



City of Portola
AGENDA

Regular Meeting
August 13, 2025 06:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

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

REASONABLE ACCOMMODATIONS

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

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

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

Public Comment can be made on the online agenda by clicking on the "comment" section next to each agenda item listed below.

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

1. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

2. Public Comments

☒ Discussion  [Comment](#)

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during “**PUBLIC COMMENT**” shall first secure permission of the presiding officer, stand; may give his/her name and address to the Clerk for the record. Each person addressing the City Council shall be limited to five minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

3. City Communications

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

A. City Council Communications

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

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. 2622. The resolution authorizes payment of payroll from June 28th, 2025 through July 25th, 2025 and accounts payable from July 10th, 2025 through August 13th, 2025

The amount of payroll to be paid is \$102,482.82.

The amount of accounts payable to be paid is \$454,039.36.

The total amount to be paid is \$556,522.18.

B. Minutes

Adopt the minutes of the July 9, 2025 Regular City Council Meeting.

Adopt the minutes of the August 4, 2025 Special Meeting.

C. State of Emergency: Gold Complex Fire July 22, 2024

Plumas County Office of Emergency Services has confirmed that the proclamation can be discontinued.

Proclaim the termination of the local emergency.

5. Gulling Street Bridge Project Update: Scour Countermeasure Funding, Permitting, and

Installation

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

Staff will present the attached staff report providing an update on the Gulling Street Bridge project.

6. Closed Session


☒ Discussion ☒ Possible Action  [Comment](#)

A. Litigation - Pending/Existing Litigation

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

Lindsey Shaw v. City of Portola, Et al., Plumas County Superior Court Case No. CV25-00110

7. Adjournment

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

City Manager Report

08/13/2025

General Updates

Gulling Street Bridge


- ***See agendized item for full update and details on Phase I (Riprap)***
- ***Phase 2- Structural Rehabilitation Funding (Caltrans Highway Bridge Program):***
 - Staff is reviewing additional comments made by Engineers
 - Final application to be submitted in August

Planning

- Local Hazard Mitigation Plan in conjunction with Plumas County and participating jurisdictions
 - Two substantial meetings held on 08/06 and 08/07 including all participating jurisdictions
 - Focus on mitigation strategy, goals, and identifying mitigation projects for each jurisdiction
 - Project is on schedule to be submitted in January of 2026

Pool

- Closing date set for Sunday 08/24/2025
- Schedule has been modified for final week and posted to City website as well as City Facebook

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

Community Stakeholders & Events

Wildfire Preparedness Fair and Community BBQ

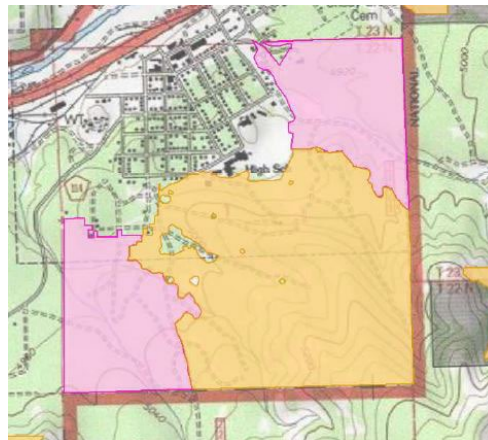
- Event hosted by LDS Church Portola Ward, Portola Firewise Community, and Plumas County Fire Safe Council on 08/02/2025


Community Cleanup & Scavenger Hunt

- Scheduled for Saturday 09/20/2025 from 8am-12pm
- City is partnering with Portola Improvement Coalition and Rotary International to coordinate event
- Prizes will be awarded for securing a “Clean Green Ticket”
- Event is part of our drive to obtain a “Clean California Community” designation

Plumas County Fire Safe Council- CAL FIRE Wildfire Protection Project

- Entity is applying for a grant for treatment including mastication of various areas in and around the City of Portola
- City provided a letter of support for the grant application
- Awards expected to be announced January 2026
- Areas targeted for treatment are indicated below with yellow showing mastication and pink showing commercial treatment:



| | | | | |
|---|--------------------------|--------|------------------------------|----------------|
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| | Document Location | Server | Revision Date | 12/06/2024 |
| | Document Type | Report | Council Adoption Date | Not Applicable |
| | | | Resolution No. | Not Applicable |

Public Records Requests (PRR)

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

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

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

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



RESOLUTION NO. 2622

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
AUTHORIZING PAYMENT OF CLAIMS FOR PAYROLL FOR THE PERIOD
JUNE 28th, 2025, THROUGH JULY 25th, 2025 AND ACCOUNTS PAYABLE
FROM
JULY10th, 2025, THROUGH AUGUST 13th, 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.

| Check Nos: | Amount |
|-------------------------------|---------------------|
| 47183 - 47290 | \$454,039.36 |
| 47193, 47228, 47240 | VOID |
| Total Accounts Payable | \$454,039.36 |
| Payroll: | |
| 06/28/2025-07/11/2025 | \$49,050.82 |
| 07/12/2025-07/25/2025 | \$53,432.00 |
| Total Payroll | \$102,482.82 |
| Total Claims | \$556,522.18 |

PASSED, APPROVED AND ADOPTED this 13th day of August 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim Murphy, Mayor

ATTEST:

Ryan Bonk, City Manager

I, Ryan Bonk, City Manager 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 August 13th, 2025.

Ryan Bonk, City Manager

VENDOR SET: 01 City of Portola
BANK: * ALL BANKS
DATE RANGE: 0/00/0000 THRU 99/99/9999

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|------------|--------|---------------|--------|----------|-------------|-----------------|-----------------|
| C-CHECK | VOID CHECK | V | 7/23/2025 | | | 047193 | | |
| C-CHECK | VOID CHECK | V | 7/23/2025 | | | 047228 | | |
| C-CHECK | VOID CHECK | V | 8/13/2025 | | | 047240 | | |

| * * T O T A L S * * | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|----|-------------------|-----------|--------------|
| REGULAR CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| HAND CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 0 | 0.00 | 0.00 | 0.00 |
| EFT: | 0 | 0.00 | 0.00 | 0.00 |
| NON CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| VOID CHECKS: | 3 | VOID DEBITS 0.00 | | |
| | | VOID CREDITS 0.00 | 0.00 | |

TOTAL ERRORS: 0

| VENDOR SET: 01 | BANK: * | TOTALS: | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|----------------|---------|---------|----|----------------|-----------|--------------|
| | | | 3 | 0.00 | 0.00 | 0.00 |
| BANK: * | | TOTALS: | 3 | 0.00 | 0.00 | 0.00 |

