

(707) 668-5655  
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**CITY OF BLUE LAKE**  
CALIFORNIA

111 Greenwood Road  
P.O. Box 458  
Blue Lake, CA 95525

## Blue Lake City Council Agenda

Tuesday, June 29, 2021 ~ 6:30 p.m. ~ Special Council Meeting Via Zoom

***Unless Otherwise Noted, All Items on the Agenda are Subject to Action.***

LOCATION: In accordance with the Governor's Executive Orders N-25-20 and N-29-20, the City Council of the City of Blue Lake Shall Conduct the City Council Meeting by Teleconference via Zoom. Public Input can be given to the Council by emailing [citymanager@bluelake.ca.gov](mailto:citymanager@bluelake.ca.gov) until 4:30 p.m. on Tuesday June 29, 2021.

Public Input will be facilitated by Zoom at the following meeting link:

<https://us02web.zoom.us/j/81502608403?pwd=amlzVG1vaVlvRlovMHhKMk40MEI6QT09>

Meeting ID: 815 0260 8403

Passcode: 778529

Dial by your location

+1 669 900 6833 US (San Jose)

1. **Pledge of Allegiance and Establish a Quorum of the Council**
2. **Approve Agenda**
3. **Public Comment** – *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. **Fiscal Year 2020-2021 Budget Amendment Adoption**
5. **Fiscal Year 2021-2022 Budget Presentation & Adoption**
6. **DANCO Builders Development Proposal Presentation-Discussion/Direction**
7. **Legal Services Retention Agreement with Best, Best and Kriegers, Attorneys at Law, for Services Associated with the DANCO Builders Development Proposal-Discussion/Direction**
8. **Consent Agenda:**
  - a. Meeting Minutes-June 8, 2021
9. **Council Correspondence**

**10. Reports of Council and Staff**

**11. Future Agenda Items**

**12. 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 Amanda Mager, 668-5655, at least 24 hours prior to the commencement of the meeting.**



# CITY OF BLUE LAKE

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

## AGENDA REPORT

**Item #:** 4  
**Date:** June 29, 2021  
**Item Subject:** Fiscal Year 20-21 Year End Budget Amendment  
**Submitted By:** Mandy Mager, City Manager

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### **General Information:**

The City Accountant has prepared a year end budget amendment for fiscal year 20-21; this amendment adjusts revenues and expenditures based upon actual costs and final projections.

**Background Material Provided:** Draft Budget Amendment

**Fiscal Impact:** Adjusted Revenues and Expenditures

**Recommended Action:** Motion to Adopt the Budget Amendment

### **Review Information:**

City Manager Review:       Legal Review:       Planner Review:       Engineer:

Comments: Prepared by the City Accountant

**CITY OF BLUE LAKE**  
**Budget Amendment #1**  
**Fiscal Year 2020-21**

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b><u>GENERAL FUND (Fund 10)</u></b>				
<b><u>Revenues &amp; Transfers-In:</u></b>				
Utility users tax	37,125	(33,052)	4,073	Decrease is the result of an expired funding contract that will be renewed in 2021-22.
Rents - BLP	61,429	61,429	122,858	Increase due to greater than expected tenant occupancy.
Other State grants	177,000	(52,000)	125,000	\$77,000 reduction due to postponement of project to be funded with the State park grant; \$25,000 reduction due to carryover of STIP grant into 2021-22; \$50,000 increase due to receipt of State COVID relief funds.
Other Federal grants	23,000	(23,000)	-	- Decrease do to postponement of the Commercial Kitchen Project until 2021-22.
Law enforcement cost recovery	-	49,949	49,949	Transfer .50 FTE of law enforcement contract to the City of Trinidad.
City engineering fees	11,170	(9,520)	1,650	Less complex projects did not require engineering services.
Skating and party fees	31,104	(31,104)	-	- No skating program due to COVID.
Games and vending machines	500	(500)	-	- No gaming or vending activity due to COVID.
Concessions	3,860	(3,860)	-	- No concessions due to COVID.
Summer recreation program	13,231	19,369	32,600	Increase due to greater than expected participation in summer recreation program.
Parks and recreation fees	3,040	4,460	7,500	Increase due to greater than expected participation in recreational activities.
Transfers-in	90,884	(16,672)	74,212	Increase in Fund 34 transfer (1,582) and decrease in Fund 30 transfer (-18,254).
<b>Total Revenues &amp; Transfers-In</b>	<b>452,343</b>	<b>(34,501)</b>	<b>417,842</b>	
<b><u>Expenditures &amp; Transfers-Out:</u></b>				
<b>Legal (Department 160)</b>	5,175	6,000	11,175	Increase due to greater than expected need for legal services.
Contracted professional services	4,950	3,425	8,375	Increase due to greater than expected tax collection fees.
<b>General Government (Department 180)</b>	15,600	6,900	22,500	Increase due to greater than expected building official staffing.
Other expenses	2,330	220	2,550	Increase due to greater than expected building official staffing.
<b>Building (Department 240)</b>	-	3,000	3,000	Increase due to need for plan check consulting services.
Salaries and wages	2,160	1,190	3,350	Increase due to computer purchase and related IT support not originally anticipated.
Employee benefits	20,090	11,310	31,400	
Contracted professional services				
Supplies				



