



Regular Meeting

Minutes

Regular Meeting

March 12, 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. Roll Call

Present: Mayor Jim Murphy, Mayor Pro-Tem Bill Powers, Councilmember Leah Turner, Councilmember Pat Morton

Absent: Councilmember Mikki Battaglia

Staff Present: City Manager Ryan Bonk, Deputy City Clerk Malachi Mansfield, Finance Officer Susan Scarlett (Zoom).

B. Pledge of Allegiance

Led by Mayor Jim Murphy

2. Public Comments

None

3. City Communications

A. City Council Communications

Councilmember Turner: None

Councilmember Morton: None

Mayor Pro-Tem Powers: Powers and Councilmember Battaglia are continuing work in fuel reduction, Firesafe council, Forest service and public lands. Powers expressed the need to work on clearing fast burning flora around susceptible sectors of the city. Powers expressed thanks to the Deputy City Clerk for his efforts in organizing the upcoming "Music in the Park" event.

Mayor Murphy: Attended the annual chamber of commerce meeting. The chamber of commerce is looking for a place to host their meetings and are considering the Williams House.

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

City Manager Ryan Bonk relayed a report from the Beckwourth Peak Fire Protection District: The BPFDP has requested that the Portola City Manager, Mayor, and a councilmember attend an upcoming strategic planning meeting to be held on March 27th at 11:30am at Nakoma. Councilmember Battaglia has expressed interest in attending this meeting. Mayor Murphy is not able to attend. Mayor Pro-Tem Powers will attend in his place.

BPFPD flow tested eleven fire hydrants in the district, four of which were in the City of Portola. The results of the flow tests are not yet available.

Northern Sierra Air Quality: City Manager Bonk relayed a message from Councilmember Battaglia. They are continuing to process applications for firewood, and she reports that the federal funding freeze has not impacted their efforts.

C. Staff Communications

None

D. City Manager Report

City Manager Bonk reports: Public works is ready to respond to the winter weather event. The FEMA funding position has not changed since the last council meeting.

Planning: Staff is meeting with the Multi-Jurisdictional Hazard Mitigation Plan to discuss further planning.

There has been a sharp decline in public records requests.

4. **Consent Agenda**

A. Claims-

Adopt Resolution No. 2606. The resolution authorizes payment of payroll from February 8th, 2025, through February 21st, 2025, and payment of accounts payable from February 8th, 2025, through March 6th, 2025.

The amount of accounts payable claims to be paid is \$105,512.49.

The amount of payroll claims to be paid is \$33,372.28.

The total amount to be paid is \$138,884.77.

B. Adopt minutes of the February 26th, 2025 Regular Meeting.

Finance Officer Susan Scarlett has requested that the council approve Resolution number 2606 with an amendment to the accounts payable date range. The amended accounts payable date range is February 27th, 2025, through March 12th, 2025. The city council approved the request. The resolution has been adjusted to reflect the amendment.

Public Comment: None

Councilmember Pat Morton motioned to approve. Councilmember Leah Turner seconded the motion.

The roll call vote:

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

5. **Planning: 2024 General Plan Annual Progress Report**

The council voted to accept the Portola City Plan Progress Report to be submitted to the state.

Public Comment: None

Councilmember Leah Turner motioned to approve. Mayor Pro-Tem Bill Powers seconded the motion.

The roll call vote:

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

6. **Grizzly Lake Community Service District: Potential Water Project**

The Grizzly Lake Community Service District and their engineering contractor have met with staff to discuss a request concerning their drinking water. Staff has expressed that participation in this project would need to be approved by the City Council and requested a draft reimbursement agreement for city staff time.

The representative from Grizzly Lake did not appear at the city council to give testimony related to the agenda item.

Council Member's that serve as Commissioners for LAFco brought up concerns from this organization about the potential project.

The staff asked the city council for direction in how to proceed with this matter.

The city council has directed staff to request a draft reimbursement agreement as well as other conditions be met prior to additional participation in the project by city staff.

Public Comment: Max commented.

7. **CAL FIRE Fire Hazard Severity Zones**

Cal FIRE has issued a fire severity map with Portola being designated as High or Very High risk. City staff sought clarity on the issue with many of the questions being asked going insufficiently answered. City staff is pursuing routes to better understand the rights and responsibilities of the city according to the fire severity map. Staff is also in conversations with Beckworth Peak Fire Protection District to better understand implications of this map and ordinance adoption on both parties.

City Council has directed staff to continue with fact finding missions.

Public Comment: Max commented, city council responded.

8. **Adjournment**

The meeting adjourned at 6:45 PM