



Blue Lake City Council Agenda
Tuesday, September 23, 2014
Regular Council Meeting @ 7:00 p.m. to 9:30 p.m.
Community Center – 111 Greenwood
(Skinner Store Building behind City Hall)

Unless Otherwise Noted, All Items on the Agenda Are Subject to Council Action.

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. Lin Glen –Include “E” Cigarettes in Smoking Ordinance (Presentation / Direction to Staff)
5. Proposed Strategic Planning Modifications (Discussion / Action)
6. Resolution No. 1039 – Authorize the Sale of Property at 150 Taylor Way (Action)
7. Resolution No. 1040 – A Resolution of the City Council of the City of Blue Lake Consolidating the Positions of City Manager and City Clerk (Action)
8. Mayor Schapiro and Council Member Manzanita: Fire District Tax (Discussion/ Direction to Staff)
9. Councilmember McCall-Wallace – (a.) Public Safety Commission 2014 Work Plan-Discussion (b.) Set Joint Meeting with Public Safety Commission for Work Plan 2014 Initiatives
10. Appoint Sub-Committee of Council to Present Emergency Plan at Community Meeting in November 2014 (Discussion/Action)
11. Discuss and Reschedule Meetings (Mayor Schapiro)
12. Consent Agenda- No Matters
13. Reports of Council and Staff
14. Motion to Adopt Minutes from September 9, 2014
15. Future Agenda Items
16. Correspondence (None)
17. Note: A Motion to Enter Into Closed Session to Discuss the Following Subject: Public Employee Performance Evaluation Pursuant to Government Code Section 549757 (City Manager)
Note: Upon Conclusion of the Closed Session, the Council shall Report Any Action Taken in Closed Session As Required by Government Code 54957.1
18. 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 at least 24 hours prior to the commencement of the meeting.

“e-cigarettes”

A Safe Alternative?

By James McCubbrey, Ph.D.
Healthy Communities Division, Tobacco Free Humboldt

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Many smokers believe e-cigarettes are a safe alternative to smoking. However, the aerosol released by e-cigarettes may contain a variety of toxic substances, including nicotine. E-cigarettes pose health risks to the user and people nearby. Many cities, counties and states are taking action to regulate their use.

What are electronic cigarettes?

Electronic cigarettes, or e-cigarettes, are nicotine-delivery products. The battery-powered devices provide inhaled doses of nicotine. The nicotine is contained in a cartridge of solution that is inserted into the device. The solution can come with a variety of flavors. No flame or combustion is involved; the device emits an aerosol of tiny droplets of the solution when used.

Do e-cigarettes help people quit?

E-cigarettes are not approved by the Food and Drug Administration (FDA) to help people quit. Research has shown that people who try to quit by using an alternative source of nicotine without a quit-smoking class or telephone counseling are rarely successful. Smokers who switch to e-cigarettes may smoke fewer regular cigarettes, but not quit completely and become dual-users, maintaining their dependence on nicotine. According to the U.S. Surgeon General, reducing the number of cigarettes smoked may not reduce all the health risks associated with smoking.

Are e-cigarettes harmful?

The aerosol from e-cigarettes is a complex mixture of chemicals, not pure nicotine or water vapor. Studies from around the world show that e-cigarettes contain toxic and cancer-causing chemicals to which users and bystanders could be exposed. Increasing cases of poisonings have been reported when users and children have ingested the e-cigarette solution or spilled it on their skin. In addition, the popular use of e-cigarettes may undermine local smoking regulations, inadvertently increasing the risk of nicotine addiction among children and adults.

Can people use e-cigarettes in places where you can't smoke?

There are many places where the use of e-cigarettes is regulated. The U.S. Department of Transportation bans the use of e-cigarettes on airline flights. There are more than 44 cities and counties in California that prohibit the use of e-cigarettes in places where smoking is prohibited, including Los Angeles, San Francisco, Eureka and Arcata.

We know how to help people quit smoking.

FDA-approved treatments for smoking cessation, proven safe and effective, are available. Until more information about e-cigarettes becomes available, the use of e-cigarettes cannot be recommended and should be discouraged.

