0.25	\$0.26	\$0.27	\$0.28	\$0.28
Liberty Fees, Billing	\$0.03	\$0.10	\$0.10	\$0.11	\$0.11	\$0.11	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13
General & Administrative expenses	\$1.04	\$1.47	\$1.43	\$1.47	\$1.52	\$1.56	\$1.61	\$1.66	\$1.71	\$1.76	\$1.81
<b>Total O&amp;M and A&amp;G</b>	<b>\$1.64</b>	<b>\$3.34</b>	<b>\$3.36</b>	<b>\$3.47</b>	<b>\$3.57</b>	<b>\$3.68</b>	<b>\$3.79</b>	<b>\$3.91</b>	<b>\$4.03</b>	<b>\$4.15</b>	<b>\$4.28</b>
Debt Service Payment on Financing	\$0.00	\$2.42	\$2.64	\$2.64	\$2.64	\$0.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$1.64</b>	<b>\$17.83</b>	<b>\$19.95</b>	<b>\$20.22</b>	<b>\$20.41</b>	<b>\$18.36</b>	<b>\$18.66</b>	<b>\$19.21</b>	<b>\$19.78</b>	<b>\$20.35</b>	<b>\$20.94</b>
<b>Net Income</b>	<b>-\$1.64</b>	<b>-\$5.51</b>	<b>-\$4.17</b>	<b>-\$2.79</b>	<b>-\$1.15</b>	<b>\$2.91</b>	<b>\$4.83</b>	<b>\$6.73</b>	<b>\$8.88</b>	<b>\$11.30</b>	<b>\$14.02</b>
<b>Net Income Allocation</b>											
Reserve Fund Contribution	\$9.21	-\$5.51	-\$4.17	-\$2.79	-\$1.15	\$2.91	\$4.83	\$1.42	\$0.14	\$0.14	\$0.15
Start-up Funding Payments + Collateral	-\$10.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discretionary Programs/ Additional Rate Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.31	\$8.74	\$11.15	\$13.87
<b>Total Cash Outlays</b>	<b>-\$1.64</b>	<b>-\$5.51</b>	<b>-\$4.17</b>	<b>-\$2.79</b>	<b>-\$1.15</b>	<b>\$2.91</b>	<b>\$4.83</b>	<b>\$6.73</b>	<b>\$8.88</b>	<b>\$11.30</b>	<b>\$14.02</b>
<b>Rate Stabilization Reserve Balance</b>	<b>\$9.21</b>	<b>\$3.71</b>	<b>-\$0.47</b>	<b>-\$3.26</b>	<b>-\$4.41</b>	<b>-\$1.50</b>	<b>\$3.32</b>	<b>\$4.74</b>	<b>\$4.88</b>	<b>\$5.02</b>	<b>\$5.16</b>
<b>Reserve Balance Target</b>	<b>\$3.80</b>	<b>\$3.80</b>	<b>\$4.27</b>	<b>\$4.34</b>	<b>\$4.38</b>	<b>\$4.47</b>	<b>\$4.60</b>	<b>\$4.74</b>	<b>\$4.88</b>	<b>\$5.02</b>	<b>\$5.16</b>

**TABLE 4. CITY-STAFFED CCA FEASIBILITY 10-YEAR PROFORMA, SCENARIO 2 POWER COSTS, \$MILLIONS**

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Revenues</b>											
Retail Rate Revenues	\$0.00	\$12.33	\$15.80	\$17.45	\$19.27	\$21.29	\$23.51	\$25.97	\$28.68	\$31.68	\$34.99
Uncollectible	\$0.00	-\$0.01	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.03	-\$0.03	-\$0.03	-\$0.04
<b>Total Rate Revenue</b>	<b>\$0.00</b>	<b>\$12.32</b>	<b>\$15.78</b>	<b>\$17.43</b>	<b>\$19.25</b>	<b>\$21.26</b>	<b>\$23.49</b>	<b>\$25.94</b>	<b>\$28.65</b>	<b>\$31.65</b>	<b>\$34.96</b>
