

**RESOLUTION NO. 2547**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA  
AUTHORIZING PAYMENT OF CLAIMS FOR THE PERIOD  
MAY 25, 2023 THROUGH JUNE 14, 2023.**

**ACCOUNTS PAYABLE  
CHECK NUMBERS: 44915– 44964**

**PAYROLL  
CHECK NUMBERS: 17255 – 17260**

**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>\$90,343.03</b>
<b>PAYROLL:</b>	<b><u>\$56,400.60</u></b>
<b>TOTAL:</b>	<b>\$146,743.63</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 14<sup>th</sup> day of June, 2023 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Bill Powers, Mayor

ATTEST:

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

I, Jason Shaw, 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 June 14th, 2023.

\_\_\_\_\_  
Jason Shaw, Deputy City Clerk

**Proclamation of the City of Portola, County of Plumas, State of California, Proclaiming Existence of a Local Emergency by the Director of Emergency Services, Appointing an Assistant Director of Emergency Services, Delegating Certain Powers and Duties to the Assistant Director of Emergency Services and Authorizing the Assistant Director of Emergency Services to Exercise such Powers and Duties to Address Impacts of the 2023 Winter Storms**

**WHEREAS**, on or about January 27, 2023, the City of Portola began experiencing severe winter storms which have continued through the first week of March 2023 (“2023 Winter Storms”) through the week.

**WHEREAS**, the 2023 Winter Storms have, among other things, caused pipes to freeze, water mains to break, disruption in traffic along roadways.

**WHEREAS**, further conditions of extreme peril are threatened by forecasted storms due to strike the City of Portola in the next few weeks.

**WHEREAS**, these conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City.

**WHEREAS**, the City Council of the City of Portola is not in session and cannot immediately be called into session.

**WHEREAS**, the Mayor of the City of Portola is not available and pursuant to California Government Code Section 36802, if the Mayor is absent or unable to act, the Mayor Pro Tem shall serve until the Mayor returns or is able to act and the Mayor Pro Tem has all of the powers and duties of the Mayor.

**WHEREAS**, the aforesaid conditions are of extreme peril and warrant and necessitate the proclamation of the existence of a local emergency in accordance with and as authorized by Portola Municipal Code Section 2.32.

**WHEREAS**, it would be prudent to appoint a person to the office of Assistant Director of Emergency Services and delegate certain powers and duties to that office.

**WHEREAS**, the City may proclaim a local emergency pursuant to California Government Code Sections 8630 and the City may promulgate orders and regulations necessary to provide for the

protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.

**WHEREAS**, the City of Portola is not formally asking for CDAA funding at this time.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED** that in accordance with Portola Municipal Code Section 2.32 and California Government Code Sections 8630-8634 and in my capacity as the Director of Emergency Services in the absence of the Mayor pursuant to California Government Code Section 36802, I hereby declare a local emergency due to conditions of extreme peril that the 2023 Winter Storms, their impacts and responses thereto pose to the safety of persons and property within the City of Portola.

**IT IS FURTHER PROCLAIMED AND ORDERED** that the City of Portola is not formally asking for CDAA funding at this time.

**IT IS FURTHER PROCLAIMED AND ORDERED** that in accordance with Portola Municipal Code Section 2.32, the City's Director of Emergency Services is authorized to use and employ any of the property, services, personnel, and resources of the City, to command the aid of as many citizens as may be necessary to help mitigate this emergency and that County and State agencies may provide mutual aid, including personnel, equipment, and other available resources as needed to assist the City of Portola during this emergency.


**IT IS FURTHER PROCLAIMED AND ORDERED** that in accordance with Portola Municipal Code Section 2.32 and in my capacity as the Director of Emergency Services, I hereby appoint the City Manager to the office of Assistant Director of Emergency Services.

**IT IS FURTHER PROCLAIMED AND ORDERED** that in accordance with Portola Municipal Code Section 2.32 and in my capacity as the Director of Emergency Services, I hereby delegate to the Assistant Director of Emergency Services all the powers and duties of the Director of Emergency Services set forth in Portola Municipal Code Section 2.32 during the existence of the local emergency proclaimed herein and authorize the Assistant Director of Emergency Services to exercise all such powers and duties during the existence of the local emergency proclaimed herein.

**IT IS FURTHER PROCLAIMED AND ORDERED** that during the existence of said local emergency the powers, functions, and duties of the emergency organization of the City of Portola shall be those prescribed by state law, by ordinances, and resolutions of the City of Portola; and that this emergency proclamation shall expire seven (7) days after issuance unless confirmed and ratified by the City Council of the City of Portola.

**IT IS FURTHER PROCLAIMED AND ORDERED** that the local emergency proclaimed herein shall be reviewed by the City Council for the need to continue it at least once every sixty (60) days until the City Council terminates the local emergency and the City Council shall proclaim the termination of the local emergency at the earliest possible date that conditions warrant.

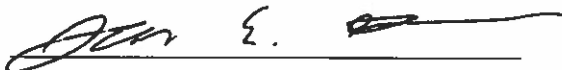
**PROCLAIMED** this 8<sup>th</sup> day of March 2023



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Mayor Pro Tem, City of Portola, Bill Powers

ATTEST:



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Jason Shaw, Deputy City Clerk

I, Jason Shaw, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Proclamation was duly proclaimed by the Mayor Pro Tem of the City of Portola in his capacity as the Director of Emergency Services on March 8, 2023.



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Jason Shaw, Deputy City Clerk







# City of Portola

35 Third Avenue • P.O. Box 1225  
Portola, California 96122  
Fax: (530) 832-5418  
(530) 832-4216  
[www.ci.portola.ca.us](http://www.ci.portola.ca.us)

M E M O  
May 15, 2023

TO: Portola City Council and  
Jon Kennedy, City Manager

FROM: Daniel B. Bastian, City Engineer

RE: **CONTRACT 22- PORTOLA STIP – NORTH LOOP PHASE I  
PROGRESS PAYMENT No. 1**

Attached is the Progress Payment #1 tabulation summary for subject Project. This payment request reflects the work completed to date. The payment estimate has been reviewed for accuracy and is complete.

Please schedule this matter for consideration and approval by the Council at the next available regular Council meeting.

The total value of work reported in this payment estimate is \$75,177.04 (see attached payment tabulation summary,) which represents about 3.4% of the total contract amount. The total amount allocated by the State for the contract items, soft costs (i.e., testing, inspection, administration) and contingencies is \$3,024,000. The Q&D Construction contract is \$2,209,000.

This work is related to 32 potholes that were done to locate underground water and sewer lines (see attached Engineer's file notes) and a 16% percentage payment for Item #1 "Move-in/Move-out".

\* No retention is withheld pursuant to Standard Specification 9-1.16F which states: "The Department does not retain moneys from progress payments due to the Contractor for work performed (Pub Cont. Code § 7202)." This project has performance and payment bonds and therefore, no retention is required.

PPE#1.mem

Attachments

Engineering Report

Date: April 17, 2023

To: Bastian Engineering Construction File

Subject: Results for Pothole Work for Portola North Loop Phase 1 Project

Engineering Report Bastian Engineering City of Portola North Loop Phase 1 Project  
Pothole Work Summary Report April 17, 2023

Introduction: Q&D Construction LLC performed pothole work in the City of Portola North Loop Phase 1 Project area from April 12, 2023, to April 14, 2023. The purpose of this report is to summarize the results of the pothole work performed during this period.

Pothole Work Scope: Q&D Construction LLC was responsible for digging and repairing potholes on the Joy Way (and adjacent side roads) in the project area. The work included:

- Surface prep of potholes (i.e. jackhammer through pavement) on the road located by Bastian Engineering.
- Hydro vacuuming potholes to the water or sewer utility.
- Repair the potholes with uncompacted aggregate base.

Results: During the pothole work period, Q&D Construction LLC dug and repaired a total of 32 potholes in the project area. The work was completed on time and within the allocated budget. The patching material used by the contractor was properly completed, resulting in a smooth and non-durable surface.

Conclusion: Q&D Construction LLC successfully completed the pothole repair work for the City of Portola North Loop Phase 1 Project between April 12, 2023, and April 14, 2023. The work was completed on time, within the budget, and to a high standard. Bastian Engineering recommends that the work performed by Q&D Construction LLC be accepted and approved by the City of Portola for payment.

The table on the next page shows the details of the potholes that were identified and repaired along with their corresponding information.

