



# CITY OF PORTOLA

## CITY COUNCIL REGULAR MEETING AGENDA

**REGULAR MEETING**  
**WEDNESDAY, DECEMBER 8, 2021**  
**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 Bill Powers  
Mayor Pro Tem Pat Morton  
Councilmember Tom Cooley  
Councilmember Phil Oels  
Councilmember Stan Peiler

**CITY STAFF**

City Manager Lauren Knox  
Public Works Director Todd Roberts  
Finance Officer Susan Scarlett  
City Attorney Steve Gross  
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 December 8, 2021 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 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.

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  
DECEMBER 8, 2021  
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, 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.

**5. CITY COMMUNICATIONS**

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

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

**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. Claims** – Adopt Resolution No. 2491 authorizing payment of claims for the period of November 2, 2021 through December 2, 2021.

Accounts Payable:	\$ 106,426.28
Payroll:	<u>\$ 73,653.09</u>
Total:	\$ 180,079.37

**7. ORDER OF BUSINESS**

**A. Mayor and Mayor Pro Tem Appointment.**

Selection of Mayor and Mayor Pro Tem. Discussion and possible action.

**B. Resolution No. 2492 Concerning COVID Remote Meetings.**

Review Resolution No. 2492 which re-ratifies the proclamation of a state of emergency and re-authorize remote teleconference meetings of the legislative bodies of the City of Portola. Discussion and possible action.

*A Resolution of the City Council of the City of Portola proclaiming a local emergency persists, re-ratifying the Proclamation of a State of Emergency by Governor of California March 4, 2020, and re-authorizing remote teleconference meetings of the legislative bodies of the City of Portola for the period of December 13, 2021 to January 12, 2022 pursuant to Brown Act provisions.*

**C. Sewer and Water Connection Fees.**

Initial discussion of connection fees and other infrastructure related matters. Discussion and possible action.

**8. CLOSED SESSION – Public Employee Performance Evaluation.**

Closed session pursuant to Government Code section 54957, City Manager.

**9. ADJOURNMENT**

**RESOLUTION NO. 2491**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD  
NOVEMBER 2, 2021 THROUGH DECEMBER 2, 2021.**

**ACCOUNTS PAYABLE  
CHECK NUMBERS: 43406-43480**

**PAYROLL  
CHECK NUMBERS: 16916-16959**

**WHEREAS**, the City Council of the City of Portola has been fully advised that all such claims and demands are legal obligations of the City; and,

**WHEREAS**, the City Council has fully considered the claims and money demands and payment thereof as set forth below and in "Exhibit A" attached hereto and incorporated herein.

<b>ACCOUNTS PAYABLE:</b>	<b>\$ 106,426.28</b>
<b>PAYROLL:</b>	<b>\$ <u>73,653.09</u></b>
<b>TOTAL:</b>	<b>\$ 180,079.37</b>

**NOW THEREFORE BE IT RESOLVED THAT** all claims and demands represented are just and proper and legal demands or claims against the City of Portola, and the payment of any such demands is approved and authorized.

**PASSED, APPROVED AND ADOPTED** this 8<sup>th</sup> day of December, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

ATTEST:

\_\_\_\_\_  
Tara Kindall, Deputy City Clerk

I, Tara Kindall, 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 at the City of Portola Regular meeting thereof held on December 8, 2021.