EXHIBIT A

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|-------------------------------|----------------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 000022 | APRIL HEGUERA | | | | | | | |
| I-202507093549 | APRIL HEGUERA | R | 7/09/2025 | | | 047183 | | |
| 100 414-601.06 | EVENTS | MUSIC IN THE PARK | | 1,400.00 | | | | 1,400.00 |
| 0005 | AIRGAS, INC. | | | | | | | |
| I-202507163558 | AIRGAS, INC. | R | 7/23/2025 | | | 047184 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | ACETYLENE/OXYGEN | | 127.55 | | | | |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | ACETYLENE/OXYGEN | | 127.55 | | | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | NITROGEN | | 104.20 | | | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | ALUMINUM | | 52.10 | | | | |
| 710 311-600.08 | VEHICLE REPAIR & MAINTENANCE | ALUMINUM | | 52.10 | | | | 463.50 |
| 0008 | ALWAYS ANSWER | | | | | | | |
| I-202507163557 | ALWAYS ANSWER | R | 7/23/2025 | | | 047185 | | |
| 710 311-600.05 | TELEPHONE | AFTER HOURS CALL CEN | | 30.75 | | | | |
| 720 311-600.05 | TELEPHONE | AFTER HOURS CALL CEN | | 30.75 | | | | 61.50 |
| 0010 | AMAZON CAPITOL SERVICES | | | | | | | |
| I-202507163555 | AMAZON CAPITOL SERVICES | R | 7/23/2025 | | | 047186 | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | SAFETY GEAR | | 34.32 | | | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 57.61 | | | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | SAFETY GEAR | | 45.46 | | | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | SAFETY GEAR | | 413.51 | | | | |
| 710 325-600.06 | MATERIALS AND SUPPLIES | DEHUMIDIFIER | | 15.64 | | | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 1,408.31 | | | | 1,974.85 |
| 0012 | AMERICAN RED CROSS | | | | | | | |
| I-202507163554 | AMERICAN RED CROSS | R | 7/23/2025 | | | 047187 | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | LIFEGUARD TRAINING | | 576.00 | | | | 576.00 |
| 0015 | AMERIGAS | | | | | | | |
| I-202507163553 | AMERIGAS | R | 7/23/2025 | | | 047188 | | |
| 100 411-600.04 | GAS AND ELECTRIC | PROPANE | | 946.66 | | | | 946.66 |
| 0027 | BASTIAN ENGINEERING | | | | | | | |
| I-202507163559 | BASTIAN ENGINEERING | R | 7/23/2025 | | | 047189 | | |
| 207 315-600.18 | PROFESSIONAL SERVICES | PROFESSIONAL SERVICE | | 271.25 | | | | |
| 100 414-600.91 | GRANT EXPENDITURES | PROFESSIONAL SERVICE | | 919.60 | | | | 1,190.85 |
| 0039 | BULLET INFORMATION TECHNOLOGY | | | | | | | |
| I-202507163560 | BULLET INFORMATION TECHNOLOGY | R | 7/23/2025 | | | 047190 | | |
| 100 114-600.18 | PROFESSIONAL SERVICES | COMPUTER REPAIR/MAIN | | 326.66 | | | | |
| 720 311-600.18 | PROFESSIONAL SERVICES | COMPUTER REPAIR/MAIN | | 326.67 | | | | |
| 710 311-600.18 | PROFESSIONAL SERVICES | COMPUTER REPAIR/MAIN | | 326.67 | | | | |
| 710 325-600.06 | MATERIALS AND SUPPLIES | COMPUTER REPAIR/MAIN | | 595.00 | | | | 1,575.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
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| 0046 | EMPIRE SOUTHWEST, LLC | | | | | | | |
| I-202507163562 | EMPIRE SOUTHWEST, LLC | R | 7/23/2025 | | | 047191 | | |
| 211 315-600.42 | STREET REPAIR | EQUIP RENTAL | | 2,016.62 | | | | |
| I-202507163564 | EMPIRE SOUTHWEST, LLC | R | 7/23/2025 | | | 047191 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS/TOOLS | | 1,774.12 | | | | |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS/TOOLS | | 1,774.12 | | | | 5,564.86 |
| 0052 | CITY OF PORTOLA | | | | | | | |
| I-202507163563 | CITY OF PORTOLA | R | 7/23/2025 | | | 047192 | | |
| 100 311-601.10 | WATER | CH | | 129.70 | | | | |
| 100 311-601.11 | SEWER | CH | | 45.23 | | | | |
| 100 414-601.10 | WATER | PARKS | | 3,647.09 | | | | |
| 100 411-601.10 | WATER | PARKS | | 2,197.11 | | | | |
| 100 411-601.11 | SEWER | PARKS | | 13.23 | | | | |
| 100 414-601.11 | SEWER | PARKS | | 13.23 | | | | |
| 100 414-601.10 | WATER | PARKS | | 2.00 | | | | |
| 100 414-601.11 | SEWER | PARKS | | 1.86 | | | | |
| 100 413-601.10 | WATER | WH | | 230.06 | | | | |
| 100 413-601.11 | SEWER | WH | | 45.23 | | | | |
| 710 311-601.10 | WATER | PW | | 24.32 | | | | |
| 720 311-601.10 | WATER | PW | | 24.32 | | | | |
| 710 311-601.11 | SEWER | PW | | 22.62 | | | | |
| 720 311-601.11 | SEWER | PW | | 22.61 | | | | 6,418.61 |
| 0101 | HUNT & SONS, INC. | | | | | | | |
| I-202507163567 | HUNT & SONS, INC. | R | 7/23/2025 | | | 047194 | | |
| 100 111-600.09 | VEHICLE FUEL | FUEL | | 32.07 | | | | |
| 100 212-600.09 | VEHICLE FUEL | FUEL | | 82.33 | | | | |
| 100 414-600.09 | VEHICLE FUEL | FUEL | | 173.72 | | | | |
| 710 311-600.09 | VEHICLE FUEL | FUEL | | 752.46 | | | | |
| 720 311-600.09 | VEHICLE FUEL | FUEL | | 216.45 | | | | |
| 207 315-600.09 | VEHICLE FUEL | FUEL | | 450.90 | | | | |
| 208 317-600.09 | VEHICLE FUEL | FUEL | | 271.21 | | | | 1,979.14 |
| 0103 | IEDA | | | | | | | |
| I-202507163570 | IEDA | R | 7/23/2025 | | | 047195 | | |
| 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 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
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| 0111 | JEFFERSON SUPPLY COMPANY | | | | | | | |
| I-202507163568 | JEFFERSON SUPPLY COMPANY | R | 7/23/2025 | | | 047196 | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | PARTS | | 30.18 | | | | |
| 710 311-600.76 | LINE REPAIR | PARTS | | 2,488.20 | | | | 2,518.38 |
| 0118 | KANSAS LIFE INSURANCE CO | | | | | | | |
| I-202507173589 | KANSAS LIFE INSURANCE CO | R | 7/23/2025 | | | 047197 | | |
| 100 111-510.01 | PERSONNEL COSTS | PREMIUM | | 13.20 | | | | |
| 100 113-510.01 | PERSONNEL COSTS | PREMIUM | | 6.99 | | | | |
| 100 114-510.01 | PERSONNEL COSTS | PREMIUM | | 1.55 | | | | |
| 100 311-510.01 | PERSONNEL COSTS | PREMIUM | | 3.88 | | | | |
| 207 315-510.01 | PERSONNEL COSTS | PREMIUM | | 4.66 | | | | |
| 208 317-510.01 | PERSONNEL COSTS | PREMIUM | | 4.66 | | | | |
| 710 311-510.01 | PERSONNEL COSTS | PREMIUM | | 24.84 | | | | |
| 720 311-510.01 | PERSONNEL COSTS | PREMIUM | | 14.75 | | | | |
| 730 311-510.01 | PERSONNEL COSTS | PREMIUM | | 3.11 | | | | 77.64 |
| 0130 | LEONARD'S MARKET | | | | | | | |
| I-202507163571 | LEONARD'S MARKET | R | 7/23/2025 | | | 047198 | | |
| 211 315-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 15.38 | | | | |
| 100 411-600.38 | POOL CONCESSION SUPPLIES | SUPPLIES | | 997.26 | | | | 1,012.64 |
| 0141 | MCI MEGA PREFERRED | | | | | | | |
| I-202507163576 | MCI MEGA PREFERRED | R | 7/23/2025 | | | 047199 | | |
| 710 311-600.05 | TELEPHONE | 800 LONG DISTANCE | | 22.91 | | | | |
| 720 311-600.05 | TELEPHONE | 800 LONG DISTANCE | | 22.91 | | | | 45.82 |
| 0148 | NAPA SIERRA | | | | | | | |
| I-202507173591 | NAPA SIERRA | R | 7/23/2025 | | | 047200 | | |
| 208 317-600.42 | STREET REPAIR | 291908 - PROPANE | | 40.70 | | | | 40.70 |
| 0159 | OFFICE DEPOT | | | | | | | |
| I-202507163577 | OFFICE DEPOT | R | 7/23/2025 | | | 047201 | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 91.71 | | | | 91.71 |
| 0173 | PITNEY BOWES INC | | | | | | | |
| I-202507163580 | PITNEY BOWES INC | R | 7/23/2025 | | | 047202 | | |
| 100 111-600.02 | POSTAGE | POSTAGE SUPPLIES | | 20.03 | | | | |
| 100 113-600.02 | POSTAGE | POSTAGE SUPPLIES | | 20.03 | | | | |
| 710 311-600.02 | POSTAGE | POSTAGE SUPPLIES | | 20.03 | | | | |
| 720 311-600.02 | POSTAGE | POSTAGE SUPPLIES | | 20.02 | | | | 80.11 |
| 0175 | PLUMAS ACE HARDWARE INC | | | | | | | |
| I-202507163578 | PLUMAS ACE HARDWARE INC | R | 7/23/2025 | | | 047203 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 24.42 | | | | |
| 710 311-600.76 | LINE REPAIR | PARTS | | 105.03 | | | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | PARTS | | 400.97 | | | | |
| 100 414-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 22.50 | | | | |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
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| 0175 | PLUMAS ACE HARDWARE INCONT | | | | | | | |
| I-202507163578 | PLUMAS ACE HARDWARE INC | R | 7/23/2025 | | | 047203 | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | PARTS | | 94.93 | | | | |
| 207 315-600.06 | MATERIALS AND SUPPLIES | PARTS | | 211.20 | | | | |
| 207 315-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 267.05 | | | | |
| 207 315-600.42 | STREET REPAIR | PARTS | | 102.02 | | | | 1,228.12 |
| 0184 | PLUMAS SIERRA RURAL ELECTRIC | | | | | | | |
| I-202507173583 | PLUMAS SIERRA RURAL ELECTRIC | R | 7/23/2025 | | | 047204 | | |
| 710 325-600.04 | GAS AND ELECTRIC | LDWTP | | 1,459.83 | | | | 1,459.83 |
| 0188 | PORTER SIMON CORPORATION | | | | | | | |
| I-202507163581 | PORTER SIMON CORPORATION | R | 7/23/2025 | | | 047205 | | |
| 100 111-600.13 | LEGAL FEES | GENERAL | | 3,465.55 | | | | |
| 100 117-600.13 | LEGAL FEES | GENERAL | | 945.15 | | | | |
| 710 311-600.13 | LEGAL FEES | GENERAL | | 945.15 | | | | |
| 720 311-600.13 | LEGAL FEES | GENERAL | | 945.15 | | | | |
| 100 111-601.16 | LEGAL-OTHER | PORTER SIMON CORPORA | | 224.00 | | | | |
| 100 111-601.16 | LEGAL-OTHER | PORTER SIMON CORPORA | | 4,021.34 | | | | |
| 710 311-601.16 | LEGAL - OTHER | PORTER SIMON CORPORA | | 4,021.33 | | | | |
| 720 311-601.16 | LEGAL-OTHER | PORTER SIMON CORPORA | | 4,021.33 | | | | 18,589.00 |
| 0192 | PURCHASE POWER - PITNEY BOWES | | | | | | | |
| I-202507163579 | PURCHASE POWER - PITNEY BOWES | R | 7/23/2025 | | | 047206 | | |
| 100 111-600.02 | POSTAGE | POSTAGE | | 372.68 | | | | |
| 100 113-600.02 | POSTAGE | POSTAGE | | 372.68 | | | | |
| 710 311-600.02 | POSTAGE | POSTAGE | | 372.68 | | | | |
| 720 311-600.02 | POSTAGE | POSTAGE | | 372.68 | | | | |
| 730 311-600.02 | POSTAGE | POSTAGE | | 372.68 | | | | 1,863.40 |
| 0197 | REIMER PEST & WEED CONTROL | | | | | | | |
| I-202507173599 | REIMER PEST & WEED CONTROL | R | 7/23/2025 | | | 047207 | | |
| 720 311-600.18 | PROFESSIONAL SERVICES | REIMER PEST & WEED C | | 4,764.00 | | | | 4,764.00 |
| 0212 | SIERRA CONTROLS, LLC | | | | | | | |
| I-202507173592 | SIERRA CONTROLS, LLC | R | 7/23/2025 | | | 047208 | | |
| 710 311-600.18 | PROFESSIONAL SERVICES | N TANK SENSOR | | 958.53 | | | | 958.53 |
| 0218 | Silver State Analytical Labora | | | | | | | |
| I-202507173586 | Silver State Analytical Labora | R | 7/23/2025 | | | 047209 | | |
| 720 311-600.51 | TESTING | LABS | | 1,386.00 | | | | 1,386.00 |
| 0219 | SILVER STATE BARRICADE & SIGN | | | | | | | |
| I-202507173584 | SILVER STATE BARRICADE & SIGN | R | 7/23/2025 | | | 047210 | | |
| 207 315-600.06 | MATERIALS AND SUPPLIES | TOOLS | | 341.41 | | | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | TOOLS | | 439.25 | | | | 780.66 |

