

RESOLUTION NO. 2506

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD
May 07, 2022 THROUGH May 25, 2022.**

**ACCOUNTS PAYABLE
CHECK NUMBERS: 43917-43952
DEPOSIT REFUND NUMBERS 43876-43877 \$195.41
VOID CHECK NUMBERS 43878-43916**

**PAYROLL
CHECK NUMBERS: 17083-17088**

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.

ACCOUNTS PAYABLE:	\$ 40,207.48
PAYROLL:	<u>\$ 29,430.72</u>
TOTAL:	\$ 69,638.20

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 25th day of May, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pat Morton, Mayor

ATTEST:

Mercadez Flewell, Deputy City Clerk

I, Mercadez Flewell, 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 May 25, 2022.

Mercadez Flewell, Deputy City Clerk

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	043878	VOID CHECK	V	5/25/2022			043878	**VOID**
VOID	043879	VOID CHECK	V	5/25/2022			043879	**VOID**
VOID	043880	VOID CHECK	V	5/25/2022			043880	**VOID**
VOID	043881	VOID CHECK	V	5/25/2022			043881	**VOID**
VOID	043882	VOID CHECK	V	5/25/2022			043882	**VOID**
VOID	043883	VOID CHECK	V	5/25/2022			043883	**VOID**
VOID	043884	VOID CHECK	V	5/25/2022			043884	**VOID**
VOID	043885	VOID CHECK	V	5/25/2022			043885	**VOID**
VOID	043886	VOID CHECK	V	5/25/2022			043886	**VOID**
VOID	043887	VOID CHECK	V	5/25/2022			043887	**VOID**
VOID	043888	VOID CHECK	V	5/25/2022			043888	**VOID**
VOID	043889	VOID CHECK	V	5/25/2022			043889	**VOID**
VOID	043890	VOID CHECK	V	5/25/2022			043890	**VOID**
VOID	043891	VOID CHECK	V	5/25/2022			043891	**VOID**
VOID	043892	VOID CHECK	V	5/25/2022			043892	**VOID**
VOID	043893	VOID CHECK	V	5/25/2022			043893	**VOID**
VOID	043894	VOID CHECK	V	5/25/2022			043894	**VOID**
VOID	043895	VOID CHECK	V	5/25/2022			043895	**VOID**
VOID	043896	VOID CHECK	V	5/25/2022			043896	**VOID**
VOID	043897	VOID CHECK	V	5/25/2022			043897	**VOID**
VOID	043898	VOID CHECK	V	5/25/2022			043898	**VOID**
VOID	043899	VOID CHECK	V	5/25/2022			043899	**VOID**

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	043900	VOID CHECK	V	5/25/2022			043900	**VOID**
VOID	043901	VOID CHECK	V	5/25/2022			043901	**VOID**
VOID	043902	VOID CHECK	V	5/25/2022			043902	**VOID**
VOID	043903	VOID CHECK	V	5/25/2022			043903	**VOID**
VOID	043904	VOID CHECK	V	5/25/2022			043904	**VOID**
VOID	043905	VOID CHECK	V	5/25/2022			043905	**VOID**
VOID	043906	VOID CHECK	V	5/25/2022			043906	**VOID**
VOID	043907	VOID CHECK	V	5/25/2022			043907	**VOID**
VOID	043908	VOID CHECK	V	5/25/2022			043908	**VOID**
VOID	043909	VOID CHECK	V	5/25/2022			043909	**VOID**
VOID	043910	VOID CHECK	V	5/25/2022			043910	**VOID**
VOID	043911	VOID CHECK	V	5/25/2022			043911	**VOID**
VOID	043912	VOID CHECK	V	5/25/2022			043912	**VOID**
VOID	043913	VOID CHECK	V	5/25/2022			043913	**VOID**
VOID	043914	VOID CHECK	V	5/25/2022			043914	**VOID**
VOID	043915	VOID CHECK	V	5/25/2022			043915	**VOID**
VOID	043916	VOID CHECK	V	5/25/2022			043916	**VOID**
000009	I-202205190314	CRESCENT TOW & REPAIR VEH ABATEMENT	R	5/25/2022		750.00	043917	750.00
0005	I-202205180295	AIRGAS, INC. ACETYLENE/OXYGEN	R	5/25/2022		210.78	043918	210.78
0010	I-202205190310	AMAZON CAPITOL SERVICES MATERIALS & SUPLIES	R	5/25/2022		3,747.89	043919	3,747.89