\_\_\_\_\_  
Tara Kindall, Deputy City Clerk

# Check Register Report

Date: 11/18/2021

Time: 4:10 pm

Page: 1

City Of Portola

BANK: PLUMAS BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>PLUMAS BANK Checks</b>								
43406	11/18/21	Printed			AIRGAS	AIRGAS, INC.	SUPPLIES-REPAIR	215.02
43407	11/18/21	Printed			AMGAS	AMERIGAS	POOL	36.00
43408	11/18/21	Printed			1011	AT&T	800 EMERGENCY LINE	4.67
43409	11/18/21	Printed			BITS	BULLET INFORMATION TECHNOLOGY	COMPUTER REPAIR/INSTALLATION	350.00
43410	11/18/21	Printed			CDN	CBC COMPANIES-FACTUAL DATA	UB CREDIT CHECKS	24.10
43411	11/18/21	Printed			CTC	COATES TIRE CENTER	VEHICLE EQUIP. REPAIR	900.42
43412	11/18/21	Printed			FLC	FOLCHI LOGGING & CONSTR., INC.	ROAD BASE	503.75
43413	11/18/21	Printed			HFT	HARBOR FREIGHT TOOLS	MATERIALS/SUPPLIES	75.76
43414	11/18/21	Printed			HUSI	HUNT & SONS, INC.	FUEL	4,576.65
43415	11/18/21	Printed			IMD	INTERMOUNTAIN DISPOSAL	REFUSE COLLECTION	1,182.65
43416	11/18/21	Printed			KOMAT	KOMATSU EQUIPMENT	MACHINE RENTAL	1,306.00
43417	11/18/21	Printed			NAPA	NAPA SIERRA	VEHICLE REPAIR/MAIN.	1,103.50
43418	11/18/21	Printed			OREILLY	O'REILLY AUTO PARTS	REPAIR	56.09
43419	11/18/21	Printed			PC-EHD	PLUMAS COUNTY ENVIRONMENTAL	PERMIT FEES	262.00
43420	11/18/21	Printed			PSRE	PLUMAS SIERRA RURAL ELECTRIC	LD WATER TREATMENT PLANT	1,624.65
43421	11/18/21	Printed			PSC	PORTER SIMON CORPORATION	PROFESSIONAL SERVICES	9,742.50
43422	11/18/21	Printed			SAUEN	SAUERS ENGINEERING, INC.	PROFESSIONAL SERVICES	1,403.75
43423	11/18/21	Printed			SSALI	SILVER STATE ANALYTICAL	WATER/WASTEWATER TESTING	2,570.00
43424	11/18/21	Printed			SONMAC	SONSRAY MACHINERY, LLC	VEHICLE REPAIR	1,396.60
43425	11/18/21	Printed			SUSANS	SUSAN SCARLETT	SB2	2,163.38
43426	11/18/21	Printed			TGV	THOMAS G. VALENTINO	PROFESSIONAL SERVICES	720.00
43427	11/18/21	Printed			ZMSC	ZEE MEDICAL SERVICE CO.	MEDICAL SUPPLIES	169.61

<b>Total Checks: 22</b>	<b>Checks Total (excluding void checks):</b>	<b>30,387.10</b>
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<b>Total Payments: 22</b>	<b>Bank Total (excluding void checks):</b>	<b>30,387.10</b>
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<b>Total Payments: 22</b>	<b>Grand Total (excluding void checks):</b>	<b>30,387.10</b>
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# Check Register Report

Date: 11/30/2021

Time: 4:00 pm

Page: 1

City Of Portola

BANK: PLUMAS BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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**PLUMAS BANK Checks**

43429	11/30/21	Printed			SUSANS	SUSAN SCARLETT	ACCOUNTING SERVICES	5,000.00
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<b>Total Checks: 1</b>	<b>Checks Total (excluding void checks):</b>	<b>5,000.00</b>
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<b>Total Payments: 1</b>	<b>Bank Total (excluding void checks):</b>	<b>5,000.00</b>
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<b>Total Payments: 1</b>	<b>Grand Total (excluding void checks):</b>	<b>5,000.00</b>
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# Check Register Report

