



City of Portola  
**AGENDA**

**Regular Meeting**  
**June 12, 2024 06:00 PM**  
**35 Third Ave, Portola, CA 96122**  
<https://www.cityofportola.com/>  
[t:https://zoom.us/j/3583067836](https://zoom.us/j/3583067836)

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

**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 will also be accepted via email sent to Deputy City 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**

- A. Pledge of Allegiance
- B. Roll Call

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

## 3. CITY COMMUNICATIONS

☒ Discussion  [Comment](#)

- A. City Council Communications Including Committee Reports
- B. Staff Communications / Fire Report / Sheriff's Report / Air Quality Report
- C. City Manager's 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. 2580 authorizing payment of claims for the period of April 25th, 2024 through May 8th, 2024.

Accounts Payable: \$123,898.55

Payroll: \$26,177.73

Total: \$150,076.28

AP Check Run #45841 – 45876

Payroll Check Run #17341 – 17343

Payroll Remittance Check #17344

- B. Approval of the City Council Minutes for 5-22-24

## 5. Fill City Council Vacancy

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

The City has received two letters of interest for the vacant City Council seat. The Council will review letter/s of interest in the vacant City Council seat and interview the two potential Council members. Consider appointment of a Council member to serve until the General Election.

**6. Mayor appointments for Integrated Waste Management Board and Community Development committee**

☒ Discussion ☒ Possible Action  [Comment](#)

An appointment to the Integrated Waste Management Board was postponed from the April 24th Council meeting. In addition, with the Council member resignation there is an opening on the Community Development Committee.

The Integrated Waste Management Task Force meets in Quincy in coordination with Plumas County typically once a quarter. The bylaws state that the City is to appoint two members (one regular and one alternate). There is no requirement for elected officials or staff as community members are also appointed. Two appointments are needed.

The Community Development Committee meets intermittently to discuss community development issues and make recommendations to the Council. This Committee should consist of two Council members. One appointment is needed at this time.

**7. Request to the City for funding to support the Big Boy Event July 10, 2024**

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

The Feather River Rail Society has submitted a request for funding to help with various aspects of their event. City staff has already met with Union Pacific and the Rail Society and discussed some ways the City can help.

Discuss the request, City staff participation and the use of water for the steam engine.

**8. Public Hearing - Resolution No. 2579 General Plan Update**

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

PUBLIC HEARING – Receive public comment and consider approval of RESOLUTION NO. 2579, approving the CEQA addendum and City of Portola General Plan 2045.

**9. PUBLIC HEARING - Proposed 2024-2025 Budget**

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

Receive public comment on the proposed 2024-2025 budget for the City of Portola. Review any changes made to the budget since the budget workshop.

**10. Discuss appointing a Hearing Officer for a public hearing on a Conditional Use Permit**

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

The City currently does not have a Planning commission and the Interim City Manager has a conflict of interest in this matter.

**11. Resolution No. 2581 - Calling a general municipal election for the City of Portola**

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

A resolution of the City Council to call a general municipal election for the election of 3 City Councilmembers, the City Treasurer, and the City Clerk, as specificized by law, for the November 5th general election

Recommendation to adopt Resolution No. 2581

## 12. Resolution No. 2582 - Requesting consolidation with the County on the election

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

A resolution is needed to request consolidation of the City of Portola municipal election with Plumas County's general election on November 5th.

Recommendation to adopt Resolution No. 2582

## 13. Adjournment