



City of Portola
Minutes
Regular Meeting
July 09, 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, Finance Officer Susan Scarlett, City Attorney Steve Gross, Deputy City Clerk Malachi Mansfield

B. Pledge of Allegiance

Led by Mayor Jim Murphy

2. Public Comments

Public Comment: None

3. City Communications

A. City Council Communications

Councilmember Turner had no updates.

Councilmember Morton attended Music in the Park.

Mayor Pro Tem Powers attended Music in the Park.

Mayor Murphy has no updates.

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

Beckwourth Peak Fire Protection District: None

Plumas County Sheriff: No member of the Plumas County Sheriff's office was present to give a report.

Northern Sierra Air Quality District: None

C. Staff Communications

None

D. City Manager Report

City Manager Ryan Bonk reported that the monitoring system on the Gulling Street Bridge has not relayed any breach any thresholds that would warrant an alarm. The permit for the rip rap has been reviewed by staff. The permit is back with the engineering team. The application for the Caltrans highway bridge program has been reviewed and is back with the engineering team.

Updated City Council on the Plumas County Office of Emergency Services and City of Portola Wildfire Simulation Table Top event.

Public records requests have provided 6,791 pages of documents year to date. Records often require review including legal review for potential redactions.

4. **Consent Agenda**

A. Claims:

Adopt Resolution No. 2621. The resolution authorizes payment of payroll from June 14th, 2025 through June 27th, 2025 and accounts payable from June 26th, 2025 through July 9th, 2025

The amount of payroll to be paid is \$59,657.93.

The amount of accounts payable to be paid is \$307,722.19.

The total amount to be paid is \$367,380.12.

B. Minutes

Adopt the minutes of the June 25th, 2025 Regular City Council Meeting.

Public Comment: None

The council approved with an amendment to the minutes from the June 25th meeting.

motioned to approve. 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. **Sierra Buttes Trail Stewardship: 2025 Lost & Found Gravel Festival Recap, Local Economic Impact, and Project Updates**

Michelle Abramson Sierra Buttes Trail Stewardship's Director of Grant Management gave a presentation on the local area economic impact of the Gravel Grinder Bike Race.

6. **Independent Audit Quote: Years 2026 through 2028**

City Manager Ryan Bonk and Finance Officer Susan Scarlett presented the independent audit quote from CliftonLarsonAllen LLP. The Council approved the quote for the services.

Councilmember Leah Turner motioned to approve. Councilmember Pat Morton 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

7. Plumas Rural Services: Request to Consider Family Pool Pass Discount

City Manager Ryan Bonk presented the request from Plumas Rural Services to the council to purchase family pool passes at a discounted rate to be given to needy families. The council approved with findings that this will benefit the local community and serves a public purpose.

Mayor Pro-Tem Bill Powers motioned to approve. Councilmember Pat Morton 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

8. TCE Solutions Inc.: Senior Code Enforcement Contract

City Manager Ryan Bonk presented the Senior Code Enforcement Contract to the council for services from TCE Solutions. The Council approved the quote for the services.

Councilmember Leah Turner motioned to approve. Councilmember Pat Morton 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

9. Closed Session

A. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1)

Lindsey Shaw v. City of Portola, Et al., Plumas County Superior Court Case No. CV25-00110

No Reportable Action

B. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1)

Jason Shaw v. City of Portola, Plumas County Superior Court Case No. CV25-00124

No Reportable Action

10. Adjournment

The Regular Meeting of the Portola City Council Adjourned at 7:11 PM.