**CITY OF BLUE LAKE**  
**Budget Amendment #1**  
**Fiscal Year 2020-21**

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b>Law Enforcement (Department 260)</b>				
Other contracted services	213,425	(128,754)	84,671	Decrease to reflect greater than expected SLESF funding via Fund 33.
<b>Public Works - Streets (Department 320)</b>				
Salaries and wages	24,075	4,000	28,075	Increase due to greater than expected need for street maintenance.
Employee benefits	21,051	1,849	22,900	Increase due to greater than expected need for street maintenance.
Contracted professional services	7,825	(2,150)	5,675	Decrease due to lower than expected use of environmental consulting services.
	<u>52,951</u>	<u>3,699</u>	<u>56,650</u>	
<b>Park Facilities (Department 425)</b>				
Other contracted services	-	1,040	1,040	Increase due to unexpected tree removal.
Repairs and maintenance	7,525	4,200	11,725	Increase due to COVID compliance expenditures. Increase due to sissor lift rental related to Muriel Project = \$750 and unexpected recreational fees related to the Powers Creek Footbridge and Annie & Mary Trail = \$1,700.
Other expenses	1,850	2,450	4,300	
	<u>9,375</u>	<u>7,690</u>	<u>17,065</u>	
<b>Recreation - General (Department 445)</b>				
Salaries and wages	8,320	11,885	20,205	Increase due to greater than expected recreation director staffing.
Employee benefits	2,885	3,705	6,590	Increase due to greater than expected recreation director staffing.
	<u>11,205</u>	<u>15,590</u>	<u>26,795</u>	
<b>Recreation - Summer Recreation Program (Department 460)</b>				
Salaries and wages	15,555	9,190	24,745	Increase due to greater than expected summer recreation program staffing.
Employee benefits	2,965	760	3,725	Increase due to greater than expected summer recreation program staffing.
	<u>18,520</u>	<u>9,950</u>	<u>28,470</u>	

**CITY OF BLUE LAKE**  
**Budget Amendment #1**  
**Fiscal Year 2020-21**

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b>Recreation - Skate Program (Department 470)</b>				
Salaries and wages	16,715	(15,340)	1,375	Decrease due to COVID impact on skating program.
Employee benefits	3,305	(2,857)	448	Decrease due to COVID impact on skating program.
Supplies	4,200	(4,200)	-	Decrease due to COVID impact on skating program.
Other expenses	2,260	(1,125)	1,135	Decrease due to COVID impact on skating program.
	<u>26,480</u>	<u>(23,522)</u>	<u>2,958</u>	
<b>Capital Outlay (Department 900)</b>				
	100,000	(99,000)	1,000	and increase due to costs associated with the completion of the Bleachers Project (\$1,000).
<b>Total Expenditures &amp; Transfers-Out</b>	<b>462,171</b>	<b>(193,612)</b>	<b>268,559</b>	
<b>Excess (Deficit)</b>	<b>(9,828)</b>	<b>159,111</b>	<b>149,283</b>	
<b>Power Creek Footbridge Project (Fund 17)</b>				
<b>Revenues &amp; Transfers-In:</b>				
Transfers-In	5,097	6,186	11,283	Increase to cover final project costs.
<b>Total Revenues &amp; Transfers-In</b>	<b>5,097</b>	<b>6,186</b>	<b>11,283</b>	
<b>Expenditures &amp; Transfers-Out:</b>				
Capital expenditures	205,000	6,186	211,186	Increase to cover final project costs.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>205,000</b>	<b>6,186</b>	<b>211,186</b>	
<b>Excess (Deficit)</b>	<b>(199,903)</b>	<b>-</b>	<b>(199,903)</b>	
<b>TDA Street Fund (Fund 30)</b>				
<b>Revenues &amp; Transfers-In:</b>				
Transportation tax	30,379	(18,254)	12,125	Decrease due to reduction in HCOAG funding.
<b>Total Revenues &amp; Transfers-In</b>	<b>30,379</b>	<b>(18,254)</b>	<b>12,125</b>	
<b>Expenditures &amp; Transfers-Out:</b>				
Transfers-Out	30,379	(18,254)	12,125	Decrease due to reduction in HCOAG funding.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>30,379</b>	<b>(18,254)</b>	<b>12,125</b>	
<b>Excess (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	

CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2020-21

Original Budget      Amendment      Amended Budget      Reason for Budget Amendment

**AB 939 Solid Waste/Recycling Fund (Fund 32)**

**Revenues & Transfers-In:**

AB-939 tipping fees

Total Revenues & Transfers-In

2,585	1,665	4,250	Increase due to greater than expected tipping fees.
<b>2,585</b>	<b>1,665</b>	<b>4,250</b>	

**Expenditures & Transfers-Out:**

Salaries and wages

Employee benefits

Supplies

Total Expenditures & Transfers-Out

Excess (Deficit)

Increase due to greater than expected staffing to carry out recycling activities and green waste day.  
Increase due to greater than expected staffing to carry out recycling activities and green waste day.  
Increase due to purchase of additional recycling containers.