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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| 0229 | STATE WATER RESOURCES CONTROL | | | | | | | |
| I-202507173596 | STATE WATER RESOURCES CONTROL | R | 7/23/2025 | | | 047211 | | |
| 100 311-700.15 | Bridge | APPLICATION FEE | | 4,212.00 | | | | 4,212.00 |
| 0234 | SUPERIOR POOL PRODUCTS, LLC | | | | | | | |
| I-202507173585 | SUPERIOR POOL PRODUCTS, LLC | R | 7/23/2025 | | | 047212 | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | CHEMICAL | | 150.54 | | | | 150.54 |
| 0235 | SUSAN SCARLETT | | | | | | | |
| I-202507173587 | SUSAN SCARLETT | R | 7/23/2025 | | | 047213 | | |
| 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 |
| 0253 | US BANCORP | | | | | | | |
| I-202507173594 | US BANCORP | R | 7/23/2025 | | | 047214 | | |
| 100 111-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 149.15 | | | | |
| 100 111-600.31 | DUES/MEMBERSHIPS | SUPPLIES | | 147.00 | | | | |
| 100 414-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 179.50 | | | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 149.15 | | | | |
| 100 111-600.30 | CONFERENCE/TRAVEL | SUPPLIES | | 241.22 | | | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 347.36 | | | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 1,364.17 | | | | |
| 100 411-600.38 | POOL CONCESSION SUPPLIES | SUPPLIES | | 919.36 | | | | |
| 100 212-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 53.31 | | | | |
| 100 112-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 37.29 | | | | |
| 100 113-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 149.15 | | | | |
| 100 114-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 37.29 | | | | |
| 100 117-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 37.29 | | | | |
| 730 311-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 37.22 | | | | 3,848.46 |
| 0256 | USA BLUE BOOK INC | | | | | | | |
| I-202507173593 | USA BLUE BOOK INC | R | 7/23/2025 | | | 047216 | | |
| 710 311-600.76 | LINE REPAIR | INJECTION VALVE | | 302.15 | | | | 302.15 |
| 0264 | WESTERN NEVADA SUPPLY | | | | | | | |
| I-202507173595 | WESTERN NEVADA SUPPLY | R | 7/23/2025 | | | 047217 | | |
| 710 311-600.76 | LINE REPAIR | WATER LINE REPAIR | | 2,386.58 | | | | 2,386.58 |
| 0006 | ALLIANT INSURANCE SERVICES, INC | | | | | | | |
| I-202507163556 | ALLIANT INSURANCE SERVICES, INC | R | 7/23/2025 | | | 047218 | | |
| 100 311-600.15 | INSURANCE | RENEWAL PREMIUM | | 600.00 | | | | |
| 710 311-600.15 | INSURANCE | RENEWAL PREMIUM | | 600.00 | | | | |
| 720 311-600.15 | INSURANCE | RENEWAL PREMIUM | | 600.00 | | | | 1,800.00 |

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| 0048 | FACTUAL DATA | | | | | | | |
| I-202507163565 | FACTUAL DATA | R | 7/23/2025 | | | 047219 | | |
| 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-202507163566 | GRANITE CONSTRUCTION, INC | R | 7/23/2025 | | | 047220 | | |
| 211 315-600.42 | STREET REPAIR | STREET REPAIR | | 6,544.04 | | | | 6,544.04 |
| 1 | INTERNAL REVENUE SERVICE | | | | | | | |
| I-202507163569 | INTERNAL REVENUE SERVICE:PR TA | R | 7/23/2025 | | | 047221 | | |
| 100 113-600.99 | MISCELLANEOUS EXPENSE | TAXES DUE | | 1,781.68 | | | | 1,781.68 |
| 000069 | MARLIN LEASING CORP - PEAC | | | | | | | |
| I-202507173588 | MARLIN LEASING CORP - PEAC | R | 7/23/2025 | | | 047222 | | |
| 100 111-600.48 | EQUIPMENT LEASE | LEASE | | 139.73 | | | | |
| 100 113-600.48 | EQUIPMENT LEASE | LEASE | | 139.73 | | | | |
| 710 311-600.48 | EQUIPMENT LEASE | LEASE | | 93.15 | | | | |
| 720 311-600.48 | EQUIPMENT LEASE | LEASE | | 93.16 | | | | 465.77 |
| 000098 | MDK,LLC WESTERN ENVIRONMENTA | | | | | | | |
| I-202507173598 | MDK,LLC WESTERN ENVIRONMENTA | R | 7/23/2025 | | | 047223 | | |
| 710 311-600.51 | TESTING | LABS | | 1,316.27 | | | | |
| 720 311-600.51 | TESTING | LABS | | 5,038.34 | | | | 6,354.61 |
| 0169 | PETE RHODE | | | | | | | |
| I-202507163573 | PETE RHODE | R | 7/23/2025 | | | 047224 | | |
| 100 414-601.06 | EVENTS | SOUND SET UP -MUSIC | | 300.00 | | | | 300.00 |
| 0169 | PETE RHODE | | | | | | | |
| I-202507163574 | PETE RHODE | R | 7/23/2025 | | | 047225 | | |
| 100 414-601.06 | EVENTS | SOUND SET UP,MUSIC I | | 300.00 | | | | 300.00 |
| 1 | ROBERT CAUDLE | | | | | | | |
| I-202507163572 | ROBERT CAUDLE:MUSIC IN PARK | R | 7/23/2025 | | | 047226 | | |
| 100 414-601.06 | EVENTS | MUSIC IN THE PARK | | 750.00 | | | | 750.00 |
| 0222 | SMALL CITIES ORGANIZED RISK EF | | | | | | | |
| I-202507173590 | SMALL CITIES ORGANIZED RISK EF | R | 7/23/2025 | | | 047227 | | |
| 100 111-600.15 | INSURANCE | PREMIUM | | 5,420.59 | | | | |
| 100 113-600.15 | INSURANCE | PREMIUM | | 1,790.71 | | | | |
| 100 212-600.15 | INSURANCE | PREMIUM | | 4,476.78 | | | | |
| 100 311-600.15 | INSURANCE | PREMIUM | | 8,594.59 | | | | |
| 100 411-600.15 | INSURANCE | PREMIUM | | 12,534.39 | | | | |
| 100 413-600.15 | INSURANCE | PREMIUM | | 5,371.55 | | | | |
| 100 414-600.15 | INSURANCE | PREMIUM | | 5,013.76 | | | | |
| 710 311-600.15 | INSURANCE | PREMIUM | | 29,771.44 | | | | |
| 710 325-600.15 | INSURANCE | PREMIUM | | 33,302.05 | | | | |

VENDOR SET: 01 City of Portola
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| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
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| 0222 | SMALL CITIES ORGANIZEDCONT | | | | | | | |
| I-202507173590 | SMALL CITIES ORGANIZED RISK EF | R | 7/23/2025 | | | 047227 | | |
| 720 311-600.15 | INSURANCE | PREMIUM | | 38,190.37 | | | | |
| 730 311-600.15 | INSURANCE | PREMIUM | | 7,520.63 | | | | |
| 208 317-600.15 | INSURANCE | PREMIUM | | 15,758.02 | | | | |
| 100 111-510.01 | PERSONNEL COSTS | WC PREMIUM | | 542.29 | | | | |
| 100 113-510.01 | PERSONNEL COSTS | WC PREMIUM | | 98.02 | | | | |
| 100 112-510.01 | PERSONNEL COSTS | WC PREMIUM | | 220.24 | | | | |
| 100 212-510.01 | PERSONNEL COSTS | WC PREMIUM | | 601.36 | | | | |
| 100 114-510.01 | PERSONNEL COSTS | WC PREMIUM | | 410.73 | | | | |
| 100 311-510.01 | PERSONNEL COSTS | WC PREMIUM | | 1,981.17 | | | | |
| 100 411-510.01 | PERSONNEL COSTS | WC PREMIUM | | 974.74 | | | | |
| 207 315-510.01 | PERSONNEL COSTS | WC PREMIUM | | 2,764.02 | | | | |
| 208 317-510.01 | PERSONNEL COSTS | WC PREMIUM | | 3,365.18 | | | | |
| 710 311-510.01 | PERSONNEL COSTS | WC PREMIUM | | 9,460.38 | | | | |
| 720 311-510.01 | PERSONNEL COSTS | WC PREMIUM | | 5,312.81 | | | | |
| 730 311-510.01 | PERSONNEL COSTS | WC PREMIUM | | 1,046.40 | | | | 194,522.22 |
| 1 | TAHOE SCHOOL OF MUSIC | | | | | | | |
| I-202507163575 | TAHOE SCHOOL OF MUSIC:MUSICPAR | R | 7/23/2025 | | | 047230 | | |
| 100 414-601.06 | EVENTS | MUSIC IN THE PARK | | 1,000.00 | | | | 1,000.00 |
| 000094 | WESTERN INDUSTRIAL PARTS, INC | | | | | | | |
| I-202507173597 | WESTERN INDUSTRIAL PARTS, INC | R | 7/23/2025 | | | 047231 | | |
| 208 317-600.06 | MATERIALS AND SUPPLIES | PARTS & SUPPLIES | | 258.44 | | | | 258.44 |
| 0007 | ALPINE FIRE SERVICES, INC | | | | | | | |
| I-202507293620 | ALPINE FIRE SERVICES, INC | R | 8/13/2025 | | | 047232 | | |
| 710 311-600.18 | PROFESSIONAL SERVICES | RECHARGE | | 57.85 | | | | |
| 720 311-600.18 | PROFESSIONAL SERVICES | RECHARGE | | 57.84 | | | | 115.69 |
| 0008 | ALWAYS ANSWER | | | | | | | |
| I-202508043633 | ALWAYS ANSWER | R | 8/13/2025 | | | 047233 | | |
| 710 311-600.05 | TELEPHONE | CALL CENTER SERVICE | | 32.16 | | | | |
| 720 311-600.05 | TELEPHONE | CALL CENTER SERVICE | | 32.16 | | | | 64.32 |
| 0010 | AMAZON CAPITOL SERVICES | | | | | | | |
| I-202508053664 | AMAZON CAPITOL SERVICES | R | 8/13/2025 | | | 047234 | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | VARIOUS | | 172.75 | | | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | VARIOUS | | 187.99 | | | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | VARIOUS | | 321.09 | | | | |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | VARIOUS | | 187.98 | | | | |
| 207 315-600.06 | MATERIALS AND SUPPLIES | VARIOUS | | 53.93 | | | | |
| 208 317-600.06 | MATERIALS AND SUPPLIES | VARIOUS | | 53.96 | | | | |
| 730 311-600.06 | MATERIALS AND SUPPLIES | VARIOUS | | 53.88 | | | | 1,031.58 |

