



Blue Lake City Council Agenda

Tuesday, July 14, 2015

Regular Council Meeting @ 7:00 p.m. to 9:30 p.m.

Community Center – 111 Greenwood
(Skinner Store Building behind City Hall)

All City Council Meetings end at 9:30 p.m. unless extended by majority vote of City Council.

1. Flag Salute/Establish a Quorum of the Council
2. Motion to Approve Agenda
3. Public Input – *The Public is invited to present petitions, make announcements, or provide other information to the City Council that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Council may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Council may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Council takes up each specific agenda item.*
4. Resolution No. 1055: A Resolution of the City Council of the City of Blue Lake Recognizing Julia Oliveira for Her Service as a Humboldt County Sheriff Deputy for the City of Blue Lake
5. Resolution No. 1056: A Resolution of the City Council of the City of Blue Lake Recognizing Dell'Arte International for 40 Years of Actor Training and Ensemble Creation in the City of Blue Lake
6. Carol Rische, Director Humboldt Bay Municipal Water District
 - a. Introduction of New Managing Director
 - b. Update on SCADA System
7. Follow-up on PARSAC Meeting
8. City Manager Compensation and Desired Attributes of City Manager (Discussion/Action)
9. City Council Committee Reassignments (Discussion/Action)
10. Consent Agenda
 - a. Minutes from June 20, 2015 – Special Meeting
 - b. Minutes from June 23, 2015 – Special Meeting
 - c. Minutes from June 23, 2015 – Regular Meeting
 - d. Minutes from June 24, 2015 – Council and Commissions Workshop
 - e. Minutes from June 30, 2015 – Special Meeting
 - f. Warrants/Disbursements June 2015
 - g. Monthly Financials – May 2015
 - h. Grant approval for Street Resurfacing on Railroad Ave.
 - i. Personnel Policy Change to Section 4.12.0: Loss or Damage of Employees' Personal Property
 - j. Proposal from Anderson, Lucas, Summerville and Borges, LLP
11. Reports of Council and Staff
 - a. Report from Parks and Recreation Director: Horse Arena Footing
 - b. Report from Sheriff Liaison – Transition Issues
12. Future Agenda Items
13. Correspondence
14. Motion to Adjourn

A request for disability-related modification or accommodation, including auxiliary aid or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, by contacting City Manager John Berchtold, 668-5655, at least 24 hours prior to the commencement of the meeting.

4

RESOLUTION NO. 1055

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE RECOGNIZING JULIA OLIVEIRA FOR HER SERVICE AS A HUMBOLDT COUNTY SHERIFF DEPUTY FOR THE CITY OF BLUE LAKE

WHEREAS, on September 20, 2011, Deputy Oliveira began her assignment as a Humboldt County Sheriff's Deputy for the City of Blue Lake;

WHEREAS, she will have served as Deputy for the City of Blue Lake for three years and ten months;

WHEREAS, during this time, Deputy Oliveira has been instrumental in developing and establishing good relationships between the citizens of Blue Lake and the Humboldt County Sheriff's Office;

WHEREAS, she worked jointly as a team player with the City Council and our City staff to enhance the public safety of our community;

WHEREAS, she supported community groups and individuals to take proactive steps to ensure their own safety;

WHEREAS, she accomplished this through her community policing, approachable demeanor, friendly disposition, cooperative behavior and her ability to develop good working relationships, and;

WHEREAS, through her work as a Deputy for the City of Blue Lake, she has established a safer environment for us all.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Blue Lake recognizes Deputy Julia Oliveira for her nearly four years of outstanding service to our community.

INTRODUCED, PASSED AND ADOPTED by the City Council of the City of Blue Lake, County of Humboldt, State of California, this 14th day of July, 2015, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

City Clerk, City of Blue Lake

Mayor, City of Blue Lake

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 1055 passed and adopted at a regular meeting of the City Council of the City of Blue Lake held on the 14th day of July, 2015, by the following roll call vote:

AYES:

NAYS:

ABSENT:

City Clerk

5

RESOLUTION NO. 1056

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE RECOGNIZING
DELL'ARTE INTERNATIONAL FOR 40 YEARS OF ACTOR TRAINING AND ENSEMBLE
CREATION IN THE CITY OF BLUE LAKE**

WHEREAS, in January 1975, Dell'Arte International School of Physical Theater opened in Blue Lake, California;

WHEREAS, since then, the school has been in operation for 40 years;

WHEREAS, the school has brought over 1000 students from all over the world (some with their families) to train as theatrical professionals, while living and working in Blue Lake;

WHEREAS, Dell'Arte students, teachers and staff have volunteered countless hours in community service to enhance our City and to assist local organizations such as, the Mad River Grange, the Blue Lake Museum, Blue Lake Parks and Recreation and Blue Lake School;

WHEREAS, they have additionally served as leaders on the Blue Lake Planning Commission, Blue Lake Parks and Recreation Commission, Blue Lake City Council, Blue Lake Chamber of Commerce, Blue Lake Museum Society, and others;

WHEREAS, these Dell'Arte students, teachers and staff have provided drama education to Blue Lake children in kindergarten through eighth grade;

WHEREAS, these Dell'Arte students, teachers and staff have produced, performed and premiered exceptional ensemble theatrical performances for our small community and then toured them throughout the world, and;

WHEREAS, Dell'Arte has become a valued part of our community, and through utilizing Blue Lake as both an inspiration and laboratory, continues to develop the relationship between art and place, and between artist and community.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Blue Lake recognizes and commends Dell'Arte International for their sustained engagement with the community over the past forty years, which has served to enhance the City of Blue Lake and the life of our citizens.

INTRODUCED, PASSED AND ADOPTED on this 14th day of July, 2015, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST:

City Clerk, City of Blue Lake

Mayor, City of Blue Lake

CITY CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 1056 passed and adopted at a regular meeting of the City Council of the City of Blue Lake held on the 14th day of July 2015, by the following vote:

AYES:

NAYS:

ABSENT:

City Clerk



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Executive Director of Water District Comments



Carol Rische will be present to introduce Paul Helliker, her replacement. Carol will also provide any updates on the District's willingness to provide monitoring the replaced SCADA system (just budgeted)

6b

Humboldt Bay Municipal Water District

Overview of SCADA and how it monitors and Controls Operations of a Water System

At the request of City staff, the following material has been prepared to illustrate how a Supervisory Control and Data Acquisition (SCADA) works to monitor and control the operation of a domestic water system.

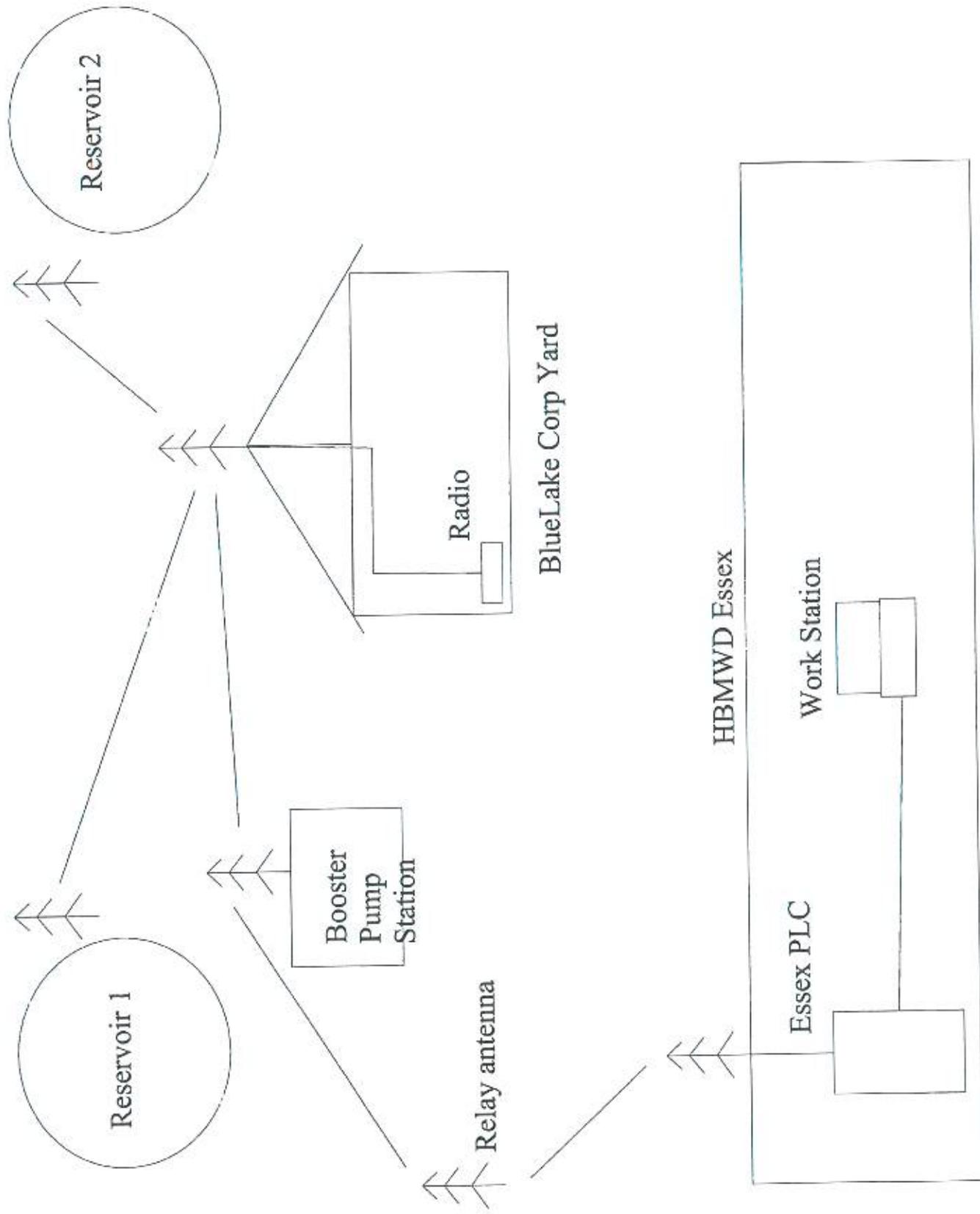
Information about the Fieldbrook-Glendale CSD's SCADA system is included here since their water system is very similar to the City of Blue Lake's water system. Fieldbrook's SCADA system is a good representation of what the City's SCADA system would look like if the City decides to pursue such a system and integrate with HBMWD's system.

HBMWD staff has been invited to attend the August 12th Council meeting. The General Manager and Superintendent will be there to briefly explain how a SCADA system works and to answer questions.

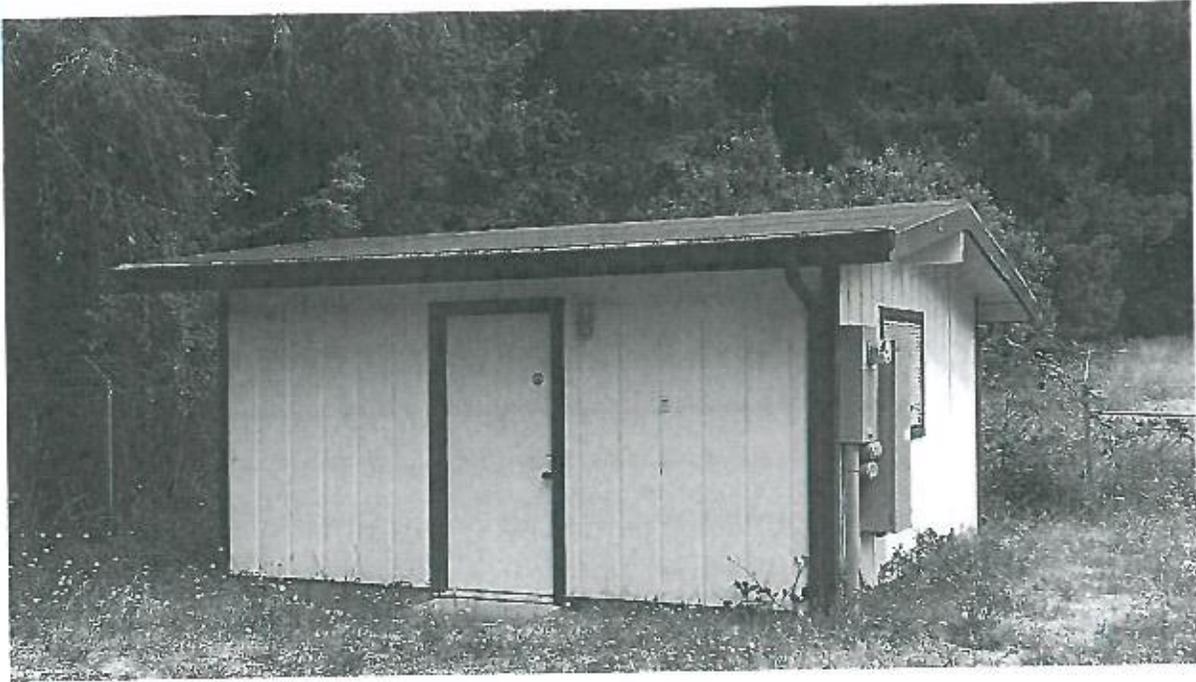
Attached is the following material:

- 1) Basic SCADA one-line Diagram
- 2) Picture of Fieldbrook-Glendale CSD Booster Pump Station
- 3) Picture of Fieldbrook Reservoir and companion PLC cabinet (PLC stands for a Programmable Logic Controller)
- 4) Picture of the PLC Cabinet at HBMWD's Essex Pumping and Control Center
- 5) Picture of the Operator's workstation at HBMWD's Pumping and Control Center
- 6) SCADA screen shot showing Fieldbrook-Glendale system
- 7) SCADA screen shot showing sample data trends