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	043920	VOID CHECK	V	5/25/2022			043920	**VOID**
0015	I-202205180297	AMERIGAS PUBLIC WORKS PROPANE	R	5/25/2022		322.82	043921	322.82
0021	I-202205180294	AT&T 800 EMERGENCY LINE	R	5/25/2022		4.76	043922	4.76
0022	I-202205190317	AT&T LDWTP LONG DISTANCE	R	5/25/2022		52.73	043923	52.73
0023	I-202205190316	AT&T CALNET 3 SCADA LDWTP	R	5/25/2022		67.16	043924	67.16
0027	I-202205180296	BASTIAN ENGINEERING ENGINEERING PROF SERVICES	R	5/25/2022		57.75	043925	57.75
0034	I-202205190301	BLUE TARP FINANCIAL, INC SNOW MATERIALS	R	5/25/2022		79.34	043926	79.34
0039	I-202205180298	BULLET INFORMATION TECHNOLOGY IT PROFESSIONAL SERVICES	R	5/25/2022		875.00	043927	875.00
0048	I-202205180292	CBC COMPANIES-FACTUAL DATA UB CREDIT CHECKS	R	5/25/2022		69.00	043928	69.00
0055	I-202205190302	COATES TIRE CENTER VEH/EQUIP REPAIR	R	5/25/2022		277.92	043929	277.92
0062	I-202205190300	CSG CONSULTANTS CODE ENFORCEMENT	R	5/25/2022		5,980.00	043930	5,980.00
0072	I-202205180288	DOBROS PARTS-LLC SNOW VEH REPAIR	R	5/25/2022		918.27	043931	918.27
0086	I-202205190305	FOLCHI LOGGING & CONSTR., INC. ROAD BASE	R	5/25/2022		745.39	043932	745.39
0090	I-202205190307	GRAINGER STREET REPAIR	R	5/25/2022		691.00	043933	691.00
0105	I-202205190309	INTERMOUNTAIN DISPOSAL ARPA	R	5/25/2022		1,019.96	043934	1,019.96

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0111	I-202205190308	JEFFERSON SUPPLY COMPANY LINE REPAIR	R	5/25/2022		533.40	043935	533.40
0118	I-202205190315	KANSAS LIFE INSURANCE CO EMPLOYEE LIFE INSURANCE	R	5/25/2022		77.24	043936	77.24
0136	I-202205190299	MANHARD CONSULTING PLANNING SERVICES	R	5/25/2022		1,170.00	043937	1,170.00
0159	I-202205180287	OFFICE DEPOT OFFICE SUPPLIES	R	5/25/2022		689.12	043938	689.12
0184	I-202205180293	PLUMAS SIERRA RURAL ELECTRIC LDWTP ELECTRIC	R	5/25/2022		1,372.90	043939	1,372.90
0188	I-202205180285	PORTER SIMON CORPORATION LEGAL SERVICES	R	5/25/2022		5,355.00	043940	5,355.00
0192	I-202205180286	PURCHASE POWER POSTAGE FOR METER	R	5/25/2022		575.14	043941	575.14
0227	I-202205180290	STATE OF CALIFORNIA SIGNALS & LIGHTING	R	5/25/2022		314.92	043942	314.92
0233	I-202205190306	SUNRISE ENVIRONMENTAL SEWER MAINT	R	5/25/2022		444.92	043943	444.92
0234	I-202205190303	SUPERIOR POOL PRODUCTS, LLC POOL SUPPLIES/CHEMICALS	R	5/25/2022		782.11	043944	782.11
0235	I-202205180291	SUSAN SCARLETT ACCOUNTING SERVICES	R	5/25/2022		5,000.00	043945	5,000.00
0235	I-202205190313	SUSAN SCARLETT LIEN RELEASE REIMBURSEMENT	R	5/25/2022		35.00	043946	35.00
0239	I-202205190318	THATCHER COMPANY LDWTP CHEMICALS	R	5/25/2022		2,831.22	043947	2,831.22
0246	I-202205190320	TYLER TECHNOLOGIES, INC SB2 INCODE SOFTWARE	R	5/25/2022		2,070.00	043948	2,070.00
0256	I-202205190311	USA BLUE BOOK LDWTP EQUIP REPAIR	R	5/25/2022		1,979.61	043949	1,979.61

