



City of Portola
Minutes
Regular Meeting
August 28, 2024 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 Pat Morton.

Mayor Pat Morton reads a statement regarding public disruption of City Council meetings.

A. Pledge of Allegiance

Led by Mayor Pat Morton

B. Roll Call

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

Staff Present: Steve Gross, City Counsel; Susan Scarlett, Interim City Manager/Finance Officer

2. Public Comments

Various members of the public address the Council

Ashlee Sims comments regarding public records requests, and statement read by Mayor Pat Morton regarding disruption of Council meetings

Deborah Bress comments regarding public records requests

3. City Communications

A. City Council Communications

Councilmember Leah Turner - No report

Councilmember Bill Powers - addresses request of a constituent to move public comment to the end of the meeting agendas

Councilmember Mikki Brown - attended the August 22, 2024 Plumas County FireSafe Council meeting to address Portola becoming a Firewise Community

Mayor Pro-Tem Jim Murphy - Airport Land Use Commission meeting August 29, 2024, and

addresses vandalism of the Portola Park restrooms

Mayor Pat Morton - No report

B. Staff Communications/Fire Report/Sheriff's Report/Air Quality Report

Fire Report - None

Sheriff's Report - None

Air Quality Report - Councilmember Mikki Brown gives a report and update on the wood stove changeout program/grant

C. Interim City Manager's Report

Susan Scarlett, Interim City Manager gives a report and update of meetings attended, key topics, and project updates:

Training for Public Engagement Officer, the Council will consider contracting with a private party for training

Update on the Wastewater Grant project

Update on upcoming meeting with Caltrans regarding the Portola bridge project

4. Consent Agenda

A. Claims - Adopt Resolution No. 2594 authorizing the payment of claims from August 9, 2024 through August 22, 2024

Adopt Resolution No. 2594 authorizing the payment of claims from August 9, 2024 through August 22, 2024 Councilmember Bill Powers motioned to approve. A second was made by Councilmember Mikki Brown.

The roll call vote:

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

5. Draft Housing Element

Karen Downs, Contract Planner, is present remotely and gives an overview of the matter before the City Council. The Housing Element is a State-mandated element of the General Plan. The Housing Element includes goals, policies, and programs addressing existing and future housing conditions and needs in Portola. The Housing Element must be reviewed and approved by the State Department of Housing and Community Development (HCD).

Based on State requirements, staff has been working to prepare the Draft 7th Cycle Housing Element for City Council and public review/comment. The proposed draft will be available at City Hall and will be open for public comment for 30 days on the City of Portola's website. The City Council is aimed at sharing the draft and gathering City Council and public feedback.

Mayor Pat Morton takes public comment. Ashlee Slms comments regarding funding received for projects.

Deborah Bress questions what projects have been completed/funded under the Housing Element.

Following discussion by the City Council, motion by Mayor Pro-Tem Jim Murphy, and second by

Councilmember Bill Powers to approve the draft 7th Cycle Housing Element as submitted; direct staff to commence with public participation as outlined; submit to the State Department of Housing and Community Development, if applicable; and return to the City Council upon close of the public comment period. Roll call vote

Mayor Pro-Tem Jim Murphy motioned to approve. A second was made by Councilmember Bill Powers.

The roll call vote:

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

6. Presentation regarding possible lane reduction on Highway 70 through Portola as part of the Caltrans Cromberg Project

This matter is before the Portola City Council as an opportunity to review a possible lane reassignment on Highway 70, as part of the Caltrans Cromberg project.

Jim Graham, Executive Director of the Plumas County Transportation Commission gives an overview of the proposed project. Mr. Graham refers to the Chester Main Street Community Connectivity Plan.

Representatives of Caltrans are present and address the City Council.

Mayor Pat Morton takes comments from the public and include Deborah Bress, Ashlee Sims, and various members of the public.

Following discussion by Councilmembers, there is concurrence to hold a townhall meeting to inform the public and allow for input. Representatives of Caltrans agree to work with City of Portola staff to coordinate and conduct the public meeting. Further, it is recommended that a flyer be used as a way to notify the citizens of Portola.

7. Closed Session

A. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2)

Mayor Pat Morton takes public comment related to closed session.

Ashlee Sims asks if there was a tort claim filed.

The Council meets in closed for conference with Legal Counsel regarding anticipated litigation pursuant to Government Code §54956.9(d)(2).

Following closed session, Mayor Pat Morton announces there was no reportable action taken.

8. Adjournment

Mayor Pat Morton adjourns the Portola City Council meeting following closed session, to meet again in a regular meeting on September 11, 2024 at 6:00 p.m.