Date: 12/02/2021

Time: 4:16 pm

Page: 1

City Of Portola

BANK: PLUMAS BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>PLUMAS BANK Checks</b>								
43430	12/02/21	Printed			CT	ALWAYS ANSWER	CALL CENTER SERVICES	46.50
43431	12/02/21	Printed			ACS	AMAZON CAPITOL SERVICES	SUPPLIES	42.05
43432	12/02/21	Printed			AMGAS	AMERIGAS	PROPANE	18.76
43433	12/02/21	Printed			AMGAS	AMERIGAS	PROPANE	594.26
43434	12/02/21	Printed			ASCAP	ASCAP	ANNUAL LICENSE FEE	370.83
43435	12/02/21	Printed			1011	AT&T	800 EMERGENCY PHONE	52.58
43436	12/02/21	Printed			BE	BASTIAN ENGINEERING	PROFESSIONAL SERVICES	462.00
43437	12/02/21	Printed			BATPLU	BATTERIES PLUS	MATERIALS/SUPPLIES	286.40
43438	12/02/21	Printed			BTFIN	BLUE TARP FINANCIAL, INC	EQUIPMENT & SUPPLIES	506.08
43439	12/02/21	Printed			CE	CASHMAN EQUIPMENT COMPANY	EQUIPMENT REPAIR	350.00
43441	12/02/21	Printed			COP	CITY OF PORTOLA	WATER/SEWER BILLS	2,203.52
43442	12/02/21	Printed			CTC	COATES TIRE CENTER	VEHICLE/EQUIPMENT REPAIR	247.12
43443	12/02/21	Printed			CSG	CSG CONSULTANTS	PROFESSIONAL SERVICES	8,320.00
43444	12/02/21	Printed			ENCM	ENCOMPASS	XEROX COPIES	119.24
43445	12/02/21	Printed			EVER	EVEREST INFRASTRUCTURE PARTNER	BECKWOURTH RENT	185.00
43446	12/02/21	Printed			HFT	HARBOR FREIGHT TOOLS	MATERIALS/SUPPLIES	112.39
43447	12/02/21	Printed			HD	HOME DEPOT	SUPPLIES	35.00
43448	12/02/21	Printed			IEDA	IEDA	LABOR RELATIONS CONSULTING	237.00
43449	12/02/21	Printed			IMD	INTERMOUNTAIN DISPOSAL	REFUSE COLLECTION	145.25
43450	12/02/21	Printed			JEFFSCO	JEFFERSON SUPPLY COMPANY	SUPPLIES/WATER LINE REPAIR	49.49
43451	12/02/21	Printed			KANLIF	KANSAS LIFE INSURANCE CO	LIFE INSURANCE	24.09
43452	12/02/21	Printed			KM	KIMBALL MIDWEST	EQUIPMENT REPAIR	194.23
43453	12/02/21	Printed			KOMAT	KOMATSU EQUIPMENT	POST CLOSURE CARE	6,971.25
43454	12/02/21	Printed			LIBENER	LIBERTY UTILITIES	UTILITIES	6,640.52
43455	12/02/21	Printed			MANH	MANHARD CONSULTING	PROFESSIONAL SERVICES	4,560.00
43456	12/02/21	Printed			MCI	MCI MEGA PREFERRED	800 LONG DISTANCE	42.58
43457	12/02/21	Printed			MSSI	MILL SUPPLY, INC	EQUIPMENT/VEHICLE REPAIR	1,875.67
43458	12/02/21	Printed			OD	OFFICE DEPOT	SUPPLIES	189.75
43459	12/02/21	Printed			OE	OPERATING ENGINEERS	HEALTH INSURANCE	11,016.00
43460	12/02/21	Printed			PAH	PLUMAS ACE HARDWARE	MATERIALS/SUPPLIES	1,598.40
43462	12/02/21	Printed			PST	PLUMAS SIERRA TELECOMMUNICAT	INTERNET SERVICES	382.00
43463	12/02/21	Printed			PW	POLLARDWATER	EQUIPMENT REPAIR	34.32
43464	12/02/21	Printed			PP	PURCHASE POWER	POSTQAGE FOR METER	520.99
43465	12/02/21	Printed			SSALI	SILVER STATE ANALYTICAL	WATER/WASTEWATER TESTING	363.00
43466	12/02/21	Printed			SONMAC	SONSRAY MACHINERY, LLC	VEHICLE REPAIR	1,321.23
43467	12/02/21	Printed			CA SWRCB	STATE WATER RESOURCES	ANNUAL PERMIT FEE	1,738.00
43468	12/02/21	Printed			TGV	THOMAS G. VALENTINO	PROFESSIONAL SERVICES	2,437.50
43469	12/02/21	Printed			TYLERTECH	TYLER TECHNOLOGIES, INC	SB2 GRANT/ANNUAL RENEWAL	3,820.86
43470	12/02/21	Printed			USPO	UNITED STATES POSTAL SERVICE	POSTAGE	1,500.00
43472	12/02/21	Printed			UBB	US BANCORP	SUPPLIES/CC PURCHASES	1,994.28
43473	12/02/21	Printed			US FOREST	USDA FOREST SERVICE	PIPELINE SPECIAL PERMIT	679.67
43474	12/02/21	Printed			VW	VERIZON WIRELESS	LDTWP DATA PLAN	108.05
43475	12/02/21	Printed			VW	VERIZON WIRELESS	CELL PHONES	367.04
43477	12/02/21	Printed			VW	VERIZON WIRELESS	LANDLINES	487.69
43478	12/02/21	Printed			VERU	VERUS ASSOCIATES NEVADA LLC		5,514.00
43479	12/02/21	Printed			WNS	WESTERN NEVADA SUPPLY	LINE REPAIR	1,738.33
43480	12/02/21	Printed			XC	XEROX FINANCIAL SERVICES	LEASE	536.26