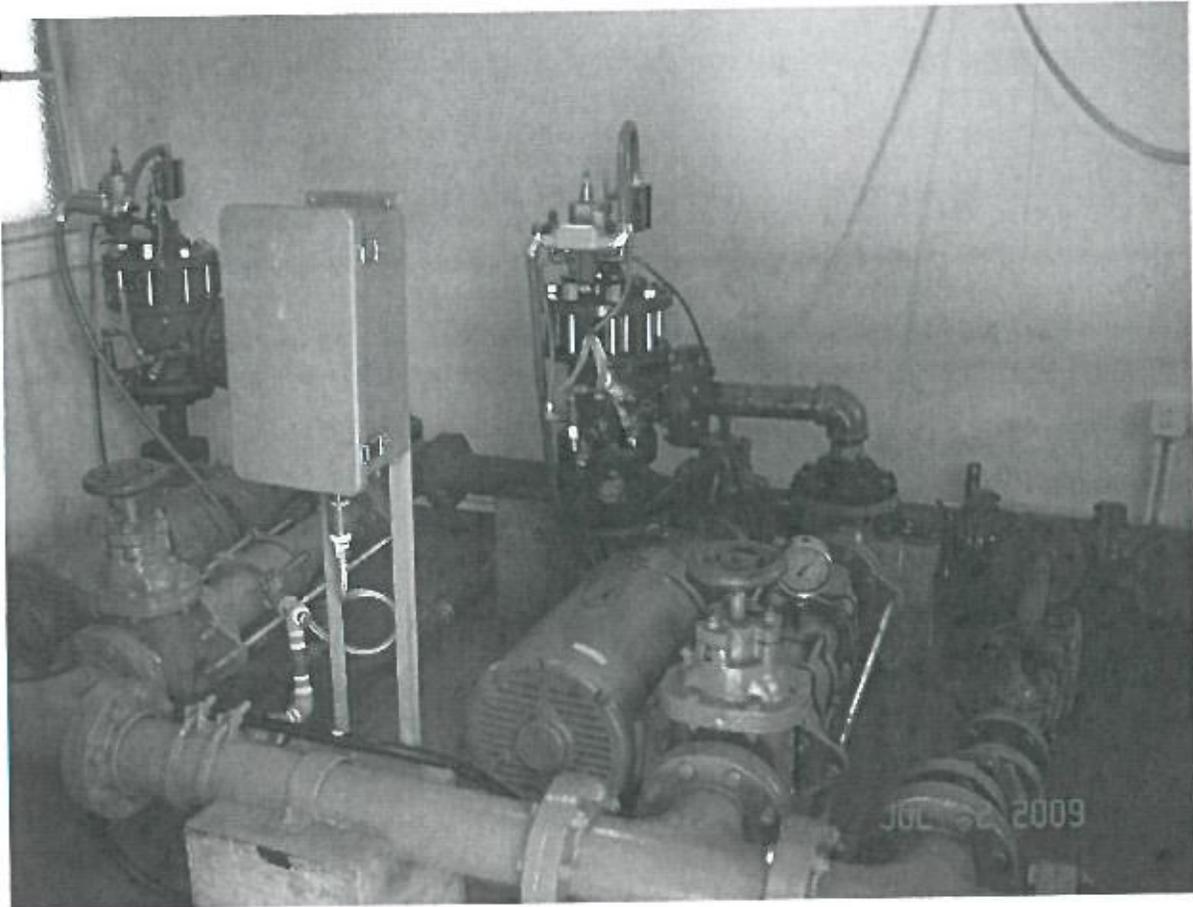
Basic SCADA oneline diagram



②



Fieldbrook booster pump Station

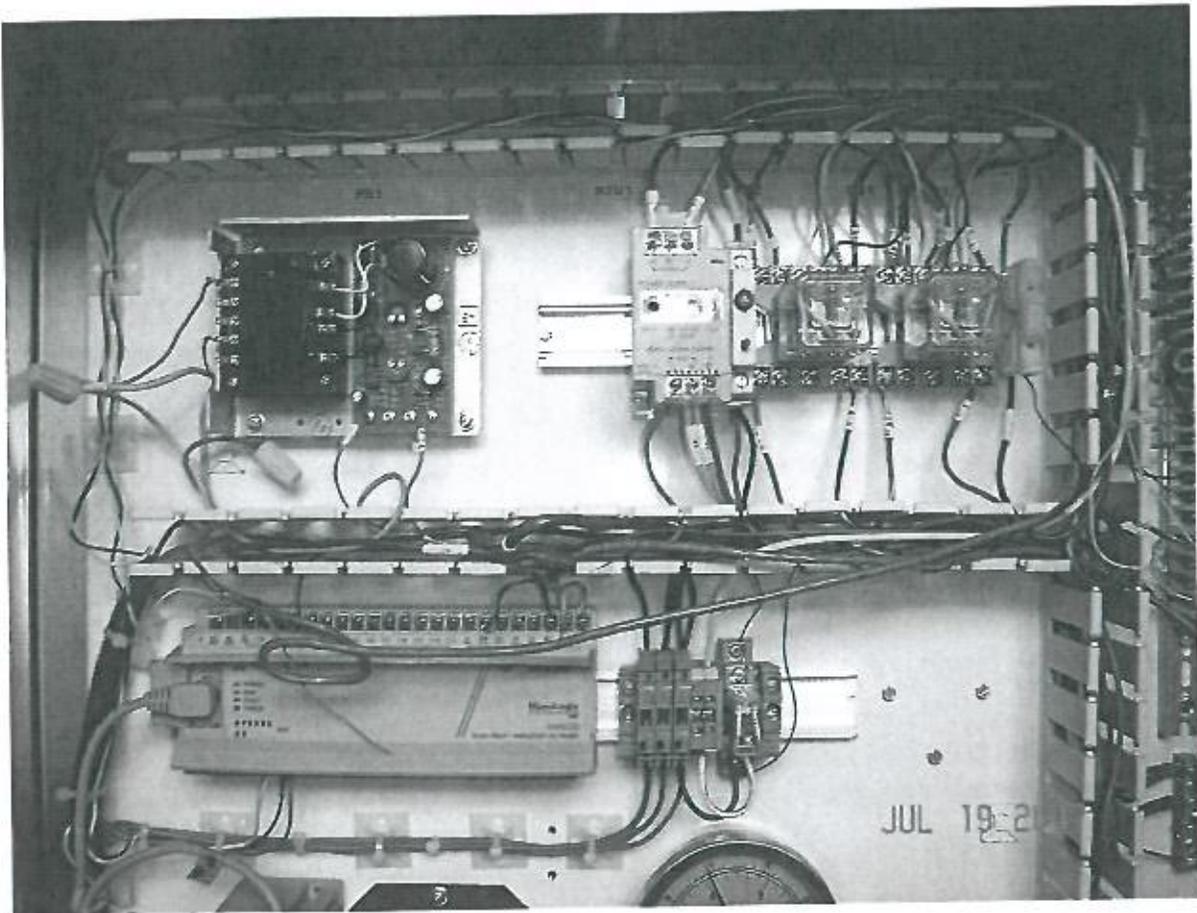


Fieldbrook Booster Pumps

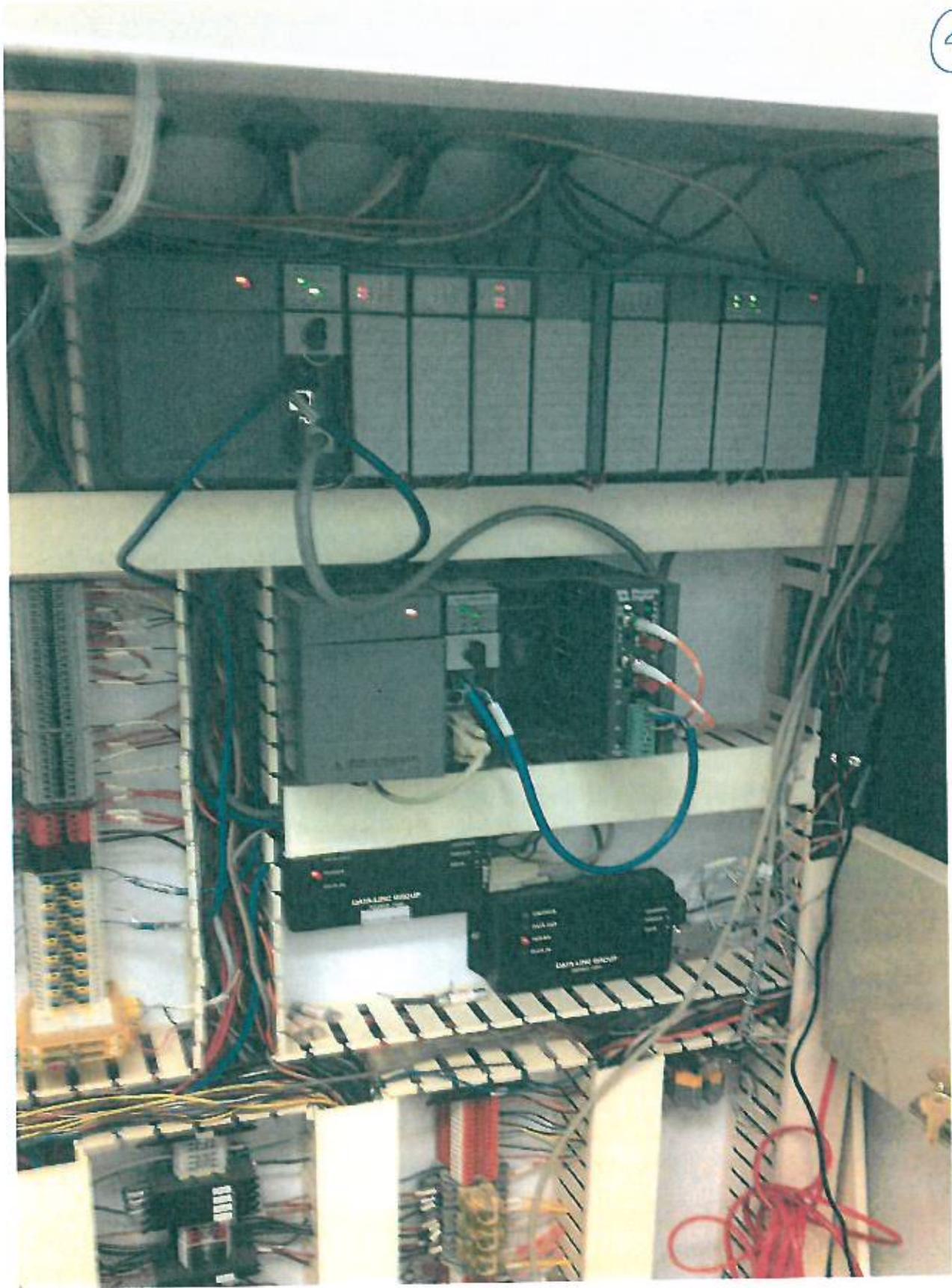
3



Fieldbrook Reservoir

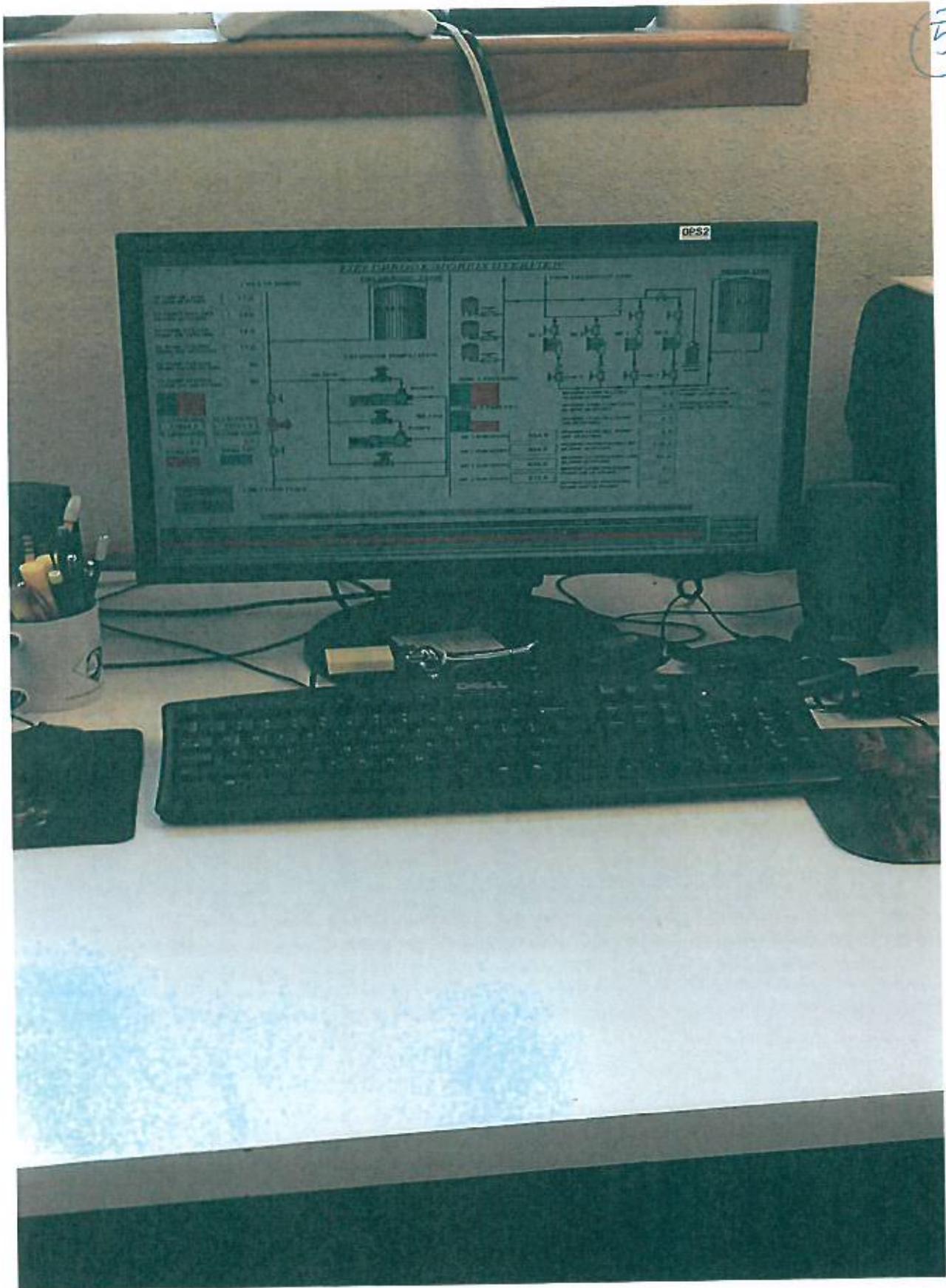


Fieldbrook PLC at Reservoir site



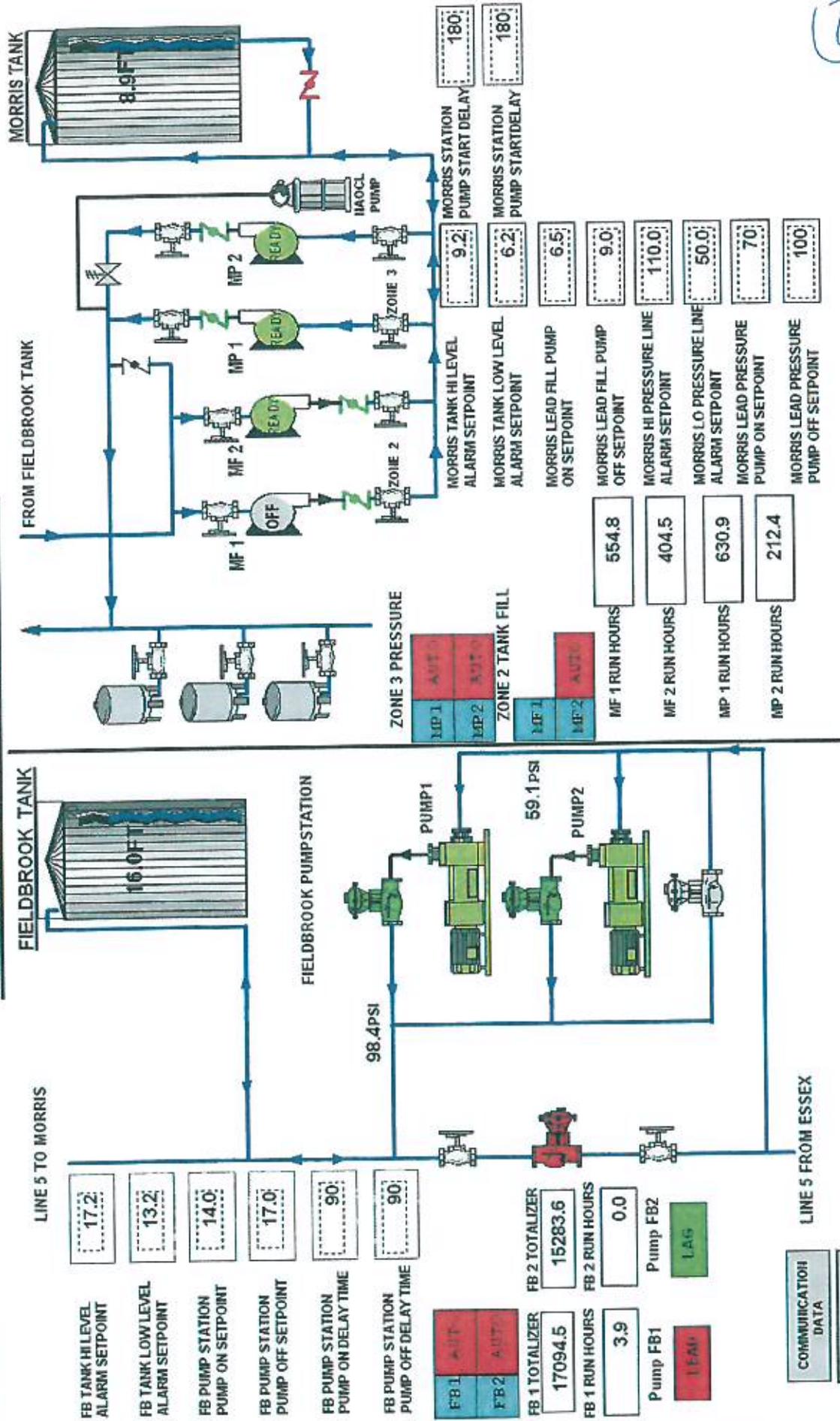
HBMWD Essex PLC

5



Work Station

FIELDBROOK/MORRIS OVERVIEW



6

LINE 5 TO MORRIS

FB TANK HI LEVEL ALARM SETPOINT	17.2
FB TANK LOW LEVEL ALARM SETPOINT	13.2
FB PUMP STATION PUMP ON SETPOINT	14.0
FB PUMP STATION PUMP OFF SETPOINT	17.0
FB PUMP STATION PUMP ON DELAY TIME	90
FB PUMP STATION PUMP OFF DELAY TIME	90

FB1 TOTALIZER	17094.5
FB 1 RUN HOURS	3.9
Pump FB1	LEAD
FB 2 TOTALIZER	15283.6
FB 2 RUN HOURS	0.0
Pump FB2	LAG

LINE 5 FROM ESSEX

COMMUNICATION DATA	400,000 GALLON TANK TRANSMITTER
--------------------	---------------------------------

MP 1	AUTO	554.8
MP 2	AUTO	404.5
MP 1	AUTO	630.9
MP 2	AUTO	212.4

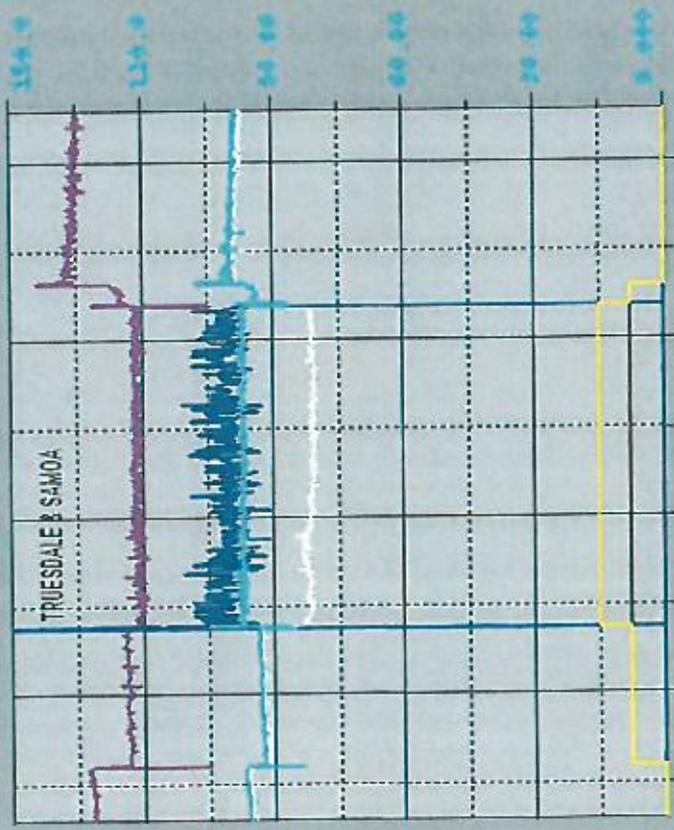
MORRIS TANK HI LEVEL ALARM SETPOINT	9.2
MORRIS TANK LOW LEVEL ALARM SETPOINT	6.2
MORRIS LEAD FILL PUMP ON SETPOINT	6.5
MORRIS LEAD FILL PUMP OFF SETPOINT	9.0
MORRIS HI PRESSURE LINE ALARM SETPOINT	110.0
MORRIS LO PRESSURE LINE ALARM SETPOINT	50.0
MORRIS LEAD PRESSURE PUMP ON SETPOINT	70
MORRIS LEAD PRESSURE PUMP OFF SETPOINT	100
MORRIS STATION PUMP START DELAY	180
MORRIS STATION PUMP START DELAY	180

- TRENDS
- PRODUCTION
- EXTRACTOR
- OVERRIDES
- RUTH MENU
- ESSEX MENU
- TRF
- 2MW GEN
- LOG BOOK
- DISPLAY 20
- Essex Overview

Alarm Date	Alarm Time	Status	Tag Description	Ack Date	Ack Time	Severity
04/20/14	2:07:56 PM	OK	Domestic Water Stage 1			Acknowledge
04/20/14	1:36:33 PM	OK	18 Backup Lube Pump Called, Low Lube PSI			Acknowledge & Clear Screen
04/20/14	1:28:04 PM	OK	Filter 6 High Flow Alarm			TRF Alarm Reset

SAMOA & FIELDBROOK BOOSTER TRENDS

RESET	RESET	CURRENT
-X	-Y	ZOOM OUT
+X	+Y	ZOOM IN
		FORWARD
		BACK



5:00:00 AM 8/4/2014 11:00:00 AM 2:00:00 PM 8/4/2014

98.26 Samoa Outlet PSI
 0 DW Samoa At LP
 98.819 Truesdale Inlet PSI
 97.339 Samoa Inlet PSI
 0 Samoa 1 Run
 0 Samoa 2 Run
 0 VFD #2RPM
 0 VFD #1RPM
 0 VFD Run Called
 2:53:59 PM 8/4/2014

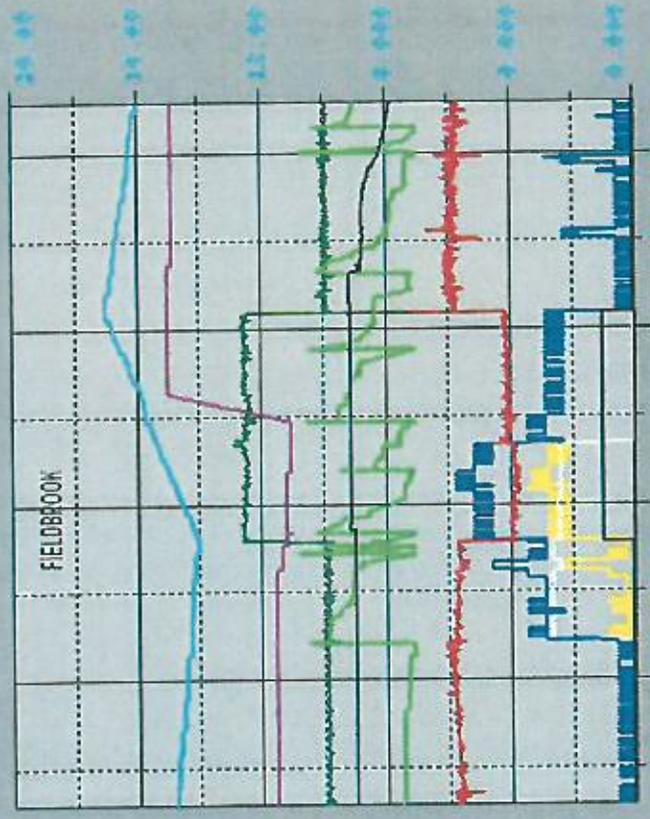
F1 Display 20	F2 PRODUCTION	F4 EXTRACTOR	F5 OVERRIDES	ESSEX MENU
---------------	---------------	--------------	--------------	------------

08 /04 /2014

2:52:47 PM

7

RESET	RESET	CURRENT
-X	-Y	ZOOM OUT
+X	+Y	ZOOM IN
		FORWARD
		BACK



5:00:00 AM 8/4/2014 11:00:00 AM 2:00:00 PM 8/4/2014

16 FIELDBROOK RESERVOIR
 0.144 BLUE LAKE FLOW
 0.144 FBBL FLOW
 56.694 FB INLET PSI
 98.152 FB OUTLET PSI
 0 FB PUMP RUN
 8.9 MORRIS TANK
 89.3 MORRIS PRESSURE SOME J
 78.032 DW INFLUENT PSI
 2:53:59 PM 8/4/2014

Drawdown Power
Head Loss
Production
Turbidity
City Use
Water Quality



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Follow-up from PARSAC



This agenda item was placed by staff to determine if any follow-up is required.

Open issues are:

- Horse Arena Management
 - Active or
 - Transfer of risk or
 - Use of trained volunteers
- Suggested City Council Trainings
 - AB 1825 (Sexual Harassment)
 - AB 2053 (Harassment)
- Horse Arena Improvements
 - Fencing
 - Dust
 - Footing

I hope this proves helpful.

City of Blue Lake
City Council Special Meeting
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 30, 2015
MINUTES

8

The meeting was called to order at 5:30 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann, Adelene Jones

Staff Present: City Manager John Berchtold

Approval of Agenda

Councilmember Sawatzky *motioned to approve the agenda*. Councilmember Lynch seconded. Motion carried unanimously.

Public Input

None.

Closed Session to Discuss City Manager Employment

Councilmember Jones *motioned to enter into closed session pursuant to Government Code Section 54957*. Councilmember Kullmann seconded. Motion carried unanimously.

Council returned to open session at 6:50 p.m.

The Council reported the following items and actions:

- Council shall move forward with an extended employment agreement with the City Manager.
- A subcommittee was formed of Mayor McCall-Wallace and Councilmember Lynch for recruitment of City Manager.
- Discussed stipend for acting City Manager of \$750, every 2 weeks.
- Scheduled agenda item for July 14, 2015 to discuss salary range for City Manager position and desirable attributes for City Manager recruitment.