Pothole #	Description	Pipe (Top) Depth Below Grade	CS (Top) Depth Below Grade	Surface Elevation	CL Station	R or L	Design Elevation @ STA OS	SEG EL	Separation to SEG @ Pipe Top	Separation to SEG @ CS Top	AC Depth,	AB Depth,
1	NA	x	x	x	x	x	x	x	x	x	x	x
2	6" PVC top	-3.2	x	4949.5	76.4	1.9 L	4949.24	4948.1	-1.8	x	3	10
3	NA	x	x	x	x	x	x	x	x	x	x	x
4	6" PVC top	-3.1	-2.5	4946.6	138.7	2.0 L	4946.6	4945.4	-1.9	-1.3	3	5
5	6" PVC top	-2.95	-2.4	4945.2	214.5	1.7 L	4945.3	4944.1	-1.9	-1.3	3	0
6	6" PVC top	-2.9	x	4944.7	249.65	2.0 L	4944.75	4943.6	-1.8	x	3	5
7	6" PVC top	-3.7	x	4943.95	293.47	2.0 L	4943.98	4942.8	-2.6	x	3	0
8	6" PVC top	-4.2	-3.7	4943.2	328.41	2.2 L	4943.25	4942.1	-3.1	-2.6	x	x
9	6" PVC top	-4.25	x	4941.87	374.93	1.99 L	4941.92	4940.8	-3.1	x	4	
10	nothing found	-4.3	x	x	x	x	x	x	x	x	3	nominal
11	NA	x	x	x	x	x	x	x	x	x	x	x
12	nothing found	-2.5	x	x	x	x	x	x	x	x	x	x
13	NA	x	x	x	x	x	x	x	x	x	x	x
14	NA	x	x	x	x	x	x	x	x	x	x	x
6" Sewer on Top of Thrust												
15	Block	-2.4	x	4928.98	828.97	13.13 L	4928.9	4927.7	-1.2	x	x	x
15A	Thrust Block	-3.4	x	4928.98	828.97	13.13 L	4928.9	4927.7	-2.2	x	x	x
16	NA	x	x	x	x	x	x	x	x	x	x	x
17	nothing found	-4.9	x	x	x	x	x	x	x	x	x	x
18	NA	x	x	x	x	x	x	x	x	x	x	x
19	6" PVC top	-3.1	x	4928.5	876.35	11.35 R	4928.32	4927.2	-1.8	x	3	6
20A	12" PVC top	-3.6	x	4928.57	848.7	13.34 L	4928.27	4927.1	-2.1	x	3	nominal
21	12" PVC top	-3.75	x	4928.33	926.96	13.04 L	4929.34	4928.2	-3.6	x	x	x
22	nothing found	x	x	x	927.25	x	x	x	x	x	x	x
23	12" PVC top	-5.1	x	4928.36	973.66	13.30 L	4928.36	4927.2	-3.9	x	5	nominal
24	6" ACP top	-2.65	x	4928.61	977.21	1.00 L	4928.63	4927.5	-1.5	x	3	nominal
25	NA	x	x	x	x	x	x	x	x	x	x	x
26	1" service	-3.1	x	4928.38	995.56	13.77 L	4928.36	4927.2	-1.9	x	x	x
27	6" ACP top	-3.05	x	4928.62	995.81	1.30 L	4928.64	4927.5	-1.9	x	3	nominal
28	NA	x	x	x	x	x	x	x	x	x	x	x
29	12" PVC top	-2.5	x	4928.46	1062.73	12.86 L	4928.45	4927.3	-1.3	x	x	x
30	6" ACP top	-3.9	x	4928.71	1061.87	0.0 L	4928.71	4927.5	-2.7	x	3	nominal
31	6" ACP top	-4.1	-3.6	4928.77	1097.21	1.22 L	4928.79	4927.6	-3	-2.5	3	nominal
32	NA	x	x	x	x	x	x	x	x	x	x	x
33	12" PVC top	-2.8	x	4928.57	1112.03	12.94 L	4928.83	4928.6	-2.8	x	3	nominal
34	6" ACP top	-3.8	x	4929.04	1175.23	.31 L	4928.04	4928.6	-3.3	x	x	x
35	12 PVC top	-2.9	x	4928.75	1175.73	12.51 L	4928.75	4928.6	-2.7	x	x	x
36	12" PVC top	-2.4	x	4928.91	1202.48	12.72 L	4928.91	4928.6	-2.1	x	x	x
37	NA	x	x	x	x	x	x	x	x	x	x	x
38	NA	x	x	x	x	x	x	x	x	x	x	x
39	NA	x	x	x	x	x	x	x	x	x	x	x
40	NA	x	x	x	x	x	x	x	x	x	x	x
41	12" PVC top	-3.7	-2.6	4929.35	1301.02	12.51 L	4929.35	4928.6	-2.9	-1.8	x	x
42	6" ACP top	-3.4	x	4929.6	1307.85	1.77 L	4929.63	4928.6	-2.4	x	x	x
43	nothing found	-5	x	x	x	x	x	x	x	x	x	x
44	NA	x	x	x	x	x	x	x	x	x	x	x
45	6" ACP top	-3.4	x	4929.58	1353.8	13.42 R	4929.58	4928.6	-2.4	x	x	x
46	NA	x	x	x	x	x	x	x	x	x	x	x
47	6" ACP top	-3.8	x	4929.96	1371.41	.59 L	4929.96	4928.6	-2.4	x	x	x
48	6" ACP top	-4.7	x	4930.73	1497.61	.14 L	4930.73	4928.6	-2.5	x	x	x
49	NA	x	x	x	x	x	x	x	x	x	x	x

## Progress Bill

**From:** Q&D Construction LLC  
 PO Box 10865  
 Reno, NV 89510

**Invoice:** 16351-001

**Date:** 04/30/23

**Application #:** 1

**To:** City of Portola  
 PO Box 1225 / 35 Third Avenue  
 Portola, CA 96122

**Invoice Due Date:** 05/30/23

**Payment Terms:** Net 30 days

**Contract:** 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
000	Bond	0.00	LS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010	MOVE-IN/MOVE-OUT	1.00	LSU	189,856.50	189,856.50	0.00	0.16	0.16	0.00	30,377.04	30,377.04	159,479.46
020	LEAD COMPLIANCE PLAN	1.00	LSU	1,750.00	1,750.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00
030	CONSTRUCTION AREA SIGNS	1.00	LSU	12,000.00	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
040	TRAFFIC CONTROL	1.00	LSU	160,000.00	160,000.00	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
050	PORTABLE CHANGEABLE MESSAGE SIGN (2 Ea.)	1.00	LSU	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
060	JOB SITE MANAGEMENT	1.00	LSU	14,000.00	14,000.00	0.00	0.00	0.00	0.00	0.00	0.00	14,000.00
070	PREPARE WATER POLLUTION CONTROL PROGRAM (WPCP)	1.00	LSU	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
080	INSTALL SWPPP BMPS	1.00	LSU	7,500.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
090	INVASIVE SPECIES CONTROL	1.00	LSU	2,600.00	2,600.00	0.00	0.00	0.00	0.00	0.00	0.00	2,600.00
100	CLEARING AND GRUBBING	1.00	LSU	13,800.00	13,800.00	0.00	0.00	0.00	0.00	0.00	0.00	13,800.00
110	SAW CUT	410.00	LF	7.65	3,136.50	0.00	0.00	0.00	0.00	0.00	0.00	3,136.50
120	POTHOLE WATER & SEWER LINES FOR LOCATION & DEPTH	53.00	EA	1,400.00	74,200.00	0.00	32.00	32.00	0.00	44,800.00	44,800.00	29,400.00
130	STREET SWEEPING	1.00	LSU	30,000.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
140	COLD PLANE AC PAVEMENT	5,420.00	SY	2.85	15,447.00	0.00	0.00	0.00	0.00	0.00	0.00	15,447.00
150	REMOVE GRINDINGS (Add #1) To Landfill	1.00	LSU	12,000.00	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
160	REMOVE CURB	6.00	LF	185.00	1,110.00	0.00	0.00	0.00	0.00	0.00	0.00	1,110.00
170	REMOVE CURB, GUTTER AND SIDEWALK & DISPOSAL	6,216.00	SF	4.50	27,972.00	0.00	0.00	0.00	0.00	0.00	0.00	27,972.00
180	REMOVE CONCRETE DRIVEWAY & DISPOSAL	30.00	CY	460.00	13,800.00	0.00	0.00	0.00	0.00	0.00	0.00	13,800.00
190	REMOVE CULVERTS	240.00	LF	109.00	26,160.00	0.00	0.00	0.00	0.00	0.00	0.00	26,160.00