* please turn over for local resources *

In Humboldt County smokers can find a variety of free quit-smoking programs:

- The California Smokers' Help Line provides materials and free telephone counseling and referrals to local programs. 1-800-NO-BUTTS.
- Free local quit classes are offered once per month at your local American Cancer Society in Eureka (3rd Wednesday). **Call (707) 442-1436 Option 3** for more information.
- Internet support is easy to find. One recommended site is <http://www.BecomeAnEX.org> because it has demonstrated positive user responses and has been well tested for efficacy.
- Another effective quit tobacco website is <http://www.quitnet.com>, which is free to people in Humboldt County.
- Also <http://cancer.org/smokeout> includes user-friendly tips and tools towards a smoke-free life. The site has tip sheets and calculators and downloadable desktop helpers to assist with planning to quit and succeeding in staying tobacco-free.

A Compendium of Peer Reviewed Research on Electronic Nicotine Deliver Devices*

Prepared for World Health Organization Tobacco Free Initiative

UCSF December 2013

EXECUTIVE SUMMARY

- E-cigarettes are evolving rapidly and being marketed like cigarettes were in the 1950s and 1960s
 - Marketing is back on television and radio
 - Aggressive placement in convenience stores (next to candy) and in other stores (next to medications)
- Youth are rapidly adopting e-cigarettes
 - E-cigarettes contain candy flavors (e.g., cherry, chocolate, turkish delight)
 - High levels of dual use
 - Youth who use e-cigarettes are heavier (not lighter) smokers
 - Youth who use e-cigarettes are much less likely to have stopped smoking
 - The temporal and causal relationships between e-cigarette use and smoking have not been determined
- E-cigarettes have not been proven to help people quit smoking
 - Longitudinal population studies show that e-cigarette use is associated with a lower odds of quitting
 - The randomized trial comparing e-cigarettes to nicotine patch shows that in the context of low level behavioral support, the quit rate for those using e-cigarettes is low and similar to those using a nicotine patch
- There is a high level of dual use of e-cigarettes and conventional cigarettes among adults
- The hope that e-cigarettes will reduce harm by delivering "clean" nicotine will not be realized in continuing dual users
 - Continuing to smoke any conventional cigarettes confers essentially the full cardiovascular risk
 - Cancer risk may only be modestly affected because smoking duration is more important than intensity
- E-cigarettes deliver lower levels of toxins than conventional cigarettes, but they still deliver some toxins
- E-cigarettes pollute the air less than conventional cigarettes, but they pollute the air
 - They do not just emit "harmless water vapor"
- People passively exposed to e-cigarettes aerosol absorb nicotine (measured as cotinine), with one study showing levels comparable to passive smokers
- There is little research on direct health effects
 - One study shows short-term pulmonary effects
 - Evidence of cytotoxicity in animal and human *in vitro* test systems
- While the original e-cigarette companies were competing with conventional cigarette companies, all the major cigarette companies are now in the e-cigarette business
- E-cigarette companies are using the same political and public relations strategies as cigarette companies (most notably organizing users, similar to how the cigarette companies organized smokers)
- E-cigarette policy making in many countries is dominated by assumptions about their use (utility as a smoking cessation aid or for harm reduction) that are not supported by the evidence available to date

The first recommendation in this report is to prohibit the use of e-cigarettes anywhere where the use of conventional cigarettes is prohibited.

Local Policies on the use of Electronic cigarettes May 2014

As of May of this year, these 62 cities have included e-cigarettes in their existing smoke-free laws. There are more every month.