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| 0015 | AMERIGAS | | | | | | | |
| I-202508043624 | AMERIGAS | R | 8/13/2025 | | | 047235 | | |
| 100 311-600.04 | GAS AND ELECTRIC | CH PROPANE | | 1.07 | | | | |
| 710 325-600.04 | GAS AND ELECTRIC | LDWTP PROPANE | | 200.09 | | | | 201.16 |
| 0023 | AT&T CALNET 3 | | | | | | | |
| I-202507243604 | AT&T CALNET 3 | R | 8/13/2025 | | | 047236 | | |
| 710 325-600.05 | TELEPHONE | SCADA - LDWTP | | 32.98 | | | | |
| 710 311-600.05 | TELEPHONE | SCADA | | 31.58 | | | | |
| 100 111-600.05 | TELEPHONE | CH FAX | | 31.58 | | | | 96.14 |
| 0041 | CALIF. RURAL WATER ASSOC. | | | | | | | |
| I-202508043642 | CALIF. RURAL WATER ASSOC. | R | 8/13/2025 | | | 047237 | | |
| 710 311-600.31 | DUES/MEMBERSHIPS | ANNUAL RENEWAL | | 992.00 | | | | 992.00 |
| 0046 | EMPIRE SOUTHWEST, LLC | | | | | | | |
| I-202508043641 | EMPIRE SOUTHWEST, LLC | R | 8/13/2025 | | | 047238 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 37.13 | | | | 37.13 |
| 0052 | CITY OF PORTOLA | | | | | | | |
| I-202508053651 | CITY OF PORTOLA | R | 8/13/2025 | | | 047239 | | |
| 100 311-601.10 | WATER | CH | | 137.42 | | | | |
| 100 311-601.11 | SEWER | CH | | 45.23 | | | | |
| 100 414-601.10 | WATER | VARIOUS | | 3,125.58 | | | | |
| 100 411-601.10 | WATER | PARK | | 2,602.99 | | | | |
| 100 411-601.11 | SEWER | PARK | | 19.85 | | | | |
| 100 414-601.11 | SEWER | PARK | | 32.77 | | | | |
| 100 414-601.10 | WATER | PARK | | 33.20 | | | | |
| 100 413-601.10 | WATER | WH | | 199.08 | | | | |
| 100 413-601.11 | SEWER | WH | | 45.13 | | | | |
| 710 311-601.10 | WATER | PW | | 22.39 | | | | |
| 720 311-601.10 | WATER | PW | | 22.39 | | | | |
| 710 311-601.11 | SEWER | PW | | 45.23 | | | | 6,331.26 |
| 0053 | CIVICPLUS | | | | | | | |
| I-202508043630 | CIVICPLUS | R | 8/13/2025 | | | 047241 | | |
| 100 111-600.22 | CODE REFERENCE UPDATE | CITY WEBSITE | | 315.00 | | | | |
| 710 311-600.22 | CODE REFERENCE UPDATE | CITY WEBSITE | | 315.00 | | | | |
| 720 311-600.22 | CODE REFERENCE UPDATE | CITY WEBSITE | | 315.00 | | | | 945.00 |
| 0078 | ENCOMPASS | | | | | | | |
| I-202508043627 | ENCOMPASS | R | 8/13/2025 | | | 047242 | | |
| 100 111-600.06 | MATERIALS AND SUPPLIES | XEROX COPIES | | 168.08 | | | | |
| 100 113-600.06 | MATERIALS AND SUPPLIES | XEROX COPIES | | 168.08 | | | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | XEROX COPIES | | 112.05 | | | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | XEROX COPIES | | 112.06 | | | | 560.27 |

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| 0086 | FOLCHI LOGGING & CONSTR., INC. | | | | | | | |
| I-202508053647 | FOLCHI LOGGING & CONSTR., INC. | R | 8/13/2025 | | | 047243 | | |
| 710 311-600.76 | LINE REPAIR | ROAD BASE | | 1,716.00 | | | | |
| 720 311-600.25 | EQUIPMENT RENTAL | CONTRACT WORK | | 630.00 | | | | 2,346.00 |
| 0090 | GRAINGER INC | | | | | | | |
| I-202507243605 | GRAINGER INC | R | 8/13/2025 | | | 047244 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PARTS | | 351.43 | | | | 351.43 |
| 0101 | HUNT & SONS, INC. | | | | | | | |
| I-202508053671 | HUNT & SONS, INC. | R | 8/13/2025 | | | 047245 | | |
| 100 114-600.09 | VEHICLE FUEL | FUEL | | 82.77 | | | | |
| 100 212-600.09 | VEHICLE FUEL | FUEL | | 76.42 | | | | |
| 100 414-600.09 | VEHICLE FUEL | FUEL | | 538.68 | | | | |
| 710 311-600.09 | VEHICLE FUEL | FUEL | | 1,159.73 | | | | |
| 207 315-600.09 | VEHICLE FUEL | FUEL | | 415.40 | | | | |
| 720 311-600.09 | VEHICLE FUEL | FUEL | | 740.11 | | | | |
| 208 317-600.09 | VEHICLE FUEL | FUEL | | 68.42 | | | | 3,081.53 |
| 0103 | IEDA | | | | | | | |
| I-202508043634 | IEDA | R | 8/13/2025 | | | 047246 | | |
| 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 |
| 0105 | INTERMOUNTAIN DISPOSAL | | | | | | | |
| I-202508053658 | INTERMOUNTAIN DISPOSAL | R | 8/13/2025 | | | 047247 | | |
| 720 311-600.94 | REFUSE COLLECTION | INTERMOUNTAIN DISPOS | | 228.67 | | | | 228.67 |
| 0105 | INTERMOUNTAIN DISPOSAL | | | | | | | |
| I-202508053659 | INTERMOUNTAIN DISPOSAL | R | 8/13/2025 | | | 047248 | | |
| 100 413-600.94 | REFUSE COLLECTION | REFUSE COLLECTION | | 16.04 | | | | |
| 100 111-600.94 | REFUSE COLLECTION | REFUSE COLLECTION | | 89.97 | | | | |
| 710 311-600.94 | REFUSE COLLECTION | REFUSE COLLECTION | | 209.42 | | | | |
| 720 311-600.94 | REFUSE COLLECTION | REFUSE COLLECTION | | 209.40 | | | | |
| 100 411-600.94 | REFUSE COLLECTION | REFUSE COLLECTION | | 378.60 | | | | 903.43 |