## Progress Bill

From: Q&D Construction LLC  
 PO Box 10865  
 Reno, NV 89510

Invoice: 16351-001

Date: 04/30/23

Application #: 1

To: City of Portola  
 PO Box 1225 / 35 Third Avenue  
 Portola, CA 96122

Invoice Due Date: 05/30/23

Payment Terms: Net 30 days

Contract: 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
200	DITCH EXCAVATION	40.00	CY	195.00	7,800.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00
210	ROADWAY EX	2,450.00	CY	52.20	127,890.00	0.00	0.00	0.00	0.00	0.00	0.00	127,890.00
220	SIDEWALK, RAMPS AND DRIVEWAY EX	221.00	CY	79.00	17,459.00	0.00	0.00	0.00	0.00	0.00	0.00	17,459.00
230	STRUCTURE, RETAINING WALL EX	120.00	CY	136.00	16,320.00	0.00	0.00	0.00	0.00	0.00	0.00	16,320.00
240	CONCRETE VALLEY GUTTER EX	26.00	CY	110.00	2,860.00	0.00	0.00	0.00	0.00	0.00	0.00	2,860.00
250	SUBGRADE ENHANCEMENT CLASS 3B	5,500.00	SY	4.65	25,575.00	0.00	0.00	0.00	0.00	0.00	0.00	25,575.00
260	CLASS 2 AGGREGATE SUBBASE	2,380.00	CY	159.00	378,420.00	0.00	0.00	0.00	0.00	0.00	0.00	378,420.00
270	CLASS 2 AGGREGATE CURB BACKING	100.00	TON	167.00	16,700.00	0.00	0.00	0.00	0.00	0.00	0.00	16,700.00
280	ROCK SLOPE PROTECTION (60 LB, CLASS II, METHOD B	30.00	CY	322.00	9,660.00	0.00	0.00	0.00	0.00	0.00	0.00	9,660.00
290	ROCK SLOPE FABRIC CLASS 10	50.00	SY	18.35	917.50	0.00	0.00	0.00	0.00	0.00	0.00	917.50
300	TEMPORARY CONCRETE WASHOUT	1.00	LSU	1,518.00	1,518.00	0.00	0.00	0.00	0.00	0.00	0.00	1,518.00
310	MINOR CONCRETE, A2-6 CURB AND GUTTER	164.00	CY	818.00	134,152.00	0.00	0.00	0.00	0.00	0.00	0.00	134,152.00
320	MINOR CONCRETE, A1-6 MODIFIED	11.00	CY	1,878.00	20,658.00	0.00	0.00	0.00	0.00	0.00	0.00	20,658.00
330	MINOR CONCRETE, A1-6 RETAINING CURB	14.00	CY	1,812.00	25,368.00	0.00	0.00	0.00	0.00	0.00	0.00	25,368.00
340	MINOR CONCRETE, 4" SIDEWALK	140.00	CY	552.00	77,280.00	0.00	0.00	0.00	0.00	0.00	0.00	77,280.00
350	MINOR CONCRETE, DRIVEWAY (6")	80.00	CY	536.00	42,880.00	0.00	0.00	0.00	0.00	0.00	0.00	42,880.00
360	MINOR CONCRETE, 6" VALLEY GUTTER	24.00	CY	1,160.00	27,840.00	0.00	0.00	0.00	0.00	0.00	0.00	27,840.00

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Contract: 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
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370	MINOR CONCRETE, CURB RAMP	31.00	CY	837.00	25,947.00	0.00	0.00	0.00	0.00	0.00	0.00	25,947.00
380	CURB RAMP DETECTABLE WARNING SURFACE	274.00	SF	57.00	15,618.00	0.00	0.00	0.00	0.00	0.00	0.00	15,618.00
390	STRUCTURAL BACKFILL, RETAINING WALL	175.60	CY	180.00	31,608.00	0.00	0.00	0.00	0.00	0.00	0.00	31,608.00
400	STRUCTURAL CONCRETE, RETAINING WALL	92.00	CY	1,446.00	133,032.00	0.00	0.00	0.00	0.00	0.00	0.00	133,032.00
410	INSTALL PRECAST CONCRETE DROP INLET AND GRATE	5.00	EA	4,203.00	21,015.00	0.00	0.00	0.00	0.00	0.00	0.00	21,015.00
420	INLET DEPRESSION	3.50	CY	925.00	3,237.50	0.00	0.00	0.00	0.00	0.00	0.00	3,237.50
430	HOT MIX ASPHALT (TYPE A)	1,426.00	TON	169.00	240,994.00	0.00	0.00	0.00	0.00	0.00	0.00	240,994.00
440	DATA CORE	1.00	LSU	3,132.00	3,132.00	0.00	0.00	0.00	0.00	0.00	0.00	3,132.00
450	TACK COAT	10.00	TON	262.00	2,620.00	0.00	0.00	0.00	0.00	0.00	0.00	2,620.00
460	24" CORRUGATED STEEL PIPE (0.138" THICK)	110.00	LF	252.00	27,720.00	0.00	0.00	0.00	0.00	0.00	0.00	27,720.00
470	15" CORRUGATED STEEL PIPE (0.138" THICK)	80.00	LF	194.00	15,520.00	0.00	0.00	0.00	0.00	0.00	0.00	15,520.00
480	12" CORRUGATED STEEL PIPE (0.138" THICK)	50.00	LF	268.00	13,400.00	0.00	0.00	0.00	0.00	0.00	0.00	13,400.00
490	6" CORUGATED STEEL PIPE (0.138" THICK)	30.00	LF	180.00	5,400.00	0.00	0.00	0.00	0.00	0.00	0.00	5,400.00
500	24" STEEL FLARED END SECTION	1.00	EA	1,945.00	1,945.00	0.00	0.00	0.00	0.00	0.00	0.00	1,945.00
510	RELOCATE MAILBOX CLUSTER	2.00	EA	4,051.00	8,102.00	0.00	0.00	0.00	0.00	0.00	0.00	8,102.00
520	12" THERMO TRAFFIC STRIPE-CROSS WALK	700.00	LF	11.00	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00	7,700.00
530	4" THERMO TRAFFIC STRIPE, SPRAYABLE	3,200.00	LF	1.60	5,120.00	0.00	0.00	0.00	0.00	0.00	0.00	5,120.00

## Progress Bill

From: Q&D Construction LLC  
 PO Box 10865  
 Reno, NV 89510

Invoice: 16351-001

Date: 04/30/23

Application #: 1

To: City of Portola  
 PO Box 1225 / 35 Third Avenue  
 Portola, CA 96122

Invoice Due Date: 05/30/23

Payment Terms: Net 30 days

Contract: 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
540	6" THERMO TRAFFIC STRIPE, SPRAYABLE	3,200.00	LF	1.60	5,120.00	0.00	0.00	0.00	0.00	0.00	0.00	5,120.00
550	12" THERMO LIMIT LINE & STOP LINE	70.00	SF	11.00	770.00	0.00	0.00	0.00	0.00	0.00	0.00	770.00
560	THERMO TRAFFIC STRIPE, SPRAYABLE	200.00	LF	1.60	320.00	0.00	0.00	0.00	0.00	0.00	0.00	320.00
570	THERMO MARKING, BICYCLE, A24C (8@ 7 sq. ft. ea.)	56.00	SF	13.00	728.00	0.00	0.00	0.00	0.00	0.00	0.00	728.00
580	THERMO MARKING, "STOP"(4 @ 22 sq. ft. ea.)	88.00	SF	13.00	1,144.00	0.00	0.00	0.00	0.00	0.00	0.00	1,144.00
590	REMOVE & RELOCATE ROADSIDE SIGN (WOOD POST)	4.00	EA	409.00	1,636.00	0.00	0.00	0.00	0.00	0.00	0.00	1,636.00
600	REMOVE & RELOCATE ROADSIDE SIGN (METAL POST)	1.00	EA	409.00	409.00	0.00	0.00	0.00	0.00	0.00	0.00	409.00
610	REMOVE, REPLACE AND/OR DISPOSE LANDSCAPE MATERIALS	1.00	LSU	25,625.00	25,625.00	0.00	0.00	0.00	0.00	0.00	0.00	25,625.00
620	REMOVE & RELOCATE DELIVERY BOXES	2.00	EA	585.00	1,170.00	0.00	0.00	0.00	0.00	0.00	0.00	1,170.00
630	RELOCATE SPRINKLER SYSTEM	1.00	LSU	2,921.00	2,921.00	0.00	0.00	0.00	0.00	0.00	0.00	2,921.00
640	ADJUST GV BOX TO NEW AC w/NEW CONCRETE COLLAR.	8.00	EA	1,065.00	8,520.00	0.00	0.00	0.00	0.00	0.00	0.00	8,520.00
650	ADJUST SEWER MANHOLE w/ NEW CONCRETE COLLAR.	7.00	EA	1,433.00	10,031.00	0.00	0.00	0.00	0.00	0.00	0.00	10,031.00
660	CONSTRUCT NEW WATER METER ASSEMBLY & BOX IN SIDEWA	3.00	EA	4,045.00	12,135.00	0.00	0.00	0.00	0.00	0.00	0.00	12,135.00
670	CONSTRUCT NEW WATER METER ASSEMBLY & BOX OUTSIDE S	5.00	EA	4,190.00	20,950.00	0.00	0.00	0.00	0.00	0.00	0.00	20,950.00
680	1' Driveway Transitions/Conforms	3.00	CY	927.00	2,781.00	0.00	0.00	0.00	0.00	0.00	0.00	2,781.00

## Progress Bill

From: Q&D Construction LLC  
 PO Box 10865  
 Reno, NV 89510

Invoice: 16351-001

Date: 04/30/23

Application #: 1

To: City of Portola  
 PO Box 1225 / 35 Third Avenue  
 Portola, CA 96122

Invoice Due Date: 05/30/23

Payment Terms: Net 30 days

Contract: 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
1000	TRUCKING	1.00	LSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1010	MATERIALS	1.00	LSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Billed To Date:	75,177.04
Less Retainage:	0.00
Less Previous Applications:	0.00
<b>Total Due This Invoice:</b>	<b>75,177.04</b>