- Councilmember Jones *motioned to authorize the Mayor (with support of the City Attorney) to negotiate and bring forward amended City Manager Employment Agreement*. Councilmember Sawatzky seconded. Motion carried unanimously.
- Councilmember Jones *motioned to direct the City Manager to place the following agenda item on the July 14, 2015 : City Manager compensation and desired attributes of City Manager*. Councilmember Sawatzky seconded. Motion carried unanimously.

Adjourn

Meeting adjourned at 6:50 p.m.

John Berchtold
City Clerk

Submitted by Mayor McCall-Wallace

Information gathered from transparentcalifornia.com

California Cities – Populations under 4,000

City (Current Population) and 2013 City Manager Salaries

Blue Lake (1248 population)

Trinidad (364) \$67,975

Ferndale (1366) \$92,291

Rio Dell (3369) \$84,586

Fortuna (11836) \$110,210

Arcata (17726) \$136,799

Eureka (26961) \$125,322

Bradbury (1072) \$100,700

Irwindale (1436) \$185,792

Colma (1470) \$130,613 *for 2012*

Biggs (1710) \$79,000

Rolling Hills (1886) \$100,239

San Juan Bautista (1900) \$60,008

Colfax (2006) \$75,000

Belvedere (2108) \$170,538

Ross (2439) \$169,999

Sutter Creek (2457) \$98,498

Yountville (2965) \$156,393

Nevada City (3026) Assistant - \$88,019

Wheatland (3514) \$73,127

Avalon (3765) \$89,568 *for 2012*

Bishop (3864) \$135,678

Our next City Manager, top 3-5 desired attributes and/or needs to be addressed:

- 1.
- 2.
- 3.
- 4.
- 5.

City Council Committee Assignments -7/14/15

P: Primary A: Alternate

Agency	Meeting Day/Time	Adelene	Stephen	Michele	Jean	John
RREDC - Redwood Regional Economic Development 520 E St. Eureka	4th Monday 6:30 pm 445-9652					
HCOAG - Humboldt County Association of Governments - 2nd Floor Eureka City Hall	3rd Thursday 4:30 pm 444-8208					
HMWA - Humboldt Waste Management Authority - 2nd Floor Eureka City Hall	2nd Thursday 5:30 pm 268-8680					
Indian Gaming Grant Funds Commission - County Building - BL Rancheria Liaison	As Needed					
Water Task Force (HBMWD) - Humboldt Bay Municipal Water District - 828 7th St. Eureka	As Needed 443-5018					
RCEA - Redwood Coast Energy Authority - 517 15th Street, Eureka	3rd Monday 3:00 pm 269-1700					
BL Business Liaison	As Needed					
BL Public Safety Commission - Sheriff's Department Liaison	1st Monday 7:00 p.m./ As Needed					
BL Fire Department Liaison	As Needed					
BL Parks and Recreation Commission Liaison - Skinner Store	Bi-Monthly					
Mad River Alliance						
ACWA - Joint Powers						
League of CA Cities						
Mayor Select Committee						

9

City Council Committee Assignments - 12/16/14

P: Primary A: Alternate

Agency	Meeting Day/Time	Lana	Stephen	Michele	Jean	John
RREDC - Redwood Regional Economic Development 520 E St. Eureka	4th Monday 6:30 pm 445-9652		A			P
HCOAG - Humboldt County Association of Governments - 2nd Floor Eureka City Hall	3rd Thursday 4:30 pm 444-8208			P		A
HMWA - Humboldt Waste Management Authority - 2nd Floor Eureka City Hall	2nd Thursday 5:30 pm 268-8680		P			A
Indian Gaming Grant Funds Commission - County Building - BL Rancheria Liaison	As Needed			A		P
Water Task Force (HBMWD) - Humboldt Bay Municipal Water District - 828 7th St. Eureka	As Needed 443-5018		P		A	
RCEA - Redwood Coast Energy Authority - 517 15th Street, Eureka	3rd Monday 3:00 pm 269-1700		A		P	
BL Business Liaison	As Needed					A
BL Public Safety Commission - Sheriff's Department Liaison	1st Monday 7:00 p.m./ As Needed			P		A
BL Fire Department Liaison	As Needed			A	P	
BL Parks and Recreation Commission Liaison - Skinner Store	Bi-Monthly		A		P	
Mad River Alliance			P			
ACWA - Joint Powers			A	P		
League of CA Cities		P		A		
Mayor Select Committee			A	P		

Michele McCall-Wallace - Primary: HCAOG, BL Public Safety Commission, ACWA, Mayor Select Committee
Alternate: Indian Gaming Grant Funds Commission/BL Rancheria Liaison, BL Fire Dept Liaison, League of CA Cities

Stephen Kullmann - Primary: HWMA, HBMWD, Mad River Alliance
Alternate: RREDC, BL Parks and Rec Liaison, ACWA, Mayor Select Committee

Jean Lynch - Primary: RCEA, BL Fire Dept. Liaison, BL parks and Rec Liaison - Alternate: HBMWD

John Sawatzky - Primary: RREDC, Indian Gaming Grant Funds/BL Rancheria Liaison
Alternate: HCAOG, HWMA, BL Business Liaison, BL Public Safety Commission/Sheriff's Department Liaison

Lana Manzanita - Primary: League of CA Cities

City of Blue Lake
City Council Special Meeting
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 20, 2015
MINUTES

10a

The Meeting called to order at 2:00 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann
(There is one vacancy.)