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| 0111 | JEFFERSON SUPPLY COMPANY | | | | | | | |
| I-202508053644 | JEFFERSON SUPPLY COMPANY | R | 8/13/2025 | | | 047249 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PLUMMBING PARTS | | 181.78 | | | | |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | PLUMMBING PARTS | | 181.78 | | | | |
| 720 311-600.76 | LINE REPAIR | PLUMMBING PARTS | | 1,337.41 | | | | |
| 720 311-700.32 | SYSTEM IMPROVEMENT | PLUMMBING PARTS | | 54,054.00 | | | | 55,754.97 |
| 0132 | LEWISPORT USA | | | | | | | |
| I-202507293619 | LEWISPORT USA | R | 8/13/2025 | | | 047250 | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | SIGN | | 75.04 | | | | 75.04 |
| 0133 | LIBERTY UTILITIES | | | | | | | |
| I-202508053669 | LIBERTY UTILITIES | R | 8/13/2025 | | | 047251 | | |
| 100 311-600.04 | GAS AND ELECTRIC | ELECTRIC | | 575.03 | | | | |
| 100 413-600.04 | GAS AND ELECTRIC | ELECTRIC | | 134.69 | | | | |
| 100 414-600.04 | GAS AND ELECTRIC | ELECTRIC | | 499.29 | | | | |
| 100 411-600.04 | GAS AND ELECTRIC | ELECTRIC | | 2,704.47 | | | | |
| 207 213-600.41 | STREET LIGHTING | ELECTRIC | | 6,399.46 | | | | |
| 710 311-600.04 | GAS AND ELECTRIC | ELECTRIC | | 1,136.65 | | | | |
| 720 311-600.04 | GAS AND ELECTRIC | ELECTRIC | | 2,156.39 | | | | 13,605.98 |
| 0141 | MCI MEGA PREFERRED | | | | | | | |
| I-202508043635 | MCI MEGA PREFERRED | R | 8/13/2025 | | | 047252 | | |
| 710 311-600.05 | TELEPHONE | 800# LONG DIST | | 22.91 | | | | |
| 720 311-600.05 | TELEPHONE | 800# LONG DIST | | 22.91 | | | | 45.82 |
| 0148 | NAPA SIERRA | | | | | | | |
| I-202508053657 | NAPA SIERRA | R | 8/13/2025 | | | 047253 | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | PARTS | | 23.57 | | | | |
| 208 317-600.08 | VEHICLE REPAIR & MAINTENANCE | PARTS | | 235.66 | | | | 259.23 |
| 0162 | OPERATING ENGINEERS _PUBLIC EM | | | | | | | |
| I-202507243611 | OPERATING ENGINEERS _PUBLIC EM | R | 8/13/2025 | | | 047254 | | |
| 100 113-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 282.28 | | | | |
| 100 113-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 282.25 | | | | |
| 100 311-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 705.70 | | | | |
| 207 315-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 846.84 | | | | |
| 208 317-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 1,693.68 | | | | |
| 710 311-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 5,363.32 | | | | |
| 720 311-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 4,234.20 | | | | |
| 730 311-510.01 | PERSONNEL COSTS | HEALTH INS - SEPT | | 705.73 | | | | 14,114.00 |
| 0175 | PLUMAS ACE HARDWARE INC | | | | | | | |
| I-202508053667 | PLUMAS ACE HARDWARE INC | R | 8/13/2025 | | | 047255 | | |
| 100 111-600.45 | BUILDING EXPENSE | PARTS | | 577.57 | | | | |
| 710 311-600.76 | LINE REPAIR | PARTS | | 156.31 | | | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | PARTS | | 211.20 | | | | |
| 100 414-600.06 | MATERIALS AND SUPPLIES | PARTS | | 231.34 | | | | |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|-------------------------------|----------------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 0175 | PLUMAS ACE HARDWARE INCONT | | | | | | | |
| I-202508053667 | PLUMAS ACE HARDWARE INC | R | 8/13/2025 | | | 047255 | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | PARTS | | 40.47 | | | | |
| 207 315-600.06 | MATERIALS AND SUPPLIES | PARTS | | 85.73 | | | | |
| 211 315-600.06 | MATERIALS AND SUPPLIES | PARTS | | 75.86 | | | | 1,378.48 |
| 0184 | PLUMAS SIERRA RURAL ELECTRIC | | | | | | | |
| I-202508053670 | PLUMAS SIERRA RURAL ELECTRIC | R | 8/13/2025 | | | 047256 | | |
| 710 325-600.04 | GAS AND ELECTRIC | ELECTRIC | | 1,661.42 | | | | 1,661.42 |
| 0185 | PLUMAS SIERRA TELECOMMUNICAT | | | | | | | |
| I-202508043632 | PLUMAS SIERRA TELECOMMUNICAT | R | 8/13/2025 | | | 047257 | | |
| 710 325-600.05 | TELEPHONE | LDWTP BROADBAND | | 625.87 | | | | |
| 710 311-600.05 | TELEPHONE | PW BROADBAND | | 59.50 | | | | |
| 720 311-600.05 | TELEPHONE | PW BROADBAND | | 59.50 | | | | |
| 100 113-600.05 | TELEPHONE | CH BROADBAND | | 17.80 | | | | |
| 100 111-600.05 | TELEPHONE | CH BROADBAND | | 21.36 | | | | |
| 710 311-600.05 | TELEPHONE | CH BROADBAND | | 22.25 | | | | |
| 720 311-600.05 | TELEPHONE | CH BROADBAND | | 22.25 | | | | |
| 100 413-600.05 | TELEPHONE | CH BROADBAND | | 5.34 | | | | |
| 100 413-600.05 | TELEPHONE | WH BROADBAND | | 89.00 | | | | 922.87 |
| 0188 | PORTER SIMON CORPORATION | | | | | | | |
| I-202508053668 | PORTER SIMON CORPORATION | R | 8/13/2025 | | | 047258 | | |
| 100 111-600.13 | LEGAL FEES | GENERAL LEGAL COUNCI | | 3,265.35 | | | | |
| 100 117-600.13 | LEGAL FEES | GENERAL LEGAL COUNCI | | 890.55 | | | | |
| 710 311-600.13 | LEGAL FEES | GENERAL LEGAL COUNCI | | 890.55 | | | | |
| 720 311-600.13 | LEGAL FEES | GENERAL LEGAL COUNCI | | 890.55 | | | | |
| 100 111-601.16 | LEGAL-OTHER | SHAW CLAIM | | 952.00 | | | | |
| 100 111-601.16 | LEGAL-OTHER | SHAW CLAIM | | 2,157.68 | | | | |
| 710 311-601.16 | LEGAL - OTHER | SHAW CLAIM | | 2,157.68 | | | | |
| 720 311-601.16 | LEGAL-OTHER | SHAW CLAIM | | 2,157.67 | | | | 13,362.03 |
| 0198 | RENO HYDRAULIC & REBUILD, INC | | | | | | | |
| I-202508053666 | RENO HYDRAULIC & REBUILD, INC | R | 8/13/2025 | | | 047259 | | |
| 710 325-600.07 | EQUIPMENT REPAIR/MAINTENANCE | RENO HYDRAULIC & REB | | 1,426.09 | | | | 1,426.09 |
| 0227 | STATE OF CALIFORNIA | | | | | | | |
| I-202508053648 | STATE OF CALIFORNIA | R | 8/13/2025 | | | 047260 | | |
| 207 315-600.07 | EQUIPMENT REPAIR/MAINTENANCE | APRIL THRU JUNE SIGN | | 356.60 | | | | 356.60 |
| 0231 | SUCCEED.NET | | | | | | | |
| I-202507293615 | SUCCEED.NET | R | 8/13/2025 | | | 047261 | | |
| 100 112-601.04 | CITY WEB PAGE | WEB HOSTING | | 65.00 | | | | |
| 100 413-601.04 | CITY WEB PAGE | WEB HOSTING | | 65.00 | | | | 130.00 |

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 |
|-------------|--|--|--|--|----------|-------------|-----------------|-----------------|
| 0234 | I-202507293614 100 411-600.06 | SUPERIOR POOL PRODUCTS, LLC SUPERIOR POOL PRODUCTS, LLC MATERIALS AND SUPPLIES | R 8/13/2025 CHEMICALS | 451.29 | | 047262 | | 451.29 |
| 0235 | I-202508053656 710 311-600.18 720 311-600.18 | SUSAN SCARLETT SUSAN SCARLETT PROFESSIONAL SERVICES PROFESSIONAL SERVICES | R 8/13/2025 NOTARY REIMBURSEMENT NOTARY REIMBURSEMENT | 70.75 70.75 | | 047263 | | 141.50 |
| 0240 | I-202508043636 730 311-600.80 730 311-600.18 | THOMAS G. VALENTINO ; TGV SO THOMAS G. VALENTINO ; TGV SO POST-CLOSURE CARE COSTS PROFESSIONAL SERVICES | R 8/13/2025 PROFESSIONAL SERVICE PROFESSIONAL SERVICE | 135.00 1,575.00 | | 047264 | | 1,710.00 |
| 0247 | I-202508043625 100 111-600.06 710 311-600.06 710 311-600.07 720 311-600.06 720 311-600.07 100 411-600.06 100 411-600.38 100 112-600.06 100 113-600.06 100 114-600.06 100 117-600.06 730 311-600.06 | U.S. BANK CORPORATE PAYMENT SY U.S. BANK CORPORATE PAYMENT SY MATERIALS AND SUPPLIES MATERIALS AND SUPPLIES EQUIPMENT REPAIR/MAINTENANCE MATERIALS AND SUPPLIES EQUIPMENT REPAIR/MAINTENANCE MATERIALS AND SUPPLIES POOL CONCESSION SUPPLIES MATERIALS AND SUPPLIES MATERIALS AND SUPPLIES MATERIALS AND SUPPLIES MATERIALS AND SUPPLIES MATERIALS AND SUPPLIES | R 8/13/2025 OFFICE SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES | 126.96 569.94 53.54 569.93 53.54 1.48 463.29 31.74 126.96 31.74 31.74 31.72 | | 047265 | | 2,092.58 |
| 0260 | I-202508043638 710 311-600.05 710 311-600.05 720 311-600.05 100 212-600.05 100 411-600.05 | VERIZON WIRELESS VERIZON WIRELESS TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE | R 8/13/2025 PW TABLET & SCADA VARIOUS CELL PHONES VARIOUS CELL PHONES CODE ENFORCEMENT CEL PW CELL | 78.02 58.93 138.95 38.34 41.45 | | 047267 | | 355.69 |
| 0260 | I-202508043639 100 411-600.36 100 413-600.05 100 212-600.05 710 311-600.05 720 311-600.05 100 111-600.05 100 113-600.05 100 311-600.05 100 114-600.05 | VERIZON WIRELESS VERIZON WIRELESS POOL FACILITY TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE TELEPHONE | R 8/13/2025 LANDLINES LANDLINES LANDLINES LANDLINES LANDLINES LANDLINES LANDLINES LANDLINES LANDLINES | 23.46 28.02 28.00 49.30 49.30 36.98 36.98 36.98 65.00 | | 047268 | | 354.02 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|--------------------------------|-------------------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 0260 | VERIZON WIRELESS | | | | | | | |
| I-202508043640 | VERIZON WIRELESS | R | 8/13/2025 | | | 047269 | | |
| 710 325-600.05 | TELEPHONE | LDTWP DATA PLAN | | 108.05 | | | | 108.05 |
| 0264 | WESTERN NEVADA SUPPLY | | | | | | | |
| I-202507293616 | WESTERN NEVADA SUPPLY | R | 8/13/2025 | | | 047270 | | |
| 710 311-600.76 | LINE REPAIR | WATER LINE REPAIR | | 2,633.33 | | | | |
| 720 311-600.76 | LINE REPAIR | SEWER LINE REPAIR | | 2,797.55 | | | | 5,430.88 |
| 1 | ALEXIS LEYVA | | | | | | | |
| I-202508063673 | ALEXIS LEYVA:POOL ADM REIMBURS | R | 8/13/2025 | | | 047271 | | |
| 100 411-405.22 | RECREATION FEES POOL ADMISSION | POOL ADMISSION REIMBURS | | 200.00 | | | | 200.00 |
| 000110 | ATLANTIC LIGHTING AND GLOVES | | | | | | | |
| I-202508053663 | ATLANTIC LIGHTING AND GLOVES | R | 8/13/2025 | | | 047272 | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | GLOVES | | 980.00 | | | | 980.00 |
| 000018 | CINTAS | | | | | | | |
| I-202507293618 | CINTAS | R | 8/13/2025 | | | 047273 | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 186.59 | | | | |
| 720 311-600.06 | MATERIALS AND SUPPLIES | SUPPLIES | | 186.60 | | | | 373.19 |
| 000078 | CLARK PEST CONTROL | | | | | | | |
| I-202507313623 | CLARK PEST CONTROL | R | 8/13/2025 | | | 047274 | | |
| 100 413-600.45 | BUILDING EXPENSE | PEST CONTROL | | 98.00 | | | | 98.00 |
| 000029 | COUNTRY BREEZE CLEANING | | | | | | | |
| I-202508053650 | COUNTRY BREEZE CLEANING | R | 8/13/2025 | | | 047275 | | |
| 100 111-600.45 | BUILDING EXPENSE | CLEANING SERVICE | | 133.33 | | | | |
| 710 311-600.45 | BUILDING EXPENSE | CLEANING SERVICE | | 133.33 | | | | |
| 720 311-600.45 | BUILDING EXPENSE | CLEANING SERVICE | | 133.34 | | | | 400.00 |
| 1 | JARED RECASENS | | | | | | | |
| I-202507243607 | JARED RECASENS:EMPLOYEE REIMBU | R | 8/13/2025 | | | 047276 | | |
| 710 311-600.32 | TRAINING AND EDUCATION | DWOCF REIMBURSEMENT | | 110.00 | | | | 110.00 |
| 1 | JORDAN ALLEY | | | | | | | |
| I-202508043626 | JORDAN ALLEY:POOL ADM REIMBURS | R | 8/13/2025 | | | 047277 | | |
| 100 411-405.22 | RECREATION FEES POOL ADMISSION | ADMISSION REIMBURSEM | | 70.00 | | | | 70.00 |
| 000005 | K & B TRANSPORTATION, LLC | | | | | | | |
| I-202508053652 | K & B TRANSPORTATION, LLC | R | 8/13/2025 | | | 047278 | | |
| 211 315-600.42 | STREET REPAIR | ASPHAULT | | 5,419.35 | | | | 5,419.35 |