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0267	I-202205190319	WIN-911 SOFTWARE ANNUAL SOFTWARE RENEWAL	R	5/25/2022		650.00	043950	650.00
0269	I-202205180289	XEROX FINANCIAL SERVICES XEROX COPIER LEASE	R	5/25/2022		268.13	043951	268.13
0275	I-202205190304	EIP HOLDINGS II LLC BECKWOURTH REPEATER RENT	R	5/25/2022		189.00	043952	189.00

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	35	0.00	40,207.48	40,207.48
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	40	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	75	0.00	40,207.48	40,207.48

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	35	0.00	40,207.48	40,207.48
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	40	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	75	0.00	40,207.48	40,207.48

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	5/2022	18,552.40CR
207	5/2022	1,713.37CR
208	5/2022	2,899.68CR
211	5/2022	57.75CR
215	5/2022	900.00CR
501	5/2022	77.24CR
710	5/2022	11,238.76CR
720	5/2022	4,218.79CR
730	5/2022	549.49CR
=====		
ALL		40,207.48CR

PACKET: 00048 US - Refund
VENDOR SET: 01 CITY OF PORTOLA
BANK: PC POOLED CASH - PLUMAS

**** CHECK LISTING ****

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	I-000202205040252	BLANDFORD, STEVE	R	5/19/2022		25.13	043876	25.13
1	I-000202205040253	KOCH, PETER	R	5/19/2022		170.28	043877	170.28

* * B A N K T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	195.41	195.41
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	2	0.00	195.41	195.41

PACKET: 00048 US - Refund
VENDOR SET: 01 CITY OF PORTOLA
BANK: ALL

**** CHECK LISTING ****

** REGISTER GRAND TOTALS *

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	195.41	195.41
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	195.41	195.41

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
710	5/2022	195.41CR
=====		
ALL		195.41CR

TOTAL ERRORS: 0

TOTAL WARNINGS: 0



**City of Portola
Minutes
Regular Meeting
May 11, 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 Stan Peiler, Councilmember Bill Powers

Staff Present:

Interim City Manager Jon Kennedy and Finance Officer Susan Scarlett were present and City Attorney Steve Gross was present via Zoom.

2. Public Comments

No public comments

3. CITY COMMUNICATIONS

A. City Council Communications / Committee Reports

Mayor Morton reported she attended the Fire Service Study Group meeting with Planwest

Mayor Pro-Tem Cooley reported he attend the Fire Service Study Group - Also discussed wildfire Fuel Reduction Grants

Councilmember Powers reported attending the Juvenile Justice meeting

Councilmember Peiler expressed his eagerness to participate in the Community Clean Up Program

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

Gay Miller reported for Beckwourth Fire. Beckwourth Fire is doing fire season training, has 4 new Fire Fighters graduating from Quincy and received new SCBA equipment. They responded to a structure fire with mutual aid from Sierra Valley Fire and Eastern Plumas Fire.

Interim City Manager Kennedy reported on behalf of Air Quality. Efforts to replace wood stoves and improve the air quality are continuing.

C. City Manager Report

Interim City Manager Kennedy gave an update on the Community Clean Up Program which started on May 10th with 3 properties identified and clean up work underway.

4. **Consent Agenda**

- A. **Claims**- Adopt Resolution No. 2504 authorizing payment of claims for the period of April 23, 2022 through May 06, 2022

Accounts Payable: \$ 51,706.12

Payroll: \$ 16,909.36

Total: \$ 68,615.48

- B. Minutes - Adopt Minutes of the City Council Regular Meeting held on April 27, 2022

Councilmember Phil Oels motioned to approve. A second was made by Councilmember Bill Powers. The roll call vote:

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

5. **Resolution No. 2505 Concerning COVID Remote Meetings** Councilmember Bill Powers 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 Stan Peiler** Aye **Councilmember Bill Powers**

The Council discussed going back to in person meeting including the idea of having in person meetings but requiring masks. The council felt that it was too early to go back to in person meetings as COVID cases have been on the rise.