## Progress Bill

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**From:** Q&D Construction LLC  
PO Box 10865  
Reno, NV 89510

**Invoice:** 16351-001

**Date:** 04/30/23

**Application #:** 1

**To:** City of Portola  
PO Box 1225 / 35 Third Avenue  
Portola, CA 96122

**Invoice Due Date:** 05/30/23

**Payment Terms:** Net 30 days

**Contract:** 16351. Portola - North Loop Phase 1

## **RESOLUTION NO. 2548**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 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 \$50,866 in RMRA funding in Fiscal Year 2023-24 from SB 1; and

**WHEREAS**, this is the 7<sup>th</sup> 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 2023-24 Road Maintenance and Rehabilitation Account revenues:

**Project Title: North and South City Neighborhood Rehabilitation Projects**  
Project Description: Road Rehabilitation. Road rehabilitation may include: subgrade enhancement, removing and replacing asphalt, slurry seal, asphalt overlay, fill pot holes, and related work (road rehabilitation conditions vary due to winter weather damage.)  
Project Location: North and South City Neighborhood, locations not yet final.  
Estimated Project Schedule: Start 09/2023. Complete 11/2023 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 14<sup>th</sup> day of June 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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MAYOR, Bill Powers

ATTEST: \_\_\_\_\_  
Jason Shaw, City Clerk

I, Jason Shaw, 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 June 14, 2023

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Jason Shaw, City Clerk

CITY OF PORTOLA										
2023-2024 PROPOSED BUDGET SUMMARY										
		GAS TAX	GAS TAX	RMRA	ECONOMIC					
	GENERAL FUND	Streets	Snow		DEVELOPMENT	STIP	WATER	SEWER	SOLID	
ACCOUNT/FUND	100	207	208	211	CDBG	216	710	720	WASTE	TOTAL
					215				730	
<b>REVENUE</b>	1,266,906.05	58,667.00	204,125.00	53,913.00	600.00		1,002,000.00	775,995.00	303,165.00	3,665,371.05
<b>INTERFUND TRANSFERS</b>		106,076.01	142,337.47			10,000.00				258,413.48
										-
PERSONNEL	233,674.05	64,253.01	164,688.75		7,343.72		378,157.89	318,714.18	50,217.42	1,217,049.02
POSTAGE	5,500.00						4,200.00	4,200.00	1,700.00	15,600.00
BOOKS & SUBS										-
GAS & ELECTRIC	41,800.00		8,000.00				6,000.00	20,000.00		75,800.00
TELEPHONE	8,900.00						5,000.00	4,000.00		17,900.00
MATERIALS AND SUPPLIES	25,450.00	7,000.00	15,000.00				21,000.00	26,000.00	4,000.00	98,450.00
EQUIP REPAIR/MAINT	7,500.00	8,000.00	40,000.00				10,000.00	25,000.00	1,000.00	91,500.00
VEHICLE REPAIR/MAINT	3,000.00	1,500.00	18,000.00				5,000.00	5,000.00	-	32,500.00
VEHICLE FUEL	3,300.00	8,000.00	15,000.00				10,000.00	8,000.00		44,300.00
LEGAL FEES	75,300.00				5,000.00		13,104.00	13,104.00	5,000.00	111,508.00
INSURANCE	57,879.86		17,763.60				25,897.22	40,684.10	5,026.32	147,251.10
PROFESSIONAL SVCS	166,600.00	1,500.00		1,000.00	6,600.00		50,000.00	80,000.00	10,000.00	314,700.00
ADVERTISING/NOTICES	1,150.00									1,150.00
CODE REFERENCE UPDATE	4,200.00						1,700.00	1,500.00		7,400.00
CIVIC PROMO & MARKETING	500.00									500.00
CONFERENCE/TRAVEL	5,000.00									5,000.00
DUES/MEMBERSHIPS	3,300.00						3,500.00	1,200.00		8,000.00
BUILDING EXPENSE	17,000.00	250.00	250.00				3,000.00	1,500.00	250.00	22,250.00
STREET REPAIR		30,000.00	30,000.00	120,000.00						180,000.00
ACCOUNTING FEES	14,400.15	3,850.00	5,650.12		3,000.04		15,593.83	13,200.00	4,800.00	60,494.14
AUDITING FEES	10,260.00	1,390.00	1,110.00		1,900.00		10,260.00	10,260.00	3,420.00	38,600.00
TRAINING/EDUCATION							1,200.00	800.00		2,000.00
WATER AND SEWER	66,800.00						750.00	800.00		68,350.00
COMMUNICATION EXPENSE							400.00			400.00
OTHER EXPENSE/SEE ATTACHED	448,977.00	39,000.00	31,000.00			10,000.00	344,584.00	137,584.00	136,170.00	1,147,315.00
EQUIPMENT LEASE/RENTAL	3,000.00						2,500.00	2,000.00		7,500.00
CAPITAL OUTLAY/OTHER	2,000.00						128,000.00	90,000.00	-	220,000.00
INTEREST							33,891.00			33,891.00
TRANSFERS OUT	258,413.48									258,413.48
										-
<b>TOTAL EXPENSES</b>	1,463,904.54	164,743.01	346,462.47	121,000.00	23,843.76	10,000.00	1,073,737.94	803,546.28	221,583.74	4,228,821.74
<b>REVENUE</b>	1,266,906.05	164,743.01	346,462.47	53,913.00	600.00		1,002,000.00	775,995.00	303,165.00	3,913,784.53
<b>EXPENDITURES</b>	1,463,904.54	-	-	121,000.00	23,843.76	10,000.00	1,073,737.94	803,546.28	221,583.74	4,227,821.74
PRINCIPAL PAYMENTS							35,000.00			35,000.00
										-
										-
FACILITY FEE/SINKING FUND/LANDFILL CLOSURE FUND							45,835.00		95,000.00	140,835.00
(USE OF) OR INCREASE IN FUND BALANCE	(196,998.49)	-	-	(67,087.00)	(23,243.76)		(152,572.94)	(27,551.28)	(13,418.74)	(490,872.21)

**CITY OF PORTOLA  
2023-2024  
OTHER EXPENSES**

<b>OTHER EXPENSE</b>	<b>PROPOSED</b>
<b>GENERAL FUND (100)</b>	
ARPA PROJECTS	150,000.00
BANK CHARGES	2,300.00
CITY PARK IMPROVEMENTS	
CITY WEB PAGE	3,400.00
WILLIAMS HOUSE WEB PAGE	407.00
CODE ENFORCEMENT - AVA	30,000.00
ELECTRIC CHARGING STATION	
ELECTION SUPPLIES	
LAFCO	49,000.00
LESSG	20,000.00
MEDICAL AND PHYSICALS	200.00
MUSIC IN THE PARK	9,000.00
PUBLIC RECORDS REQUESTS	2,500.00
PG&E SETTLEMENT EXPENSE - FIRE	15,000.00
POOL CONCESSION SUPPLIES	2,000.00
REFUSE COLLECTION	4,470.00
SHERIFF CONTRACT	130,000.00
SHERIFF SUB-STATION	
SIERRA BUTTES GRAVEL GRINDER CITY PARTICIPATION	16,000.00
TAX ADMINISTRATION FEES	7,000.00
TECHNICAL SUPPORT	4,700.00
WILLIAMS HOUSE REPAIR	3,000.00
WOODSTOVE CHANGEOUT	
<b>TOTAL</b>	<b>448,977.00</b>
<b>GAS TAX SECTION 2107/2107.5 (FUND 207)</b>	
STREET LIGHTING	39,000.00
<b>TOTAL</b>	<b>39,000.00</b>
<b>SNOW REMOVAL (FUND 208)</b>	
PRIVATE CONTRACTORS	30,000.00
PROPERTY DAMAGE	1,000.00
<b>TOTAL</b>	<b>31,000.00</b>

**CITY OF PORTOLA  
2023-2024  
OTHER EXPENSES**

<b>OTHER EXPENSE</b>	<b>PROPOSED</b>
<b>STIP (216)</b>	
UNDERGROUND TANK	<b>10,000.00</b>
<b>WATER FUND (710)</b>	
LAKE DAVIS WTP	86,700.00
PERMIT FEES	6,000.00
REFUSE COLLECTION	3,300.00
TECH SUPPORT	10,584.00
TESTING WATER	18,000.00
WATER LINE REPAIRS	60,000.00
WATER METERS	30,000.00
WATER PURCHASE	130,000.00
	-
<b>TOTAL</b>	<b>344,584.00</b>
<b>SEWER FUND (720)</b>	
MEDICAL/PHYSICALS	1,000.00
PERMIT FEES	15,000.00
REFUSE COLLECTION	3,000.00
SEWER LINE REPAIRS	10,000.00
SYSTEM MAINT/SEWER POND	30,000.00
TECH SUPPORT	13,584.00
TESTING SEWER	25,000.00
SEWER CHEMICALS	40,000.00
<b>TOTAL</b>	<b>137,584.00</b>
<b>SOLID WASTE (730)</b>	
PERMIT FEES	35,000.00
POST-CLOSURE CARE COSTS	20,000.00
TECH SUPPORT	1,120.00
TESTING AND REPORTING - LANDFILL	45,050.00
SB 1383 GRANT EXPENDITURES	15,000.00
LANDFILL DAMAGE - SEDIMENT	20,000.00
<b>TOTAL</b>	<b>136,170.00</b>