Staff Present: City Manager John Berchtold

Approval of the Agenda

Councilmember Kullmann *motioned to approve the agenda*. Councilmember Sawatzky seconded. The motion carried unanimously.

Public Input

None

Closed Session Discussion – City Manager Employment

Councilmember Kullmann *motioned to enter into closed session pursuant to Government Code Section 54957*. Councilmember Lynch seconded. The motion carried. Close session began at 2:02 p.m.

Council returned from closed session at 3:12 p.m.

It was reported that Council will negotiate an amended City Manager agreement between City Council and City Manager.

Adjourn

Councilmember Kullmann *motioned to adjourn*. Councilmember Sawatzky seconded. The motion carried unanimously. Meeting adjourned at 3:13 p.m.

John Berchtold, City Clerk

City of Blue Lake
City Council Special Meeting
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 23, 2015
MINUTES

106

The Meeting called to order at 6:00 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann
(There is one vacancy)

Staff Present: Deputy City Clerk, April Sousa, City Manager John Berchtold

Approval of the Agenda

Councilmember Sawatzky *motioned to approve the agenda with no changes.*

Budget Fiscal Year 15-16 Discussion

Council received and update of page 76 – pay schedule – as there was a typo. City Manager Berchtold gave an overview of the FY 15-16 Budget highlighting the following areas:

- Budget Message pg. 1-2
- Revenue and Expense Summary pg. 3-4
- General Fund pg. 14-15
- Estimate Actual Revenue pg. 9
- Estimate Actual Expense pg. 40
- Draw from Fund Balance pg. 9
- Budgeted Revenue pg. 9
- Budgeted Expense pg. 40
- Budgeted Fund Balance Draw pg. 9
- Reflected Reduced Gas Tax Revenue pg. 10
- General Fund Revenue and Expense Summary pg. 67-68
- Water and Sewer Funds pg. 69-70
- Project Funding pg. 71
- Capital Funds pg. 73
- Staff Expense by fund pg. 77
- Pay Schedule pg. 76

Council was given an opportunity to ask clarifying questions. The impact of reduced Gas Tax revenue and the closure of Blue Lake Power were discussed.

Mayor McCall-Wallace opened the discussion up to public comment. Adelene Jones, Blue Lake resident, asked about the impact of the new school gym has had on Parks and Recreation funds.

Mayor McCall-Wallace noted that there would be more time to discuss the budget during item 5 of the Regular Council session at 7:00 p.m.

Adjourn

Councilmember Kullmann *motioned to adjourn the special meeting so that Council may begin the regular scheduled meeting.* Councilmember Sawatzky seconded. The motion carried unanimously. Meeting adjourned at 6:55 p.m.

April Sousa, Deputy City Clerk

City of Blue Lake
City Council Regular Meeting
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 23, 2015
MINUTES

10c

The Meeting called to order at 7:02 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann
(There was one Vacancy at the start of the meeting)

Staff Present: Deputy City Clerk April Sousa, City Manager John Berchtold

Motion to Approve the Agenda

Councilmember Sawatzky *motioned to approve the agenda*. Councilmember Kullmann seconded.
The motion carried unanimously.

Public Input

Dennis Whitcomb, Blue Lake resident and member of the Old Crows group, thanked the Council for attending the ribbon cutting ceremony at the new corner park on Hatchery Road. He also spoke about the watering of the grass at the park during a time of water conservation.

Council Vacancy Discussion and Appointment

Mayor McCall-Wallace thanked those who submitted applications for the vacant Council seat.

A question arose about the qualification of all applicants. It was noted that Alana Goldsmith's application was not acceptable due to her voter status at the time of application period. Mayor McCall-Wallace researched the Government Code as well as speaking with the City Attorney and it was determined that the application of Alana Goldsmith, who was a registered voter of the City of Eureka but was not a registered voter of the City of Blue Lake at the time of application, could not be accepted.

Council was given an opportunity to ask questions and interview the remaining applicants: Patrick Holland and Adelene Jones.

The public was offered a chance to comment and give input on candidates. There was no public input.

Councilmember Sawatzky *nominated Adelene Jones for the vacant City Council seat*. There were no other nominations. Mayor McCall-Wallace called for a vote. The vote was unanimous. Mayor McCall-Wallace thanked applicants again, and noted that if anyone was still interested in public service, there was an opening on the Public Safety Commission.

City Manager/City Clerk Berchtold gave Adelene Jones the Oath of Office.

Adelene Jones joined the Council on the dais.

Mayor McCall-Wallace read the Pledge of Civility. Councilmember Adelene Jones agrees to abide by this pledge.

A Councilmember packet is presented to Councilmember Jones by Deputy City Clerk Sousa containing a copy of *Rosenberg's Rules of Order*, *Blue Lake City Council Protocol Manual*, and a copy of the *Brown Act*.

Public Input

Mayor McCall-Wallace re-opened public comment. Patrick Holland, Blue Lake resident, commented on houses on the County side of Blue Lake Blvd. and what Council or Blue Lake residents can do with issues on the County side of the road. It was noted that Council was limited in what they could do, but residents could contact their County Supervisor, Mark Lovelace.

Adoption of Resolution No. 1054: A Resolution of the City Council of the City of Blue Lake Adopting a Budget for Fiscal Year Beginning July 1, 2015 and Ending June 30, 2016 and Finding the Budget to be Within the Appropriations Limit Required by Article XIII B of the California Constitution; and Approving Supplemental Appropriations for the Fiscal Year 2014-2015 Budget.

Council reviewed the special meeting budget presentation and discussion. Councilmember Jones asked clarifying questions.

The public was given an opportunity to comment and give input. There was no public input.

Councilmember Kullmann *motioned to adopt Resolution No. 1054: A Resolution of the City Council of the City of Blue Lake Adopting a Budget for Fiscal Year Beginning July 1, 2015 and Ending June 30, 2016 and Finding the Budget to be Within the Appropriations Limit Required by Article XIII B of the California Constitution; and Approving Supplemental Appropriations for the Fiscal Year 2014-2015 Budget.* Councilmember Sawatzky seconded. The motion carried unanimously.

Consent Agenda

Councilmember Sawatzky *motioned to accept the Consent Agenda.* Councilmember Lynch seconded. The motion carried with the following votes:

Ayes: McCall-Wallace, Kullmann, Sawatzky, Lynch

Nays: None

Absent: None

Abstain: Jones

Reports of Council and Staff

Councilmember Jones - none

Councilmember Lynch reported on the Redwood Coast Energy Authority Meeting, mentioning it was a closed meeting. There was no Parks and Recreation meeting to report on, and she reported that the Fire Department is gearing up for fires.

Councilmember Kullmann reported that drop in volleyball will be discontinued due to lack of participation. He also reported on the Humboldt Waste Management Authority (IIWMA) meeting

and the continued regional RFP recycling discussion. It was mentioned that on July 9-11, Mad River Alliance will do their summer steelhead counts.

Councilmember Sawatzky reported on the Redwood Regional Economic Development (RREDC) meeting where there was a presentation on how to support the airport. He noted there was also a report from Fortuna and the Willow Creek Golf Course purchase at the RREDC meeting.

Councilmember Sawatzky also mentioned a recent assault he had at work in Arcata, and that he was still waiting to talk with the Arcata Police Department.

City Manager Berchtold provided formal notice to Council regarding a Notice of Abatement at 650 Chartin Way. There was also a reminder of a Recognition of Officers event on July 13 from 5:30-6:30 p.m. at Skinner Store.

Mayor McCall-Wallace reported that the Public Safety Commission meeting was moved to July 13. She also noted that the next League of California Cities meeting will be in Trinidad on July 17th and encouraged all councilmembers to attend. Mayor McCall-Wallace also reported on the Humboldt County Association of Governments (HCAOG) meeting.

Future Agenda Items

- Special Meeting for June 30 at 5:30 p.m. with closed session
- Bike rack for City Hall/Skinner Store
- Committee Appointments

Budget Discussion – Horse Arena

Mayor McCall-Wallace reopened the budget discussion as the Horse Arena Footing is still in question. After discussion, Council consensus was that more information was still needed on how long the new footing will last, how often it will need to be re-done, calculation for how many yards for the area. It was also suggested that grants be looked at for partial funding.

Correspondence

Council was presented with correspondence from Blue Lake Garbage and League of California Cities.

Adjourn

Councilmember Sawatzky *motioned to adjourn*. Councilmember Jones seconded. Motion carried unanimously. Meeting adjourned at 8:17 p.m.

April Sousa
Deputy City Clerk

City of Blue Lake
City Council and Commissions Workshop with PARSAC
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 24, 2015
MINUTES

10d

The Workshop began at 10:05 a.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann, Adelene Jones (Quorum)

Planning Commission Members Present: Earl Eddy, Rick Platz, Karen Nessler (Quorum)

Parks and Recreation Commission Members Present: Patricia Powell (no Quorum)

Public Safety Commission Members Present: Dennis Whitcomb (no Quorum)

Staff Present: Deputy City Clerk April Sousa, City Manager John Berchtold, Parks and Recreation Director Cameron Mull, Public Works Supervisor Glenn Bernald

Presenter from PARSAC (Public Agency Risk Sharing Authority of California): Joanne Rennie

Workshop on Risk Management

City Manager Berchtold gave an overview of the purpose of the presentation and workshop.

Joanne Rennie gave an overview of who PARSAC is and how the risk sharing program works.

This was an interactive workshop where councilmembers, commission members, staff and the public were invited to ask questions and participate.

Adjourn

Councilmember Kulmann *motioned to adjourn*. Councilmember Sawatzky seconded. The motion carried unanimously. Meeting adjourned at 11:50 p.m.

April Sousa
Deputy City Clerk

City of Blue Lake
City Council Special Meeting
Skinner Store – 111 Greenwood Ave., Blue Lake, CA
June 30, 2015
MINUTES

10e

The meeting was called to order at 5:30 p.m.

Councilmembers Present: Jean Lynch, John Sawatzky, Michele McCall-Wallace, Stephen Kullmann, Adelene Jones

Staff Present: City Manager John Berchtold

Approval of Agenda

Councilmember Sawatzky *motioned to approve the agenda*. Councilmember Lynch seconded. Motion carried unanimously.

Public Input

None.

Closed Session to Discuss City Manager Employment

Councilmember Jones *motioned to enter into closed session pursuant to Government Code Section 54957*. Councilmember Kullmann seconded. The motion carried unanimously.

Council returned to open session at 6:50 p.m.

The Council reported the following items and actions:

- Council shall move forward with an extended employment agreement with the City Manager.
- A subcommittee was formed of Mayor McCall-Wallace and Councilmember Lynch for recruitment of a City Manager.
- Discussed stipend for acting City Manager of \$750, every 2 weeks.
- Scheduled agenda item for July 14, 2015 to discuss salary range for City Manager position and desirable attributes for City Manager recruitment.
- Councilmember Jones *motioned to authorize the Mayor (with support of the City Attorney) to negotiate and bring forward amended City Manager Employment Agreement*. Councilmember Sawatzky seconded. Motion carried unanimously.
- Councilmember Jones *motioned to direct the City Manager to place the following agenda item on the July 14, 2015 : City Manager compensation and desired attributes of City Manager*. Councilmember Sawatzky seconded. Motion carried unanimously.

Adjourn

Meeting adjourned at 6:50 p.m.

John Berchtold, City Clerk

CITY OF BLUE LAKE
Refund Check Report

10f

1:43:37 PM

6/30/2015

Page 1 of 1

Account #	Name	Address	Service Address	Refund	Check #
20213001	WOOD, GAYLE		111 B RENTAL 1	92.15	
			Deposit Applied:	152.00	
			Deposit Interest:	.00	
			Non-Deposit Credits:	.00	
20332001	A NEW YOU		435 FIRST ST	83.35	
			Deposit Applied:	107.00	
			Deposit Interest:	.00	
			Non-Deposit Credits:	.00	
60670001	STUMP, MARISHA	JACOB STUMP	110 ACACIA	58.34	
			Deposit Applied:	136.00	
			Deposit Interest:	.00	
			Non-Deposit Credits:	.00	
00000000	CITY OF BLUE LAKE	P O Box 458 Blue Lake, CA 95525-0458		622.16	

Total number of checks: 4

Total Customer Refund Checks:	233.84
Total Of All Deposits Applied:	856.00
Total Of All Deposit Interest:	.00
Total Reimbursable Non-Deposit Credits Included:	.00
Total Of Checks Drawn On Bank:	856.00
(Less) - Total Customer Refund Checks:	233.84
Charges/Credits Paid By Deposit Acct.:	622.16