City/County	City/County	City/County	City/County	City/County
Orland May 2014	Richmond December 2013	Arcadia June 2012	South Pasadena August 2010	Inglewood June 2004
Del Mar April 2014	Carlsbad December 2013	Marin County May 2012	Sebastopol August 2010	
Encinitas April 2014	Vista October 2013	Morgan Hill April 2012	Eureka July 2010	
Oceanside April 2014	Alhambra October 2013	Mountain View February 2012	Hawthorne May 2010	
Scotts Valley April 2014	Walnut Creek October 2013	Baldwin Park November 2011	Crescent City May 2010	
Solano Beach April 2014	Benicia September 2013	Huntington Park September 2011	Santa Barbara Co. April 2010	
Los Angeles March 2014	Arcata July 2013	El Monte September 2011	Martinez April 2009	
Sunnyvale March 2014	Pico Rivera July 2013	Concord September 2011	Glendale October 2008	
San Francisco March 2014	Contra Costa Co. April 2013	Los Altos August 2011	Culver City September 2008	
Long Beach March 2014	Oroville March 2013	Tiburon July 2011	Novato April 2008	
Buena Park March 2014	Petaluma January 2013	Fairfax June 2011	Belmont October 2008	
Poway February 2014	Daily City October 2012	Cupertino May 2011	Gonzales July 2007	
Freemont February 2014	Mill Valley September 2012	Union City November 2010	Temecula May 2007	
Norwalk January 2014	San Fernando September 2012	Menlo Park October 2010	Emeryville December 2006	
Selma December 2013	Buellton June 2012	Saratoga September 2010	Murrieta October 2006	

To: Mayor and Councilmembers
From: John Berchtold, City Manager
Date: September 11, 2014
Subject: Strategic Plan Modifications



This issue was tabled at the last meeting. I have taken the liberty of adding two more goals that were introduced by Councilmember Manzanita. They are:

- Review ML Zoning uses pertaining to vacant industrial land
- Specifically, reviewing the City's Emergency Plan at November Community Meeting

I will be happy to discuss any of these issues with you.

Additions/Modifications – (Revised 9/10/14)

Economic Development

- Use Chamber website for business promotion; Use City website for governmental and community use
- City to invite businesses and community to networking event
- Achieve tentative subdivision status of Industrial Park to make development even more business friendly
- Review ML Zoning uses for Industrial land

Community Services

- Find funding for web development
- Discuss how capital items will be funded – General Fund only
- With new City Council in December, conduct training
- Enhanced use of the City website

Infrastructure

- Monitor levee study with goal of achieving minimal flood mapping changes

Parks and Recreation

- Find Capital Replacement funding

Public Safety

- Clarify role of Public Safety Commission
- Conduct an Overview of City Emergency Plan (Lana)



To: Mayor and City Council

From: John Berchtold, City Manager

Date: September 19, 2014

Subject: Resolution Authorizing the Sale of 150 Taylor Way
To B and B Portable Toilets, LLC

Attached find Resolution #1039 authorizing said sale in the amount of \$350,000 and further authorizing the Mayor to execute all documents related to the sale.

I recommend your adoption of Resolution #1039.

RESOLUTION NO. 1039

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
AUTHORIZING THE SALE OF PROPERTY LOCATED AT 150 TAYLOR WAY
(A PORTION OF APN 025-161-015) TO B & B PORTABLE TOILETS, LLC**

WHEREAS, the City owns property within its industrial park located at 150 Taylor Way, Blue Lake, CA, identified as APN 025-161-015 (“Property”);

WHEREAS, the City has entered into an Agreement with B & B Portable Toilets, LLC to sell a 4.7-acre portion of the Property for the amount of Three Hundred Fifty Thousand dollars (\$350,000);

WHEREAS, the City has used the services of Wells Commercial to market and sell said portion of the Property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Blue Lake as follows:

1. The City Council of the City of Blue Lake authorizes the sale of a 4.7-acre portion of APN 025-161-015, located at 150 Taylor Way, Blue Lake, CA, to B & B Portable Toilets, LLC for the amount of \$350,000;
2. The Mayor is authorized to execute all documents related to the sale of said property;
3. A commission of six percent (6%) of the sales price shall be paid to Wells Commercial for its brokerage services in regard to this transaction.

This Resolution shall be effective on its adoption.

Introduced, passed and adopted on this ____ day of _____, 20__.

ATTEST:

APPROVED:

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. ____, passed and adopted at a regular meeting of the City Council of the City of Blue Lake on this ____ of _____,

20__, by following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

City Clerk, City of Blue Lake

To: Mayor and Councilmembers

From: John Berchtold, City Manager

Date: September 12, 2014

Subject: Resolution No. 1040 - A Resolution of the City Council of the City of Blue Lake Consolidating the Positions of City Manager and City Clerk



Enclosed find proposed Resolution No. 1040 consolidating the positions of City Manager and City Clerk.

I recommend your adoption of Resolution No. 1040.

