



**MEETING DATE:** December 10, 2025

**AGENDA ITEM:** 7. AR 6425/6426 City of Portola Drinking Water & Waste Water Projects (SAFER)  
Grant: Authorizing Resolution 2632

**FROM:** Ryan Bonk

**RE:** AR 6425/6426 City of Portola - Drinking Water & Waste Water Projects (SAFER)  
Grant: Authorizing Resolution

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## **BACKGROUND:**

As part of the Financial Assistance Application for the Drinking Water/Waste Water Project Grant, managed by Sacramento State, the California State Water Resources Control Board Division of Financial Assistance (DFA) requires the City Council to consider an "Authorizing Resolution".

This resolution designates a representative of the City of Portola to sign all necessary forms to complete the funding application and, later, complete the construction process.

The attached resolution follows the template language from the California State Water Resources Control Board Division of Financial Assistance application package.

In addition, the Engineers at Sacramento State have provided this project funding summary to City staff:

The Division of Financial Assistance within the State Water Resources Control Board utilizes their "Intended Use Plan" (IUP) to set forth the rules on how/if **drinking water projects** get funded for construction. The revised IUP was approved by the State Board on 8/19/25. The previous IUP says only "Failing Systems" can get funded, but the revised IUP says "At Risk" systems can additionally be funded. Failing Systems will still have priority. As the City of Portola is "At Risk", this change may allow for funding of the Portola project.

## **Current Project Funding Status:**

### Drinking Water

Design: Funded to 60%

Construction: Unfunded

### Waste Water:

Design: Funded to 30%

Construction: Unfunded

## **Current Project Status:**

City staff has reviewed the 30% drawings and specifications for the waste water project and 60% drawings and specifications for the water project. Comments have been provided back to the team.

City staff is working with the project team on the Construction Funding Package, part of which is the requirement for an authorizing resolution described in this staff report.

## **Next Steps:**

Upon submission of the funding package, the DFA would consider issuing to the City a Funding Agreement. City staff plans to engage with the DFA directly to gain more information on this process and the likelihood of funding availability for either of the projects for construction.

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**RECOMMENDATION:**

Staff recommends that the City Council adopt the attached resolution designating the City Manager as the representative of the City of Portola.

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**FISCAL IMPACT:**

At this time, this is an administrative requirement as part of the funding package. There are no financial impacts to adoption of the resolution.

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**ATTACHMENTS:**

A. RESOLUTION 2632

**RESOLUTION NO. 2632**

**RESOLUTION OF THE CITY OF PORTOLA TO AUTHORIZE THE  
AUTHORITY OF THE CITY MANGER TO ACT AS THE FINANCIAL  
SIGNATORY FOR THE WATER DISTRIBUTION SYSTEM AND  
WASTEWATER COLLECTION SYSTEM IMPROVEMENT PROJECTS.  
EFFECTIVE DECEMBER 10<sup>TH</sup>, 2025**

**WHEREAS**, the Water Distribution and Wastewater Collection System are necessary resolved by the City Council of the City of Portola, and

**WHEREAS**, the City Manager or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Water distribution and Wastewater Collection System Improvement projects, and

**WHEREAS**, this Authorized Representative, or his/her designee, is designated to provide the assurances, certification and commitments required for the financial assistance application, including executing and financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto, and

**WHEREAS**, the Authorized representative, or his/her designee is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement on behalf of the Entity and compliance with applicable state and federal laws.

**NOW THEREFORE, BE IT HEREBY RESOLVED**, the City Council of the City of Portola does hereby adopt the authority to authorize the City Manager to act as the financial signatory for the Water Distribution System and Wastewater Collection System Improvement Projects.

**PASSED, APPROVED AND ADOPTED** this 10<sup>th</sup> day of December 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
,Mayor

ATTEST:

\_\_\_\_\_  
Kristen Schiavone, Deputy City Clerk

I, Kristen Schiavone, Deputy City Clerk, of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council of the City of Portola at a regular meeting thereof held on December 10, 2025.

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Kristen Schiavone, Deputy City Clerk