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 |
|----------------|--------------------------------|----------------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 0055 | LES SCHWAB TIRE CENTER | | | | | | | |
| I-202508053660 | LES SCHWAB TIRE CENTER | R | 8/13/2025 | | | 047279 | | |
| 710 311-600.08 | VEHICLE REPAIR & MAINTENANCE | VEH REPAIR | | 47.09 | | | | |
| 720 311-600.08 | VEHICLE REPAIR & MAINTENANCE | VEH REPAIR | | 47.08 | | | | 94.17 |
| 1 | LINCOLN BRISTOL | | | | | | | |
| I-202508043629 | LINCOLN BRISTOL:POOL ADM REIMB | R | 8/13/2025 | | | 047280 | | |
| 100 411-405.22 | RECREATION FEES POOL ADMISSION | POOL ADMISSION REIMB | | 70.00 | | | | 70.00 |
| 000109 | MARGARET'S FUNK BAND | | | | | | | |
| I-202507243609 | MARGARET'S FUNK BAND | R | 8/13/2025 | | | 047281 | | |
| 100 414-601.06 | EVENTS | MUSIC IN THE PARK | | 1,000.00 | | | | 1,000.00 |
| 000069 | MARLIN LEASING CORP - PEAC | | | | | | | |
| I-202507243608 | MARLIN LEASING CORP - PEAC | R | 8/13/2025 | | | 047282 | | |
| 100 111-600.48 | EQUIPMENT LEASE | COPIER LEASE | | 122.59 | | | | |
| 100 113-600.48 | EQUIPMENT LEASE | COPIER LEASE | | 122.59 | | | | |
| 710 311-600.48 | EQUIPMENT LEASE | COPIER LEASE | | 81.72 | | | | |
| 720 311-600.48 | EQUIPMENT LEASE | COPIER LEASE | | 81.72 | | | | 408.62 |
| 000098 | MDK,LLC WESTERN ENVIRONMENTA | | | | | | | |
| I-202507293617 | MDK,LLC WESTERN ENVIRONMENTA | R | 8/13/2025 | | | 047283 | | |
| 710 311-600.51 | TESTING | LAB TESTING | | 489.19 | | | | |
| 720 311-600.51 | TESTING | LAB TESTING | | 5,514.84 | | | | 6,004.03 |
| 0169 | PETE RHODE | | | | | | | |
| I-202507243610 | PETE RHODE | R | 8/13/2025 | | | 047284 | | |
| 100 414-601.06 | EVENTS | SOUND SET UP - MARGA | | 300.00 | | | | 300.00 |
| 000010 | RENO PAINT MART INC | | | | | | | |
| I-202508053645 | RENO PAINT MART INC | R | 8/13/2025 | | | 047285 | | |
| 211 315-600.06 | MATERIALS AND SUPPLIES | RENO PAINT MART INC | | 744.17 | | | | 744.17 |
| 1 | STACY MCGEE | | | | | | | |
| I-202508043628 | STACY MCGEE:EMPLOYEE REIMBURSE | R | 8/13/2025 | | | 047286 | | |
| 710 311-600.06 | MATERIALS AND SUPPLIES | STACY MCGEE:EMPLOYEE | | 53.91 | | | | 53.91 |
| 000083 | TCE SOLUTIONS | | | | | | | |
| I-202507243612 | TCE SOLUTIONS | R | 8/13/2025 | | | 047287 | | |
| 100 212-600.95 | CODE ENFORCEMENT | CODE ENF TRAINING | | 1,280.00 | | | | 1,280.00 |
| 0239 | THATCHER , INC | | | | | | | |
| I-202507293621 | THATCHER , INC | R | 8/13/2025 | | | 047288 | | |
| 100 411-600.06 | MATERIALS AND SUPPLIES | CHEMICALS | | 3,375.00 | | | | |
| 710 325-601.12 | CHEMICALS | CHEMICALS | | 5,525.73 | | | | 8,900.73 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|--------------------------------|---------------|---------------|----------|----------|-------------|-----------------|-----------------|
| 000033 | UES | | | | | | | |
| I-202508043637 | UES | R | 8/13/2025 | | | 047289 | | |
| 730 311-600.51 | TESTING | MONITORING | | 7,693.50 | | | | 7,693.50 |
| 1 | UNITED CENTRAL INDUST SUPP | | | | | | | |
| I-202508053661 | UNITED CENTRAL INDUST SUPP:PAR | R | 8/13/2025 | | | 047290 | | |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | SUCTION EQUIP | | 369.87 | | | | |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | SUCTION EQUIP | | 369.86 | | | | 739.73 |

| * * T O T A L S * * | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|-----|-------------------|-----------|--------------|
| REGULAR CHECKS: | 102 | 454,039.36 | 0.00 | 454,039.36 |
| 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 | 582.87 |
| 100 111-600.02 | POSTAGE | 392.71 |
| 100 111-600.05 | TELEPHONE | 89.92 |
| 100 111-600.06 | MATERIALS AND SUPPLIES | 444.19 |
| 100 111-600.09 | VEHICLE FUEL | 32.07 |
| 100 111-600.13 | LEGAL FEES | 6,730.90 |
| 100 111-600.15 | INSURANCE | 5,420.59 |
| 100 111-600.22 | CODE REFERENCE UPDATE | 315.00 |
| 100 111-600.30 | CONFERENCE/TRAVEL | 241.22 |
| 100 111-600.31 | DUES/MEMBERSHIPS | 147.00 |
| 100 111-600.45 | BUILDING EXPENSE | 710.90 |
| 100 111-600.48 | EQUIPMENT LEASE | 262.32 |
| 100 111-600.94 | REFUSE COLLECTION | 89.97 |
| 100 111-601.16 | LEGAL-OTHER | 7,355.02 |
| 100 112-510.01 | PERSONNEL COSTS | 220.24 |
| 100 112-600.06 | MATERIALS AND SUPPLIES | 69.03 |
| 100 112-601.04 | CITY WEB PAGE | 65.00 |
| 100 113-510.01 | PERSONNEL COSTS | 683.36 |
| 100 113-600.02 | POSTAGE | 392.71 |
| 100 113-600.05 | TELEPHONE | 54.78 |

** G/L ACCOUNT TOTALS **

| G/L ACCOUNT | NAME | AMOUNT |
|----------------|--------------------------------|-----------|
| 100 113-600.06 | MATERIALS AND SUPPLIES | 444.19 |
| 100 113-600.10 | ACCOUNTING FEES | 1,100.00 |
| 100 113-600.15 | INSURANCE | 1,790.71 |
| 100 113-600.48 | EQUIPMENT LEASE | 262.32 |
| 100 113-600.99 | MISCELLANEOUS EXPENSE | 1,781.68 |
| 100 114-510.01 | PERSONNEL COSTS | 424.42 |
| 100 114-600.05 | TELEPHONE | 65.00 |
| 100 114-600.06 | MATERIALS AND SUPPLIES | 69.03 |
| 100 114-600.09 | VEHICLE FUEL | 82.77 |
| 100 114-600.18 | PROFESSIONAL SERVICES | 326.66 |
| 100 117-600.06 | MATERIALS AND SUPPLIES | 69.03 |
| 100 117-600.13 | LEGAL FEES | 1,835.70 |
| 100 212-510.01 | PERSONNEL COSTS | 601.36 |
| 100 212-600.05 | TELEPHONE | 66.34 |
| 100 212-600.06 | MATERIALS AND SUPPLIES | 53.31 |
| 100 212-600.09 | VEHICLE FUEL | 158.75 |
| 100 212-600.15 | INSURANCE | 4,476.78 |
| 100 212-600.95 | CODE ENFORCEMENT | 1,280.00 |
| 100 311-510.01 | PERSONNEL COSTS | 2,718.11 |
| 100 311-600.04 | GAS AND ELECTRIC | 576.10 |
| 100 311-600.05 | TELEPHONE | 36.98 |
| 100 311-600.15 | INSURANCE | 9,194.59 |
| 100 311-601.10 | WATER | 267.12 |
| 100 311-601.11 | SEWER | 90.46 |
| 100 311-700.15 | Bridge | 4,212.00 |
| 100 411-405.22 | RECREATION FEES POOL ADMISSION | 340.00 |
| 100 411-510.01 | PERSONNEL COSTS | 974.74 |
| 100 411-600.04 | GAS AND ELECTRIC | 3,651.13 |
| 100 411-600.05 | TELEPHONE | 41.45 |
| 100 411-600.06 | MATERIALS AND SUPPLIES | 7,403.36 |
| 100 411-600.15 | INSURANCE | 12,534.39 |
| 100 411-600.36 | POOL FACILITY | 23.46 |
| 100 411-600.38 | POOL CONCESSION SUPPLIES | 2,379.91 |
| 100 411-600.94 | REFUSE COLLECTION | 378.60 |
| 100 411-601.10 | WATER | 4,800.10 |
| 100 411-601.11 | SEWER | 33.08 |
| 100 413-600.04 | GAS AND ELECTRIC | 134.69 |
| 100 413-600.05 | TELEPHONE | 122.36 |
| 100 413-600.15 | INSURANCE | 5,371.55 |
| 100 413-600.45 | BUILDING EXPENSE | 98.00 |
| 100 413-600.94 | REFUSE COLLECTION | 16.04 |
| 100 413-601.04 | CITY WEB PAGE | 65.00 |
| 100 413-601.10 | WATER | 429.14 |
| 100 413-601.11 | SEWER | 90.36 |
| 100 414-600.04 | GAS AND ELECTRIC | 499.29 |
| 100 414-600.06 | MATERIALS AND SUPPLIES | 1,301.58 |