Please contact me with any questions.

RESOLUTION NUMBER 1040

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF BLUE LAKE CONSOLIDATING THE POSITIONS OF CITY
MANAGER AND CITY CLERK**

WHEREAS, the City of Blue Lake has a vacancy in the position of City Clerk and;

WHEREAS, the City Manager is willing and able to perform the duties of City Clerk in addition to performing the duties of City Manager and;

WHEREAS, the City Council desires to approve this consolidation and;

NOW, THEREFORE, BE IT RESOLVED that the City Council consolidate the positions of City Manager and City Clerk;

INTRODUCED, PASSED, AND ADOPTED this 23rd day of September 2014, with the order that this action is effective upon adoption.

AYES:

NAYS:

ABSENT:

ATTEST:

Mayor, City of Blue Lake

CITY CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 1040 passed and adopted at the regular meeting of the City Council of the City of Blue Lake held on the 23rd day of September, 2014, by the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

City Clerk, City of Blue Lake

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To: Mayor and City Council

From: John Berchtold, City Manager

Date: September 19, 2014

Subject: Proposed Fire District Parcel Tax

Mayor Schapiro would like to discuss the proposed parcel tax and its impact upon the City.

Council Member Manzanita would like City Council to consider posting the Fire District's parcel tax mailing on the City's Web site.

I have taken the liberty of copying one of the thirty-four notices received by the City. As a matter of information, the fiscal impact upon the City of Blue Lake as a governmental entity is \$7,020.

Thank you.

Official Notice and Ballot

Blue Lake Fire
Protection District
(707) 668-5765

Proposed Fire Protection and Emergency Response Services Assessment

September
2014

Why did you receive this ballot?

You are a property owner served by the Blue Lake Fire Protection District and are being asked to vote on a proposed funding measure to ensure continued and improved fire protection and emergency response services in the Blue Lake, Glendale, Liscom Hill and West End Road areas.

Your ballot is your opportunity to participate in deciding whether local funding should be approved for continued and improved fire protection, fire suppression, and emergency response services. Your vote on this ballot will be counted.

The Blue Lake Fire Protection District

The Blue Lake Fire Department, originally part of the City of Blue Lake, was established in 1911 after a fire destroyed much of downtown Blue Lake. The Department became the Blue Lake Fire Protection District in 1952.

Today, the Fire District serves a population of over 2,300 residents within 14 square miles. The Fire District responds to over 200 calls per year, including structure and wildland fires, vehicle collisions, and emergency medical calls. In addition, the District provides fire prevention, fire pre-planning, community education, emergency preparedness and other services relating to the protection of lives and property.

Why is a funding measure needed?

The Blue Lake Fire District is primarily funded by contributions from local property taxes and limited funding from a special tax approved by voters in 2000. These funds provide for basic equipment, tools, workers compensation insurance, and maintenance monies for apparatus and buildings. The Blue Lake Rancheria also provides funding that supports a significant portion of the salary and benefits of the Fire Chief's position.

The Fire District continues to face increased demand for fire protection services. Calls for service have increased by nearly 100% since 2000 while the tax rate remains fixed. Inflation has outpaced current funding for fire protection and emergency response services. The cost of fire apparatus, equipment, technology, infrastructure, training and personnel can no longer be met with current revenue sources.

What would this measure provide?

The increased funding to the Fire District would:

Improve Operations of the Blue Lake Fire Station

Allows the Fire District to improve the operations and maintenance of the Blue Lake Fire Station to provide fire protection services in the most effective and efficient way. The Fire Station was built in 1976 and is not large enough to house all apparatus in a temperature-controlled area. There is a need to expand the station to include no additional engine bays, storage and sleeping facilities for firefighters.

Maintain Fire Protection and Emergency Services

Allows the Fire District to maintain the current full-time chief's position and maintain adequate training and certifications for personnel. In addition, the Fire District will be able to make funding improvements needed to maintain its current ISO ratings for the benefit of property owners living within the district.

Ensure Rapid Emergency Response Times

Funds a Reserve Shift Reimbursement Program to fund firefighter positions necessary to ensure rapid emergency response. OSHA requires that personnel use self-contained breathing apparatus, that a minimum of two firefighters work as a team inside the structure, and that a minimum of two firefighters be on standby outside the structure to provide assistance or perform rescue. Essentially, the "2 in, 2 out" rule protects our firefighters but also requires sufficient staffing levels.