<b>Expenses</b>											
Power Supply											
Block Energy Purchases	\$0.00	\$5.41	\$6.38	\$6.52	\$6.30	\$6.21	\$6.26	\$6.32	\$6.38	\$6.43	\$6.48
Renewable Energy	\$0.00	\$2.80	\$3.22	\$3.96	\$4.31	\$4.60	\$4.90	\$5.22	\$5.54	\$5.88	\$6.23
Capacity/ Resource Adequacy	\$0.00	\$1.95	\$2.29	\$2.33	\$2.38	\$2.42	\$2.47	\$2.51	\$2.56	\$2.60	\$2.65
Ancillary Services	\$0.00	\$0.16	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18
<b>Total Power Supply</b>	<b>\$0.00</b>	<b>\$10.32</b>	<b>\$12.06</b>	<b>\$12.99</b>	<b>\$13.17</b>	<b>\$13.42</b>	<b>\$13.81</b>	<b>\$14.23</b>	<b>\$14.66</b>	<b>\$15.09</b>	<b>\$15.54</b>
<b>Operating and Administrative</b>											
Data Management and Customer Service Call Center	\$0.10	\$0.32	\$0.33	\$0.34	\$0.35	\$0.36	\$0.37	\$0.39	\$0.40	\$0.41	\$0.43
Power Management Consultant	\$0.17	\$0.52	\$0.54	\$0.56	\$0.57	\$0.59	\$0.61	\$0.62	\$0.64	\$0.66	\$0.68
Schedule Coordinator/Dispatch	\$0.08	\$0.26	\$0.27	\$0.28	\$0.29	\$0.29	\$0.30	\$0.31	\$0.32	\$0.33	\$0.34
Financial (Audit, Accounting)	\$0.06	\$0.19	\$0.19	\$0.20	\$0.20	\$0.21	\$0.21	\$0.22	\$0.23	\$0.23	\$0.24
Technical Consultants	\$0.04	\$0.11	\$0.11	\$0.12	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13	\$0.14	\$0.14
Marketing & Outreach	\$0.05	\$0.16	\$0.17	\$0.17	\$0.18	\$0.18	\$0.19	\$0.20	\$0.20	\$0.21	\$0.21
Legal/ Regulatory	\$0.07	\$0.22	\$0.22	\$0.23	\$0.24	\$0.25	\$0.25	\$0.26	\$0.27	\$0.28	\$0.28
Liberty Fees, Billing	\$0.03	\$0.10	\$0.10	\$0.11	\$0.11	\$0.11	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13
General & Administrative expenses	\$1.04	\$1.47	\$1.43	\$1.47	\$1.52	\$1.56	\$1.61	\$1.66	\$1.71	\$1.76	\$1.81
<b>Total O&amp;M and A&amp;G</b>	<b>\$1.64</b>	<b>\$3.34</b>	<b>\$3.36</b>	<b>\$3.47</b>	<b>\$3.57</b>	<b>\$3.68</b>	<b>\$3.79</b>	<b>\$3.91</b>	<b>\$4.03</b>	<b>\$4.15</b>	<b>\$4.28</b>
Debt Service Payment on Financing	\$0.00	\$2.42	\$2.64	\$2.64	\$2.64	\$0.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$1.64</b>	<b>\$16.08</b>	<b>\$18.07</b>	<b>\$19.09</b>	<b>\$19.38</b>	<b>\$17.32</b>	<b>\$17.60</b>	<b>\$18.14</b>	<b>\$18.69</b>	<b>\$19.25</b>	<b>\$19.82</b>
<b>Net Income</b>	<b>-\$1.64</b>	<b>-\$3.76</b>	<b>-\$2.28</b>	<b>-\$1.66</b>	<b>-\$0.13</b>	<b>\$3.95</b>	<b>\$5.88</b>	<b>\$7.80</b>	<b>\$9.97</b>	<b>\$12.40</b>	<b>\$15.14</b>
<b>Net Income Allocation</b>											
