



**City of Portola
Minutes
Regular Meeting
May 25, 2022 06:00 PM
35 Third Ave Portola 96122
<https://www.cityofportola.com/>**

Mayor Pat Morton • Mayor Pro Tem Tom Cooley • Councilmember Phil Oels • Councilmember Stan Peiler • Councilmember Bill Powers

1. Call to Order

The meeting was called to order at 6:00 pm by Mayor Pat Morton.

A. Pledge of Allegiance

Lead by Mayor Pat Morton

B. Roll Call

Present: Mayor Pat Morton, Mayor Pro Tem Tom Cooley, Councilmember Phil Oels, Councilmember Bill Powers

Absent: Councilmember Stan Peiler

Staff Present:

Jon Kennedy - Interim City Manager

Susan Scarlett - Finance Officer

Mercadez Flewell - Deputy City Clerk

Steve Gross - City's Attorney attended via Zoom

Phil Oels attended via telephone

2. Public Comments

Ashlee Sims expressed concerns that she has with the city.

Steve Gross addressed the concerns as the City's attorney.

Jon Kennedy addressed the concerns as well.

3. CITY COMMUNICATIONS

A. City Council Communications / Committee Reports

All councilmembers reported that they attended the the budget workshop meeting

Councilmember Powers attended the Transportation Committee meeting and reported on highway projects that Caltrans is working on. He gave an update on the possible extension of Nervino runway - Encouraged the public to support the Gravel Grinder event

Councilmember Oels reported that he attended the Transportation Committee meeting, Firesafe Council and Firewise meeting and that fire fuels are very high and at the Firewise meeting addressed how to prepare for this coming fire season

Mayor Pro-Tem Cooley reported that he attended the Firewise meeting and the Abandoned Vehicle Abatement Authority where he reported that the process of collecting fees from DMV can be initiated for abandoned vehicles.

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

Susan Scarlett reported that she has been assisting with the high volume of public records requests that are coming into the city and that they are very time consuming. She said that the staff had a lot of challenges with the software conversion but was working hard to overcome them.

C. City Manager Report

Interim City Manager Jon Kennedy added to the comment by Finance Officer Susan Scarlett regarding the public records requests. He said that while we continue to respond to them, the city is trying to serve the whole community. He reported on the city clean up project which is going very well. In addition he talked about the upcoming Gravel Grinder bike race and that the City would try and put the word out on Social Media to inform more local people.

4. **Consent Agenda**

- A. **Claims-** Adopt Resolution No. 2506 authorizing payment of claims for the period of May 07 through May 25, 2022

Accounts Payable: \$ 40,207.48

Payroll: \$ 29,430.72

Total: \$ 69,638.20

DEPOSIT REFUND NUMBERS 43876-43877

VOID CHECK NUMBERS 43878-43916

- B. Minutes - Adopt Minutes of the City Council Regular Meeting held on May 11, 2022

Councilmember Bill Powers motioned to approve. A second was made by Mayor Pro Tem Tom Cooley. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Bill Powers** Absent **Councilmember Stan Peiler**

Councilmember Oels asked why a large number of checks were voided. Interim City Manager Kennedy reported that there was a printer error that threw all numbers sequences off.

5. **Road Maintenance & Rehabilitation Account (RMRA) Funds Resolution** Mayor Pro Tem Tom Cooley motioned to approve. A second was made by Councilmember Phil Oels. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Bill Powers** Absent **Councilmember Stan Peiler**

Dan Bastian explained that the City needs to comply annually by adopting a resolution with a list of project that are planned to be completed with RMRA funds. He said the estimate for the funds for 2022-2023 is \$47,960. Susan Scarlett added that the funds were not spent in the prior year and so approximately \$80,000 is available.

6. **Music in the Park** Mayor Pro Tem Tom Cooley motioned to approve. A second was made by Mayor Pat Morton. The roll call vote:

Aye **Mayor Pat Morton** Aye **Mayor Pro Tem Tom Cooley** Aye **Councilmember Phil Oels**
Aye **Councilmember Bill Powers** Absent **Councilmember Stan Peiler**

Councilmember Powers updated the Council on the dates of the concerts and bands that will be part of the Music in the Park this summer. He addressed the increase in cost for the bands and equipment and requested a \$2,000 addition to the \$7,000 already allocated. The motion was to add to the funds for the Summer of 2022 Concert Series. Susan Scarlett said that the timing has changed on how this is handled and will review which budget it will be reflected in.

7. **Adjournment**

Pat Morton adjourned the meeting at 6:52 p.m.