3,760	840	4,600	
2,125	1,065	3,190	
2,950	1,025	3,975	
<b>8,835</b>	<b>2,930</b>	<b>11,765</b>	
<b>(6,250)</b>	<b>(1,265)</b>	<b>(7,515)</b>	

**Supplemental Law Enforcement Fund (Fund 33)**

**Revenues & Transfers-In:**

SLES grant

Total Revenues & Transfers-In

100,000	72,332	172,332	Increase due to greater than expected funding.
<b>100,000</b>	<b>72,332</b>	<b>172,332</b>	

**Expenditures & Transfers-Out:**

Other contracted services

Total Expenditures & Transfers-Out

Excess (Deficit)

Increase due to greater than expected current year and FY 2019-20 carryover funding.

160,634	74,366	235,000	
<b>160,634</b>	<b>74,366</b>	<b>235,000</b>	
<b>(60,634)</b>	<b>(2,034)</b>	<b>(62,668)</b>	

**Regional Surface Transportation Program Fund (Fund 34)**

**Revenues & Transfers-In:**

ISTEA grant

Total Revenues & Transfers-In

9,000	1,582	10,582	Increase to reflect additional funding.
<b>9,000</b>	<b>1,582</b>	<b>10,582</b>	

**Expenditures & Transfers-Out:**

Transfers-Out

Total Expenditures & Transfers-Out

Excess (Deficit)

Increase to reflect additional funding.

9,000	1,582	10,582	
<b>9,000</b>	<b>1,582</b>	<b>10,582</b>	
-	-	-	

**CITY OF BLUE LAKE**  
**Budget Amendment #1**  
**Fiscal Year 2020-21**

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b>Revenues &amp; Transfers-In:</b>				
State grants	100,000	(100,000)	-	Decrease as funding was not awarded.
<b>Total Revenues &amp; Transfers-In</b>	<b>100,000</b>	<b>(100,000)</b>	<b>-</b>	
<b>Expenditures &amp; Transfers-Out:</b>				
Salaries and wages	35,575	6,600	42,175	Increase due to omission of City Manager from original budget.
Employee benefits	14,225	6,125	20,350	Increase due to omission of City Manager from original budget.
Contracted professional services	530	9,000	9,530	Increase due to greater than expected need for legal and engineering services.
Repairs and maintenance	915	325	1,240	Increase due to greater than expected maintenance needs.
Fees	30	2,250	2,280	Increase for loan fee related to Townsquare Project.
Other expenses	3,205	250	3,455	Increase due to cover unexpected education and training.
Capital outlay	175,000	46,000	221,000	Increase for improvements related to Townsquare land purchase (35,000) and air conditioning unit (11,000).
Debt service	107,200	(101,000)	6,200	Pay-off of loan pushed into the future when funding opportunities become available.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>336,680</b>	<b>(30,450)</b>	<b>306,230</b>	
<b>Excess (Deficit)</b>	<b>(236,680)</b>	<b>(69,550)</b>	<b>(306,230)</b>	

**CDBG Non-Program Income Fund (Fund 38)**

<b>Revenues &amp; Transfers-In:</b>				
Transfers-In	7,815	(7,815)	-	No transfer from Fund 42 as there was no de-federalization of program income for the 2020-21.
<b>Total Revenues &amp; Transfers-In</b>	<b>7,815</b>	<b>(7,815)</b>	<b>-</b>	
<b>Excess (Deficit)</b>	<b>7,815</b>	<b>(7,815)</b>	<b>-</b>	



**CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2020-21**

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b><u>CDBG Program Income Holding Fund (Fund 42)</u></b>				
<b>Revenues &amp; Transfers-In:</b>				
Loan payments received	6,325	100,675	107,000	Increase due to unexpected large loan pay-off.
Interest - CDBG loans	3,650	26,550	30,200	Increase due to unexpected large loan pay-off.
<b>Total Revenues &amp; Transfers-In</b>	<b>9,975</b>	<b>127,225</b>	<b>137,200</b>	
<b><u>Expenditures &amp; Transfers-Out:</u></b>				
Salaries and wages	995	250	1,245	Increase due to higher than expected loan portfolio servicing needs.
Employee benefits	595	280	875	Increase due to higher than expected loan portfolio servicing needs.
Transfers-Out	7,890	126,695	134,585	Increase due to unexpected large loan pay-off.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>9,480</b>	<b>127,225</b>	<b>136,705</b>	
<b>Excess (Deficit)</b>	<b>495</b>	<b>-</b>	<b>495</b>	
<b><u>CDBG Non-Program Income Fund (Fund 44)</u></b>				
<b>Revenues &amp; Transfers-In:</b>				
Transfers-In	-	134,585	134,585	Increase due to unexpected large loan pay-off in Fund 42.
<b>Total Revenues &amp; Transfers-In</b>	<b>-</b>	<b>134,585</b>	<b>134,585</b>	
<b>Excess (Deficit)</b>	<b>-</b>	<b>134,585</b>	<b>134,585</b>	
<b><u>Water Fund (Fund 60)</u></b>				
<b><u>Expenditures &amp; Transfers-Out:</u></b>				
Salaries and wages	108,155	8,930	117,085	Increase due to higher than expected utilization of accounting/administrative staff as well as call-back time for facility and equipment failures.
Employee benefits	96,605	10,000	106,605	Increase due to revised estimate for 2020-21 change in the CalPERS pension liability.
Contracted professional services	29,633	2,775	32,408	Increase due to greater than expected need for legal, engineering, and planning services.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>234,393</b>	<b>21,705</b>	<b>256,098</b>	
<b>Excess (Deficit)</b>	<b>(234,393)</b>	<b>(21,705)</b>	<b>(256,098)</b>	

CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2020-21

	Original Budget	Amendment	Amended Budget	Reason for Budget Amendment
<b>Sewer Fund (70)</b>				
<b>Revenues &amp; Transfers-In:</b>				
Transfers-In	50,000	145,000	195,000	Increase to cover infrastructure repair and replacement costs funded by the operating fund over the past five years (100,000) and Sewer Treatment Plant Rock Replacement Project (45,000).
<b>Total Revenues &amp; Transfers-In</b>	<b>50,000</b>	<b>145,000</b>	<b>195,000</b>	
<b>Expenditures &amp; Transfers-Out:</b>				
Salaries and wages	111,815	16,870	128,685	Increase due to higher than expected utilization of accounting/administrative staff as well as call-back time for facility and equipment failures.
Employee benefits	100,225	10,000	110,225	
Contracted professional services	40,183	1,500	41,683	Increase due to revised estimate for 2020-21 change in the CalPERS pension liability.
<b>Total Expenditures &amp; Transfers-Out</b>	<b>252,223</b>	<b>28,370</b>	<b>280,593</b>	Increase due to greater than expected need for engineering services.
<b>Excess (Deficit)</b>	<b>(202,223)</b>	<b>116,630</b>	<b>(85,593)</b>	

**Sewer Capital Reserve Fund (Fund 72)**

**Expenditures & Transfers-Out:**

Transfers-Out	50,000	100,000	150,000	Increase to cover infrastructure repair and replacement costs funded by the operating fund over the past five years (100,000) and Sewer Treatment Plant Rock Replacement Project (45,000). Decrease of \$45,000 due to postponement of grinder and generator purchases(45,000).
<b>Total Expenditures &amp; Transfers-Out</b>	<b>50,000</b>	<b>100,000</b>	<b>150,000</b>	
<b>Excess (Deficit)</b>	<b>(50,000)</b>	<b>(100,000)</b>	<b>(150,000)</b>	

**Capital Improvements**

Sewer Treatment Plant Rock Replacement Project	-	45,000	45,000	Capital improvement necessary to maintain the effective operation of the sewage treatment process.
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# CITY OF BLUE LAKE

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Phone 707.668.5655 Fax 707.668.5916

## AGENDA REPORT

**Item #:** 5

**Date:** June 29, 2021

**Item Subject:** Resolution No. 1187-A Resolution of the City Council of the City of Blue Lake Adopting a Budget for the Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022 and Finding the Budget to be Within the Appropriations Limit Required by Article XIII B of the California Constitution

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**Submitted By:** Mandy Mager, City Manager

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### **General Information:**

The City Accountant has prepared a draft fiscal year 21-22 budget for Council's review and adoption consideration; resolution No. 1187 is the adoption mechanism and final Gann limits and budget revenues and expenditures will be presented at the June 29<sup>th</sup> meeting and may be adjusted based upon Council's review.

**Background Material Provided:** Draft Budget and Draft Resolution No. 1187

**Fiscal Impact:** FY 21-22 operating budgetR

**Recommended Action:** Motion to Adopt Resolution No. 1187 with final Gann limits and budget details as presented at the meeting.

### **Review Information:**

City Manager Review:       Legal Review:       Planner Review:       Engineer:

Comments: Prepared by the City Accountant



**RESOLUTION NO. 1187**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE  
ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND  
ENDING JUNE 30, 2022 AND FINDING THE BUDGET TO BE WITHIN THE  
APPROPRIATIONS LIMIT REQUIRED BY ARTICLE XIII B OF THE CALIFORNIA  
CONSTITUTION**

**WHEREAS**, the City Council is required to adopt a budget for the City of Blue Lake for the fiscal year beginning July 1, 2021 and ending June 30, 2022; and,

**WHEREAS**, the City Manager proposed said budget for City Council consideration on June 29, 2021; and

**WHEREAS**, the City Council reviewed said budget; and,

**WHEREAS**, the voters of the State of California have approved Proposition 4, commonly known as the Gann Initiative, which created Article XIII B of the California Constitution, which places limits on the amount of revenue which can be spent by all entities of government using a formula based upon the 1978-1979 “base year” revenues; and,

**WHEREAS**, Article XIII B of the California Constitution requires that local jurisdictions, such as the City of Blue Lake, must select their cost-of-living factor to compute their appropriations limit by a vote of the governing body; and,

**WHEREAS**, the City of Blue Lake may select either the percentage change in California per capita personal income OR the percentage change in the local assessment roll due to the addition of local nonresidential new construction; and

**WHEREAS**, the City of Blue Lake, by adopting this Resolution, has chosen to continue using the percentage of change in California per capita personal income for computing the appropriations limit along with the annual population change for the City of Blue Lake from January 1, 2021 to January 1, 2021; and

**WHEREAS**, the calculations for determining the appropriations limit are shown in **Attachment “A”**

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the Blue Lake City Council of the City of Blue Lake, State of California, as follows:

**Section 1:** The Budget for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022 is hereby adopted. Said Budget shall be marked “Adopted Copy.”



**Section 2:** The amount stated in the said budget document entitled “City of Blue Lake FY 2021-2022 Budget,” with revenue and expenditures for the purposes therein stated, shall be and are hereby appropriated to the several objects and purposes therein stated.