Reserve Fund Contribution	\$9.21	-\$3.76	-\$2.28	-\$1.66	-\$0.13	\$2.84	\$0.12	\$0.13	\$0.13	\$0.14	\$0.14
Start-up Funding Payments + Collateral	-\$10.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discretionary Programs/ Additional Rate Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.11	\$5.76	\$7.67	\$9.83	\$12.27	\$15.00
<b>Total Cash Outlays</b>	<b>-\$1.64</b>	<b>-\$3.76</b>	<b>-\$2.28</b>	<b>-\$1.66</b>	<b>-\$0.13</b>	<b>\$3.95</b>	<b>\$5.88</b>	<b>\$7.80</b>	<b>\$9.97</b>	<b>\$12.40</b>	<b>\$15.14</b>
<b>Rate Stabilization Reserve Balance</b>	<b>\$9.21</b>	<b>\$5.45</b>	<b>\$3.17</b>	<b>\$1.51</b>	<b>\$1.38</b>	<b>\$4.22</b>	<b>\$4.34</b>	<b>\$4.47</b>	<b>\$4.61</b>	<b>\$4.75</b>	<b>\$4.89</b>
<b>Reserve Balance Target</b>	<b>\$3.37</b>	<b>\$3.37</b>	<b>\$3.80</b>	<b>\$4.06</b>	<b>\$4.13</b>	<b>\$4.22</b>	<b>\$4.34</b>	<b>\$4.47</b>	<b>\$4.61</b>	<b>\$4.75</b>	<b>\$4.89</b>

**TABLE 5. TURNKEY CCA FEASIBILITY 10-YEAR PROFORMA, SCENARIO 1 POWER COSTS, \$MILLIONS**

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Revenues</b>											
Retail Rate Revenues	\$0.00	\$12.33	\$15.80	\$17.45	\$19.27	\$21.29	\$23.51	\$25.97	\$28.68	\$31.68	\$34.99
Uncollectible	\$0.00	-\$0.01	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.03	-\$0.03	-\$0.03	-\$0.04
<b>Total Rate Revenue</b>	<b>\$0.00</b>	<b>\$12.32</b>	<b>\$15.78</b>	<b>\$17.43</b>	<b>\$19.25</b>	<b>\$21.26</b>	<b>\$23.49</b>	<b>\$25.94</b>	<b>\$28.65</b>	<b>\$31.65</b>	<b>\$34.96</b>
<b>Expenses</b>											
<b>Power Supply</b>											
Block Energy Purchases	\$0.00	\$5.41	\$6.38	\$6.52	\$6.30	\$6.21	\$6.26	\$6.32	\$6.38	\$6.43	\$6.48
Renewable Energy	\$0.00	\$3.36	\$3.86	\$3.80	\$4.01	\$4.28	\$4.56	\$4.85	\$5.14	\$5.45	\$5.77
Capacity/Resource Adequacy	\$0.00	\$1.95	\$2.29	\$2.33	\$2.38	\$2.42	\$2.47	\$2.51	\$2.56	\$2.60	\$2.65
Ancillary Services	\$0.00	\$0.16	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18
<b>Total Power Supply</b>	<b>\$0.00</b>	<b>\$10.88</b>	<b>\$12.70</b>	<b>\$12.83</b>	<b>\$12.87</b>	<b>\$13.09</b>	<b>\$13.46</b>	<b>\$13.86</b>	<b>\$14.26</b>	<b>\$14.67</b>	<b>\$15.09</b>
<b>Operating and Administrative</b>											
Turnkey Operating Costs	\$0.56	\$1.73	\$1.79	\$1.84	\$1.90	\$1.95	\$2.01	\$2.08	\$2.14	\$2.21	\$2.27
Liberty Fees, Billing	\$0.03	\$0.10	\$0.10	\$0.11	\$0.11	\$0.11	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13
General & Administrative expenses	\$0.31	\$0.51	\$0.44	\$0.46	\$0.47	\$0.49	\$0.50	\$0.51	\$0.53	\$0.55	\$0.56
