



City of Portola Agenda

Regular Meeting

January 10, 2024 06:00 PM

35 Third Ave, Portola, CA 96122

<https://www.cityofportola.com/>

[t:https://zoom.us/j/3583067836](https://zoom.us/j/3583067836)

Mayor Pat Morton • Mayor Pro-Tem Jim Murphy • Councilmember Bill Powers • Councilmember Stan Peiler • Councilmember Leah Turner

REASONABLE ACCOMMODATIONS

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. at the City Hall Council Chambers. Your interest and participation is encouraged and welcome.

As a courtesy, the City Council meeting is also 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.

Online and telephonic access does not guarantee the public the ability to observe the meeting in the event there is a disruption or connectivity issues that affect broadcasting. Members of the public who want to be assured that they have the ability to observe the meeting and make comment during the meeting, should attend the meeting in-person.

Any person desiring to address the City Council or any committee, commission or agency under the jurisdiction of the City Council, on any item not on the agenda may do so during public comment period. Public comment during the meeting will be accepted in person only.

Public Comment can be made by clicking on the "[comment](#)" section directly from the agenda, next to each agenda item.

Public comment will also be accepted via email sent to Deputy City Clerk, admin@cityofportola.com which if received at least 24 hours prior to commencement of the meeting will be distributed to the Council and posted to the City's website prior to the meeting.

Meeting facilities are accessible to persons with disabilities. Reasonable efforts will be made to accommodate the 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.

1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call

2. Public Comments

Discussion  [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, stand; may give his/her name and address 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.

3. CITY COMMUNICATIONS

Discussion  [Comment](#)

- A. City Council Communications / Committee Reports
- B. Staff Communications / Fire Report / Sheriff's Report / Air Quality Report
- C. City Manager's Report

4. Consent Agenda

Discussion **Possible Action**  [Comment](#) [View Item](#)

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. **Claims**- Adopt Resolution No. 2565 authorizing payment of claims for the period of December 14th, 2023 though January 10th, 2024.

Accounts Payable: \$153,051.89

Payroll: \$62,491.89

Total: \$215,543.78

AP Check Run #45475 - 45555

Payroll Check Run #17325 - 17327

- B. Approval of the Minutes from 12-13-23

5. 2023 Audit

Discussion **Possible Action**  [Comment](#) [View Item](#)

2023 Audit. Discuss the 2023 Audit, Auditor comments and Finance Officer comments.

6. Draft Budget Schedule

Discussion  [Comment](#) [View Item](#)

Review the draft of the 2024-2025 budget schedule.

7. Tax Sale Properties

Discussion **Possible Action**  [Comment](#) [View Item](#)

Review and approve the tax lien sales properties and discuss the process going forward.

8. MGE Engineering Professional Services Agreement and Budget Amendment

Discussion **Possible Action**  [Comment](#) [View Item](#)

Approve the Professional Services Agreement and Budget Amendment

9. Proposed Ad Hoc Committee formation to search for a permanent City Manager

Discussion **Possible Action**  [Comment](#)

Discussion with possible action on establishing an Ad Hoc Committee to search for a permanent City Manager.

10. Closed Session

Discussion **Possible Action**  [Comment](#)

A. Public Employee Performance Evaluation

Closed Session pursuant to Government Code Section 54957 - Public Employee Performance Evaluation -
City Manager

11. Adjournment