



City of Portola

## **AGENDA**

### **Regular Meeting**

**January 22, 2025 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](mailto: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

## 2. 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

## 3. 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. 2603 authorizing payment of claims for Payroll for the period December 28, 2024 through January 10, 2025 and Accounts Payable for the period of December 26th, 2024 through January 10th, 2025.

Total Accounts Payable Claims: \$184,806.65

Total Payroll Claims: \$32,249.57

Total Claims: \$217,056.22

Voids- 46662

B. Minutes of the Regular meeting January 8th, 2025- Approve the minutes of the Regular meeting from January 8th, 2025

## 4. Participation in Multi-Jurisdictional Local Hazard Mitigation Plan

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

Staff report prepared by Senior Planning Consultant Karen Downs.

Council direction to staff.

## 5. Portola Youth and Tobacco: Smoke Free High County Presentation

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

Staff met with Regina Martinez on 12/10/2024 to discuss the topic. The request was made to present before City Council.

Regina Martinez from Smoke Free High Country will present to the Council concerning tobacco retailer licensing.

Council direction to staff.

## 6. Bank Account Signature Authorization and Removal

☒ Discussion ☒ Possible Action  [Comment](#)

Staff proposes that the Council take action on the following pertaining to bank account signature authorization for the City's Plumas Bank Account ending in 8288:

Add: Ryan Bonk- City Manager

Remove: Jon Kennedy- Previous City Manager

## 7. Agreement for Professional Services: TCE Solutions Inc.

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

Staff has prepared the attached report for the draft agreement for professional services. The services being considered are Senior Code Enforcement Services for Fiscal Year 2024-2025.

## 8. Resolution 2604- Adopting Rules of Decorum for Public Meetings

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

Review Resolution 2604 Adopting Rules of Decorum for Public Meetings

Staff recommends adoption of Resolution 2604

## 9. Closed Session

☒ Discussion ☒ Possible Action  [Comment](#)

A. Litigation - Pending/Existing Litigation

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

## 10. Adjournment