



City of Portola
AGENDA

Regular Meeting
June 26, 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 • Councilmember Mikki Brown

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 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 / 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. 2583 authorizing payment of claims for the period of June 13th, 2024 through June 26, 2024.

Accounts Payable: \$94,926.11

Payroll: \$26,291.06

Total: \$121,217.17

AP Check Run #45967 – 46000

AP Special Check #45966

AP Deposit Refund Check #46001

AP Voided Checks: #45906,55922

Payroll Check Run #17341 – 17343

Payroll Remittance Check #17344

- B. Approval of the City Council Minutes from 6-12-2024

5. Renew State of Emergency Proclamation

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

Review and continue the Local Emergency Proclaimed by the Proclamation of the City of Portola on March 8, 2023.

6. City Manager and Community Engagement Officer recruitment

☒ Discussion ☒ Possible Action  [Comment](#)

Receive an update on the recruitment process for a City Manager and for a Community Engagement Officer.

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

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

Review budget changes since the June 12th meeting.

A. Review and adopt Resolution 2586, Investment Policy

B. Review and adopt Resolution 2587, Pay schedules and CCR 570.5 compliance

C. Review and adopt Resolution 2588, GANN appropriations limit

D. Review and adopt Resolution 2589, adopting the 24-25 City of Portola budget.

8. City of Portola Landfill required Agreement and Resolution NO. 2584

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

Consider Resolution No. 2584 and an agreement with the California Department of Resources, Recycling and Recovery (CalRecycle) establishing a Pledge of Revenue financial mechanism for potential corrective action of Portola Landfill. This resolution needs to be adopted to comply with state regulations regarding financial responsibility by the City of Portola for potential damage to Portola Landfill from a catastrophic event such as a fire, flood, or an earthquake.

9. City of Portola Operational Procedures for Purchasing Materials, Supplies, Parts and Equipment and Public Works Improvements update and Resolution NO. 2585

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

Review the updated purchasing policy for the City and approve Resolution NO. 2585

10. City of Portola and Beckwourth Peak Fire Protection District Asset Transfer Agreement

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

Review and consider the Asset Transfer agreement for City of Portola Fire Assets to the new Fire District

11. Adjournment