



Regular Meeting

Minutes

Regular Meeting

February 26, 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. Pledge of Allegiance

Led by Mayor Jim Murphy

B. Roll Call

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

Absent: Councilmember Leah Turner

Staff Present: City Manager Ryan Bonk, Finance Officer Susan Scarlett, City Attorney Steve Gross (Remote), Administrative Clerk Malachi Mansfield

2. Public Comments

No Public Comment

3. City Communications

A. City Council Communications

Councilmember Pat Morton: Attended the January 27th and February 24th meeting of the Transportation Commission. The meetings were used to discuss road projects. It was agreed during the meetings that upcoming meetings will be open to the public to solicit public comments. Beckwourth Peak Fire Protection District meetings are moving to a bi-monthly schedule.

Mayor Pro-Tem Bill Powers: Attended the Transportation Commission and LAFCo meetings. Powers, Bonk and Mansfield met with the Feather River Land Trust. The meeting was an introduction to the people and the organization.

Councilmember Mikki Battaglia: Battaglia commented on an upcoming Firewise meeting.

Mayor Murphy: Attended LAFCo meeting as well and had nothing new to report.

B. Staff Communications

None

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

Beckwourth Peak Fire Protection District: None

Plumas County Sheriff: None

Northern Sierra Air Quality District: Councilmember Mikki Battaglia reports.

- Two-cord voucher program flyers were distributed to the citizens with the March 2025 water bill.
- Burn curtailment was called for 24 days in January
- Year to date 84 opacity observations

D. City Manager Report

As reported by City Manager Ryan Bonk:

The Gulling Street Bridge FEMA funding is nearing completion with final review and CalOES being the next steps. Additionally further funding is being sought through the Caltrans highway bridge program.

Code enforcement is continuing to address properties that are out of code.

Public Works fixes potholes three times per week as well as their other duties.

MJHMP is in progress.

Liberty Utilities: Community event discussion is in the works. The City has expressed concern over rate increases and inefficient street lights.

Public Relations on social media: The City is targeting weekly social media posts across a variety of topics to maintain public engagement.

Public Records request in January 2025 continued to be significant.

City Manager Ryan Bonk and Deputy City Clerk Malachi Mansfield attended SCORE quarterly meeting.

City Manager Ryan Bonk attended a City Manager's conference.

4. **Consent Agenda**

- A. **Claims-** Adopt Resolution No. 2605. The resolution authorizes payment of payroll from January 11th, 2025, through February 7th, 2025, and payment of accounts payable from January 23rd, 2025, through February 26th, 2025.

The amount of accounts payable claims to be paid is \$213,643.09.

The amount of payroll claims to be paid is \$70,396.45

The total amount to be paid is \$284,039.54.

- B. Approval of the amendment to the previously adopted Minutes from 01/08/2025.

Approval of the Minutes from 01/22/2025

C. Renewal of Proclamations:

State of Emergency Gold Complex Fire July 22nd, 2024

State of Emergency Winter Storms January 27th, 2023

A. Claims- Adopt Resolution No. 2605. The resolution authorizes payment of payroll from January 11th, 2025, through February 7th, 2025, and payment of accounts payable from January 23rd, 2025, through February 26th, 2025. The amount of accounts payable claims to be paid is \$213,643.09. The amount of payroll claims to be paid is \$70,396.45 The total amount to be paid is \$284,039.54.

B. Approval of the amendment to the previously adopted Minutes from 01/08/2025. Approval of the Minutes from 01/22/2025

C. Renewal of Proclamations: State of Emergency Gold Complex Fire July 22nd, 2024 State of Emergency Winter Storms January 27th, 2023

Public Comment: None

Councilmember Pat Morton motioned to approve. Councilmember Mikki Battaglia seconded the motion.

The roll call vote:

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

5. **Grant Closeout- Senate Bill 1383 Short-Lived Climate Pollutant Reduction Act**

The City Council voted to follow the advice of city staff and initiate a return of unspent funds.

Staff has prepared a report detailing the recommendation to the City Council to close out grant number OWR2-21-0060.

Consultant Tom Valentino gave professional testimony over the city's compliance with SB 1383. City staff expended \$6,796.07 of a \$20,000 grant aimed at compliance. The city must reimburse Cal recycle with the remainder of the balance which is \$13,203.93.

Public Comment: None

Mayor Pro-Tem Bill Powers motioned to approve. Councilmember Mikki Battaglia seconded the motion.

The roll call vote:

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

6. **2024-2025 Midyear Financial Review**

City Manager Ryan Bonk presented an executive summary on the midyear financial position of the city.

Finance Officer Susan Scarlett presented the midyear financial review to the City Council.

The City Council approved a budget amendment to transfer funding from payroll to professional services in the planning department as recommended by staff.

Additional budget amendments in the amount of \$20,000 for a public records request and \$25,000 for legal litigation were approved on the recommendation of staff.

The city manager presented the budget schedule to the City Council for review and approval.

Councilmember Pat Morton motioned to approve. Councilmember Mikki Battaglia seconded the motion.

The roll call vote:

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

7. Closed Session

A. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1) No Action

8. Report from Closed Session

All four Council members present unanimously approved a motion to reject the claim of Lindsey Shaw dated January 10, 2025 and as revised, amended, and/or supplemented by her response to notice of insufficiency dated February 21, 2025.

9. Adjournment

The meeting adjourned at 7:11 PM