**Total Checks: 47**

**Checks Total (excluding void checks):**

**71,039.18**

**Total Payments: 47**

**Bank Total (excluding void checks):**

**71,039.18**



# Check Register Report

Date: 12/02/2021

Time: 4:16 pm

Page: 2

City Of Portola

BANK: PLUMAS BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
					<b>Total Payments: 47</b>	<b>Grand Total (excluding void checks):</b>		<b>71,039.18</b>

## CITY COUNCIL AGENDA STAFF REPORT

**DATE:** December 2, 2021  
**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Lauren Knox, City Manager  
**MEETING:** December 8, 2021  
**SUBJECT:** Selection of Mayor and Mayor Pro Tem

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### **Background:**

On March 13, 1999 the City Council voted to appoint the Mayor and the Mayor Pro Tem to serve one-year terms beginning in December of every year. The motion also approved the process for the Mayor Pro Tem to be appointed as the Mayor, unless a 3/5 vote of the Council was to direct otherwise.

### **Recommendation:**

Discuss and make a motion to appoint the Mayor Pro Tem as the Mayor for the following year, unless determined by a 3/5 vote of the Council to direct otherwise. Discuss and make a motion to appoint a new Mayor Pro Tem.

## CITY COUNCIL AGENDA STAFF REPORT

**DATE:** December 2, 2021

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Tara Kindall, Deputy City Clerk  
Lauren Knox, City Manager

**MEETING:** December 8, 2021

**SUBJECT:** Resolution No. 2492, re-ratifying the proclamation of a state of emergency and re-authoring remote teleconference meeting of the legislative bodies of the City of Portola.

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At the September 22, 2021, City Attorney Steve Gross updated council concerning Assembly Bill 361, signed by Governor Gavin Newsom on September 16, 2021, which extends the Brown Act modifications that have been in effect since March of 2020. This bill allows the following:

- While maintain transparency and public access, local agencies would be able to meet remotely during a declared state of emergency
- While agencies would still be required to post agendas and meeting information, agencies would not be required to post meeting notices and/or agendas at all teleconference locations when remotely meeting during an emergency
- While the public must continue to have access to the remote meeting and provided the ability to make public comment, agencies would not be required to make all remote meeting sites accessible to the public, nor include the remote location details in the meeting notice or agenda during a declared state of emergency
- Additionally, agency board members would not be required to be a remote sites within the territorial bounds of the agency during a declared state of emergency.

Resolution No. 2486 was adopted by Council on October 13, 2021, for the period of 2021.10.13 to 2021.11.13 at which time City Attorney Gross explained that this resolution would be coming before Council approximately every 30 days for review and reconsideration by Council.

Resolution No. 2489 was subsequently adopted on November 10<sup>th</sup> for the period of November 13, 2021 through December 13, 2021.

Resolution No. 2492 is drafted to be for the period of December 13, 2021, through January 12, 2022.

### **Recommendation:**

Adopt Resolution No. 2492: A Resolution of the City Council of the City of Portola proclaiming a local emergency persists, re-ratifying the proclamation of a state of emergency by Governor of California Executive Order N-29-20, and re-authorize remote teleconference meetings of the

legislative bodies of the City of Portola for the period of December 13, 2021 to January 12, 2022 pursuant to Brown Act provisions.

