



City of Portola
AGENDA

Regular Meeting
December 11, 2024 06:00 PM
35 Third Ave, Portola, CA 96122
<https://www.cityofportola.com/>

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

REASONABLE ACCOMMODATIONS

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

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

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

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

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

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

1. Call to Order

- A. 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. Council Reorganization

☒ Discussion ☒ Possible Action  [Comment](#)

Annually the City Council reorganizes and changes Mayor and Mayor Pro-tem. Consider nominations and make appointments for Mayor and Mayor Pro-tem

4. City Communications

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

- A. City Council Communications
- B. Reports: Beckwourth Peak Fire Protection District/Plumas County Sheriff/Northern Sierra Air Quality District.
- C. Staff Communications
- D. City Manager Report (Attached)

5. 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. 2600 authorizing payment of claims for Payroll for the period October 10, 2024 through December 11, 2024 and Accounts Payable for the period of November 14, 2024 through December 11, 2024.

Total Accounts Payable Claims: \$222,920.84

Total Payroll Claims: \$135,496.92

Total Claims: \$358,417.76

- B. Minutes of the Regular meeting November 13, 2024- Approve the minutes of the Regular meeting from November 13, 2024

6. Refuse Collection Rate Increase 2025 – Public Hearing for Resolution No. 2601

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

A public hearing will be held to receive public comment on the rate increase. Adopt Resolution No. 2601 for 2025 Refuse Collection Rates.

7. 2024 City Audit

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

Review the City Audit for the 2023-2024 Fiscal year.

8. American Rescue Plan Act

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

Discuss the use of the balance of American Rescue Plan Act funds. Approve the staff recommendations for use of the balance of the funds.

9. Update the salary schedule in compliance with California Code of Regulations 570.5

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

Review and approve an updated salary schedule

10. City Policy on Communication and Engagement Restrictions for Active Legal Matters

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

Review policy and adopt Resolution No. 2602

11. 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) – Claim of Jason Shaw

B. Litigation - Pending/Existing Litigation

Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1) – Claim of Lindsey Shaw

12. Adjournment