**CITY OF PORTOLA  
2023-2024  
OTHER EXPENSES**

<b>CAPITAL OUTLAY/ OTHER</b>	<b>PROPOSED</b>
<b>GENERAL FUND (100)</b>	
PAINT CABOOSE	2,000.00
<b>TOTAL</b>	<b>2,000.00</b>
<b>SPECIAL REVENUE FUNDS</b>	
<b>TOTAL</b>	-
<b>WATER FUND</b>	
3 PHASE POWER - WTP	50,000.00
WILLOW SPRINGS - EXCAVATING	30,000.00
SOFT EXCAVATION TRAILER	40,000.00
LINE LOCATOR	3,000.00
TRENCHER	5,000.00
<b>TOTAL</b>	<b>128,000.00</b>
<b>SEWER FUND</b>	
HAUL SLUDGE - LOCKWOOD	90,000.00
<b>TOTAL</b>	<b>90,000.00</b>
<b>SOLID WASTE FUND</b>	
<b>RESERVES</b>	
<b>GENERAL FUND</b>	
TRAFFIC IMPACT FEES	
<b>WATER FUND</b>	
FACILITY FEES RESERVE	
LD WTP MAINTENANCE RESERVE	45,835.00
<b>SEWER FUND</b>	
WASTEWATER CAPITAL RESERVE FUND	
FACILITY FEES RESERVE	







**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: General (100)  
DEPARTMENT: ALL**

**REVENUE**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
<b>GENERAL REVENUE AND TAXES</b>						
401.00	Property Taxes - Secured	239,206.47	247,512.97	250,000.00	154,668.07	250,000.00
401.01	Property Taxes - Unsecured	6,725.40	7,229.80	7,000.00	7,174.23	7,500.00
401.02	Home Owners Tax Relief	731.44	2,265.78	1,700.00	1,117.96	1,700.00
401.03	Sales Tax	367,472.52	322,531.87	290,000.00	229,873.38	300,000.00
401.04	Transfer Tax	4,855.88	9,488.78	6,000.00	6,388.21	6,500.00
401.05	Transient Occupancy Tax	37,005.61	43,578.93	40,000.00	26,502.83	40,000.00
401.06	Fire Assessment	16,983.09	18,075.92	17,000.00	13,788.32	17,000.00
401.08	Supplemental Taxes	2,936.73	5,130.02	3,600.00	4,148.85	4,000.00
401.09	Property Tax Interest	1,199.36	356.59	500.00	50.52	150.00
401.10	Traffic Impact Fee		3,711.00			
401.11	Stranded Supplemental	217.63	7,181.52		3,712.17	
403.01	Interest Income/Investments	11,644.70	8,462.81	5,000.00	33,002.61	40,000.00
403.11	EPHC Interest Income	4,127.12	1,983.13	2,500.00	1,946.36	1,581.05
404.36	Coronavirus Relief Fund	50,000.00		-	-	
404.37	Coronavirus Fiscal Recovery		32,317.61		230,849.00	150,000.00
407.00	Refunds/Reimbursements	544.00				
407.04	FEMA Reimbursement					
407.05	Returned Checks		(110.00)		(854.15)	
407.10	Returned Check Fee		70.00		40.00	
407.16	Insurance Recovery					
408.00	Donation/Contributions					
409.00	Miscellaneous Income	2,056.71	5,457.24	-	423.33	
<b>DEPT 111 GENERAL GOVERNMENT</b>						
402.01	Business License	20,738.00	14,806.00	15,000.00	11,885.00	15,000.00
402.02	Electric Franchise	22,333.69	23,719.26	24,000.00	24,364.50	24,000.00
402.04	Business License ADA Fee	653.60	450.00		324.40	
404.01	Motor Vehicle In-Lieu Fees	167,969.71	175,085.88	177,000.00	94,101.17	180,000.00
<b>DEPT 117 PLANNING &amp; COMMUNITY DEVELOPMENT</b>						
402.08	Zoning/Subdivision Fees	980.00	735.00	1,500.00	-	
404.16	Grant		53,054.66		118,912.29	
409.00	Miscellaneous		2,442.64			

GENERAL FUND 2023-2024      PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: General (100)  
DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
<b>DEPT 114</b>	<b>BUILDING &amp; SAFETY</b>					
402.06	Woodstove Inspection Permit	1,450.00	1,449.00	1,000.00	800.00	1,000.00
402.07	Building Permits	47,617.87	20,416.68	25,000.00	18,993.40	25,000.00
405.05	Plan Check Fees				42.00	
405.06	State Strong Motion Fees					
<b>DEPT 211</b>	<b>FIRE DEPARTMENT</b>					
404.16	Grant					
404.40	Local Emergency Svcs Group		36,000.00		13,000.00	
408.00	Donations	100.00	1,250.00		500.00	
208.01	PG&E Settlement Funds		50,000.00			15,000.00
<b>DEPT 212</b>	<b>LAW ENFORCEMENT</b>					
404.28	COPS Funding	154,787.91	163,223.55	155,000.00	80,638.03	160,000.00
404.34	Vehicle Abatement					
406.01	Fines & Forfeitures	282.64	199.52	200.00	27.78	75.00
<b>DEPT 213</b>	<b>OTHER PUBLIC SAFETY</b>					
402.05	Dog Licenses	1,489.00	894.00	1,200.00	1,546.00	1,400.00
404.12	Prop 172	5,158.23	8,615.13	5,700.00	8,068.37	8,000.00
<b>DEPT 414</b>	<b>PARKS &amp; RECREATION</b>					
404.5	Event/Camping Income		8,035.00		1,411.00	
409.27	Disc Golf Donations		9,683.63			
<b>DEPT 411</b>	<b>POOL</b>					
405.10	Rec. Fees - Swim Lessons	3,960.00	12,900.00	4,000.00	4,630.00	6,000.00
405.20	Fitness Pass	669.00	2,693.00	2,000.00		
405.21	Pool Rental					
405.22	Rec. Fees - Pool Admission	7,734.50	15,054.65	7,500.00	8,952.52	10,000.00
405.23	Rec. Fees - Pool Concession	1,649.90	3,366.26	3,000.00	1,653.01	3,000.00
405.24	Rec. Fees - Rentals	25.50	(570.00)		2.50	
405.25	Rec Fees - Swim Team				50.00	
409.00	Miscellaneous Income				125.00	
<b>DEPT 412</b>	<b>RIVERWALK</b>					
404.20	Riverwalk	2,922.20			27,756.73	
<b>DEPT 413</b>	<b>WILLIAMS HOUSE</b>					
409.16	Williams House	2,000.00				
	<b>Total General Fund Revenues</b>	1,188,228.41	1,318,747.83	1,045,400.00	1,130,615.39	1,266,906.05

GENERAL FUND 2023-2024      PROPOSED BUDGET













**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: General (100)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>211 - FIRE DEPARTMENT</b>					
600.04	Gas & Electric	3,557.14	9,571.09	5,000.00	10,673.36	9,000.00
600.05	Telephone	1,648.04	1,589.73	1,500.00	1,397.02	1,600.00
600.06	Materials & Supplies	7,204.62	121.29	500.00		500.00
600.07	Equipment Repair/Maintenance	2,040.45	1,156.88	2,500.00		2,000.00
600.08	Vehicle Repair/Maintenance	2,706.61	5,163.10	2,500.00		2,000.00
600.09	Vehicle Fuel					
600.13	Legal Fees	5,853.21	2,376.00	3,360.00	4,320.60	3,360.00
600.15	Insurance	8,871.26	10,967.12	10,905.71	11,784.07	16,662.48
600.18	Professional Services	73,416.70	116,685.25	80,000.00	78,723.94	84,000.00
600.18	Prof Services - Consultant				30,968.81	
600.26	Communication Expense	313.74	275.29	300.00	299.85	
600.31	Dues/Memberships	4.00	4.00		4.00	
600.34	Uniforms/Turnouts	1,200.00				
600.45	Building Expense *	19,852.11	2,367.31	7,500.00	249.13	7,500.00
600.91	Grant Expenditures		8,018.01			
600.94	Refuse Collection	465.42	486.20	420.00	412.41	450.00
601.10	Water	1,404.05	1,295.64	1,300.00	1,236.07	1,300.00
601.11	Sewer	1,206.41	904.60	1,100.00	995.06	1,100.00
604.00	LESSG			20,000.00	8,768.63	20,000.00
700.04	PG&E Settlement Expense			35,000.00	15,458.40	15,000.00
	Capital Outlay					
700.05	Computer Equipment	2,107.24				
	* Includes Roof					
	<b>Fire Department - Total Expense</b>	<b>131,851.00</b>	<b>160,981.51</b>	<b>171,885.71</b>	<b>165,291.35</b>	<b>164,472.48</b>