*Attachments:*

*Attachment 1: Resolution No. 2492*

**RESOLUTION NO. 2492**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE  
PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR OF  
CALIFORNIA MARCH 4, 2020, AND RE-AUTHORIZING REMOTE  
TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF  
PORTOLA FOR THE PERIOD OF DECEMBER 13, 2021 TO JANUARY 12, 2022  
PURSUANT TO BROWN ACT PROVISIONS.**

**WHEREAS**, the City of Portola is committed to preserving and nurturing public access and participation in meetings of the City Council; and

**WHEREAS**, all meetings of the City of Portola's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the City's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the City's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Governor of California issued a proclamation of emergency March 4, 2020 and the City Council of the City of Portola previously proclaimed by Official Proclamation on March 19, 2020, finding that the requisite conditions exist for the legislative bodies of the City of Portola to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in section 54953(e), the City Council must reconsider the circumstances of the state of emergency that exists in the City of Portola, and the City Council has done so; and

**WHEREAS**, emergency conditions persist in the City of Portola specifically, a novel coronavirus, COVID-19, which symptoms include fever, cough, and shortness of breath with outcomes ranging from mild to severe illness, and in some cases death; and

**WHEREAS**, Plumas County, where the residents of the City of Portola reside, reports that many cases of COVID-19 and its variants continue to be contracted regularly within the county; and

**WHEREAS**, the City of Portola does hereby find that the Existence of a Local Emergency due to the COVID-19 Pandemic has caused, and will continue to cause, conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City of Portola and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the City Council does hereby find that the legislative bodies of the City of Portola shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as

authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the City Council of the City of Portola has been conducting meeting via live streaming at: <https://zoom.us/j/3583067836> or by phone at: 1.669.900.6833, meeting ID 358 306 7836 so that the public may participate in the City Council meetings;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The City Council hereby considers the conditions of the state of emergency in the City of Portola and proclaims that a local emergency persists throughout the City, and the novel coronavirus, COVID-19, continues to persist within the City as well as throughout Plumas County at a rate that poses significant risk to the health of all citizens.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The City Council hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 19, 2020 .

Section 4. Remote Teleconference Meetings. The City Manager and legislative bodies of the City of Portola are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) January 12, 2022, or such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(3) to extend the time during which the legislative bodies of the City of Portola may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the City Council of the City of Portola , this 8<sup>th</sup> day of December 2021, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

ATTEST:

\_\_\_\_\_  
Tara Kindall, Deputy City Clerk

I, Tara Kindall, 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 at the City of Portola Regular meeting thereof held on December 8, 2021.

\_\_\_\_\_  
Tara Kindall, Deputy City Clerk

**CITY COUNCIL AGENDA STAFF REPORT**

**DATE:** December 2, 2021  
**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Lauren Knox, City Manager  
**MEETING:** December 8, 2021  
**SUBJECT:** Connection fees and infrastructure related items

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**Background:**

Mayors Powers has requested an item for the Council to discuss infrastructure related items, such as water and sewer connection fees and mechanisms to finance them. For reference, the associated fees are listed below:

**Water/Sewer Connections**

Water Connection Fee .....\$ 1000  
Water meter Fee (5/8") .....\$ 375  
Sewer Connection Fee .....\$ 1000  
Sewer Inspection.....\$ 100

**Facility Fees for New Services**

*\* Must be paid when permit is issued*

Meter Size	Water Fee	Sewer Fee
5/8" .....	\$4,015.00 .....	\$ 5,324.00
¾" .....	\$6,022.50 .....	\$7,986.00
1" .....	\$10,037.50 .....	\$13,310.00
1½" .....	\$20,075.00 .....	\$26,620.00
2" .....	\$32,120.00 .....	\$42,592.00
3" .....	\$60,225.00 .....	\$79,860.00
4" .....	\$100,375.00 .....	\$133,100.00
6" .....	\$200,750.00 .....	\$266,200.00
Traffic Impact Fee.....		\$3,711.00

**Recommendation:**

Discuss and provide direction to the Infrastructure Committee to further review.