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 6/1/2015 Through 6/30/2015

Check Number	Check Date	Payee	Check Description	Check Amount
38548	6/4/2015	Wendy Howard	May 2015 accounting services #2015-05	688.80
38549	6/12/2015	John D. Berchtold	Employee: berchtoldj; Pay Date: 6/12/2015	2,390.74
38550	6/12/2015	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/12/2015	1,472.80
38551	6/12/2015	Alia C. Brookshire	Employee: brookshirea; Pay Date: 6/12/2015	240.43
38552	6/12/2015	Harold D. Burris	Employee: burrish; Pay Date: 6/12/2015	1,125.15
38553	6/12/2015	Courtney D. Dexter	Employee: dexterc; Pay Date: 6/12/2015	141.61
38554	6/12/2015	Sarah A. Fox	Employee: foxs; Pay Date: 6/12/2015	28.81
38555	6/12/2015	Michael A. Gibson	Employee: gibsonm; Pay Date: 6/12/2015	24.70
38556	6/12/2015	Sarah A. Gray	Employee: grays; Pay Date: 6/12/2015	25.55
38557	6/12/2015	Shannon A. Heavilin	Employee: heavilins; Pay Date: 6/12/2015	40.59
38558	6/12/2015	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/12/2015	972.05
38559	6/12/2015	Jacob P. Meng	Employee: mengj; Pay Date: 6/12/2015	660.50
38560	6/12/2015	Logan J. Morrow	Employee: morrowl; Pay Date: 6/12/2015	870.92
38561	6/12/2015	Cameron S. Mull	Employee: mullic; Pay Date: 6/12/2015	1,218.30
38562	6/12/2015	Kaitlen M. Osburn	Employee: osburnk; Pay Date: 6/12/2015	231.87
38563	6/12/2015	April D. Sousa	Employee: sousaa; Pay Date: 6/12/2015	982.64
38564	6/12/2015	Jack C. Thompson	Employee: thompsonj; Pay Date: 6/12/2015	144.03
38565	6/12/2015	Amelia H. Tigner	Employee: tignera; Pay Date: 6/12/2015	24.70
38566	6/12/2015	Melissa M. Toledo	Employee: toledom; Pay Date: 6/12/2015	416.60
38567	6/11/2015	AT&T	2-5/20/15 billing statements	64.58
38568	6/11/2015	Blue Lake Rancheria	purchased transportation May 2015	2,625.00
38569	6/11/2015	B & B Portable Toilet Co.	6/5/15 inv no 56500379	43.20
38570	6/11/2015	Blue Lake Casino	5/22/15 inv no 0002703-IN	586.00
38571	6/11/2015	Department of Justice	6/3/15 inv no 103717	128.00
38572	6/11/2015	Employment Development Dept.	UI, ETT, SDI & PFI pmt 6/12/15 PR	549.20
38573	6/11/2015	CA State Disbursement Unit	6/12/2015 PR deduction - CS	155.53
38574	6/11/2015	Cal PERS	retirement pmt 6/12/15 PR	3,708.22
38575	6/11/2015	Fernbridge Tractor & Equipment	6/1/15 statement	908.48
38576	6/11/2015	Humb. Bay Municipal Water Dist	May 2015 billing period	15,971.89
38577	6/11/2015	Jennifer Kramer	Dog Obedience Class 4/27/15-6/1/15	374.40
38578	6/11/2015	Stephen W. Kullmann	May 2015 council stipend	50.00
38579	6/11/2015	Kernen Construction	5/31/15 statement	804.20
38580	6/11/2015	Jean Lynch	May 2015 council stipend	50.00
38581	6/11/2015	Michele McCall-Wallace	May 2015 council stipend	50.00
38582	6/11/2015	The Mill Yard	5/1/15 inv no's 33681, 33683, 33689	26.81
38583	6/11/2015	Miller Farms Nursery, Inc	5/31/15 statement	112.11
38584	6/11/2015	North Coast Laboratories LTD.	5/31/15 statement	520.00
38586	6/11/2015	James Robertson	partial refund for 2015 Camp Perigot	250.40
38587	6/11/2015	John Roberts	May 2015 statement	654.00
38588	6/11/2015	Rogers Machinery Company, Inc.	5/8/2015 inv no 991068	3,844.80
38589	6/11/2015	Streamline Planning Consultant	6/9/15 #12680 & 6/8/15 #12681	4,410.40
38590	6/11/2015	Sudden Link	2-Jun 2015 billing statements	196.90
38591	6/11/2015	T.P. Tire Service, Inc	5/31/15 statement	30.00
38592	6/11/2015	Verizon Wireless	Apr 22-May 21 statement	322.41
38593	6/11/2015	Wex Bank	5/31/15 statement #41055217	98.31
38594	6/11/2015	US Bank Equipment Finance	5/31/14 inv no 279675011	141.95
38595	6/18/2015	Arcata Stationers	6/1/15 statement	145.50
38596	6/18/2015	ACWA/JPIA	6/1/15 inv #0354980 Jul 2015 health ins	18,127.28
38597	6/18/2015	Danielle Allred	6/9/2015 council meeting minules	125.00
38598	6/18/2015	AT&T	5-6/4/15 billing statements	251.77
38599	6/18/2015	City of Blue Lake	water & sewer pmts due 6/18/15	1,791.10
38600	6/18/2015	Crystal Springs Bottled Water	5/31/15 statement	25.00
38601	6/18/2015	Blue Lake Casino	6/5/15 inv no 0002714-IN May fuel	553.00
38602	6/18/2015	Davidson Brothers Lock & Safe	6/1/15 statement	87.18
38603	6/18/2015	Don's Rent-All, Inc.	5/31/15 statement	230.28
38604	6/18/2015	Nancy Diamond	6/1/15 inv no 1718	1,809.56

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 6/1/2015 Through 6/30/2015

Check Number	Check Date	Payee	Check Description	Check Amount
38605	6/18/2015	D & R Janitorial Service	6/1/15 statement	295.00
38606	6/18/2015	Freedom Voice	6/1/15 statement	111.98
38607	6/18/2015	Sarah A. Fox	5/14/15 livescan reimbursement	15.00
38608	6/18/2015	Michael Gibson	5/11/15 livescan reimbursement	20.00
38609	6/18/2015	Humboldt County Sheriff's Dept	Jul 2015 animal shelter services	543.00
38610	6/18/2015	Intedata Systems	5/31/15 statement	60.00
38611	6/18/2015	Industrial Electric Service Co	5/31/15 statement	42.97
38612	6/18/2015	Lawrence G. Johanson, DDS, Inc	dental pmt 6/8/15 Hutton	228.00
38613	6/18/2015	NYLEX.Net	6/1/15 inv no 588	450.00
38614	6/18/2015	Carly A. Paronelli	5/9/15 livescan reimbursement	15.00
38615	6/18/2015	Sprinkler Innovations	5/30/15 inv no 55	33.50
38616	6/18/2015	John Sawatzky	May 2015 council stipend	50.00
38617	6/18/2015	Elaine N. Zeigler	5/14/15 livescan reimbursement	20.00
38618	6/18/2015	Amelia H. Tigner	5/7/15 livescan reimbursement	15.00
38619	6/26/2015	John D. Berchtold	Employee: berchtoldj; Pay Date: 6/26/2015	2,390.73
38620	6/26/2015	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/26/2015	1,438.67
38621	6/26/2015	Alia C. Brookshire	Employee: brookshirea; Pay Date: 6/26/2015	168.72
38622	6/26/2015	Harold D. Burris	Employee: burrish; Pay Date: 6/26/2015	1,169.70
38623	6/26/2015	Courtney D. Dexter	Employee: dexterc; Pay Date: 6/26/2015	390.86
38624	6/26/2015	Sarah A. Fox	Employee: foxs; Pay Date: 6/26/2015	302.02
38625	6/26/2015	Michael A. Gibson	Employee: gibsonm; Pay Date: 6/26/2015	291.02
38626	6/26/2015	Sarah A. Gray	Employee: grays; Pay Date: 6/26/2015	324.98
38627	6/26/2015	Shannon A. Heavilin	Employee: heavilins; Pay Date: 6/26/2015	487.09
38628	6/26/2015	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/26/2015	972.05
38629	6/26/2015	Jacob P. Meng	Employee: mengj; Pay Date: 6/26/2015	654.51
38630	6/26/2015	Logan J. Morrow	Employee: morrowl; Pay Date: 6/26/2015	895.43
38631	6/26/2015	Cameron S. Mull	Employee: mullc; Pay Date: 6/26/2015	1,218.29
38632	6/26/2015	Karen K. Nessler	Employee: nesslerk; Pay Date: 6/26/2015	221.00
38633	6/26/2015	Kaitlen M. Osburn	Employee: osburnk; Pay Date: 6/26/2015	57.15
38634	6/26/2015	Carly A. Paronelli	Employee: paronellie; Pay Date: 6/26/2015	173.73
38635	6/26/2015	April D. Sousa	Employee: sousaa; Pay Date: 6/26/2015	982.64
38636	6/26/2015	Jack C. Thompson	Employee: thompsonj; Pay Date: 6/26/2015	84.36
38637	6/26/2015	Amelia H. Tigner	Employee: tignera; Pay Date: 6/26/2015	317.40
38638	6/26/2015	Melissa M. Toledo	Employee: toledom; Pay Date: 6/26/2015	416.61
38639	6/26/2015	Elaine N. Zeigler	Employee: zeiglere; Pay Date: 6/26/2015	302.02
38640	6/30/2015	AT&T	2-Jun 20, 2015 billing statements	64.66
38641	6/30/2015	Anywhere? Auto Glass	3 inv-6/29/15 Vehicle #172, 173, & 186	657.00
38642	6/30/2015	City of Blue Lake	water/sewer prmts 7/1/2015	1,736.86
38643	6/30/2015	Brant Electric	5/6/15 inv no 19573	149.09
38644	6/30/2015	Karen Beck, DDS	dental pmt 6/25/15 Meng	176.00
38645	6/30/2015	Employment Development Dept.	UI, ETT, SDI & PTT pmt 6/26/15 PR	687.11
38646	6/30/2015	CA State Disbursement Unit	6/26/15 PR deduction - CS	155.53
38647	6/30/2015	Cal PERS	retirement pmt 6/26/15 PR	3,929.67
38648	6/30/2015	U. G. Cash & Carry	6/12/15 ref no 105123	127.82
38649	6/30/2015	Wendy Howard	Jun 2015 accounting services #2015-06	1,823.88
38650	6/30/2015	Janet S. Henry	spring 2015 woodbat umpire	745.00
38651	6/30/2015	Humboldt Co. Sheriff's Office	Jun 2015 PR garnishment	141.28
38652	6/30/2015	League of California Cities	5/22/15 inv no 1362	184.00
38653	6/30/2015	Ralph G. Miller	spring 2015 woodbat umpire	512.50
38654	6/30/2015	Cameron Mull - Petty Cash	Park & Rec petty cash	19.37
38655	6/30/2015	NH Recreation & Park District	6/12/15 add'l LG training - Tigner	55.00
38656	6/30/2015	Raymond Norman	spring 2015 woodbat umpire	850.00
38657	6/30/2015	New Life Service Co	6/17/15 inv no 10656 less 28.97 for trim	15,749.29
38658	6/30/2015	Platt Electric Supply, Inc.	6/9/15 inv no G974878	25.03
38659	6/30/2015	Provolt Design	6/18/15 inv no 6166	203.91
38660	6/30/2015	Paul Roach	spring 2015 woodbat umpire	675.00

City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2015 Through 6/30/2015

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Description</u>	<u>Check Amount</u>
38661	6/30/2015	Mike Salmon	spring 2015 woodbat umpire	350.00
38662	6/30/2015	SHN	6/29/15 inv no 85677	1,276.20
38663	6/30/2015	April Sousa - Petty Cash	business office petty cash 6/30/15	34.98
38664	6/30/2015	G R Sundberg, Inc.	6/16/15 inv #2287, 6/30/15 #2299 & 2300	27,423.77
38665	6/30/2015	Statewide Traffic Safety	6/16/15 #09000470, 6/22/15 #09000492	774.02
38666	6/30/2015	Melissa Toledo	5/15/15-6/30/15 mileage reimb.	78.20
38667	6/30/2015	US Bank Corp. Payment Systems	5/22/15 statement	1,683.03
38668	6/30/2015	Almquist Lumber Co.	6/30/15 statement	161.75
38669	6/30/2015	State Water Resources Ctl Brd	Drinking Water NPDES permit fee	100.00
Report Total				147,231.63

CITY OF BLUE LAKE

Disbursement Report for Month: June Year: 2015

Disbursements other than Checks

Description	Date	Amount
IRS 941 Disbursements through the Electronic Federal Tax Payment System (EFTPS)	06/12/15	\$3,669.45
IRS 941 Disbursements through the Electronic Federal Tax Payment System (EFTPS)	06/26/15	\$4,233.79
IRS 941 Disbursements through the Electronic Federal Tax Payment System (EFTPS)		
IRS 941 Disbursements through the Electronic Federal Tax Payment System (EFTPS)		
Total :		\$7,903.24

City of Blue Lake
Staff Report



To: Honorable Mayor and City Council
From: Wendy Howard, Financial Consultant
Through: John Berchtold, City Manager
Date: May 31, 2015
Subject: Periodic Unaudited Financial Report for May 2015

The attached report shows the cash balances by fund for the City of Blue Lake and the financial results of operations for the period ended May 31, 2015 and reflects budget, including transfers in from fund balance, and actual amounts for revenues and expenditures (expenses). The amounts presented are unaudited. Each page shows the "standard percentage" for the period presented, which for this period is 92%. The columns on each page reflect the actual results for the entire period presented, the annual budget (as amended to date), percent of budget, and columns showing the actual results and percent of budget for the same period of the prior year, and the differences between the two years.

General Fund revenues per the attached report are 89% of budget. Fund expenditures are 90% of budget. Expenditures exceeded revenues and transfers in by \$11,509 as of this period. The cash balance at May 31, 2015 in the General Fund is \$666,407, and the other portions of the General Fund, Non-Program Income Fund and Industrial Park Expansion Fund are (\$365) and \$336,530 respectively.

Expenditures for General Fund departments are all within expected budget parameters, except for City Manager, City Attorney, Building Official, Police and Animal Control, Public Works - Maintenance, Public Works - Street Lighting, Public Works-Drainage, and Public Works-Recreation. For City Manager this nominal amount is due to the City Clerk duties he's doing. For City Attorney, this is due to legal work on the Medical Marijuana Dispensary ban, code enforcement, and the Utility Users Tax issues. This is to be expected, and not unusual. Building Official is due to increased permit activity and code enforcement. Police and Animal Control is because the 4th quarter payment has been made. Street Maintenance is for traffic marking painting. The Street Lighting is due to a one-time payment to PG&E for LED lights at 13 locations. The overage related to Recreation is offset by increased revenues.

The Industrial Park Fund (Fund 36) has been reorganized in FY14/15. It now includes Industrial Park Maintenance, which was previously shown in the General Fund. Also, the former Monda Way Fund (Fund 50) has been closed and the funds moved into Fund 36 so that all Industrial Park related activities are shown together.

In the Water Operating Fund, revenues exceed expenses by \$202,344 for the year. Expenditures are 70% of budget. The Water Fund cash position is a positive balance at \$850,313.

In the Sewer Operating Fund as of May 31, revenues exceeded expenditures by \$55,589. Revenues are at 86% of budget and expenses are at 75% of budget. The Sewer Fund has a cash balance of \$332,615.

Overall, the City has \$3,696,038 in cash: \$160,082 in the regular checking account, \$204,829 in the money market account, and \$3,292,414 in LAIF, including the market adjustment. Utility deposits, petty cash and change funds of \$38,713 make up the balance of cash.