**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: General (100)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>311 - PUBLIC WORKS</b>					
510.01	Personnel	87,850.98	83,585.78	67,718.86	72,319.92	54,121.69
600.04	Gas & Electric	12,689.58	19,024.33	16,000.00	16,484.03	17,500.00
600.05	Telephone	497.28	445.35	500.00	378.13	500.00
600.06	Materials & Supplies	843.91	169.72	750.00	276.24	600.00
600.08	Vehicle Repair & Maintenance					
600.15	Insurance	2,352.49	8,193.69	6,974.88	12,593.97	11,772.42
600.29	Medical Physicals	370.00	-		120.00	200.00
600.45	Building Expense	97.43	133.81	250.00	867.41	4,000.00
601.10	Water	740.40	492.58	600.00	681.72	750.00
601.11	Sewer	587.99	497.53	600.00	497.53	600.00
700.03	Machinery & Equipment					
603.00	Electric Charging Station			500.00		
	<b>Public Works-Total Expense</b>	<b>106,030.06</b>	<b>112,542.79</b>	<b>93,893.74</b>	<b>104,218.95</b>	<b>90,044.11</b>
	<b>312-FEMA/ARPA</b>					
510.01	Personnel -- CCU		9,310.92		23,272.24	50,000.00
600.06	Materials and Supplies	1,118.86	-			
602.11	Covid Supplies	4,658.32	-			
602.12	Community Clean Up		23,006.69		99,089.14	100,000.00
700.03	Machinery & Equipment					
	<b>FEMA/ARPA Total Expense</b>	<b>5,777.18</b>	<b>32,317.61</b>	<b>-</b>	<b>122,361.38</b>	<b>150,000.00</b>
	<b>315 - STREETS &amp; ROADS</b>					
950.00	Transfer to Fund 207&208	126,158.83	302,615.34	241,850.25		258,413.48
	Includes budget for underground tank					
	<b>Streets &amp; Roads - Total Expense</b>	<b>126,158.83</b>	<b>302,615.34</b>	<b>241,850.25</b>	<b>-</b>	<b>258,413.48</b>



**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: General (100)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
<b>413-SAM &amp; ETHEL WILLIAMS HOUSE</b>						
600.04	Gas & Electric	2,231.31	3,004.57	3,000.00	3,589.87	3,800.00
600.05	Telephone/Internet	1,714.55	1,600.03	1,700.00	1,547.37	1,700.00
600.06	Materials and Supplies	110.68	2,410.75	500.00	541.38	1,000.00
600.15	Insurance	3,597.93	4,752.08	2,984.68	3,205.58	4,501.20
600.45	Building Expense	984.38	2,156.64	1,500.00	405.00	1,000.00
600.94	Refuse Collection	154.84	184.36	160.00	139.20	170.00
601.04	Web Page	413.03	373.23	400.00	373.23	407.00
601.10	Water	1,267.35	684.09	900.00	1,577.24	1,200.00
601.11	Sewer	732.68	545.34	550.00	497.53	550.00
700.02	Building and Improvements	5,942.72	6,524.92	2,500.00		3,000.00
<b>Williams House-Total Expense</b>		<b>17,149.47</b>	<b>22,236.01</b>	<b>14,194.68</b>	<b>11,876.40</b>	<b>17,328.20</b>
<b>414 - PARKS AND REC</b>						
510.01	Personnel		1,206.48			
600.04	Gas and Electric	3,416.53	4,891.87	4,000.00	2,641.60	4,000.00
600.06	Materials & Supplies	6,599.28	12,509.02	6,000.00	5,886.27	6,500.00
600.07	Equipment Repair/Maintenance	920.82	2,188.37	2,500.00	3,715.90	3,500.00
600.08	Vehicle Repair/Maintenance		267.74	500.00		500.00
600.09	Vehicle Fuel	1,509.35	4,749.68	3,000.00	3,241.26	3,000.00
600.15	Insurance		-	3,903.34	4,334.68	6,317.76
600.18	Prof Services - Trail Work	10,000.00				
600.94	Refuse Collection/split			1,200.00		1,200.00
700.02	Building and Impr. Parks *					2,000.00
700.03	Machinery and Equipment			1,000.00		
601.06	Events (Concerts and Lost and Found)		21,754.91	29,000.00	8,500.00	25,000.00
601.10	Water/ split	53,066.90	34,733.72	40,000.00	57,028.13	45,000.00
601.11	Sewer/ split	492.88	671.05	650.00	582.11	650.00
700.02	Building and Improvements	1,910.93	1,087.21			
	*Paint caboose					
<b>PARKS. - Total Expense</b>		<b>77,916.69</b>	<b>84,060.05</b>	<b>91,753.34</b>	<b>85,929.95</b>	<b>97,667.76</b>
<b>Total General Fund Expenses</b>		<b>1,107,158.11</b>	<b>1,439,484.69</b>	<b>1,258,195.29</b>	<b>1,127,108.29</b>	<b>1,463,904.55</b>

GENERAL FUND 2023-2024      PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Special Revenues (200)  
DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>FUND 207</b>					
	<b>REVENUES</b>					
403.01	Interest Income/Investments					
404.05	Gas Tax Section 2105	10,719.16	11,670.95	13,102.00	9,090.87	13,780.00
404.06	Gas Tax Section 2106	8,738.32	9,089.10	9,039.00	6,869.96	9,077.00
404.07	Gas Tax Section 2107/2107.5	15,504.82	14,953.61	14,000.00	13,310.67	15,000.00
404.24	Gas Tax Section 2103	14,037.33	16,628.83	18,912.00	13,207.48	20,810.00
404.32	SB1 Loan Repay					
960.00	Interfund Transfer	126,158.83	122,099.22	121,266.68		106,076.01
	<b>Total Revenues Fund 207</b>	<b>175,158.46</b>	<b>174,441.71</b>	<b>176,319.68</b>	<b>42,478.98</b>	<b>164,743.01</b>
	<b>EXPENDITURES</b>					
510.01	Personnel Costs	104,762.11	96,162.64	76,109.68	78,139.26	64,253.01
600.06	Materials & Supplies	7,047.90	6,659.23	8,000.00	3,152.62	7,000.00
600.07	Equipment Repair/Maint	4,534.58	7,795.25	7,000.00	7,565.41	8,000.00
600.08	Vehicle Repair/Maint	2,085.55	418.14	1,500.00		1,500.00
600.09	Vehicle Fuel	8,422.35	9,000.04	8,000.00	6,504.43	8,000.00
600.10	Accounting Fees	5,303.54	5,400.00	3,850.00	4,950.00	3,850.00
600.11	Auditing Fees	1,213.47	1,210.00	1,110.00	1,210.00	1,390.00
600.18	Professional Services	812.70	1,530.38	1,500.00	257.75	1,500.00
600.28	Emergency Management					
600.41	Street Lighting	36,768.38	38,321.50	39,000.00	32,194.68	39,000.00
600.42	Street Repair	2,155.96	7,944.53	30,000.00	6,178.77	30,000.00
600.45	Building Expense	252.81	-	250.00		250.00
600.99	Miscellaneous	533.85				
700.03	Equipment/Vehicles	1,265.26	-			
	<b>Total Expenditures Fund 207</b>	<b>175,158.46</b>	<b>174,441.71</b>	<b>176,319.68</b>	<b>140,152.92</b>	<b>164,743.01</b>

SPECIAL REVENUE 2023-2024 PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Special Revenues (200)  
DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>FUND 208 - Snow Removal</b>					
	<b>REVENUES</b>					
404.07	Gas Tax Section 2107/2107.5	204,283.00	93,053.00	120,000.00	136,331.00	204,125.00
405.08	Street Sweeping Revenue					
960.00	Interfund Transfer		171,431.12	110,583.57		142,337.47
	<b>Total Revenues Fund 208</b>	<b>204,283.00</b>	<b>264,484.12</b>	<b>230,583.57</b>	<b>136,331.00</b>	<b>346,462.47</b>
	<b>EXPENDITURES</b>					
510.01	Personnel Costs	110,903.55	139,801.45	86,006.55	198,299.36	164,688.75
600.04	Gas & Electric	3,278.51	3,041.20	3,500.00	7,973.37	8,000.00
600.06	Materials & Supplies	8,889.08	13,120.92	12,000.00	21,124.17	15,000.00
600.07	Equipment Repair/Maint	18,320.99	29,987.68	20,000.00	48,103.52	40,000.00
600.08	Vehicle Repair/Maint	8,662.16	14,622.63	15,000.00	17,785.47	18,000.00
600.09	Vehicle Fuel	3,125.47	13,336.67	10,000.00	22,643.43	15,000.00
600.10	Accounting Fees	3,535.67	3,600.00	5,650.12	3,300.00	5,650.12
600.11	Auditing Fees	893.48	890.00	1,110.00	890.00	1,110.00
600.15	Insurance	12,274.97	15,367.21	16,066.90	17,737.88	17,763.60
600.28	Emergency Management				4,934.79	
600.42	Street Repair	2,317.25	15,158.05	30,000.00	15,525.47	30,000.00
600.45	Building Expense	361.93	65.56	250.00	201.49	250.00
600.52	Private Contractors-Snow Remov	9,275.00	27,870.00	30,000.00	54,731.25	30,000.00
600.93	Property Damage		800.00	1,000.00		1,000.00
600.99	Miscellaneous	410.88				
	Capital Outlay					
700.03	Equipment/Vehicles	8,856.81	-			
700.30	Vehicles					
	<b>Total Expenditures Fund 208</b>	<b>191,105.75</b>	<b>277,661.37</b>	<b>230,583.57</b>	<b>413,250.20</b>	<b>346,462.47</b>

