



## CITY OF PORTOLA CITY COUNCIL REGULAR MEETING AGENDA

**REGULAR MEETING**  
**WEDNESDAY, MARCH 23, 2022**  
**6:00 P.M.**

**CITY HALL COUNCIL CHAMBERS**  
**35 THIRD AVENUE**  
**PORTOLA, CA 96122**

**COUNCILMEMBERS ATTENDING VIA TELECONFERENCE AS PERMITTED BY  
CALIFORNIA GOVERNOR NEWSOM EXECUTIVE ORDER N-29-20**

**COUNCILMEMBERS**

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

**CITY STAFF**

Interim City Manager Jon Kennedy  
Public Works Director Todd Robert  
City Attorney Steve Gross  
Finance Officer Susan Scarlett  
Deputy City Clerk Tara Kindall

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The City Council welcomes you to its meetings which are regularly held the second and fourth Wednesday of each month at 6:00 p.m. Your interest and participation is encouraged and welcome.

As permitted by Executive Order N-29-20, proclaiming a State of Emergency in the State of California, the City Council Chamber at City Hall will **not** be accessible to the public for the City of Portola's March 9, 2022 Regular City Council meeting.

The City Council meeting is accessible to the public via live streaming at: <https://zoom.us/j/3583067836> or by phone at: Phone Number 1.669.900.6833; Meeting ID: 358 306 7836.

Any person desiring to address the City Council on any item not on the agenda may, after accurately identifying themselves, do so during public comment. Public comments made during a regular Council meeting may be recorded. Public comment will be accepted via email or chat on any item on the agenda at any time beginning at 6:00 p.m. and ending at the close of public comment on the item. Please direct your comments to Tara Kindall, Deputy City Clerk, [tkindall@cityofportola.com](mailto:tkindall@cityofportola.com) or access the chat function on the Zoom meeting platform during the live stream. Members of the public may submit their comments in writing to be included in the public record. Comments submitted in writing may or may not be read during the meeting, but will be made available to the public if requested.

Any person with a disability may submit a request for reasonable modification or accommodation to the above-described means for accessing and offering comment at the meeting to Tara Kindall at [tkindall@cityofportola.com](mailto:tkindall@cityofportola.com) who will swiftly resolve such request.

CONSENT CALENDAR: These items include routine financial and administrative actions. All items on the consent calendar will be voted on at the same time during the meeting under “Consent Calendar”. If you wish to have an item removed from the Consent Calendar, you may do so by addressing the presiding officer.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the City Clerk and are available for public inspection. If you have any questions on any agenda items, contact the City at 530.832.6801.

Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate participation of the disabled in the City’s public meetings. If special accommodation for the disabled is needed, please notify the City at 530.832.6801 at least 48 hours prior to the meeting.

For additional information visit the City of Portola Web Page: [www.cityofportola.com](http://www.cityofportola.com).

**CITY COUNCIL AGENDA  
REGULAR MEETING  
MARCH 23, 2022  
6:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT**

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Please note that California law prohibits the City Council from taking action on any matter which is not on the posted agenda, unless it is determined to be an urgency item by the City Council. Any member of the public wishing to address the City Council during “PUBLIC COMMENT” shall first secure permission of the presiding officer and give his/her name to the Clerk for the record. Each person addressing the City Council shall be limited to three minutes ordinarily, unless the presiding officer indicates a different amount will be allotted.

**5. CITY COMMUNICATIONS**

**A. City Council Communications/Committee Reports**

**B. Staff Communications**

**C. City Manager Report**

**6. CONSENT CALENDAR**

These items are expected to be routine and non-controversial. The City Council will act upon them at one time without discussion. Any Councilmembers, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations will require a four/fifths roll call vote.

**A. Minutes** – Adopt the minutes of the City Council Regular meetings held on March 9, 2022.

**B. Claims** – Adopt Resolution No. 2502 authorizing payment of claims for the period of March 4, 2022 through March 17, 2022.

Accounts Payable:	\$ 63,413.24
Payroll:	<u>\$ 18,351.89</u>
Total:	\$ 81,765.13

## **7. ORDER OF BUSINESS**

### **A. Public Comment – 2022/2023 Budget Preparation.**

Receive public comment relating to the preparation of the 2022/2023 City Budget. Discussion, possible action, and direction to staff.

### **B. Agreement to extend term of MOU regarding reorganization of the fire and emergency services.**

Review and approve extension of Memorandum of Understanding regarding reorganization of the fire and emergency services. Discussion and possible action.

### **C. Credit Card Policy Update.**

Review and approve updated Credit Card Policy. Discussion and possible action.

### **D. State and Local Fiscal Recovery Funds (SLFRF)**

Consider the implementation of a one-time neighborhood / blight clean-up program using Federal American Rescue Plan Act (ARPA) funds. Discussion and possible action.

## **8. ADJOURNMENT**