CITY OF BLUE LAKE
PERIODIC FINANCIAL REPORT
For the Period Ended May 31, 2015
(Preliminary Non-Audited Numbers)

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

GENERAL FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
Taxes	136,953	132,151	104%	75,567	104%	61,386	44%
Franchise fees	25,227	31,012	81%	24,806	81%	421	3%
Licenses and permits	33,912	22,555	150%	20,666	150%	13,246	57%
Interest earned	799	1,100	73%	805	73%	(6)	-1%
Rents	132,619	125,292	106%	132,760	106%	(141)	24%
State revenue	153,558	172,602	89%	96,853	89%	56,705	35%
Current service charges	19,986	27,566	73%	26,857	73%	(6,871)	-223%
Park and recreation fees	143,468	111,478	129%	128,155	129%	15,313	14%
Insurance rebates	2,250	7,000	32%	954	32%	1,296	19%
Other revenues	12,648	67,792	19%	4,618	19%	8,030	12%
Administrative overhead	3,651	5,200	70%	4,706	70%	(1,055)	-118%
Transfers in	59,924	112,727	53%	55,967	53%	4,057	-27%
Total Revenues and Transfers	724,995	816,475	89%	572,614	89%	152,381	16%

GENERAL FUND (Fund 10)

REVENUES AND TRANSFERS IN

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

GENERAL FUNDS

	May 2015 YTD	2014-2015	Percent of	May 2014 YTD	Percent of	Δ FY14/15 vs	Δ FY14/15 vs
	Actual	Budget	Budget	Actual	Budget	FY13/14 Actual	FY13/14 % Budget
EXPENDITURES							
Mayor, Council and City Clerk	6,398	7,980	80%	5,730	86%	668	-6%
City Manager	50,463	52,651	96%	44,254	88%	6,209	7%
Business Office	51,596	62,880	82%	52,922	88%	(1,326)	-6%
City Attorney	9,045	6,000	151%	9,216	307%	(171)	-156%
Non-Departmental	39,877	57,619	69%	50,888	64%	(11,011)	5%
City Engineer	666	3,000	22%	1,540	31%	(874)	-9%
Planner and Commission	63,619	82,957	77%	74,185	83%	(10,566)	-7%
Building Official	9,938	8,789	113%	6,374	67%	3,564	46%
Police and Animal Control	206,802	217,380	95%	0	0%	206,802	95%
Public Works-Street Maintenance	59,295	60,697	98%	0	0%	59,295	98%
Public Works-Street Lighting	14,732	14,523	101%	11,706	81%	3,026	21%
Industrial Park Maintenance	0	0	0%	7,551	51%	(7,551)	-51%
Public Works-Drainage	8,605	7,507	115%	9,383	87%	(778)	28%
Public Works-Parks	61,244	68,776	89%	58,847	77%	2,397	12%
Public Works-Recreation	157,679	162,486	97%	136,862	87%	20,817	10%
Capital Outlay	0	3,230	0%	0	0%	-	0%
Total Expenditures	<u>739,959</u>	<u>816,475</u>	<u>91%</u>	<u>469,458</u>	<u>77%</u>	<u>270,501</u>	<u>13%</u>
FUND BALANCE							
Revenues Over (Under) Expenditures	(14,964)						
Fund Balance, July 1, 2014	693,121						
Fund Balance, May 31, 2015	<u>678,157</u>						

CITY OF BLUE LAKE
Revenues, Expenditures and Fund Balances
For the Period Ended May 31, 2015
Standard Percentage 92%

GENERAL FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
INDUSTRIAL PARK EXPANSION FUND (Fund 36)							
REVENUES							
Rents	25,672	56,976	45%	0	0%	25,672	45%
Current service charges	420	420	100%	0	0%	420	100%
Interest earned	364	40	910%	38	100%	326	810%
Grants	0	0	0%	0	0%	-	0%
Other revenues	352,139	40,532	869%	0	0%	352,139	869%
Transfers in	0	34,000	0%	0	0%	-	0%
Total Revenues	378,595	131,968	287%	38	100%	378,557	187%
EXPENDITURES							
Salaries & benefits	12,650	12,501	101%	5,923	100%	6,727	1%
Legal	2,820	4,446	63%	2,964	593%	(144)	-529%
Engineering	5,451	2,500	218%	1,925	193%	3,526	26%
Planning	1,005	1,000	101%	710	142%	295	-42%
Contract services	83,673	74,599	112%	0	0%	83,673	112%
Sub-grantee payments	0	0	0%	0	0%	-	0%
Buildings & improvements	0	0	0%	0	0%	-	0%
Maintenance and repair	252	2,050	12%	972	100%	(720)	-88%
Other expense	2,728	1,518	180%	0	0%	2,728	180%
Interest expense	0	754	0%	0	0%	-	0%
Administrative overhead	975	2,600	38%	2,041	204%	(1,066)	-167%
Transfers out	0	30,000	0%	0	0%	-	0%
Total Expenditures	109,554	131,968	83%	14,535	36%	95,019	47%
FUND BALANCE							
Revenues Over (Under) Expenditures	269,041						
Fund Balance, July 1, 2014	66,488						
Fund Balance, May 31, 2015	335,529						

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

GENERAL FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
CDBG NON-PROGRAM INCOME FUND (Fund 38)							
REVENUES AND TRANSFERS IN							
Interest earned	0	10	0%	10	100%	(10)	-100%
Other revenues	0	1,772	0%	0	0%	-	0%
Transfers in	0	0	0%	0	0%	-	0%
Total Revenues and Transfers	0	1,782	0%	10	100%	(10)	-100%
EXPENDITURES AND TRANSFERS OUT							
Salaries & benefits	(131)	0	0%	264	9%	(395)	-9%
Maintenance and repair	170	1,571	11%	1,504	301%	(1,334)	-290%
Legal	0	0	0%	0	0%	-	0%
Contract services	1,039	0	100%	0	0%	1,039	100%
Administrative overhead	1,584	211	751%	211	106%	1,373	645%
Capital outlay	0	0	0%	0	0%	-	0%
Total Expenditures and Transfers	2,662	1,782	149%	1,979	49%	683	100%
FUND BALANCE							
Revenues Over (Under) Expenditures	(2,662)						
Fund Balance, July 1, 2014	2,326						
Fund Balance, May 31, 2015	(336)						

CITY OF BLUE LAKE
Revenues, Expenditures and Fund Balances
For the Period Ended May 31, 2015
Standard Percentage 92%

SPECIAL REVENUE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
GAS TAX AND STREET FUNDS (Funds 24 through 30, 34)							
REVENUES							
Gas taxes	35,847	37,095	97%	31,675	75%	4,172	22%
SB 325	0	0	0%	21,126	100%	(21,126)	-100%
SAFETEA	8,071	9,422	86%	0	0%	8,071	86%
Other revenues	0	36,180	0%	16,432	100%	(16,432)	-100%
Interest earned	77	84	92%	127	488%	(50)	-397%
Total Revenues	43,995	82,781	53%	69,360	164%	(25,365)	-111%
EXPENDITURES AND TRANSFERS OUT							
Salaries & benefits	0	0	0%	329	100%	(329)	-100%
Maintenance and repair	0	54	0%	54	100%	(54)	-100%
Transfers out	50,502	82,727	61%	72,299	103%	(21,797)	-42%
Total Expenditures	50,502	82,781	61%	72,682	104%	(22,180)	-43%
FUND BALANCES							
Revenues Over (Under) Expenditures	(6,507)						
Fund Balance, July 1, 2014	64,953						
Fund Balance, May 31, 2015	<u>58,446</u>						

CITY OF BLUE LAKE
Revenues, Expenditures and Fund Balances
For the Period Ended May 31, 2015
Standard Percentage 92%

SPECIAL REVENUE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
HCAOG GRANTS, TDA, SOLID WASTE AND SLES FUNDS (Funds 22, 31 through 33)							
REVENUES							
HCAOG grants revenue	136,029	105,000	130%	42,202	108%	93,827	21%
Purchased transportation revenue	10,000	75,655	13%	20,000	63%	(10,000)	-50%
Recycling grant revenue	0	0	0%	0	0%	-	0%
Solid waste recycling revenue	5,913	13,631	43%	5,638	87%	275	-43%
Supplemental law enforcement revenue	79,595	100,000	80%	72,250	72%	7,345	7%
Interest earned	38	40	95%	44	44%	(6)	51%
Total Revenues	<u>231,575</u>	<u>294,326</u>	<u>79%</u>	<u>140,134</u>	<u>79%</u>	<u>91,441</u>	<u>0%</u>
EXPENDITURES							
HCAOG grants expenditures	112,189	105,000	107%	51,750	97%	60,439	10%
Purchased transportation expenditures	26,875	75,655	36%	26,875	83%	-	-47%
Solid waste recycling expenditures	8,337	13,671	61%	12,312	212%	(3,975)	-151%
Supplemental law enforcement expenditures	100,000	100,000	100%	75,000	75%	25,000	25%
Total Expenditures	<u>247,401</u>	<u>294,326</u>	<u>84%</u>	<u>165,937</u>	<u>87%</u>	<u>81,464</u>	<u>-3%</u>
FUND BALANCES							
Revenues Over (Under) Expenditures	(15,826)						
Fund Balance, July 1, 2014	(6,764)						
Fund Balance, May 31, 2015	<u>(22,590)</u>						

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
PROGRAM INCOME HOLDING FUND (Fund 42)							
REVENUES							
Interest earned	29	79	37%	79	69%	(50)	-32%
Interest-loan repayments	13,809	2,000	690%	26,354	1318%	(12,545)	-627%
Loan repayments-Housing rehabilitation	85,522	16,500	518%	133,501	809%	(47,979)	-291%
Administration	0	0	0%	0	0%	-	0%
Total Revenues and transfers	<u>99,360</u>	<u>18,579</u>	<u>535%</u>	<u>159,934</u>	<u>857%</u>	<u>(60,574)</u>	<u>-322%</u>
EXPENDITURES AND TRANSFERS OUT							
Salaries & benefits	2,856	2,246	127%	5,501	262%	(2,645)	-135%
Contract services	14,553	763	1907%	763	127%	13,790	1780%
Administrative overhead	46	871	5%	871	218%	(825)	-212%
Transfers out	0	14,699	0%	0	0%	-	0%
Total Expenditures and transfers	<u>17,455</u>	<u>18,579</u>	<u>94%</u>	<u>7,135</u>	<u>38%</u>	<u>10,320</u>	<u>56%</u>

FUND BALANCE

Revenues Over (Under) Expenditures	81,905
Fund Balance, July 1, 2014	47
Fund Balance, May 31, 2015	<u>81,952</u>

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs Budget
PROGRAM INCOME-HOUSING REHAB FUND (Fund 44)							
REVENUES							
Interest	533	289	184%	289	100%	244	84%
Transfers in	0	14,699	0%	0	0%	-	0%
Total Revenues and transfers	<u>533</u>	<u>14,988</u>	<u>4%</u>	<u>289</u>	<u>100%</u>	<u>244</u>	<u>-96%</u>
EXPENDITURES							
Salaries & benefits	0	0	0%	0	0%	-	0%
Housing rehabilitation-single unit	0	0	0%	0	0%	-	0%
Activity delivery	0	0	0%	0	0%	-	0%
Engineering	0	140	0%	0	0%	-	0%
Administrative overhead	0	131	0%	131	100%	(131)	-100%
Total Expenditures	<u>0</u>	<u>271</u>	<u>0%</u>	<u>131</u>	<u>3%</u>	<u>(131)</u>	<u>-3%</u>
FUND BALANCE							
Revenues Over (Under) Expenditures	533						
Fund Balance, July 1, 2014	353,507						
Fund Balance, May 31, 2015	<u>354,040</u>						

CITY OF BLUE LAKE
 Revenues, Expenses and Net Assets
 For the Period Ended May 31, 2015
 Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
MONDA WAY (Fund 50)							
REVENUES							
Miscellaneous	0	0	0%	420	100%	(420)	-100%
Interest earned	0	0	0%	18	100%	(18)	-100%
Rent	0	0	0%	95,145	365%	(95,145)	-365%
Total Revenues	0	0	0%	95,583	361%	(95,583)	-361%
EXPENSES							
Operating expenses	0	0	0%	249	166%	(249)	-166%
Maintenance and repair	0	0	0%	136	27%	(136)	-27%
Contractual services	0	0	0%	5,113	189%	(5,113)	-189%
Interest expense	0	0	0%	754	36%	(754)	-36%
Reserve for debt	0	0	0%	0	0%	-	0%
Depreciation	0	0	0%	5,951	92%	(5,951)	-92%
Total Expenses	0	0	0%	12,203	102%	(12,203)	-102%
NET ASSETS							
Revenues Over (Under) Expenses	0						
Fund Balance, July 1, 2014	0						
Fund Balance, May 31, 2015	0						

CITY OF BLUE LAKE

Revenues, Expenses and Net Assets
For the Period Ended May 31, 2015
Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
WATER CONNECTION FEE AND DAVIS/GRUNSKY RESERVE FUND (Funds 61 and 63)							
REVENUES							
Connection fees	26,204	0	100%	3,939	100%	22,265	0%
Interest earned	161	193	83%	161	56%	-	27%
Total Revenues	26,365	193	13661%	4,100	1439%	22,265	12222%
EXPENSES	0	0	0%	0	0%	-	0%
NET ASSETS							
Revenues Over (Under) Expenses	26,365						
Fund Balance, July 1, 2014	143,705						
Fund Balance, May 31, 2015	<u>170,070</u>						

CITY OF BLUE LAKE

Revenues, Expenses and Net Assets
For the Period Ended May 31, 2015
Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
REVENUES							
Turbidity reduction fees	9,653	10,486	92%	9,601	92%	52	0%
Other revenues	0	4,245	0%	0	0%	-	0%
Interest earned	132	200	66%	170	85%	(38)	20%
Transfers in	0	70,000	0%	0	0%	-	0%
Total Revenues	9,785	84,931	12%	9,771	12%	14	-79%
EXPENSES							
Turbidity reduction	15,755	14,766	107%	13,424	96%	2,331	11%
Salaries & benefits	416	0	100%	3,026	100%	(2,610)	0%
Contract services	1,630	0	100%	2,432	100%	(802)	0%
Capital outlay	0	20,000	0%	12,324	20%	(12,324)	-20%
Other expense	0	0	0%	3,357	100%	(3,357)	-100%
Depreciation	2,534	0	100%	0	0%	2,534	100%
Transfers out	0	0	0%	0	0%	-	0%
Total Expenses	20,335	34,766	58%	34,563	45%	(14,228)	13%

WATER CAPITAL RESERVE AND TURBIDITY REDUCTION FUND (Funds 62 and 64)

NET ASSETS	
Revenues Over (Under) Expenses	(10,550)
Fund Balance, July 1, 2014	82,534
Fund Balance, May 31, 2015	<u>71,984</u>

