



City of Portola  
Minutes  
Regular Meeting  
April 23, 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 Mikki Battaglia

Absent: Councilmember Leah Turner, Councilmember Pat Morton

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

**B. Pledge of Allegiance**

Led by Mayor Jim Murphy

**2. Public Comments**

Cheryl Luther Commented

**3. City Communications**

**A. City Council Communications**

Councilmember Battaglia is in the beginning stages of planning a townhall meeting with City Manager Ryan Bonk and Plumas County Supervisor Dwight Ceresola.

Mayor Pro-Tem Powers attended the Transportation Commission meeting. The date for the restriping project in Portola has not been set. Powers also inquired into the feasibility of keeping the Caltrans operated rest stops in the area open during the winter. That conversation is ongoing.

Mayor Murphy attended a LAFCo meeting. During the meeting, the 2025-2026 budget was approved with no notable changes from the previous year.

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

Beckwourth Peak Fire Protection District: Chief Rosevear contacted the city with thanks to Public Engagement Officer Brian Attama in his quick response to an emergency medical situation on the morning of Monday April 14th. In the email, Chief Rosevear wrote "...Brian responded to the area and

played a crucial role getting the patient stabilized..." Further thanks were given when Chief Rosevear wrote "Thanks again for a job well done by Brian, supported by outstanding City management."

Plumas County Sheriff: No representative from the Sheriff's office was present to report.

Northern Sierra Air Quality: Councilmember Mikki Battaglia gave a quarterly update for Q1 2025. \$269,000 was spent on twenty installed devices and forty-six vouchers were redeemed.

2020 Target Airshed Grant \$42,000 spent. Approximately \$1,000,000 is left in the grant and a 2-year extension request has been filed.

#### C. Staff Communications

None

#### D. City Manager Report

City Manager Ryan Bonk gave the following report.

Gulling St. Bridge Project: The City and engineering consultants have been working with the Army Corps of Engineers to draft a permit for the Riprap Project. Public works is ready to deploy the equipment and material when the permit is ready. Caltrans Highway Bridge Program application is planned for submission in May for the structural rehabilitation funding and project. No threshold alarms have been recorded by the continuous monitoring equipment.

The Portola Pool is being prepared for opening. Staff has completed power washing and painting of the pool. Amy Trenner has been hired as the pool manager for another season.

City Manager Ryan Bonk attended a Rotary Club meeting.

Community Clean-up day is targeted for the end of May. Ordering for the materials and messaging is in progress.

A Town Hall Meeting cohosted by Plumas County Supervisor Dwight Ceresola and City Manager Mr. Ryan Bonk is proposed for May 2025. The Council expressed approval of the participation of the City Manager in the town hall.

#### 4. **Consent Agenda**

##### A. Claims:

Adopt Resolution No. 2609. The resolution authorizes payment of payroll from March 22<sup>nd</sup>, 2025, through April 4<sup>th</sup>, 2025, and payment of accounts payable from April 10<sup>th</sup>, 2025, through April 23<sup>rd</sup>, 2025.

The amount of payroll to be paid is \$35,878.22.

The amount of accounts payable to be paid is \$87,472.27.

The total amount to be paid is \$123,350.49.

##### B. Minutes

Adopt the minutes of the April 9th Regular meeting of the City Council.

##### 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 Mikki Battaglia 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 Mikki Battaglia** Absent **Councilmember Leah Turner** Absent **Councilmember Pat Morton**

**5. Public Comment - 2025/2026 Budget Preparation**

Public Comment: None

**6. Portola Youth and Tobacco: Smoke Free High County- City Messaging to Retailers**

The council voted to approve the recommendation from the staff to distribute a letter that reminds local vendors of the applicable State and local laws regarding tobacco sales.

Public Comment: None

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

The motion passed with the following vote:

3 **In Favor** 0 **Opposed**  
0 **Abstained** 2 **Absent** 0 **Recused**

**7. Employment Agreement- City Engineer- Rio Grande Street Pavement Rehabilitation STIP Project**

The council voted to approve the employment agreement for the Rio Grande Street Pavement Rehabilitation STIP Project with the City Engineer. The current phase of the project is planning with an anticipated timeline of work to commence in 2027.

Public Comment: None

Councilmember Mikki Battaglia 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 Mikki Battaglia** Absent **Councilmember Leah Turner** Absent **Councilmember Pat Morton**

**8. Adjournment**

The Regular Meeting of the City Council was adjourned at 6:26 P.M.