<b>Total O&amp;M and A&amp;G</b>	<b>\$1.37</b>	<b>\$3.80</b>	<b>\$3.84</b>	<b>\$3.95</b>	<b>\$4.07</b>	<b>\$4.20</b>	<b>\$4.33</b>	<b>\$4.46</b>	<b>\$4.59</b>	<b>\$4.73</b>	<b>\$4.88</b>
Debt Service Payment on Financing	\$0.00	\$2.42	\$2.64	\$2.64	\$2.64	\$0.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$0.89</b>	<b>\$15.63</b>	<b>\$17.67</b>	<b>\$17.87</b>	<b>\$17.99</b>	<b>\$15.87</b>	<b>\$16.09</b>	<b>\$16.57</b>	<b>\$17.05</b>	<b>\$17.55</b>	<b>\$18.06</b>
<b>Net Income</b>	<b>-\$0.89</b>	<b>-\$3.32</b>	<b>-\$1.89</b>	<b>-\$0.44</b>	<b>\$1.27</b>	<b>\$5.40</b>	<b>\$7.39</b>	<b>\$9.37</b>	<b>\$11.60</b>	<b>\$14.10</b>	<b>\$16.90</b>
<b>Net Income Allocation</b>											
Reserve Fund Contribution	\$9.96	-\$3.32	-\$2.93	-\$0.44	\$0.52	\$0.07	\$0.11	\$0.12	\$0.12	\$0.12	\$0.12
Start-up Funding Payments + Collateral	-\$10.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discretionary Programs/ Additional Rate Discounts	\$0.00	\$0.00	\$1.04	\$0.00	\$0.75	\$5.32	\$7.28	\$9.26	\$11.48	\$13.98	\$16.78
<b>Total Cash Outlays</b>	<b>-\$0.89</b>	<b>-\$3.32</b>	<b>-\$1.89</b>	<b>-\$0.44</b>	<b>\$1.27</b>	<b>\$5.40</b>	<b>\$7.39</b>	<b>\$9.37</b>	<b>\$11.60</b>	<b>\$14.10</b>	<b>\$16.90</b>
<b>Rate Stabilization Reserve Balance</b>	<b>\$9.96</b>	<b>\$6.64</b>	<b>\$3.71</b>	<b>\$3.27</b>	<b>\$3.78</b>	<b>\$3.86</b>	<b>\$3.97</b>	<b>\$4.09</b>	<b>\$4.21</b>	<b>\$4.33</b>	<b>\$4.45</b>
<b>Reserve Balance Target</b>	<b>\$3.26</b>	<b>\$3.26</b>	<b>\$3.71</b>	<b>\$3.76</b>	<b>\$3.78</b>	<b>\$3.86</b>	<b>\$3.97</b>	<b>\$4.09</b>	<b>\$4.21</b>	<b>\$4.33</b>	<b>\$4.45</b>

**TABLE 6. TURNKEY CCA FEASIBILITY 10-YEAR PROFORMA, SCENARIO 2 POWER COSTS, \$MILLIONS**

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Revenues</b>											
Retail Rate Revenues	\$0.00	\$12.33	\$15.80	\$17.45	\$19.27	\$21.29	\$23.51	\$25.97	\$28.68	\$31.68	\$34.99
Uncollectible	\$0.00	-\$0.01	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.02	-\$0.03	-\$0.03	-\$0.03	-\$0.04
<b>Total Rate Revenue</b>	<b>\$0.00</b>	<b>\$12.32</b>	<b>\$15.78</b>	<b>\$17.43</b>	<b>\$19.25</b>	<b>\$21.26</b>	<b>\$23.49</b>	<b>\$25.94</b>	<b>\$28.65</b>	<b>\$31.65</b>	<b>\$34.96</b>
<b>Expenses</b>											
<b>Power Supply</b>											
Block Energy Purchases	\$0.00	\$5.41	\$6.38	\$6.52	\$6.30	\$6.21	\$6.26	\$6.32	\$6.38	\$6.43	\$6.48