CITY OF BLUE LAKE
 Revenues, Expenses and Net Assets
 For the Period Ended May 31, 2015
 Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
SEWER FUND (Fund 70)							
REVENUES AND TRANSFERS IN							
Sales, residential/commercial	398,364	437,960	91%	351,666	72%	46,698	19%
Late charges	15,516	14,000	111%	12,875	46%	2,641	65%
Insurance rebate	1,125	0	100%	0	0%	1,125	100%
Other revenue	5,201	37,387	14%	11,549	124%	(6,348)	-110%
Interest earned	246	100	246%	84	49%	162	197%
Total Revenues and transfers	<u>420,452</u>	<u>489,447</u>	<u>86%</u>	<u>376,174</u>	<u>71%</u>	<u>44,278</u>	<u>15%</u>
EXPENSES							
Transmission	52,965	110,243	48%	36,240	34%	16,725	14%
Treatment	94,893	77,775	122%	111,518	90%	(16,625)	32%
General and administration	146,027	186,277	78%	148,448	80%	(2,421)	-2%
Capital outlay	0	37,500	0%	0	0%	-	0%
Depreciation	70,978	77,652	91%	71,181	92%	(203)	-1%
Total Expenses	<u>364,863</u>	<u>489,447</u>	<u>75%</u>	<u>367,387</u>	<u>69%</u>	<u>(2,524)</u>	<u>5%</u>
NET ASSETS							
Revenues Over (Under) Expenses	55,589						
Fund Balance, July 1, 2014	1,312,802						
Fund Balance, May 31, 2015	<u>1,368,391</u>						

CITY OF BLUE LAKE
 Revenues, Expenses and Net Assets
 For the Period Ended May 31, 2015
 Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
REVENUES							
Sewer connection fees	22,106	6,940	319%	6,941	116%	15,165	203%
Interest earned	310	324	96%	279	56%	31	40%
Total Revenues	<u>22,416</u>	<u>7,264</u>	<u>309%</u>	<u>7,220</u>	<u>111%</u>	<u>15,196</u>	<u>197%</u>
EXPENSES	0	0	0%	0	0%	-	0%
NET ASSETS							
Revenues Over (Under) Expenses	22,416						
Fund Balance, July 1, 2014	199,375						
Fund Balance, May 31, 2015	<u>221,791</u>						

SEWER CONNECTION FEE FUND (Fund 71)

REVENUES

Sewer connection fees
 Interest earned
 Total Revenues

EXPENSES

NET ASSETS

Revenues Over (Under) Expenses
 Fund Balance, July 1, 2014
 Fund Balance, May 31, 2015

CITY OF BLUE LAKE
Revenues, Expenses and Net Assets
For the Period Ended May 31, 2015
Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
SEWER CAPITAL RESERVE FUND (Fund 72)							
REVENUES							
Sewer capital reserve fee	100,273	108,000	93%	98,994	93%	1,279	-1%
Other revenues	0	0	0%	0	0%	-	0%
Interest earned	1,001	1,032	97%	846	85%	155	32%
Total Revenues	<u>101,274</u>	<u>109,032</u>	<u>93%</u>	<u>99,840</u>	<u>93%</u>	<u>1,434</u>	<u>0%</u>
EXPENSES AND TRANSFERS OUT							
Salaries & benefits	1,229	0	100%	2,777	100%	(1,548)	0%
Contract services	738	0	100%	2,948	100%	(2,210)	0%
Other expense	3,354	0	100%	5,013	100%	(1,659)	0%
Capital outlay	23,253	46,000	51%	28,161	83%	(4,908)	-33%
Total Expenses and transfers	<u>28,574</u>	<u>46,000</u>	<u>62%</u>	<u>38,899</u>	<u>115%</u>	<u>(10,325)</u>	<u>-53%</u>
NET ASSETS							
Revenues Over (Under) Expenses	72,700						
Fund Balance, July 1, 2014	639,805						
Fund Balance, May 31, 2015	<u>712,505</u>						

CITY OF BLUE LAKE
Revenues, Expenses and Net Assets
For the Period Ended May 31, 2015
Standard Percentage 92%

ENTERPRISE FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
REVENUES							
Grants/Donations	0	0	0%	108,915	30%	(108,915)	-30%
Total Revenues	0	0	0%	108,915	30%	(108,915)	-30%
EXPENSES							
Salaries & benefits	709	0	100%	18,258	100%	(17,549)	0%
Engineering	0	0	0%	18,489	100%	(18,489)	-100%
Depreciation	0	0	0%	2,651	100%	(2,651)	-100%
Other expense	0	0	0%	440	100%	(440)	-100%
Capital outlay	0	0	0%	380,033	104%	(380,033)	-104%
Total Expenses	709	0	100%	419,871	115%	(419,162)	-15%

RANCHERIA PROJECT (FUND 77) (Sewer Capital Improvements)

NET ASSETS

Revenues Over (Under) Expenses	(709)
Fund Balance, July 1, 2014	(316)
Fund Balance, May 31, 2015	<u>(1,025)</u>

CITY OF BLUE LAKE
 Revenues, Expenditures and Fund Balances
 For the Period Ended May 31, 2015
 Standard Percentage 92%

TRUST FUNDS

	May 2015 YTD Actual	2014-2015 Budget	Percent of Budget	May 2014 YTD Actual	Percent of Budget	Δ FY14/15 vs FY13/14 Actual	Δ FY14/15 vs FY13/14 % Budget
DENTAL/VISION TRUST FUND (Fund 80)							
REVENUES							
Dental/vision charges to operations	9,620	9,880	97%	4,430	78%	5,190	19%
Other revenues	0	3,221	0%	0	0%	-	0%
Interest earned	23	35	66%	28	28%	(5)	38%
Total Revenues	<u>9,643</u>	<u>13,136</u>	<u>73%</u>	<u>4,458</u>	<u>78%</u>	<u>5,185</u>	<u>-4%</u>
EXPENDITURES							
Dental/vision claim payments	8,038	13,136	61%	11,250	143%	(3,212)	-82%
FUND BALANCE							
Revenues Over (Under) Expenditures	1,605						
Fund Balance, July 1, 2014	15,145						
Fund Balance, May 31, 2015	<u>16,750</u>						

CITY OF BLUE LAKE
Cash Balance by Fund
May 31, 2015

Fund	Total
General Funds	
10 General Fund	666,407.20
36 Industrial Park Expansion Fund	336,529.94
38 Non-Program Income Fund	(364.53)
	<u>1,002,572.61</u>
Gas Tax and Street Funds	
25 Gas Tax Funds	50,353.76
30 SB 325 Fund	11.53
34 SAFETEA Fund	8,080.29
	<u>58,445.58</u>
Special Revenue Funds	
22 HCAOG Grants	400.68
31 TDA Purchased Transportation Fund	(16,815.66)
32 AB 939 Solid Waste/Recycling Fund	25,272.98
33 Supplemental Law Enforcement Services Fund	(31,447.26)
	<u>(22,589.26)</u>
CDBG Funds	
42 CDBG Program Income-Holding Fund	81,755.85
44 CDBG Program Income-Housing Rehab Fund	354,039.95
	<u>435,795.80</u>
Water Funds	
60 Water Fund	850,312.90
61 Water Connection Fee Fund	139,069.90
62 Water Capital Reserve Fund	40,848.71
63 Davis/Grunsky Reserve Fund	31,000.00
64 Turbidity Reduction Facility Reserve Fund	11,662.15
65 Water Capital Improvement Fund	18.93
	<u>1,072,912.59</u>
Sewer Funds	
70 Sewer Fund	332,615.27
71 Sewer Connection Fee Fund	221,791.63
72 Sewer Capital Reserve Fund	693,183.09
77 Rancheria, 3rd Amendment Project	(135,438.36)
	<u>1,112,151.63</u>
Trust Funds	
80 Dental/Vision Trust Fund	16,749.49
82 Self-Insured Retention Reserve Fund	20,000.00
	<u>36,749.49</u>
Total Cash Balance	<u><u>3,696,038.44</u></u>



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Grant for Railroad Ave. Resurfacing, E to G

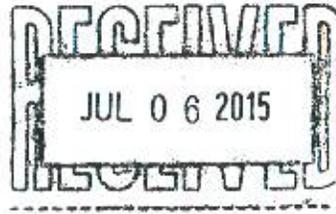


I wanted to share that Cal Trans has released \$27,000 for the E and P stage. P represents permits and E, environmental clearance.

I have asked Streamline Planning, our planners, to provide a proposal for City Council approval.

Overall, the grant for all phases including construction is \$252,000.

DEPARTMENT OF TRANSPORTATION
 Division of Local Assistance
 1120 N STREET
 P.O. BOX 942874, MS# 1
 Sacramento, CA 94274-0001
 TTY 711
 (916) 654-3883



July 2, 2015

01-HUM-0-BLK
 RPL-5190(008)
 Adv Id: 0114000094
 PPNO: 01-2390
 Request No.1

Mr. John Berchtold
 City Manager
 City of Blue Lake
 P.O.Box 458
 Blue Lake, CA 95525

Dear Mr. Berchtold:

Your letter dated April 23, 2015 requested a fund allocation from the Regional Improvement Program for the City of Blue Lake Road Rehabilitation - Railroad Ave E St to G St. This project is programmed in the current State Transportation Improvement Program (STIP), as amended.

At their June 25, 2015 meeting, the California Transportation Commission (CTC) allocated funding in the amount(s) shown below.

The State hereby makes the following allocation on June 25, 2015, effective June 25, 2015.

Allocation No. 2015-122	2014 STIP		FUND ALLOCATION	
	Amount Programmed	Fiscal Year Programmed	Amount Previously Allocated	This Request
Senate District No. : 02 Assembly District No. : 01				
E&P	\$27,000	2016	\$0	\$27,000
Federal Funds				\$0
State Funds				\$27,000
Total Amount	\$27,000		\$0	\$27,000

This allocation makes available \$0 of federal funds* and \$27,000 of State (or State-only) funds for a total of \$27,000.

* A separate request for authorization to proceed (E-76) is required prior to the start of reimbursable work for projects receiving federal funds.

The effective date of allocation serves as the authorization to proceed and establishes the date for the start of reimbursable work for State-only funded projects.

For This Allocation :

Funds allocated for project E & P are available for expenditure until:	June 30, 2017.
Funds allocated for project PS & E are available for expenditure until:	Not Applicable.
Funds allocated for project RW are available for expenditure until:	Not Applicable.
Funds allocated for construction -- Agency has 6 month(s) after the date of allocation to award a contract.	

After award of the contract, the Agency has up to 36 months to complete the construction or vehicle purchase contract.

The Commission may grant a one-time extension of up to 20 months to each of the deadlines specified above, if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. Please refer to the Local Assistance website at www.dot.ca.gov/hq/LocalPrograms/ for additional guidance.

The project's award information should be submitted to the District Local Assistance Engineer (DLAE) immediately after award of the construction contract. A copy of the project's award package also needs to be included with the submittal of the Administering Agency's first invoice to the Local Programs Accounting Branch. Please refer to Local Programs Procedures (LPP) LPP 01-06 for guidance regarding the contents of the project award package.

This allocation is not a commitment on the part of the State to make reimbursements until an Administering Agency - State Agreement (Master Agreement), if necessary, and a project specific program supplement are executed between the Agency and the State.

Your attention is directed to the Local Assistance Procedures Manual and the current CTC guidelines for detailed instructions and information.

Sincerely,

WINTON EMMETT , Chief
Office of Project Implementation - North
Division of Local Assistance

c: HCAG

Attachment: CTC Vote Box

Tab #/ Time	Item Description	Ref. #	Presenter	Status*	Type*	CT Follow-Up Required
82	Financial Allocation: \$450,000 for the locally administered Route 46/Union Road Intersection Improvements (PPNO 2528) STIP project in San Luis Obispo County, on the State Highway System. Resolution FP-14-59	2.5c.(2)	Laurel Janssen Bruce DeTerra	Approved.	A D	
83	Financial Allocations: \$12,888,000 for 17 locally administered STIP projects off the State Highway System. -- \$12,456,000 for 13 STIP projects. -- \$432,000 for 4 STIP Planning, Programming, and Monitoring projects. Contributions from other sources: \$2,787,000. Resolution FP-14-60 <i>(Revision to Attachment only for Project 9.)</i>	2.5c.(3)	Laurel Janssen Bruce DeTerra	Approved, as modified.	A D	
84	Advance Financial Allocations for STIP Projects Advance Financial Allocation: \$21,278,000 for two State administered STIP projects, programmed in FY 2015-16, on the State Highway System. Contributions from other sources: \$752,000. Resolution FP-14-61 <i>(Revision to Attachment only for Project 1.)</i>	2.5c.(4a)	Laurel Janssen Bruce DeTerra	Approved, as modified.	A D	
85	Advance Financial Allocation: \$177,000 for two locally administered STIP projects, programmed in FY 2015-16, off the State Highway System. Resolution FP-14-62	2.5c.(4b)	Laurel Janssen Bruce DeTerra	Approved.	A D	
86	Advance Financial Allocation: \$2,604,000 for nine local STIP Planning, Programming and Monitoring projects, programmed in FY 2015-16. Resolution FP-14-63	2.5c.(4c)	Laurel Janssen Bruce DeTerra	Approved.	A D	
87	Advance Financial Allocation for an AB 3090 Reimbursement Projects Advance Financial Allocation: \$1,034,000 for the locally administered AB 3090 Reimbursement (PPNO 4679A) STIP project in Placer County, on the State Highway System. Resolution FP-14-64	2.5c.(5)	Laurel Janssen Bruce DeTerra	Approved.	A D	

John Berchtold

From: Gronemeyer, Brett A@DOT <brett.gronemeyer@dot.ca.gov>
Sent: Tuesday, July 07, 2015 5:55 PM
To: John Berchtold
Cc: Theiss, Suzanne L@DOT
Subject: RE: E and P - Blue lake - Project Status Sheet Attached
Attachments: Blue_Lake_Status_7-7-2015.pdf

Hi John,

E&P stands for "*Environmental and Permits*". That is the phase of work the Railroad Avenue Rehab project (RPL-5190(008)) is now allowed to incur expenditures for. The City can only work on tasks that lead to obtaining the Environmental documents and any required Permits. Work on *Plans, Specifications, and Estimates* (PS&E) are limited to the extent required to obtain the environmental document and permits. The City is not to begin preparing the Final PS&E, until after the environmental document is completed and PS&E phase is allocated by the CTC.

PS&E phase comes after E&P. PS&E can be requested for allocation after the CEQA environmental document is completed, and filed with the CTC, if necessary.

Construction (CON) phase comes after PS&E (and Right of Way, if that phase is funded). CON can be requested for allocation once the City clears Right of Way. "Clearing Right of Way" means the City has acquired (purchased) any necessary property, and/or has obtained any easements or "permits to enter" from affected land owners.

The City should be careful not to request the CON allocation until PS&E is almost complete, as the project must be awarded within 6 months of the CTC meeting where CON is allocated. The project cannot be advertised until PS&E is complete. For State only funded projects (no Federal funds, like this one), the City must have the plans reviewed and stamped by the Division of the State Architect (DSA) for Access Compliance (often incorrectly referred to as ADA – Americans with Disabilities Act). This should be done prior to advertising the project.

Before the District signs off on the completion of the project (final invoice), we will want to see the plan set stamped by DSA. We will then verify the project is constructed to those plans and details. Any changes needed during construction, need to be reviewed by DSA for compliance and approval.

Since all phases are programmed in State Fiscal Year (SFY) 15/16, the City needs to track this project closely. CON must be allocated at the June 2016 CTC meeting. The CON allocation submission deadline to the District is April 1, 2016.

