



City of Portola
Minutes
Regular Meeting
October 09, 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.

A. Roll Call

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

Absent: Councilmember Leah Turner

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

B. Pledge of Allegiance

Led by Mayor Pat Morton

2. Public Comments

Ashlee Sims comments requesting clarification of Election Code referred to by Attorney, Steve Gross.

Lindsey Shaw comments regarding recruitment process for the position of Portola City Manager.

3. City Communications

A. City Council Communications

Councilmember Bill Powers - attended the special meeting of LAFCo regarding consolidation of Indian Valley and Crescent Mills Fire Districts; attended the Tri-County Action Agency meeting; attended Portola Railroad Days; met with Regina Martinez of Plumas Rural Services regarding California Health Collaborative.

Councilmember Mikki Brown - announced the upcoming Plumas County Fire Safe Council meeting to be held on October 24, 2024 at 6:00 p.m., County Library. She attended the Las Sierra Chamber meeting and Portola Railroad Days.

Mayor Pro-Tem Jim Murphy - attended the special meeting of LAFCo; met with Regina Martinez of Plumas Rural Services; attended Portola Railroad Days.

Mayor Pat Morton - attended special meeting of LAFCo; attended Portola Railroad Days.

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

Beckwourth Peak Fire Protection District - no report

Plumas County Sheriff - Sergeant Tom Klundby, representing the Plumas County Sheriff, gave a report and update on service calls within the City of Portola.

Northern Sierra Air Quality - Councilmember Mikki Brown gave a report and update. The Green Waste Annual Event will end on October 15, 2024.

C. Staff Communications

Attorney Steve Gross clarifies public comment by Ashlee Sims regarding Elections §17,100C, not Elections §1,700 as stated.

D. Interim City Manager Report

Interim City Manager Scarlett also attended Railroad Days and said it was a great event. She reported on the progress of the city financial audit. She has participated in a number of meetings about the bridge and also a meeting with the hospital and CalOES regarding warming center locations and coordination.

4. **Consent Agenda**

A. Claims - Resolution No. 2598

AP Void Checks 46230-46297

AP Checks 46298-46332

Payroll Remit Check 17436

Total Accounts payable \$80,444.58

Total Payroll \$25,582.95

Payroll Remit Check \$129.03

Total \$106,156.56

B. Adopt minutes of Special meeting September 23, 2024 and Regular meeting September 25, 2024

5. **Bridge Monitoring**

Mayor Pat Morton takes public comment. Ted Stout comments regarding Caltrans traffic control.

Lindsey Shaw comments regarding the bid process.

Ashlee Sims requests copies of all bids received for the bridge project.

Following brief discussion, and upon report and recommendation of staff and MGE consultant, the Council approved the installation of the bridge monitoring equipment, which is estimated at \$52,000 between the monitoring device and the installation. The Council approved a not to exceed \$65,000.

Councilmember Mikki Brown 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 Mikki Brown** Absent **Councilmember Leah Turner**

6. Intermountain Disposal - Rate Increase

Following a brief discussion of the Proposition 218 process, the City Council directed staff to commence the Proposition 218 process to approve the 2025 rates. Following written notification of the proposed 2025 rates to affected residents and businesses in Portola, there is a 45-day public comment period. Staff anticipates a public hearing on the 2025 rates at a regular meeting of the City Council on December 11, 2024.

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

The roll call vote:

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

7. 7th Cycle Housing Element Update

Mayor Pat Morton takes public comment from Ashlee Sims and Deborah Bress.

Upon report and recommendation of staff, and following presentation by Karen Downs, Contract Planner, the City Council reviewed the updated draft of the 7th Cycle Housing Element and directed staff to submit to the State Department of Housing and Community Development.

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

The roll call vote:

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

8. Plumas Unified School District Impact Fee

Susan Scarlett, Interim City Manager informs the City Council that the Plumas Unified School District Board has rescinded the impact fee.

There is discussion by the City Council regarding the two development agreements (Portola Highlands and Portola 192) and options going forward.

This matter was for discussion only, there is no action taken by the City Council.

9. Local Hazard Mitigation Plan

Upon report and recommendation of staff, the City Council formalized its intent to participate in the Plumas County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP), and directed staff to begin preparation of the "light update". Fiscal impact of \$15,000.

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 Mikki Brown** Absent **Councilmember Leah Turner**

10. **Adjournment**

Mayor Pat Morton adjourned the meeting at 7:32 p.m., to meet again on October 23, 2024 at 6:00 p.m.