Keep fire protection under local control

Ensures that the local community maintains oversight over the quality, expenditures, and policies of the Fire District through the elected Board and citizen participation.

Improve apparatus maintenance and replacement

Supports improved maintenance and replacement for aging equipment and apparatus. Currently, the District does not have the available funds to replace apparatus or equipment on a regular basis. This dedicated funding would allow the Fire District to have up-to-date and up-to-standards equipment and apparatus for years to come.

Proposed Fire Protection and Emergency Response Services Assessment

How was the assessment determined?

The total annual costs of providing improved Fire Station operations and maintenance, additional firefighter staffing, improved apparatus and equipment replacement, and other services to be funded by the assessment would be allocated to each property based on the estimated special benefit received.

The method of benefit allocation is based on the relative special benefit to a property in relation to a single family home, the type of property, and its size. The total proposed amount of assessment for your property is shown on the enclosed ballot.

The types of special benefit would primarily include increased safety and protection of real properties. An Engineer's Report describing the proposed improvements, method and basis upon which the amount of the proposed assessment was calculated, budgets and proposed assessment for each parcel is available for review at the Blue Lake Fire Department, 111 First Avenue, Blue Lake, CA 95525.

How much is the proposed assessment?

The proposed assessment for your property is printed on the Official Ballot in this notice. The current assessment proposal assigns a "unit value" to each of the properties within the District based on the current Land Use Code of the property. The unit assignment varies from 1 unit for a vacant parcel to 20 units for a Heavy/Industrial parcel.

For example, a typical single-family residence is assigned 4 Units of Benefit and each Unit of Benefit is assessed at \$30.00 for a total of \$120.00 per year. The Unit of Benefit for other residential property types is based on the number of dwelling units or the relative distance from a water source.

The total estimated amount assessed to the entire area subject to this assessment would be approximately \$145,440.

What about the Special Tax approved in 2000?

In 2000, voters within the Fire District approved a special tax at a rate of \$9.00 per unit on a use-of-property basis. For a typical single-family residence, the special tax assigns 4 units at \$9.00 for a total of \$36.00 per year. A special tax increase to account for inflation and increased service delivery costs would require a district election and two-thirds voter approval.

The Fire District proposes to maintain the existing special tax to continue funding basic fire services. This means that for a typical single-family residence, the proposed \$120.00 Benefit Assessment would be added to the existing \$36.00 Special Tax, for a total of \$156.00 annually.

Will this assessment increase in the future?

The assessment will be continued into the future as long as the Fire District Board approves the annual resolution for continuation of this assessment. The assessment measure has no inflationary provision and will only grow based on new construction activity.

The duration of the assessment will be based upon a Citizen Advisory Committee formed within seven (7) years of implementation to review the Benefit Assessment. The Committee will review the status of the District's staffing and apparatus programs and make recommendations to the District Board of Directors regarding the assessment and the status of services and operations. By the end of year eight (8), the Board will make a determination regarding the assessment based on the report from the Committee. While the Committee may recommend that the amount of the assessment be maintained or lowered, the assessment cannot be raised above the specified \$30.00 per Unit of Benefit.

Public Hearing and Official Ballot

Method of Voting

The enclosed official ballot expresses your support or opposition to this proposed assessment. Property owners who own more than one property will receive separate ballots for each property.

To complete the enclosed ballot, mark the square next to either Yes or No, sign the ballot, fold it in half and place it in the provided return envelope and mail to Blue Lake Fire Protection District, PO Box 398, Blue Lake, CA 95525. You may also hand deliver the ballot at the public hearing (see below for the time and location). Only official ballots which are signed and marked with the property owner's support or opposition will be counted. Ballots are due Wednesday, October 29, 2014.