**Section 3:** The total appropriations subject to the Gann Limit are **\$XXX,XXX** which is well within **\$XXXXXXXX**, which is the FY 2021-2022 Appropriations Limit Calculation, required by Article XIII B of the California Constitution.

**Section 4:** Modifications and amendments to the FY 2021-2022 said budget shall be allowed during the 2021-2022 fiscal year as proposed by the City Manager and approved by the City Council, so long as they remain within the Gann limit.

**Section 5:** The salaries and benefits are based upon Attachment “B-Salary Schedule” and are hereby adopted as part of the FY 2021-2022 budget.

PASSED AND ADOPTED by the City Council of the City of Blue Lake, State of California this 29th day of June 2021, by the following vote:

Ayes:

Nays:

Abstention:

Absent:

\_\_\_\_\_  
Adelene Jones-Mayor

\_\_\_\_\_  
City Clerk

Attachment B  
City of Blue Lake

Salary Plan - 2021/2022 (effective date 6/28/2021)

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10	Level 11	Level 12	Level 13
Public Works Superintendent (H) Longevity Pay	22.15 22.58	22.81 23.25	23.50 23.95	24.20 24.67	24.93 25.41	25.68 26.17	26.45 26.96	27.24 27.77	28.06 28.60	28.90 29.46	29.77 30.34	30.66 31.25	31.58 32.19
Public Works Supervisor (H) Longevity Pay	21.00 21.40	21.63 22.05	22.28 22.71	22.95 23.39	23.64 24.09	24.34 24.81	25.08 25.56	25.83 26.32	26.60 27.11	27.40 27.93	28.22 28.76	29.07 29.63	29.94 30.52
Public Works Operator (H) Longevity Pay	15.77 16.07	16.24 16.56	16.73 17.05	17.23 17.56	17.75 18.09	18.28 18.63	18.83 19.19	19.40 19.77	19.98 20.36	20.58 20.97	21.19 21.60	21.83 22.25	22.48 22.92
Public Works Maint. Worker I & II (H) Longevity Pay	14.16 14.43	14.58 14.87	15.02 15.31	15.47 15.77	15.94 16.24	16.42 16.73	16.91 17.23	17.42 17.75	17.94 18.28	18.48 18.83	19.03 19.40	19.60 19.98	20.19 20.58
Park & Rec Director / Recycling (H) Longevity Pay	21.16 21.57	21.79 22.21	22.45 22.88	23.12 23.57	23.82 24.27	24.53 25.00	25.27 25.75	26.02 26.52	26.80 27.32	27.61 28.14	28.44 28.98	29.29 29.85	30.17 30.75
Rec Coordinator (H) Longevity Pay	14.11 14.38	14.53 14.81	14.97 15.26	15.42 15.71	15.88 16.19	16.36 16.67	16.85 17.17	17.36 17.69	17.88 18.22	18.42 18.77	18.97 19.33	19.54 19.91	20.13 20.52
Office Assistant, Recreation Specialist I & II, Part Time and Temporary (H) Longevity Pay	14.00 14.27	14.42 14.70	14.85 15.14	15.30 15.59	15.76 16.06	16.23 16.54	16.72 17.04	17.22 17.55	17.73 18.08	18.27 18.62	18.81 19.18	19.38 19.75	19.96 20.34
Accounting Specialist I & II (H) Longevity Pay	15.96 16.26	16.44 16.75	16.93 17.26	17.44 17.78	17.96 18.31	18.50 18.86	19.06 19.42	19.63 20.01	20.22 20.61	20.82 21.22	21.45 21.86	22.09 22.52	22.76 23.19
Administrative Assistant (H) Longevity Pay	14.16 14.43	14.58 14.87	15.02 15.31	15.47 15.77	15.94 16.24	16.42 16.73	16.91 17.23	17.42 17.75	17.94 18.28	18.48 18.83	19.03 19.40	19.60 19.98	20.19 20.58
Finance Manager (H) Longevity Pay	19.66 20.04	20.25 20.64	20.86 21.26	21.48 21.90	22.13 22.55	22.79 23.23	23.48 23.93	24.18 24.64	24.90 25.38	25.65 26.15	26.42 26.93	27.21 27.74	28.03 28.57

City Manager (Contract) = 80,000 . per year  
 Economic Development Planner (Contract) = \$45,000. per year / 35 Hours per week  
 Building Official (Contract) = 75.00 per hour

Public Works - Call Outs & Weekend Rounds  
 Weekend Rounds = 120.00  
 Weekly On-Call = 120.00  
 Holiday Rounds = 60.00 / Holiday On Call = 8 hrs CTE  
 Call Outs = 60.00 per each Call Out

City of Blue Lake  
Budget Summary by Fund  
FY 2021-22

**City of Blue Lake**  
**Budget Summary by Fund**  
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**City of Blue Lake  
Budget Summary  
FY 2021-22**

**General Funds**

	<b>General Fund (10)</b>	<b>Powers Creek District Fund (36)</b>	<b>CDBG Non- Program Income Fund (38)</b>
<b>Revenues and Transfers-In</b>			
Revenues	771,019	27,740	2,160
Transfers-In	109,992	-	5,290
<b>Total Revenues and Transfers-In</b>	<b>881,011</b>	<b>27,740</b>	<b>7,450</b>