SPECIAL REVENUE 2023-2024 PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Special Revenues (200)  
DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
<b>FUND 211 - Road Maintenance and Rehabilitation</b>						
<b>REVENUES</b>						
403.01	Interest Income/Investments	102.17	223.56	50.00	1,472.96	2,000.00
404.05	RMRA (SB1)	39,005.07	42,358.68	47,960.00	34,895.89	51,913.00
	<b>Total Revenues Fund 211</b>	<b>39,107.24</b>	<b>42,582.24</b>	<b>48,010.00</b>	<b>36,368.85</b>	<b>53,913.00</b>
<b>EXPENDITURES</b>						
510.01	Personnel Costs					
600.06	Materials & Supplies	164.45	-			
600.42	Street Repair	-	57.75	84,000.00		120,000.00
600.18	Professional Services	1414.88	1010.63		866.25	1,000.00
	<b>Total Expenditures Fund 211</b>	<b>1,579.33</b>	<b>1,068.38</b>	<b>84,000.00</b>	<b>866.25</b>	<b>121,000.00</b>

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
<b>FUND 215-ECONOMIC DEVELOPMENT &amp; CDBG</b>						
403.01	Interest Income/Investments	511.56	159.75	80.00	447.86	600.00
403.06	Interest Income Note Receivable					
	<b>Total Revenues</b>	<b>511.56</b>	<b>159.75</b>	<b>80.00</b>	<b>447.86</b>	<b>600.00</b>
<b>EXPENDITURES</b>						
510.01	Personnel Costs	11,039.90	11,183.98	10,366.08	9,794.49	7,343.72
600.10	Accounting Fees	2,946.38	3,000.00	3,000.04	2,750.00	3,000.04
600.11	Auditing Fees	1,600.00	1,600.00	1,600.00	1,600.00	1,900.00
600.13	Legal Fees *	607.50	3,573.00	5,600.00		5,000.00
600.18	Professional Services *	2,145.00	3,621.50	5,000.00	15.00	6,600.00
600.27	Civic Promotion & Marketing	11,519.45	14,600.80		1,045.00	
	*General Plan Update					
	<b>Total Expenditures</b>	<b>29,858.23</b>	<b>37,579.28</b>	<b>25,566.12</b>	<b>15,204.49</b>	<b>23,843.76</b>

SPECIAL REVENUE 2023-2024 PROPOSED BUDGET



**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Special Revenues (200)  
DEPARTMENT: ALL**

ACCT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>FUND 216-STIP PROJECTS</b>					
407.15	A-15 STIP					
407.13	NORTH LOOP	79,897.17	157,744.64			
409.00	Miscellaneous Income					
960.00	Transfer in			10,000.00		10,000.00
	<b>Total Revenues</b>	<b>79,897.17</b>	<b>157,744.64</b>	<b>10,000.00</b>	<b>-</b>	<b>10,000.00</b>
700.23	UNDERGROUND TANK	2,512.13	1,617.00	10,000.00	1,010.63	10,000.00
700.43	A15 STIP					
700.42	NORTH LOOP	79,897.17	157,743.99		89,134.20	
700.50	SOUTHSIDE STIP					
	<b>Total Expenditures</b>	<b>82,409.30</b>	<b>159,360.99</b>	<b>10,000.00</b>	<b>90,144.83</b>	<b>10,000.00</b>

SPECIAL REVENUE 2023-2024 PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024 PROPOSED  
BUDGET**

**FUND: Water (710)  
DEPARTMENT: ALL**

**REVENUE**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>Use of Money &amp; Property</b>					
403.01	Interest Income/Investments	12,302.60	8,690.99	6,000.00	40,078.20	50,000.00
	<b>Fines &amp; Forfeitures</b>					
406.09	10% Late Payment Penalty				20,823.63	30,000.00
407.16	Insurance Recovery					
408.00	Donation	250.00				
409.00	Miscellaneous Income					
	<b>Refunds &amp; Reimbursements</b>					
	<b>Charges for Services</b>					
410.00	Water Sales	1,055,870.96	956,145.32	900,000.00	903,874.84	920,000.00
410.01	Water Service Charge Fees	2,102.23	2,819.32	2,000.00	2,689.52	2,000.00
410.02	Water Meter Fees		375.00		375.00	
410.04	Water Facility Fees		4,015.00		4,015.00	
950.00	Transfer from General Fund					
	<b>Total Water Fund Revenues</b>	<b>1,070,525.79</b>	<b>972,045.63</b>	<b>908,000.00</b>	<b>971,856.19</b>	<b>1,002,000.00</b>

WATER FUND 2023-2024      PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024 PROPOSED  
BUDGET**

**FUND: Water (710)**

**DEPARTMENT: ALL**

**EXPENDITURES**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>311 - Public Works</b>					
600.02	Postage	3,504.40	4,093.65	4,000.00	3,781.29	4,200.00
600.04	Gas & Electric	3,005.14	6,867.38	6,000.00	2,971.19	6,000.00
600.05	Telephone	4,583.24	4,484.38	5,000.00	3,934.37	5,000.00
600.06	Materials & Supplies *	21,482.02	25,804.74	20,000.00	14,577.65	21,000.00
600.07	Equipment Repair/Maint.	8,416.11	16,017.02	10,000.00	5,634.09	10,000.00
600.08	Vehicle Repair/Maint.	3,701.88	1,663.74	5,000.00	1,065.19	5,000.00
600.09	Vehicle Fuel	5,426.33	10,023.82	9,000.00	9,631.11	10,000.00
600.10	Accounting Fees	15,321.26	15,600.00	15,593.83	14,300.00	15,593.83
600.11	Auditing Fees	8,640.00	8,640.00	8,640.00	8,614.64	10,260.00
600.13	Legal	8,709.94	10,065.44	13,104.00	7,165.08	13,104.00
600.15	Insurance	14,200.11	18,547.86	18,027.07	31,815.26	25,897.22
600.18	Professional Services	3,793.38	6,301.36	50,000.00	3,808.65	50,000.00
600.18	Prof Svc Master Plan update					
600.22	Code Reference Update	705.32	586.79	1,700.00	300.00	1,700.00
600.26	Communication Expense	313.68	329.46	400.00	299.85	400.00
600.28	Emergency Management					
600.31	Dues/Memberships	1,648.24	4,757.23	3,500.00	3,376.36	3,500.00
600.32	Training & Education			1,200.00	346.50	1,200.00
600.45	Building Expense	143.99	2,973.85	3,000.00	1,530.83	3,000.00
600.47	Tech Support	4,437.65	4,783.81	5,000.00		10,584.00
600.48	Equipment Rental	802.66	2,091.84	2,500.00	4,300.26	2,500.00
600.51	Testing - Water	7,315.03	9,102.77	18,000.00	6,152.75	18,000.00
600.69	Permit Fees	2,636.37	3,857.01	6,000.00	4,320.09	6,000.00
600.70	Water Meters	8,533.10	-	30,000.00	5,299.44	30,000.00
600.71	Water Supply Purchase	142,492.29	127,301.04	140,000.00	120,505.05	130,000.00
600.76	Water Line Repairs	29,255.09	28,257.81	30,000.00	37,626.86	60,000.00
600.92	Bad Debt Expense	17,686.52	-			
600.94	Refuse Collection	1,365.49	2,088.97	3,300.00	714.25	3,300.00
600.99	Miscellaneous	415.42				
601.10	Water	475.57	285.66	450.00	414.20	450.00
601.11	Sewer	271.37	180.88	300.00	248.71	300.00
700.09	Software & Upgrades	3,428.61	-		284.96	
	*Includes \$1,000 Council chambers tech					
510.01	Personnel Costs	378,259.79	273,956.55	388,595.50	305,846.05	378,157.89