Renewable Energy	\$0.00	\$2.80	\$3.22	\$3.96	\$4.31	\$4.60	\$4.90	\$5.22	\$5.54	\$5.88	\$6.23
Capacity/Resource Adequacy	\$0.00	\$1.95	\$2.29	\$2.33	\$2.38	\$2.42	\$2.47	\$2.51	\$2.56	\$2.60	\$2.65
Ancillary Services	\$0.00	\$0.16	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18	\$0.18
<b>Total Power Supply</b>	<b>\$0.00</b>	<b>\$10.32</b>	<b>\$12.06</b>	<b>\$12.99</b>	<b>\$13.17</b>	<b>\$13.42</b>	<b>\$13.81</b>	<b>\$14.23</b>	<b>\$14.66</b>	<b>\$15.09</b>	<b>\$15.54</b>
<b>Operating and Administrative</b>											
Turnkey Operating Costs	\$0.56	\$1.73	\$1.79	\$1.84	\$1.90	\$1.95	\$2.01	\$2.08	\$2.14	\$2.21	\$2.27
Liberty Fees, Billing	\$0.03	\$0.10	\$0.10	\$0.11	\$0.11	\$0.11	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13
General & Administrative expenses	\$0.31	\$0.51	\$0.44	\$0.46	\$0.47	\$0.49	\$0.50	\$0.51	\$0.53	\$0.55	\$0.56
<b>Total O&amp;M and A&amp;G</b>	<b>\$1.37</b>	<b>\$3.80</b>	<b>\$3.84</b>	<b>\$3.95</b>	<b>\$4.07</b>	<b>\$4.20</b>	<b>\$4.33</b>	<b>\$4.46</b>	<b>\$4.59</b>	<b>\$4.73</b>	<b>\$4.88</b>
Debt Service Payment on Financing	\$0.00	\$2.42	\$2.64	\$2.64	\$2.64	\$0.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>	<b>\$0.89</b>	<b>\$15.08</b>	<b>\$17.03</b>	<b>\$18.03</b>	<b>\$18.29</b>	<b>\$16.19</b>	<b>\$16.44</b>	<b>\$16.94</b>	<b>\$17.45</b>	<b>\$17.97</b>	<b>\$18.51</b>
<b>Net Income</b>	<b>-\$0.89</b>	<b>-\$2.76</b>	<b>-\$1.25</b>	<b>-\$0.60</b>	<b>\$0.97</b>	<b>\$5.07</b>	<b>\$7.05</b>	<b>\$9.00</b>	<b>\$11.20</b>	<b>\$13.67</b>	<b>\$16.45</b>
<b>Net Income Allocation</b>											
Reserve Fund Contribution	\$9.96	-\$2.76	-\$3.65	-\$0.60	\$0.91	\$0.08	\$0.12	\$0.12	\$0.13	\$0.13	\$0.13
Start-up Funding Payments + Collateral	-\$10.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discretionary Programs/ Additional Rate Discounts	\$0.00	\$0.00	\$2.40	\$0.00	\$0.06	\$5.00	\$6.93	\$8.88	\$11.08	\$13.55	\$16.32
<b>Total Cash Outlays</b>	<b>-\$0.89</b>	<b>-\$2.76</b>	<b>-\$1.25</b>	<b>-\$0.60</b>	<b>\$0.97</b>	<b>\$5.07</b>	<b>\$7.05</b>	<b>\$9.00</b>	<b>\$11.20</b>	<b>\$13.67</b>	<b>\$16.45</b>
<b>Rate Stabilization Reserve Balance</b>	<b>\$9.96</b>	<b>\$7.20</b>	<b>\$3.55</b>	<b>\$2.95</b>	<b>\$3.86</b>	<b>\$3.94</b>	<b>\$4.05</b>	<b>\$4.18</b>	<b>\$4.30</b>	<b>\$4.43</b>	<b>\$4.56</b>
<b>Reserve Balance Target</b>	<b>\$3.12</b>	<b>\$3.12</b>	<b>\$3.55</b>	<b>\$3.80</b>	<b>\$3.86</b>	<b>\$3.94</b>	<b>\$4.05</b>	<b>\$4.18</b>	<b>\$4.30</b>	<b>\$4.43</b>	<b>\$4.56</b>