6. **Ratify Action Items Approved During the April 27 Regular Council Meeting to Comply With AB 361** Councilmember Phil Oels motioned to approve. A second was made by Councilmember Stan Peiler. The roll call vote:

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

Interim Manager Kennedy gave the explanation as to why this action needed to be taken.

7. **Ratify Action Items Approved During the March 23 Regular Council Meeting to Comply With AB 361** Councilmember Stan Peiler 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 Stan Peiler** Aye **Councilmember Bill Powers**

8. **LEAP Grant Expenditure for Sewer Camera** Mayor Pro Tem Tom Cooley motioned to approve. A second was made by Councilmember Bill Powers. The roll call vote:

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

Finance Officer Scarlett provided some history on the LEAP (Local Early Action Planning) grant and described the need for the purchase of the sewer camera. The purchase of the camera is part of a project to make technology improvements and physical improvements that will streamline the planning and permitting process. The sewer camera has many uses including locating infrastructure by going through the sewer lines. The sewer camera was included in the grant application and will be reimbursed through that grant.

Ashlee Sims provided public comment and asked why the city needed an additional camera when we already had one. Staff corrected that assumption as a regular camera is not the same as a sewer camera.

9. **CLOSED SESSION - Pursuant to Government Code 54975, Public Employee Performance Review** No Action

10. **Adjournment**

Meeting adjourned at 7:31 PM

CITY COUNCIL AGENDA STAFF REPORT

DATE: May 17, 2022

TO: Honorable Mayor and Members of the City Council

FROM: Jon Kennedy, Interim City Manager

MEETING: May 25, 2022

SUBJECT: Road Maintenance and Rehabilitation Account (RMRA) Funds Resolution

Background

In 2017, the State Legislature signed the Road Repair and Accountability Act (Senate Bill 1) into law.

This act created the Road Maintenance and Rehabilitation Account (RMRA) to address deferred maintenance on the state highway system and the local street and road system. SB 1 requires the California Transportation Commission (CTC) to adopt performance criteria, consistent with a specified asset management plan, to ensure efficient use of certain funds available for the program.

SB 1 also requires the City to annually adopt a list of projects planned to be completed with SB 1 RMRA funding. The list is required to be approved by the City Council at a public meeting and included in the City budget. Resolution 2507, addresses the requirement and contains the project list.

Recommendation:

It is recommended that the City Council adopt Resolution No 2507. Following Council approval, the appropriate documentation will be submitted to the CTC by staff, as outlined above.

Attachments:

Attachment 1: Resolution

RESOLUTION NO. 2507

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Portola are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Portola must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Portola, will receive an estimated \$47,960 in RMRA funding in Fiscal Year 2022-23 from SB 1; and

WHEREAS, this is the 6th year in which the City of Portola is receiving SB 1 funding and will enable the City of Portola to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Portola has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Portola used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Portola maintain and rehabilitate a portion of the main access to City public facilities this year and likely similar projects into the future; and

WHEREAS, the 2020 California Statewide Local Streets and Roads Needs Assessment found that the City of Portola streets and roads are in a "poor" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a good risk condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets

infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Portola, County of Plumas, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues:

Project Title: South Gulling Street Rehabilitation

Project Description: Thin grind and replace pavement

Project Location: South Gulling Street between E. Sierra Avenue and Riverside Avenue

Estimated Project Schedule: Start 09/2022. Complete 11/2022 based on the component being funded with RMRA funds.

Estimated Project Useful Life: 2 -5 years

PASSED, APPROVED AND ADOPTED by the Portola City Council, State of California, this this 25th day of May 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

MAYOR, Pat Morton

ATTEST: _____
Mercadez Flewell, Deputy City Clerk

I, Mercadez Flewell, 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 meeting thereof held on May 25th, 2022

Mercadez Flewell, Deputy City Clerk

CITY COUNCIL AGENDA STAFF REPORT

DATE: May 19, 2022

TO: Honorable Mayor and Members of the City Council

FROM: Susan Scarlett, Finance Officer

MEETING: March 25, 2022

SUBJECT: Music in the Park

At the March 9th meeting of the City Council, the Council approved \$7,000 for the Summer of 2022 Music in the park series. Council member Powers will provide an update as to the schedule and the increase in funding that he is requesting for the 2022 series.