** G/L ACCOUNT TOTALS **

| G/L ACCOUNT | NAME | AMOUNT |
|----------------|------------------------------|------------|
| 100 414-600.07 | EQUIPMENT REPAIR/MAINTENANCE | 202.00 |
| 100 414-600.09 | VEHICLE FUEL | 712.40 |
| 100 414-600.15 | INSURANCE | 5,013.76 |
| 100 414-600.91 | GRANT EXPENDITURES | 919.60 |
| 100 414-601.06 | EVENTS | 5,050.00 |
| 100 414-601.10 | WATER | 6,807.87 |
| 100 414-601.11 | SEWER | 47.86 |
| | *** FUND TOTAL *** | 115,724.93 |
| 207 213-600.41 | STREET LIGHTING | 6,399.46 |
| 207 315-510.01 | PERSONNEL COSTS | 3,640.36 |
| 207 315-600.06 | MATERIALS AND SUPPLIES | 692.27 |
| 207 315-600.07 | EQUIPMENT REPAIR/MAINTENANCE | 623.65 |
| 207 315-600.09 | VEHICLE FUEL | 866.30 |
| 207 315-600.10 | ACCOUNTING FEES | 495.00 |
| 207 315-600.18 | PROFESSIONAL SERVICES | 271.25 |
| 207 315-600.42 | STREET REPAIR | 102.02 |
| | *** FUND TOTAL *** | 13,090.31 |
| 208 317-510.01 | PERSONNEL COSTS | 5,095.12 |
| 208 317-600.06 | MATERIALS AND SUPPLIES | 312.40 |
| 208 317-600.08 | VEHICLE REPAIR & MAINTENANCE | 235.66 |
| 208 317-600.09 | VEHICLE FUEL | 339.63 |
| 208 317-600.10 | ACCOUNTING FEES | 495.00 |
| 208 317-600.15 | INSURANCE | 15,758.02 |
| 208 317-600.42 | STREET REPAIR | 40.70 |
| | *** FUND TOTAL *** | 22,276.53 |
| 211 315-600.06 | MATERIALS AND SUPPLIES | 835.41 |
| 211 315-600.42 | STREET REPAIR | 13,980.01 |
| | *** FUND TOTAL *** | 14,815.42 |
| 710 311-510.01 | PERSONNEL COSTS | 15,056.16 |
| 710 311-600.02 | POSTAGE | 392.71 |
| 710 311-600.04 | GAS AND ELECTRIC | 1,136.65 |
| 710 311-600.05 | TELEPHONE | 408.31 |
| 710 311-600.06 | MATERIALS AND SUPPLIES | 2,071.06 |
| 710 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | 3,217.54 |
| 710 311-600.08 | VEHICLE REPAIR & MAINTENANCE | 99.19 |
| 710 311-600.09 | VEHICLE FUEL | 1,912.19 |
| 710 311-600.10 | ACCOUNTING FEES | 1,430.00 |
| 710 311-600.13 | LEGAL FEES | 1,835.70 |
| 710 311-600.15 | INSURANCE | 30,371.44 |
| 710 311-600.18 | PROFESSIONAL SERVICES | 1,413.80 |
| 710 311-600.22 | CODE REFERENCE UPDATE | 315.00 |
| 710 311-600.31 | DUES/MEMBERSHIPS | 992.00 |

** G/L ACCOUNT TOTALS **

| G/L ACCOUNT | NAME | AMOUNT |
|----------------|------------------------------|------------|
| 710 311-600.32 | TRAINING AND EDUCATION | 110.00 |
| 710 311-600.45 | BUILDING EXPENSE | 133.33 |
| 710 311-600.48 | EQUIPMENT LEASE | 174.87 |
| 710 311-600.51 | TESTING | 1,805.46 |
| 710 311-600.76 | LINE REPAIR | 9,787.60 |
| 710 311-600.94 | REFUSE COLLECTION | 209.42 |
| 710 311-601.10 | WATER | 46.71 |
| 710 311-601.11 | SEWER | 67.85 |
| 710 311-601.16 | LEGAL - OTHER | 6,179.01 |
| 710 325-600.04 | GAS AND ELECTRIC | 3,321.34 |
| 710 325-600.05 | TELEPHONE | 766.90 |
| 710 325-600.06 | MATERIALS AND SUPPLIES | 610.64 |
| 710 325-600.07 | EQUIPMENT REPAIR/MAINTENANCE | 1,426.09 |
| 710 325-600.15 | INSURANCE | 33,302.05 |
| 710 325-601.12 | CHEMICALS | 5,525.73 |
| | *** FUND TOTAL *** | 124,118.75 |
| 720 311-510.01 | PERSONNEL COSTS | 9,723.68 |
| 720 311-600.02 | POSTAGE | 392.70 |
| 720 311-600.04 | GAS AND ELECTRIC | 2,156.39 |
| 720 311-600.05 | TELEPHONE | 378.73 |
| 720 311-600.06 | MATERIALS AND SUPPLIES | 2,576.62 |
| 720 311-600.07 | EQUIPMENT REPAIR/MAINTENANCE | 2,694.83 |
| 720 311-600.08 | VEHICLE REPAIR & MAINTENANCE | 47.08 |
| 720 311-600.09 | VEHICLE FUEL | 956.56 |
| 720 311-600.10 | ACCOUNTING FEES | 1,430.00 |
| 720 311-600.13 | LEGAL FEES | 1,835.70 |
| 720 311-600.15 | INSURANCE | 38,790.37 |
| 720 311-600.18 | PROFESSIONAL SERVICES | 5,219.26 |
| 720 311-600.22 | CODE REFERENCE UPDATE | 315.00 |
| 720 311-600.25 | EQUIPMENT RENTAL | 630.00 |
| 720 311-600.45 | BUILDING EXPENSE | 133.34 |
| 720 311-600.48 | EQUIPMENT LEASE | 174.88 |
| 720 311-600.51 | TESTING | 11,939.18 |
| 720 311-600.76 | LINE REPAIR | 4,134.96 |
| 720 311-600.94 | REFUSE COLLECTION | 438.07 |
| 720 311-601.10 | WATER | 46.71 |
| 720 311-601.11 | SEWER | 22.61 |
| 720 311-601.16 | LEGAL-OTHER | 6,179.00 |
| 720 311-700.32 | SYSTEM IMPROVEMENT | 54,054.00 |
| | *** FUND TOTAL *** | 144,269.67 |
| 730 311-510.01 | PERSONNEL COSTS | 1,774.12 |
| 730 311-600.02 | POSTAGE | 372.68 |
| 730 311-600.06 | MATERIALS AND SUPPLIES | 122.82 |
| 730 311-600.10 | ACCOUNTING FEES | 550.00 |

** G/L ACCOUNT TOTALS **

| G/L ACCOUNT | NAME | AMOUNT |
|----------------|-------------------------|-----------|
| ----- | | |
| 730 311-600.15 | INSURANCE | 7,520.63 |
| 730 311-600.18 | PROFESSIONAL SERVICES | 1,575.00 |
| 730 311-600.51 | TESTING | 7,693.50 |
| 730 311-600.80 | POST-CLOSURE CARE COSTS | 135.00 |
| | *** FUND TOTAL *** | 19,743.75 |

| | | | | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|----------------|----------|---------|--|-----|----------------|-----------|--------------|
| VENDOR SET: 01 | BANK: PC | TOTALS: | | 102 | 454,039.36 | 0.00 | 454,039.36 |
| BANK: PC | | TOTALS: | | 102 | 454,039.36 | 0.00 | 454,039.36 |
| REPORT TOTALS: | | | | 102 | 454,039.36 | 0.00 | 454,039.36 |

SELECTION CRITERIA

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

CHECK SELECTION

CHECK RANGE: 047183 THRU 047290
DATE RANGE: 0/00/0000 THRU 99/99/9999
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

| SEQUENCE: | CHECK NUMBER |
|-----------|--------------|
|-----------|--------------|

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



City of Portola
Minutes
Regular Meeting
July 09, 2025 06:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

1. Call to Order

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

A. Roll Call

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

Absent: Councilmember Mikki Battaglia

Staff Present: City Manager Ryan Bonk, Finance Officer Susan Scarlett, City Attorney Steve Gross, Deputy City Clerk Malachi Mansfield

B. Pledge of Allegiance

Led by Mayor Jim Murphy

2. Public Comments

Public Comment: None

3. City Communications

A. City Council Communications

Councilmember Turner had no updates.

Councilmember Morton attended Music in the Park.

Mayor Pro Tem Powers attended Music in the Park.

Mayor Murphy has no updates.

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

Beckwourth Peak Fire Protection District: None

Plumas County Sheriff: No member of the Plumas County Sheriff's office was present to give a report.

Northern Sierra Air Quality District: None

C. Staff Communications

None

D. City Manager Report

City Manager Ryan Bonk reported that the monitoring system on the Gulling Street Bridge has not relayed any breach any thresholds that would warrant an alarm. The permit for the rip rap has been reviewed by staff. The permit is back with the engineering team. The application for the Caltrans highway bridge program has been reviewed and is back with the engineering team.

Updated City Council on the Plumas County Office of Emergency Services and City of Portola Wildfire Simulation Table Top event.

Public records requests have provided 6,791 pages of documents year to date. Records often require review including legal review for potential redactions.

4. **Consent Agenda**

A. Claims:

Adopt Resolution No. 2621. The resolution authorizes payment of payroll from June 14th, 2025 through June 27th, 2025 and accounts payable from June 26th, 2025 through July 9th, 2025

The amount of payroll to be paid is \$59,657.93.