**Expenditures and Transfers-Out**

Mayor and City Council	3,560	-	-
Legal	11,175	-	-
General Government	196,615	-	-
Planning	112,309	-	-
Building	27,275	-	-
Law Enforcement	168,175	-	-
Animal Control	7,815	-	-
Public Works - Streets	78,205	-	-
Park and Other Facilities	80,830	10,110	-
Recreation - General	67,870	-	-
Recreation - Summer Program	34,180	-	-
Recreation - Skate Program	53,005	-	-
Dental & Vision Claims Paid-Out	-	-	-
Economic Development	-	47,590	-
Housing and Business Development	-	-	-
Public Safety	-	-	-
Public Transit	-	-	-
Recycling	-	-	-
Water	-	-	-
Sewer	-	-	-
Capital Outlay	15,000	-	-
Transfers-Out	-	-	-
<b>Total Expenditures and Transfers-Out</b>	<b>856,014</b>	<b>57,700</b>	<b>-</b>
<b>Excess (Deficit)</b>	<b>24,997</b>	<b>(29,960)</b>	<b>7,450</b>

**Projected Fund Balance, July 1**

Excess (Deficit)	1,204,814	73,850	45,190
<b>Projected Fund Balance, June 30</b>	<b>1,229,811</b>	<b>43,890</b>	<b>52,640</b>

**City of Blue Lake  
Budget Summary  
FY 2021-22**

Special Revenue Funds						
	Recreation Economic Analysis Fund (11)	American Rescue Plan - COVID Relief Fund (12)	State Park Per Capita Program (13)	Highway Users Tax Fund (25)	TDA Street Fund (30)	TDA Purchased Transportation Fund (31)
<b>Revenues and Transfers-In</b>						
Revenues	270,000	148,915	177,000	61,518	12,182	31,345
Transfers-In	-	-	-	-	-	-
<b>Total Revenues and Transfers-In</b>	<b>270,000</b>	<b>148,915</b>	<b>177,000</b>	<b>61,518</b>	<b>12,182</b>	<b>31,345</b>
<b>Expenditures and Transfers-Out</b>						
Mayor and City Council	-	-	-	-	-	-
Legal	-	-	-	-	-	-
General Government	-	41,915	-	-	-	-
Planning	-	-	-	-	-	-
Building	-	-	-	-	-	-
Law Enforcement	-	-	-	-	-	-
Animal Control	-	-	-	-	-	-
Public Works - Streets	-	-	-	-	-	-
Park and Other Facilities	-	10,000	-	-	-	-
Recreation - General	-	-	-	-	-	-
Recreation - Summer Program	-	-	-	-	-	-
Recreation - Skate Program	-	-	-	-	-	-
Dental & Vision Claims Paid-Out	-	-	-	-	-	-
Economic Development	270,000	97,000	-	-	-	-
Housing and Business Development	-	-	-	-	-	-
Public Safety	-	-	-	-	-	-
Public Transit	-	-	-	-	-	-
Recycling	-	-	-	-	-	-
Water	-	-	-	-	-	-
Sewer	-	-	-	-	-	-
Capital Outlay	-	-	177,000	-	-	-
Transfers-Out	-	-	-	83,610	15,777	-
<b>Total Expenditures and Transfers-Out</b>	<b>270,000</b>	<b>148,915</b>	<b>177,000</b>	<b>83,610</b>	<b>15,777</b>	<b>32,375</b>
<b>Excess (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(22,092)</b>	<b>(3,595)</b>	<b>(1,030)</b>
<b>Projected Fund Balance, July 1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,092</b>	<b>3,595</b>	<b>1,030</b>
<b>Excess (Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(22,092)</b>	<b>(3,595)</b>	<b>(1,030)</b>
<b>Projected Fund Balance, June 30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**City of Blue Lake  
Budget Summary  
FY 2021-22**

Special Revenue Funds						
	Supplemental		Regional	CDBG Program	CDBG Program	CDBG Program
	AB-939 Solid Waste/Recycling Fund (32)	Law Enforcement Services Fund (33)	Surface Transportation Fund (34)	Income Holding Fund (42)	Income Fund (44)	
<b>Revenues and Transfers-In</b>						
Revenues	9,320	160,169	10,592	4,519	770	
Transfers-In	-	-	-	2,753	-	
<b>Total Revenues and Transfers-In</b>	<b>9,320</b>	<b>160,169</b>	<b>10,592</b>	<b>7,272</b>	<b>770</b>	
<b>Expenditures and Transfers-Out</b>						
Mayor and City Council	-	-	-	-	-	
Legal	-	-	-	-	-	
General Government	-	-	-	-	-	
Planning	-	-	-	-	-	
Building	-	-	-	-	-	
Law Enforcement	-	-	-	-	-	
Animal Control	-	-	-	-	-	
Public Works - Streets	-	-	-	-	-	
Park and Other Facilities	-	-	-	-	-	
Recreation - General	-	-	-	-	-	
Recreation - Summer Program	-	-	-	-	-	
Recreation - Skate Program	-	-	-	-	-	
Dental & Vision Claims Paid-Out	-	-	-	-	-	
Economic Development	-	-	-	-	-	
Housing and Business Development	-	-	-	-	-	
Public Safety	-	160,169	-	2,753	-	
Public Transit	-	-	-	-	-	
Recycling	15,000	-	-	-	-	
Water	-	-	-	-	-	
Sewer	-	-	-	-	-	
Capital Outlay	-	-	-	-	200,000	
Transfers-Out	-	-	10,605	4,519	3,524	
<b>Total Expenditures and Transfers-Out</b>	<b>15,000</b>	<b>160,169</b>	<b>10,605</b>	<b>7,272</b>	<b>203,524</b>	
<b>Excess (Deficit)</b>	<b>(5,680)</b>	<b>-</b>	<b>(13)</b>	<b>-</b>	<b>(202,754)</b>	
<b>Projected Fund Balance, July 1</b>	<b>15,815</b>	<b>-</b>	<b>13</b>	<b>-</b>	<b>350,671</b>	
<b>Excess (Deficit)</b>	<b>(5,680)</b>	<b>-</b>	<b>(13)</b>	<b>-</b>	<b>(202,754)</b>	
<b>Projected Fund Balance, June 30</b>	<b>10,135</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>147,917</b>	