If you lose your ballot, require a replacement ballot, or want to change your vote, call the Blue Lake Fire Protection District at (707) 668-5765 for another ballot. See the enclosed ballot for additional instructions. Ballots are weighted by the proposed amount of assessment and will be tabulated accordingly. The assessment will not be imposed if, upon the conclusion of the public hearing, weighted ballots submitted in opposition to the assessment exceed the weighted ballots submitted in favor of the assessment. If a majority of weighted ballots returned are in support, the assessment may be levied for fiscal year 2015-16 and may be continued in future years to fund fire protection and emergency response services as directed by the Board.

Public Hearing

By law, at least 45 days must elapse between mailing of the ballots and the public hearing. A public hearing will be held on Wednesday, October 29, 2014, at 5:30 p.m. at the Blue Lake Fire Department, 111 First Avenue, Blue Lake, California. You are invited to attend the public hearing. Tabulation of the returned ballots will be conducted by an independent authority for all ballots received at the conclusion of the public hearing.

↓ Detach Here ↓

FIRE ASSESSMENT BALLOT

Mail completed assessment ballot in enclosed return envelope to:
PO BOX 398, BLUE LAKE, CA 95525

Owner of Record: BLUE LAKE CITY OF PL

Parcel Number: 025-161-015-000

Use Code: 8000 (Heavy Industrial - 4302)

Units of Benefit: 20

Annual Cost: \$600.00

Ballot Question:

Shall the Board of Directors of the Blue Lake Fire Protection District be empowered and authorized to establish the proposed assessment for fire protection services for an amount not to exceed \$30.00 per unit of benefit?

YES

No

I hereby declare, under the penalty of perjury of the laws of California, that I am authorized to submit a ballot on behalf of the parcel identified above.

Signature:		Date:	
Printed Name:			

Please note, this is not a secret ballot. The law requires the District be able to demonstrate how each parcel owner voted.

Blue Lake Fire Protection District
PO Box 398
Blue Lake, CA 95525

FIRST CLASS MAIL
AUTO
U.S. POSTAGE
PAID
ARCATA, CA
PERMIT NO. 34

RETURN SERVICE REQUESTED

OFFICIAL BALLOT ENCLOSED

2-738***** SCH 5-DIGIT 95524
BLUE LAKE CITY OF PL
PO BOX 458
BLUE LAKE CA 95525-0458



How can I get more information?

State Law prohibits district employees from campaigning for or against this measure while on duty or in uniform. All District employees, however, have the obligation to provide information when requested, and fairly describe the choice before property owners.

For additional information concerning Blue Lake Fire Protection District services, the proposed assessment, or this ballot, please contact:

Ray Stonebarger, Fire Chief
(707) 668-5765

To: Mayor and City Council

From: John Berchtold, City Manager

Date: September 19, 2014

Subject: Public Safety Commission (PSC) Matters



City Council desires to review the 2014 Work Plan to establish priorities for the Public Safety Commission prior to scheduling a joint meeting.

Ordinance #494 is enclosed for your review.

I call your attention one specific duty of the Public Safety Commission:

- **Gather citizen input on concerns of public safety and Reporting of the same to City Council**

In my mind, this pertains to **policy** recommendations that is based upon the gathering of input (a **pattern** of citizen complaints, periodic surveys, and the annual town meeting)

From a staff perspective, another useful function is providing recommendation(s) on issues referred to the PSC by City Council. For example, **the PSC did a great job of reviewing, discussing and recommending a policy solution pertaining to alcohol usage at park related events.**

The PSC can play a valuable role in taking on issues **referred by City Council** which often does not have the dedicated time to gather information. Another good example could be the promotion of Neighborhood Watch groups.

I hope this brief analysis helps.

BLUE LAKE PUBLIC SAFETY COMMISSION 2014 WORKPLAN

Hold annual law enforcement town meeting (ordinance and City of Blue Lake Strategic Plan)

Assess progress on 2014 work plan, establish new annual goals, create work plan for 2015 and submit it to city council for approval (ordinance)

Receive monthly reports from city manager of community complaints/concerns/community issues re law enforcement services – report quarterly to city council (ordinance)

Hold study sessions on major topics that the BLPSC will address during 2014 (BLPSC and community survey)

Prioritized list – as time allows: Neighborhood Watch, Law Enforcement /Emergency Preparedness and Blue Lake's Relationship with Rancheria, Emergency Preparedness, Animal Control, Homelessness/Transients, Grow Houses, Community Policing

Increase the number of functioning Neighborhood Watch-type groups in Blue Lake (community survey)

Refine Blue Lake's current police activity report format to make reports more useful to the BLPSC and the public (community survey)

Refine Blue Lake's Policy Statement on vision-goals-objectives for law enforcement Services (BLPSC)

Review possible law enforcement service alternatives to Sheriff - (city council)

Develop pro-active community law enforcement communication system (community survey)

Models to consider: Nextdoor.com, the city's website, city of Trinidad's email system.