Attached is a status sheet that will outline project deadlines specified in the Program Supplement Agreement (PSA) for each project. Allocation and Finance letters issued by the Division of Local Assistance (DLA) supplement the PSA.

If you have questions, please do not hesitate to contact me.

Sincerely,

Brett Gronemeyer

Local Assistance, District 1, Caltrans, (707) 445-6397 | http://www.dot.ca.gov/dist1/d1transplan/local_assistance.htm | <http://arrivealivenow.org/>



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916



To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Personnel Policy Change – Damage or Loss of Personal Property of Employees

Recently, I came across this section which does not represent current policy. In fact, PARSAC does not assume responsibility for damage or loss of an employee's personal property.

Proposed Personnel Policy Change

Section 4.12.0

To: The City does not assume any responsibility for the loss or damage of employee's personal belongings or property including vehicles while at work.

4.12.0 *Loss or Damage of Employees' Personal Property*

The City does not assume any responsibility for the loss or damage of employee's personal belongings or property while at work. ^{including vehicles} However, the City will assume responsibility for the personal tools or equipment of City employees used for City business if the tool(s) or equipment was not lost or damaged due to the negligence of the employee or another City employee using that tool or equipment. Employees are expected to exercise proper care and judgement to protect their personal property from loss or damage. The City will assume responsibility for the fire, theft, or damage of an employee's private automobile while driving on City business, as provided in the City's Risk Management Pool (PARSAC) and the employee private insurance carrier's.

Legend
Examples:

~~Word~~ ~~Struck~~
addition



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Audit of 14-15 Books



I recommend acceptance of the proposal of Anderson, Lucas, Summerville, and Borges, LLP in the amount of \$24,750. This is the same price as the prior two years.



ANDERSON, LUCAS, SOMERVILLE & BORGES, LLP

CERTIFIED PUBLIC ACCOUNTANTS

ART STEWART (1945-1964)
RICHARD RODRIGUE (1950-1985)
DAVID L. SOMERVILLE (1971-1987)
DONALD L. HARRIS (1967-1994)
EUGENE S. LUCAS (1950-2011)

1338 MAIN STREET
FORTUNA, CALIFORNIA 95540
(707)725-4483 & (707) 725-4442
Toll Free: 800-794-1643
FAX: (707) 725-6340
E-mail: team@alsb.com
www.alsb.com

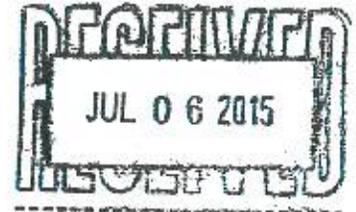
DAVID A. SOMERVILLE, II
KEITH D. BORGES
BARBARA J. GUST

RITA CHISM
VANESSA ANDERSON, L.A.

JAMES M. ANDERSON, *Inactive*

July 1, 2015

Honorable City Council
City of Blue Lake
P.O. Box 458
Blue Lake, California 95525



RE: AUDIT PROPOSAL

Per the request of City Manager John Berchtold, the firm of Anderson, Lucas, Somerville & Borges is pleased to submit a proposal for the audit of the City of Blue Lake for the year ended June 30, 2015. Our examination of these financial statements will be made in accordance with generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and, if applicable, the provisions of OMB Circular A-133, *Audits of States, Local Government, and Non-Profit Organizations*. The audits will cover all funds of the City. We will prepare the necessary financial statements required for reports prepared in accordance with generally accepted accounting principles.

As requested in prior proposal requests, we will provide a draft audit report, along with proposed audit adjusting journal entries (if any) for the year ended June 30, 2015. We will deliver 25 bound copies and one unbound copy of the final audit report, as well as a copy of the final adjusted trial balance within one week after approval of the draft audit report by City staff. Additionally, we will give an oral presentation of the audit report to the City Council during a regular City Council meeting.

If required, we will prepare and deliver for filing the Single Audit Report in accordance with the provisions of OMB Circular A-133.

We will also prepare and deliver for filing the "Annual Cities Financial Transactions Report", the "Annual Street Report", and the "Annual Transit Operator Reports" for the California State Controller's office no later than September 30 of each year, or by any later due date permitted by the State Controller's Office for any of the specified reports.

General

Our firm was founded in 1943 and currently is comprised of two partners and eight team members (3 professionals, 3 paraprofessionals and 2 clerical). Our office is located in Fortuna, California. As with most local accounting firms, our services are not limited to auditing, but also include general accounting and diversified tax services. Our professional objective is to provide the finest quality service on a timely basis. We strive to achieve a mutually beneficial relationship that continues throughout the year rather than an association limited to year-end contact.

Our past interest in governmental auditing has resulted in our services being used by several entities in the County, including cities and special districts. As we plan to continue to provide quality and timely auditing services for governmental entities, the annual City of Blue Lake audit continues to play a significant role in our continued ability to retain a large, competent governmental audit staff.

Experience

<u>Name</u>	<u>Years</u>	<u>References</u>	<u>Phone No.</u>
City of Blue Lake	24	John Berchtold	668-5655
Humboldt County Association of Governments (HCAOG)	27	Marcella Clem	444-8208
Redway Community Services District	9	Debra Evans	923-3101

We have performed Single Audits for various local Special Districts in numerous past years, as well as the appropriate Grant Audits for the City of Blue Lake for many years.

Professional Expertise and Education

Under *Government Auditing Standards*, "The staff assigned to perform the audit or attestation engagement should collectively possess adequate professional competence for the tasks required."

Specifically, "Auditors performing work under Generally Accepted Government Auditing Standards (GAGAS), including planning, directing, performing field work, or reporting on an audit or attestation engagement under GAGAS, should maintain their professional competence through continuing professional education (CPE). Therefore, each auditor performing work under GAGAS should complete, every 2 years, at least 24 hours of CPE that directly relates to government auditing, the government environment, or the specific or unique environment in which the audited entity operates. For auditors who are involved in any amount of planning, directing, or reporting on GAGAS assignments and those auditors who are not involved in those activities but charge 20 percent or more of their time annually to GAGAS assignments should also obtain at least an additional 56 hours of CPE (for a total of 80 hours of CPE in every 2 year period) that enhances the auditor's professional proficiency to perform audits or attestation engagements.

These requirements under GAGAS are in addition to the requirements for audits of financial statements for non-government entities which include accounting and auditing for not-for-profit organizations, fraud, and ethics.

Our firm maintains a continuing education program to comply with these requirements. All audit staff have met the continuing education and training requirements as set forth above.

We also have an extensive library that contains the most recent governmental accounting and auditing, not-for-profit accounting and auditing, and Single Audit Act pronouncements.

Honorable City Council
City of Blue Lake
July 1, 2015
Page 3.

Quality Control

Firms performing financial audits are required by the American Institute of Certified Public Accountants (AICPA) to undergo peer reviews every three years. Anderson, Lucas, Somerville & Borges is a member of the AICPA and underwent peer review in the summer of 2012. Our firm received a positive opinion on our quality control standards, a copy of which is attached to this proposal. This is our eighth successive positive opinion on our quality control standards.

Independence

Under both AICPA and GAGAS regulations, Anderson, Lucas, Somerville and Borges is independent in regards to the City.

Availability

Our firm's policy is to always avail ourselves to questions from our clients. We strive to help our clients find practical solutions to issues that are important to them. We believe our firm personnel possess the skill and expertise to accomplish this.

We recognize the need to issue the financial statements in a timely manner and are committed to working with City personnel to meet all necessary deadlines.

Proposal

Based upon a review of your specific accounting records and audit requirements, and our previous experience with your organization, we make the following "not to exceed" proposal.

Our proposal is based upon full cooperation and assistance of the City employees, and upon the presumption that the year-end City books will be closed and adjusted, and that all fund trial balances will be available prior to our beginning of fieldwork.

If the City expends \$500,000 or more in federal financial awards for the year ended June 30, 2015, the City will be required to have an A-133 Single Audit. We have submitted not-to exceed fees for the annual audit both with and without the single audit requirement.

The fees for this audit proposal are based upon the same audit fees from the final year of our prior 3-year audit cycle contract.

Based upon a review of our previous experience with the City of Blue Lake, its current accounting system, and current governmental accounting and auditing requirements, we make the following proposal.

Honorable City Council
City of Blue Lake
July 1, 2015
Page 4.

Proposal - Continued

<u>Fiscal Year</u>	<u>City-wide Audit</u>	<u>Grant Compliance Audit</u>	<u>State Controller's Reports</u>	<u>Not-to Exceed Fee Without Single Audit</u>	<u>Not-to Exceed Fee With Single Audit</u>
2014-2015	<u>\$20,350</u>	<u>\$2,450</u>	<u>\$1,950</u>	<u>\$24,750</u>	<u>\$26,250</u>

The above not-to-exceed fees for the city-wide audit includes all required financial statements, required supplementary information, compliance and internal control reports and an annual management letter. The not-to-exceed fees for the grant compliance audit are for compliance and internal control work and any related reports required by generally accepted government accounting standards. The not-to-exceed fees for the state controller's reports include the Annual Cities Financial Transactions Report, the Annual Street Report, and the Annual Transit Operator Report.

Review of the City's system of internal accounting controls would be made as an integral part of our financial audit and suggestions for any improvements would be included in a management letter accompanying the audit report.

Our firm is genuinely interested in continuing to perform the annual audits for the City of Blue Lake. Anderson, Lucas, Somerville & Borges is qualified to do the work and has the expertise and capacity to comply with the specific requests as outlined in the City's proposal. We hope you will consider our proposal and award us the contract.

Very truly yours,

ANDERSON, LUCAS, SOMERVILLE & BORGES



Keith Borges
Certified Public Accountant

KB/mh

BIOGRAPHICAL SKETCH OF KEY PERSONNEL

Keith Borges, C.P.A., attended California State University, Chico, where he received a B.S. degree in Business Administration - Accounting Emphasis. Keith joined John F. Forbes & Co., a regional accounting firm, in 1979. As a senior accountant, Keith gained experience in general accounting, taxes and auditing of private commercial and governmental entities. In 1982, he came to Anderson, Lucas, Somerville, & Borges. Since that time, Mr. Borges has performed numerous audits of local government entities. He became a partner in the firm in May 1986. Keith is a member of the American Institute of C.P.A.'s and the California State Society of C.P.A.'s. He has been the engagement partner for the annual City of Blue Lake audit for the past 17 years.



CITY OF BLUE LAKE

Parks and Recreation

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.4352



July 2, 2015

REPORT: Horse Arena Footing

-Type: Coarse, Washed, River Sand

-Cost for 360 cubic yds (4" of footing) or 640 tons Per Kern Construction:

-Footing: 640 tons @ \$10/ton = \$6,400 + 8% sales tax = \$6,912

-Hauling: \$110/hr for 32 loads @ 2 loads/hr (1 truck carries ~20 tons/load) @ ~16 hours = \$1,760

TOTAL= \$8,672

-Longevity: 10-15 years

-Resolves:

-Minimizes dust → eliminates water usage/ sprinkler system

-saves natural resources, \$

-Cushioning for horses

-Cushioning for people (in case of fall)

Cameron Mull
Director of Parks and Recreation
City of Blue Lake
668-5655
cmull@bluelake.ca.gov

lla



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

To: Mayor and City Council
From: John Berchtold, City Manager
Date: July 14, 2015
Subject: Transitional Issues – Sheriff Department

11 b

Mayor McCall-Wallace will report on the transitional issues within the Sheriff Department affecting local coverage.

The second position has been offered to Officer Seth Crosswhite. He has 15 years of law enforcement experience serving as a Correctional Officer, Marshal, and as a Deputy Sheriff II. Most of his experience has been with Humboldt County with a short stint with Shasta County.

YOUTH SMOKING

California lawmaker drops bill to regulate e-cigarettes

By Julia Horowitz
The Associated Press

SACRAMENTO » A California lawmaker was forced to forsake his own tobacco bill Wednesday after a legislative panel gutted its key provision calling for electronic cigarettes to be regulated as a tobacco product.

The developments stalled the bill in the committee and threatened its chances of becoming law.

"If it's not defined as a tobacco product, they'll still market to our children. They'll still hook our children," Sen. Mark Leno, D-San Francisco, told lawmakers after they voted in favor of the amendment. "It's a dangerous bill now."

Leno angrily told the committee that he and the bill's co-sponsors, which include the American Cancer Society, American Lung Association and American Heart Association, would not take part in advancing the diluted bill.

"We all walk away. It is no longer our bill," he said. No committee member

moved to take up the modified bill, which was then held in the committee.

Another measure aimed at raising the legal smoking age to 21 in California was pulled from consideration by the panel when its sponsor determined it did not have enough support to pass.

Sen. Henry Perea, D-Fresno, said it was too soon to take up rules about whether e-cigarettes should be considered tobacco products. He voted for the amendments after noting that the U.S. Food and Drug Administration is studying federal regulation of e-cigarettes.

"I'm not sure I'm there yet on the definition," he said.

Advocates for electronic cigarettes celebrated outside the Capitol after the vote.

"It's a big win for our industry," said Kari Hess, owner of an e-cigarette retailer, or "vape shop," in Redding.

California banned selling e-cigarettes to minors in 2010.



RICH PEDRONCELLI — THE ASSOCIATED PRESS

Will Braaten exhales vapor from an e-cigarette at the Vapor Spot in Sacramento.

The bill to increase the legal smoking age stalled when the author pulled it from the agenda shortly before the hearing by the Committee on Governmental Organization, saying it lacked the votes needed to move forward.

"Big Tobacco is following their usual playbook and trying to kill this bill

quietly in committee," state Sen. Ed Hernandez, D-Los Angeles, said in a statement. He pledged to keep working on the bill this year.

The bill would make California just the second state after Hawaii to bump the legal smoking age from 18 to 21.

Hawaii Gov. David Ige, a Democrat, signed legisla-



REED SAXON — THE ASSOCIATED PRESS FILE

Vials of flavored liquid at Vapeology LA, a store selling electronic cigarettes and related items, at John Hartigan's store in Los Angeles.

tion last month raising the smoking age in his state, joining New York City with the highest age restriction in the nation.

Both bills passed the Senate last month and now face a July 17 deadline to pass the committee. It was unclear if they would be reintroduced by then. Lawmakers could also try to introduce the legislation in a special session on health care later this summer.

Leno's original e-cigarette bill would ban their use in California restaurants, hospitals and public transportation. Vendors of

the devices that convert liquid nicotine into inhalable vapor would also need to apply for a state license.

Leno says flavored liquid nicotine solutions such as bubblegum and gummy bear are intended to hook a new generation of young smokers. Tobacco companies have sought to fend off rules governing the fast-selling devices, though at least 44 states ban their sale to minors.

The companies also have made large contributions to lawmakers, including more than half the members of the panel that met Wednesday, campaign finance records show.

David Sutton, a spokesman for tobacco company Altria, declined to discuss company donations to specific lawmakers.

A bill by state Sen. Jerry Hill, D-San Mateo, that stopped short of labeling e-cigarettes as a tobacco product failed in the Senate last month, while a 2013 bill that aimed to restrict their use in public was watered down and then eventually died.