**City of Blue Lake  
Budget Summary  
FY 2021-22**

	Water Funds			
	Water Operating Fund (60)	Water Connection Fee Fund (61)	Water Capital Repair and Replacement Reserve Fund (62)	Water Turbidity Reduction Facility Reserve Fund (64)
<b>Revenues and Transfers-In</b>				
Revenues	474,155	15,630	50	10,550
Transfers-In	-	-	-	-
<b>Total Revenues and Transfers-In</b>	<b>474,155</b>	<b>15,630</b>	<b>50</b>	<b>10,550</b>
<b>Expenditures and Transfers-Out</b>				
Mayor and City Council	-	-	-	-
Legal	-	-	-	-
General Government	-	-	-	-
Planning	-	-	-	-
Building	-	-	-	-
Law Enforcement	-	-	-	-
Animal Control	-	-	-	-
Public Works - Streets	-	-	-	-
Park and Other Facilities	-	-	-	-
Recreation - General	-	-	-	-
Recreation - Summer Program	-	-	-	-
Recreation - Skate Program	-	-	-	-
Dental & Vision Claims Paid-Out	-	-	-	-
Economic Development	-	-	-	-
Housing and Business Development	-	-	-	-
Public Safety	-	-	-	-
Public Transit	-	-	-	-
Recycling	-	-	-	-
Water	517,870	-	-	13,650
Sewer	-	-	-	-
Capital Outlay	-	-	-	-
Transfers-Out	-	-	-	-
<b>Total Expenditures and Transfers-Out</b>	<b>517,870</b>	<b>-</b>	<b>-</b>	<b>13,650</b>
<b>Excess (Deficit)</b>	<b>(43,715)</b>	<b>15,630</b>	<b>50</b>	<b>(3,100)</b>
<b>Projected Fund Balance, July 1</b>	<b>867,395</b>	<b>197,063</b>	<b>13,453</b>	<b>(16,922)</b>
<b>Excess (Deficit)</b>	<b>(43,715)</b>	<b>15,630</b>	<b>50</b>	<b>(3,100)</b>
<b>Projected Fund Balance, June 30</b>	<b>823,680</b>	<b>212,693</b>	<b>13,503</b>	<b>(20,022)</b>



**City of Blue Lake  
Budget Summary  
FY 2021-22**

<b>Sewer Funds</b>			
	<b>Sewer Operating Fund (70)</b>	<b>Connection Fee Fund (71)</b>	<b>Sewer Capital Repair and Replacement Reserve Fund (72)</b>
Revenues and Transfers-In	350,090	19,985	123,200
Revenues	35,000	-	-
Transfers-In	385,090	19,985	123,200
<b>Total Revenues and Transfers-In</b>			

**Expenditures and Transfers-Out**

Mayor and City Council	-	-	-
Legal	-	-	-
General Government	-	-	-
Planning	-	-	-
Building	-	-	-
Law Enforcement	-	-	-
Animal Control	-	-	-
Public Works - Streets	-	-	-
Park and Other Facilities	-	-	-
Recreation - General	-	-	-
Recreation - Summer Program	-	-	-
Recreation - Skate Program	-	-	-
Dental & Vision Claims Paid-Out	-	-	-
Economic Development	-	-	-
Housing and Business Development	-	-	-
Public Safety	-	-	-
Public Transit	-	-	-
Recycling	-	-	-
Water	-	-	-
Sewer	409,024	-	500
Capital Outlay	-	-	-
Transfers-Out	-	-	35,000
<b>Total Expenditures and Transfers-Out</b>	<b>409,024</b>	<b>-</b>	<b>35,500</b>
<b>Excess (Deficit)</b>	<b>(23,934)</b>	<b>19,985</b>	<b>87,700</b>

**Projected Fund Balance, July 1**

Excess (Deficit)	(137,769)	297,701	1,178,414
<b>Projected Fund Balance, June 30</b>	<b>(161,703)</b>	<b>317,686</b>	<b>1,266,114</b>

**City of Blue Lake  
Budget Summary  
FY 2021-22**

**Capital Project Fund**

<b>Annie and Mary Trail Project Fund</b>	
Revenues	666,857
Transfers-In	
<b>Total Revenues and Transfers-In</b>	<b>666,857</b>