The amount of accounts payable to be paid is \$307,722.19.

The total amount to be paid is \$367,380.12.

B. Minutes

Adopt the minutes of the June 25th, 2025 Regular City Council Meeting.

Public Comment: None

The council approved with an amendment to the minutes from the June 25th meeting.

motioned to approve. seconded the motion.

The roll call vote:

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

5. **Sierra Buttes Trail Stewardship: 2025 Lost & Found Gravel Festival Recap, Local Economic Impact, and Project Updates**

Michelle Abramson Sierra Buttes Trail Stewardship's Director of Grant Management gave a presentation on the local area economic impact of the Gravel Grinder Bike Race.

6. **Independent Audit Quote: Years 2026 through 2028**

City Manager Ryan Bonk and Finance Officer Susan Scarlett presented the independent audit quote from CliftonLarsonAllen LLP. The Council approved the quote for the services.

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

The roll call vote:

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

7. Plumas Rural Services: Request to Consider Family Pool Pass Discount

City Manager Ryan Bonk presented the request from Plumas Rural Services to the council to purchase family pool passes at a discounted rate to be given to needy families. The council approved with findings that this will benefit the local community and serves a public purpose.

Mayor Pro-Tem Bill Powers motioned to approve. Councilmember Pat Morton seconded the motion.

The roll call vote:

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

8. TCE Solutions Inc.: Senior Code Enforcement Contract

City Manager Ryan Bonk presented the Senior Code Enforcement Contract to the council for services from TCE Solutions. The Council approved the quote for the services.

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

The roll call vote:

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

9. Closed Session

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

Lindsey Shaw v. City of Portola, Et al., Plumas County Superior Court Case No. CV25-00110

No Reportable Action

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

Jason Shaw v. City of Portola, Plumas County Superior Court Case No. CV25-00124

No Reportable Action

10. Adjournment

The Regular Meeting of the Portola City Council Adjourned at 7:11 PM.



City of Portola
Minutes
Special Meeting
August 04, 2025 04:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

1. Call to Order

The meeting was called to order at 4:00 pm by Mayor Jim Murphy.

A. Roll Call

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

Staff Present: City Manager Ryan Bonk

B. Pledge of Allegiance

Led by Mayor Jim Murphy

2. Public Comments

None

3. Renewal of Proclamation

Renewal of proclamation was presented by City Manager.

Public Comment: None

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

The roll call vote:

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

4. Adjournment

4:02 PM

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

WHEREAS, on or about July 22, 2024, four fires ignited *in* Plumas County, including the Mill Fire 1, Mill Fire 2, Mill Fire 3, and Smith Fire (collectively the "Gold Complex Fire"); and

WHEREAS, the Gold Complex Fire has created the existence of extreme peril to the safety of persons and property within the City of Portola ("City"); and

WHEREAS, the raging fire has resulted in evacuation orders and warnings requiring citizens in and around the City to be uplifted and forced from their homes and the City to evacuate City Hall; and

WHEREAS, these conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City and requiring the combined forces of other political subdivisions to combat; and

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

WHEREAS, the aforesaid conditions are of extreme peril and warrant and necessitate the proclamation of the existence of a local emergency in accordance with and as authorized by Portola Municipal Code Section 2.32 and California Government Code Sections 8630-8634; and

WHEREAS, it would be prudent to request the Governor of the State of California to proclaim a State of Emergency for the City of Portola; and

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

WHEREAS, the City may proclaim a local emergency pursuant to California Government Code Sections 8630 -8634 and during periods of local emergency, the City has full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements therefor, and state agencies may provide mutual aid to the City, and the City may promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.

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

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

may provide mutual aid, including personnel, equipment, and other available resources as needed to assist the City of Portola during this emergency.

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

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

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


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

PROCLAIMED this 24th day of July 2024



Mayor, City of Portola, Pat Morton

ATTEST:


Todd Roberts, Director of Public Works

I, Todd Roberts, Director of Public Works of the City of Portola, do hereby certify that the above and foregoing Proclamation was duly proclaimed by the Mayor of the City of Portola in her capacity as the Director of Emergency Services on July 24, 2024.



Todd Roberts, Director of Public Works



MEETING DATE: August 13, 2025

FROM: Ryan Bonk

RE: Gulling Street Bridge Project Update: Scour Countermeasure Funding, Permitting, and Installation

EXECUTIVE SUMMARY:

Funding and Permitting Status Update

07/29/2025: The City received FEMA funding for the engineered scour countermeasure (riprap) installation on the Gulling Street Bridge. ***This scour countermeasure has been engineered and is approved as a viable scour countermeasure for the current condition of the bridge as evident by FEMA's approval and funding of this project.***

08/01/2025: Our engineering consultant submitted the RGP 8 verification (emergency repair and protection activities) to the U.S. Army Corps of Engineers (USACE) as part of the required permitting process for installation of the scour countermeasure.

08/04/2025: The City received a response from the USACE requesting additional information for the permitting. ***The request is attached to this staff report for reference.***

08/05/2025: Our Engineering consultant spoke with the USACE regarding the request in order to clarify the additional information being requested. The engineering consultant is preparing the additional information requested from the USACE.

We remain hopeful that the additional response provided will complete this portion of the permitting process so that installation of the riprap can occur by the end of August 2025.

Continuous Monitoring Update:

Since installation of the continuous monitoring equipment in January of 2025, there have been **zero (0)** instances where the monitoring detected movement in the bridge outside of the thresholds set forth by the engineering team. This equipment continuously measures movement in the bridge at four (4) specific points using eight (8) different sensors every fifteen (15) minutes and detects movement to the hundredths of a degree.

In the event of an alarm situation, City and engineering staff would be immediately notified and the bridge would be inspected.

METHODOLOGY:

For additional clarification on the purpose and benefits of riprap as an engineered scour countermeasure, see below:

What is “riprap” and how does this help?

Riprap is an engineered countermeasure for scour that includes the targeted placement of large and small rocks around the base of a bridge pier where it meets the water. These rocks play an important role in protecting the bridge.

When water flows around the base of a bridge, it can swirl and dig away at the bottom, which over time can weaken the structure. Riprap acts like armor. It breaks up the force of the water, helping prevent it from washing away the ground underneath the bridge pier. By slowing the water down and holding the soil in place, riprap helps protect the bridge pier from further erosion.

ATTACHMENTS:**A. USACE REQUEST FOR ADDITIONAL INFORMATION**



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, SACRAMENTO DISTRICT
1325 J STREET
SACRAMENTO CA 95814-2922

August 4, 2025

Regulatory Division (SPK-2025-00440)

City of Portola
Attn: Mr. Ryan Bonk
35 Third Street
Portola, California 96122-9416
citymanager@cityofportola.com

Dear Mr. Bonk:

We are responding to your August 2, 2025, pre-construction notification (PCN) for a Department of the Army (DA) verification under Regional General Permit (RGP) number 8, *Emergency Repair and Protection Activities*, for the Gulling Street Bridge Emergency Repair project. The proposed project site is located on the Middle Fork Feather River, Latitude 39.80907°, Longitude -120.46859°, within the City of Portola, Plumas County, California.

Following an initial review of your submittal, it appears DA authorization under Section 404 of the Clean Water Act is required for your work. However, we have determined that your PCN is incomplete. In order for your request to be considered complete, you must submit the following information identified in RGP 8, *Emergency Repair and Protection Activities*:

1. Provide an impacts map displaying the project boundary, permanent impacts, temporary impacts, and the ordinary high-water mark of the Middle Fork Feather River. The acreage of project boundary and impacts should be included in the map legend.
2. Provide a description of anticipated impacts from the proposed activities on federally listed, or proposed to be listed, threatened and/or endangered species, critical habitat and essential fish habitat (EFH). This information must include the following:
 - a. A description of the proposed action, including any measures intended to avoid, minimize, or offset effects of the action. Consistent with the nature and scope of the proposed action, the description shall provide sufficient detail to assess the effects of the action on listed species and critical habitat.
 - b. A map or description of all areas to be affected directly or indirectly by the federal action, and not merely the immediate area involved in the action.
 - c. Information obtained by or in the possession of the federal agency and any applicant on the listed species and designated critical habitat in the action area, including available information such as the presence, abundance, density, or periodic occurrence of listed species and the condition and location of the species' habitat, including any critical habitat.
 - d. A description of the effects of the action and an analysis of any cumulative effects.

e. Relevant reports including any environmental impact statement, environmental assessment, or biological assessment prepared.

f. Any other relevant available information on the proposed action and its effect on listed or proposed species or designated or proposed critical habitat in the project area.

3. Provide a description of any historic properties and/or other cultural resources which may be affected by the proposed work; include a vicinity map identifying cultural resource locations, if cultural resources are present. If this office determines that the project may affect cultural resources, you may be required to submit a cultural resources report prepared in accordance with the October 28, 2020, Guidelines for Compliance with Section 106 of the National Historic Preservation Act, <https://www.spk.usace.army.mil/Portals/12/documents/regulatory/sec-106tribal/2020.10.29-Section%20106%20Submittal%20Guidelines.pdf>. If a Programmatic Agreement (PA) is in place, then this office will provide specific guidance regarding the terms and requirements of that agreement, which may include preparation and submission of a cultural resources inventory, documentation, or other measures to be specified by this office so as to comply with the terms of the PA.

To avoid future delays and requests for additional information, we recommend that you provide this additional information with the information required for a complete PCN as identified above.

If the information required for a complete PCN is not submitted within 30 days from the date of this letter, or you do not request additional time to submit the required information, your PCN will be considered withdrawn. Once the requested information is submitted, we will continue processing your PCN.

Thank you for your cooperation and patience. Please refer to identification number SPK-2025-00440 in any correspondence concerning this project. If you have any questions or would like to schedule a meeting to discuss this letter in more detail, please contact me at 310 Hemsted Drive, Suite 310, Redding, CA 96002, by email at Hillary.H.Regkart@usace.army.mil, or telephone at (520) 451-1136.

Sincerely,



Hillary Regkart
Senior Project Manager
CA North Section

cc:

Justin Whitfield, ESA, jwhitfield@esassoc.com

Lynn Coster, Central Valley Regional Water Quality Control Board,
lynn.coster@waterboards.ca.gov