WATER FUND 2023-2024      PROPOSED BUDGET

**CITY OF PORTOLA  
2023-2024 PROPOSED  
BUDGET**

**FUND: Water (710)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	Capital Outlay					
700.03	Machinery & Equip.	1,265.26	-		1,005.96	48,000.00
	Soft excavation trailer, line locator, trencher					
700.05	Computer Equipment					
700.30	Vehicles					
700.36	System Improvements *	22,165.72	6,867.00	16,400.00	10,457.59	30,000.00
700.80	Depreciation Expense	160,329.99	153,496.74			
700.10	Public Works Yard					
700.99	Fixed Asset Offset Account	(23,430.98)	(6,867.06)			
	*Willow Springs					
	<b>325 - Lake Davis WTP</b>					
600.04	Gas and Electric	21,977.87	22,660.21	20,000.00	22,702.33	23,000.00
600.05	Telephone	3,948.48	3,234.74	3,000.00	2,655.26	3,000.00
600.06	Materials and Supplies	7,343.36	186.26	10,000.00	379.13	10,000.00
600.07	Equipment Repair / Maintenance	8,628.03	4,425.12	9,000.00	14,568.75	15,000.00
600.15	Insurance			5,000.00		
600.18	Professional Services/Pall	7,230.11	5,630.84	10,000.00	9,583.76	10,000.00
600.45	Building Maintenance		975.00	5,000.00	585.00	2,000.00
600.51	Lab Testing Fees	394.00	582.00	4,000.00	1,087.00	1,500.00
600.69	CDPH Fees	143.64	150.34	200.00	315.35	200.00
601.12	Chemicals	8,907.03	19,596.63	15,000.00	15,869.90	17,000.00
601.13	Residual Solids Disposal			1,000.00		1,000.00
601.14	Cleaning Chemicals Disposal	1,470.00	2,275.00	4,000.00	1,050.00	4,000.00
700.32	System Improvements - 3 phase					50,000.00
800.21	Lake Davis Maintenance Fund					
	<b>520 -1996/97 Water Projects</b>					
	Debt Service ends 2037					
800.01	Principal Expense	30,000.00	32,000.00	33,000.00	33,000.00	35,000.00
800.02	Interest Expense	38,641.40	37,141.40	35,500.00	35,541.40	33,891.00
800.99	Principal Offset Account	(30,000.00)	(32,000.00)			
	<b>Total Water Fund Expenditures</b>	<b>959,983.91</b>	<b>839,017.28</b>	<b>969,410.40</b>	<b>747,666.11</b>	<b>1,108,737.94</b>

WATER FUND 2023-2024      PROPOSED BUDGET



**CITY OF PORTOLA  
2023-2024 PROPOSED BUDGET**

**FUND: Sewer (720)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>311 - Public Works</b>					
600.02	Postage	3,504.41	3,906.15	4,000.00	3,781.33	4,200.00
600.04	Gas & Electric	21,334.41	20,660.96	20,000.00	13,058.40	20,000.00
600.05	Telephone	3,597.86	3,646.08	4,000.00	3,313.96	4,000.00
600.06	Materials & Supplies *	23,593.97	44,468.05	25,000.00	14,805.73	26,000.00
600.07	Equipment Repair/Maint.	22,301.32	18,167.69	20,000.00	20,280.24	25,000.00
600.08	Vehicle Repair/Maint.	3,175.50	1,547.17	5,000.00	1,233.96	5,000.00
600.09	Vehicle Fuel	3,697.37	7,229.40	7,000.00	6,815.88	8,000.00
600.10	Accounting Fees	12,964.17	13,200.00	13,200.00	12,100.00	13,200.00
600.11	Auditing Fees	8,640.00	8,640.00	8,640.00	8,640.00	10,260.00
600.13	Legal	9,132.40	10,065.44	13,104.00	5,669.28	13,104.00
600.15	Insurance	27,657.77	35,389.26	34,359.50	43,382.05	40,684.10
600.18	Professional Services	38,963.13	21,498.35	80,000.00	14,282.15	80,000.00
600.18	Prof. Svcs. Master Plan update					
600.22	Code Reference Update	705.32	586.79	1,500.00	300.00	1,500.00
600.28	Emergency Mgmt/Flood				18,880.00	
600.29	Medical Physicals				837.00	1,000.00
600.30	Conference/Travel					
600.31	Dues/Membership	731.34	649.10	1,200.00	162.00	1,200.00
600.32	Training/Education			800.00		800.00
600.45	Building Expense	143.99	1,938.04	1,500.00	1,530.93	1,500.00
600.47	Tech support	3,593.25	4,083.74	5,000.00	2,290.13	13,584.00
600.48	Equipment Rental	802.64	1,019.28	15,000.00	11,016.53	2,000.00
600.51	Testing - Sewer	15,224.31	17,379.24	25,000.00	27,710.12	25,000.00
600.69	Permit Fees	8,405.00	11,254.00	15,000.00	9,885.00	15,000.00
600.76	Sewer Line Repairs	5,632.15	14,415.26	10,000.00	5,500.52	10,000.00
600.90	System Maintenance	10,912.28	9,721.56	50,000.00	4,362.39	30,000.00
600.92	Bad Debt Expense	15,662.58	-			
600.94	Refuse Collection	1,365.35	1,705.83	3,000.00	714.26	3,000.00
600.99	Miscellaneous	506.06				
601.10	Water	468.31	334.30	400.00	414.20	450.00
601.11	Sewer	271.39	316.64	350.00	248.82	350.00
601.12	Sewer Chemicals				58,717.12	40,000.00
	*Includes \$1,000 Council chambers tech					
510.01	Personnel Costs	345,257.12	251,869.98	302,201.73	241,173.76	318,714.18

Sewer Fund 2023-2024 PROPOSED BUDGET



**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Solid Waste (730)  
DEPARTMENT: ALL**

**REVENUE**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>Use of Money &amp; Property</b>					
403.01	Interest Income/Investments	1,406.18	1,593.15	900.00	9,165.89	13,165.00
	<b>Fines &amp; Forfeitures</b>					
406.09	10% Late Penalty			-	3,403.17	10,000.00
407.04	FEMA/OES Reimbursement					
409.00	Miscellaneous Income					
	<b>Charges for Services</b>					
430.00	Solid Waste Franchise Fee	49,583.13	49,643.44	40,000.00	55,917.51	50,000.00
430.01	Landfill Gate Fees	9.38	8.83			
430.03	Landfill Closure Fees	121,662.08	111,923.37	115,000.00	87,531.12	95,000.00
430.08	Solid Waste Fee	143,631.21	136,374.46	138,058.00	109,270.13	120,000.00
	<b>Recycling</b>					
440.11	Recycling Grant	5,000.00				
	<b>322-SB 1383 Grant</b>					
440.12	SB 1383 grant				20,000.00	15,000.00
	<b>Total Solid Waste Revenues</b>	<b>321,291.98</b>	<b>299,543.25</b>	<b>293,958.00</b>	<b>285,287.82</b>	<b>303,165.00</b>

SOLID WASTE FUND 2023-2024 PROPOSED BUDGET



**CITY OF PORTOLA  
2023-2024  
PROPOSED BUDGET**

**FUND: Solid Waste (730)  
DEPARTMENT: ALL**

**EXPENDITURES**

ACCOUNT NO.	DESCRIPTION	2020-2021 ACTUAL	2021-2022 ACTUAL	2022-2023 AMENDED	2022-2023 YTD 6/5/2023	2023-2024 PROPOSED
	<b>311 - Public Works</b>					
600.02	Postage	1,383.50	992.01	1,700.00	1,038.43	1,700.00
600.06	Materials & Supplies	1,660.17	2,911.78	5,000.00	1,373.75	4,000.00
600.07	Equipment Repair/Maintenar	277.92	574.06	1,000.00	678.03	1,000.00
600.08	Vehicle Repair/ Maintenance		191.12	200.00		
600.10	Accounting Fees	4,714.25	4,800.00	4,800.00	4,400.00	4,800.00
600.11	Auditing Fees	2,880.00	2,880.00	2,880.00	2,880.00	3,420.00
600.13	Legal	990.00	375.00	1,120.00	9,346.00	5,000.00
600.15	Insurance	3,528.74	4,150.83	4,666.96	4,949.34	5,026.32
600.18	Professional Services	6,422.20	12,110.00	10,000.00	4,860.00	10,000.00
600.28	Emergency Management**					20,000.00
600.45	Building Expense		33.99	250.00		250.00
600.47	Tech Support - Incode					1,120.00
600.51	Testing and Reporting *	-	-	25,000.00	15,697.09	45,050.00
600.69	Permit Fees	-	-	30,000.00	28,290.00	35,000.00
600.80	Post-closure Care Costs	-	-	20,000.00	6,461.00	20,000.00
600.83	Recycling Grant Expenditure	4,964.53	-			
600.75	Landfill Closure Cost	66,928.00	115,318.94			
600.91	Grant SB 1383-see below					
600.92	Bad Debt Expense	931.72				
600.99	Miscellaneous	6.70				
700.03	Machinery and Equipment					
700.32	System Improvement					
700.80	Depreciation Expense	5,388.64	3,145.44			
700.99	Fixed Asset Offset Account					
	*This will be Mcginley					
	**Landfill damage - sediment					
510.01	Personnel Costs	46,070.94	33,850.84	33,127.41	28,075.43	50,217.42
	<b>322 - SB 1383</b>					
600.06	Personnel/Administration			12,000.00	2,983.88	15,000.00
	<b>Total Solid Waste Expenditures</b>	<b>146,147.31</b>	<b>181,334.01</b>	<b>151,744.37</b>	<b>111,032.95</b>	<b>221,583.74</b>

SOLID WASTE FUND 2023-2024 PROPOSED BUDGET