**Expenditures and Transfers-Out**

Mayor and City Council	-
Legal	-
General Government	-
Planning	-
Building	-
Law Enforcement	-
Animal Control	-
Public Works - Streets	-
Park and Other Facilities	-
Recreation - General	-
Recreation - Summer Program	-
Recreation - Skate Program	-
Dental & Vision Claims Paid-Out	-
Economic Development	-
Housing and Business Development	-
Public Safety	-
Public Transit	-
Recycling	-
Water	-
Sewer	-
Capital Outlay	666,857
Transfers-Out	-
<b>Total Expenditures and Transfers-Out</b>	<b>666,857</b>
<b>Excess (Deficit)</b>	<b>-</b>

**Projected Fund Balance, July 1**

**Excess (Deficit)**

**Projected Fund Balance, June 30**

**City of Blue Lake  
Budget Summary  
FY 2021-22**

	Trust Fund
<b>Revenues and Transfers-In</b>	
Revenues	8,065
Transfers-In	-
<b>Total Revenues and Transfers-In</b>	<b>8,065</b>
<b>Expenditures and Transfers-Out</b>	
Mayor and City Council	-
Legal	-
General Government	-
Planning	-
Building	-
Law Enforcement	-
Animal Control	-
Public Works - Streets	-
Park and Other Facilities	-
Recreation - General	-
Recreation - Summer Program	-
Recreation - Skate Program	-
Dental & Vision Claims Paid-Out	5,000
Economic Development	-
Housing and Business Development	-
Public Safety	-
Public Transit	-
Recycling	-
Water	-
Sewer	-
Capital Outlay	-
Transfers-Out	-
<b>Total Expenditures and Transfers-Out</b>	<b>5,000</b>
<b>Excess (Deficit)</b>	<b>3,065</b>
<b>Projected Fund Balance, July 1</b>	<b>33,873</b>
<b>Excess (Deficit)</b>	<b>3,065</b>
<b>Projected Fund Balance, June 30</b>	<b>36,938</b>



# CITY OF BLUE LAKE

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

## AGENDA REPORT

**Item #:** 6  
**Date:** June 29, 2021  
**Item Subject:** DANCO development proposal and presentation  
**Submitted By:** Mandy Mager, City Manager

---

### **General Information:**

DANCO will present preliminary design and development details for the proposed Powers Creek Development project. Kash Boodjeh, Project Architect, will present draft elevations and layouts for the Council's review.

**Background Material Provided:** None

**Fiscal Impact:** Presentation Only

**Recommended Action:** Council may direct staff as discussion directs.

### **Review Information:**

City Manager Review:       Legal Review:       Planner Review:       Engineer:

Comments: Prepared by the City Accountant





# CITY OF BLUE LAKE

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

## AGENDA REPORT

**Item #:** 7  
**Date:** June 22, 2021  
**Item Subject:** Legal Service Retention Agreement with Best, Best and Kriegers, Attorneys at Law, for Services Associated with the DANCO Builders Development Proposal  
**Submitted By:** Mandy Mager, City Manager

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### **General Information:**

The City Attorney is recommending the services of Best, Best and Kriegers, to assist the City in the evaluation and development of a development agreement with DANCO Builders. This is a specialized field and Best, Best and Kriegers has the expertise to assist the City and provide guidance as the proposal is developed.

**Background Material Provided:** N/A

**Fiscal Impact:** Services will be funded from Fund 36-The City Attorney is recommending allocating up to 40 hours of consultation services; additional services may be necessary in the future and will be brought back to Council for authorization.

**Recommended Action:** Direct the City Attorney and the City Manager to execute the agreement as discussion directs.

### **Review Information:**

City Manager Review:  Legal Review:  Planner Review:  Engineer:

Comments:



# Blue Lake City Council Meeting Minutes

Tuesday, June 8, 2021 ~ 7:00 p.m. ~ Special Council Meeting Via Zoom

Prepared By: Amanda Mager-City Clerk

## Establish a Quorum of the Council (7:06 p.m.)

### Council Members Present:

Adelene Jones (Mayor)  
Chris Curran  
Summer Daugherty (Arrived at 7:20 PM)  
Elaine Hogan

### Staff Present:

Amanda Mager, City Manager

**Absent:** Olivia Obidah-Dunn

1. **Public Comment:** No public comment

2. **Approve Agenda**

**Motion:** It was moved to approve the agenda as delivered

**Motion by:** Councilmember Hogan; **Second:** Councilmember Curran

**There were no comments from Council or public.**

**Motion Carried by:** Council Consensus (Jones, Hogan & Curran)

3. **Motion: Adopt Resolution Number 1184-A** Resolution of The City Council of The City of Blue Lake Authorizing the City Manager to Award Contract for Emergency Repairs to the Wastewater Treatment Plant

**Motion by:** Councilmember Curran; **Second by:** Councilmember Hogan

**There were no comments from the public**

**Motion Carried by:** Consensus (Jones, Hogan & Curran)

4. **Consent Agenda:** None

5. **Council Correspondence:** None

6. **Reports of Council and Staff:** None

7. **Adjourn**

**Motion:** It was moved to adjourn.

**Motion by:** Councilmember Daugherty; **Second:** Councilmember Curran

**Motion Carried by:** Council Consensus (Jones, Hogan, Curran & Daugherty); the meeting adjourned at 7:28 PM