Educate citizens on how to access law enforcement services in the city of Blue Lake (community survey and City of Blue Lake Strategic Plan)

Ordinance No. 494

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE ESTABLISHING A PUBLIC SAFETY COMMISSION

The City Council of the City of Blue Lake, California does ordain as follows:

Section 1: A Public Safety Commission is hereby established as follows:

1. Findings.

The City Council hereby makes the following findings:

A. The City Council seeks to establish a Public Safety Commission to reflect the concerns of the community at large, to help improve law enforcement services offered by the Humboldt County Sheriff's Office; to serve as a forum to represent citizens of the community on Sheriff's activities and functions; and to advise the City Council on such services provided by the County; and

B. The City Council has determined that the focus of this Commission shall not be one of internal oversight such as investigating citizens' complaints of police misconduct or conducting hearings into allegations of misconduct. The Commission shall consult with the City Council, City Attorney and, if directed with PARSAC, should it be necessary to discuss any matter that involves potential litigation.

2. Membership

The Public Safety Commission shall consist of seven (7) members that reflect the diversity of the City of Blue Lake. All members will be residents of the City and are appointed by the City Council. Public Safety Commission members shall receive no compensation.

3. Appointments and Vacancies

When a vacancy occurs or is anticipated, for whatever reason, the Chair of the Commission shall so certify to the City Council through the City Clerk. The City Council shall declare such vacancy at its next regular meeting and direct public notice of the vacancy for at least 30 days. Commission members whose terms have expired or who had previously served on the Public Safety Commission and who desire reappointment shall be considered with other nominees.

4. Term of Office

Members appointed by the City Council will serve for a term of two (2) years. Terms of office for each Commissioner will be for two years except those initially appointed from the Police Advisory Committee who will serve a one (1) year term. Appointments will expire on January 30. All Commissioners appointed after to January 30 will continue with terms expiring on January 30 of the

year closest to the end of their term. When a Commissioner's normal term of office is to expire, the City Council shall declare the vacancy in December at a City Council Meeting. The City Council will have the City Clerk notice the vacancy(ies) for at least 30 days and will fill the vacancy(ies) as soon as possible.

5. Removal

A Commissioner's term of office will terminate if a member moves their primary residence outside City limits or if the member misses, without cause, three consecutive meetings. Public Safety Commission members may be removed from office by a simple majority vote of three or more City Council members.

6. Officers

Initially at its first meeting for the purpose of this year, and thereafter at the first meeting of each calendar year, the Public Safety Commission shall appoint from among its members a Chairperson, Vice-Chairperson and Secretary. The Chairperson shall set meeting agendas and provide agenda for public posting 72 hours prior to the meeting, preside at meetings and call special meetings when necessary. The Vice-Chair shall, in the Chairperson's absence, perform the duties of the Chairperson. The Secretary shall record the minutes of the meetings. The Commission shall designate a Commissioner to represent the Commission at City Council meetings if the Commission wishes to make a presentation to the City Council or if the City Council is considering an item that is under the purview of the Public Safety Commission.

7. Records

Records of the Public Safety Commission proceedings, including such things as agendas and meeting minutes shall be kept as public records and filed with the City Clerk.

8. Meetings

All meetings of the Public Safety Commission shall be held in the City Hall Chamber (Skinner Store), unless adjourned to or scheduled for another place of meeting and written notice has been given. Meetings will normally be held every month at an established time. All meetings and matters of business of the Commission will be conducted in accordance with provisions of the Ralph M. Brown Act, Government Code Sections 54950 through 54926, currently enacted and amended by the State of California.

The following shall be the order of business at regular meetings of the Public Safety Commission:

1. Roll Call and Establishment of a Quorum
2. Approval of Minutes of Previous Meetings
3. Public Input
4. Action Items
5. Adjournment

9. Duties

The Public Safety Commission shall have the following duties:

1. Review and become familiar with public safety policies, practices & procedures in the City of Blue Lake.
2. Review and become familiar with following documents by the Police Advisory Committee developed from information gathered from the community:
 - Desirable Sheriff Office Characteristics – Contracted Services
 - Desirable characteristics of a Blue Lake Law Enforcement Commander – Contracted Services
3. Develop goals for the Public Safety Commission and a yearly work plan, to be reviewed and approved by City Council, which reflects the community's desires and needs regarding public safety in the City of Blue Lake.
4. Review a summary prepared by the City Manager of the types of public safety complaints, concerns or compliments received by the City, without disclosing confidential personnel records.
5. Receive and review citizens' public safety concerns at public meetings.
6. Hold a yearly Town Hall Meeting to gather citizen input on concerns and suggested improvement for city public safety services.
7. Make recommendations to City Council regarding public safety in Blue Lake.
8. Report to City Council on a quarterly or more frequent basis as deemed necessary by the Commission at a regularly scheduled Council meeting, the number of public safety complaints, concerns, recommendations for improvement, etc., that are received by the Public Safety Commission at its meetings during the prior quarter.
9. Provide input and perform duties as directed by the City Council to assist the Sheriff's Office in identifying and defining desirable qualities and traits of deputies considered to be eligible candidates. The committee will also be invited to be a part of the process in selection of candidates to serve as Blue lake deputies or sergeants, when applicable, with the understanding that the ultimate selection will be made by the Sheriff based upon the needs of the agency and available resources.

10. Powers

The Public Safety Commission shall have the following advisory powers:

1. After reviewing and compiling information on behalf of the City Council regarding public safety in Blue Lake, to advise the City Council in matters concerning public safety in Blue Lake. The Public Safety Commission Shall NOT provide oversight or undertake review of allegations and inquiries related to the individual actions or the collective policing actions of any public safety employee(s) providing services for the City of Blue Lake.

11. Severability

If any section, subsection, sentence, phrase, portion or part of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, parts or portions be declared invalid or unconstitutional.

Section 3: This ordinance shall be in force and effect thirty days after its adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Blue Lake, at a regular meeting held on 2/23/10 by the following roll call vote:

AYES: Falor, McCall Wallace, Schapiro, Smith

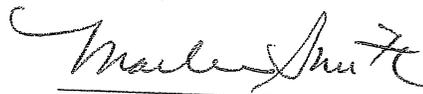
NOES: None

ABSENT: Barnes

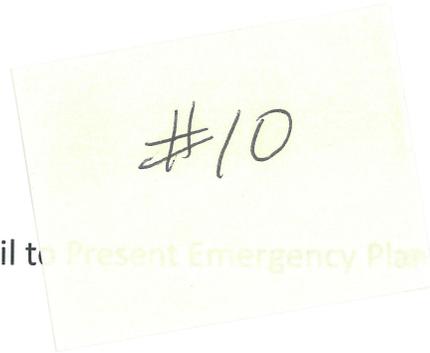
DISQUALIFIED: None

ATTESTED:


Karen Nessler, City Clerk


Marlene Smith, Mayor

To: Mayor and Councilmembers
From: John Berchtold, City Manager
Date: September 11, 2014
Subject: Appoint Sub-Committee of Council to Present Emergency Plan to Community



If City Council approves the topic of the “City’s Emergency Plan” for the annual community meeting, I would appreciate a subcommittee of City Council (Mayor and a Councilmember) to work on a presentation.

I am pleased to discuss this matter with you further.



To: Councilmembers
From: John Berchtold, City Manager
Date: September 11, 2014
Subject: Schedule of Meetings

Mayor Schapiro would like to discuss the meeting schedule for October, November, and December in relationship to various holidays.

October 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Pay Date 09/15/14-09/28/14	4
5	6	7	8	9	10	11
12	13 Columbus Day	14	15	16	17 Pay Day 09/29/14-10/12/14	18
19	20	21	22	23	24	25
26	27	28	29	30	31 Halloween Pay Day 10/13/14-10/26/14	

