

(707) 668-5655

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www.bluelake.ca.gov



**CITY OF BLUE LAKE**  
**CALIFORNIA**

111 Greenwood Road

P.O. Box 458

## Blue Lake City Council Agenda

Tuesday, February 22, 2022 ~ 6:30 p.m. ~Regular 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 February 22, 2022.

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

<https://us02web.zoom.us/j/85132120933?pwd=NzV3MUh5KzNPdIRuWGUzZXBWR1Mydz09>

**Meeting ID: 851 3212 0933 Passcode: 073464**

**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. Reaffirm the Findings in Resolution Number 1192** -A Resolution of the City Council of the City of Blue Lake Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings-Discussion/Action
- 5. Vietnam War Veterans Day Proclamation:** *A Proclamation Recognizing March 29, 2022 as Welcome Home Vietnam Veterans Day*-Action
- 6. Blue Lake Community Emergency Response Team (CERT) Annual Presentation**-Presentation
- 7. City Council Vacancy**—Discussion and Determination Regarding Protocol to Fill City Council Position Vacated by Councilmember Summer Daugherty-Discussion/Action
- 8. SHN Contract Amendment-One Year Extension:** Authorize the City Manager to Execute a One Year Contract Extension to the current SHN Contract for Engineering and Planning Services-Action
- 9. Resolution Number 1195-Cal Recycle Resolution SB 1383**-Notice of Intent to Comply with SB 1383 and Authorizing the City Manager to Submit on Behalf of the City-Action
- 10. Powers Creek District Development Update**-Discussion

11. **Economic Development Commission Application Review for Vacant Commissioner Position-**  
Discussion/Action

12. **Council Correspondence**

13. **Consent Agenda:**

- a. **Resolution Number 1194:** A Resolution of the City Council of the City of Blue Lake Opposing State Ballot Initiative No. 21-0042A1, Titled the Taxpayer Protection and Government Accountability Act
- b. **December 14, 2021 Meeting Minutes**
- c. **January 25, 2022 Meeting Minutes**
- d. **Warrants and Disbursements**

14. **Reports of Council and Staff**

City Manager Report

15. **Future Agenda Items**

16. **Closed Session:** Public Employee Performance Evaluation (Government Code § 54957): Title: City Manager (Amanda Mager)

17. **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:** February 22, 2022

**Item Subject:** Reaffirm the Findings of Resolution Number 1192; A Resolution of the City Council Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings

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

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### **General Information:**

In order to conduct Council meetings via Zoom, the City Council must reaffirm the findings of Resolution Number 1192 every 30 days, granted that the findings are still reflective of the current COVID climate.

**Background Material Provided:** Resolution Number 1192

**Fiscal Impact:** N/A

**Recommended Action:** Reaffirm the Findings contained in Resolution Number 1192.

### **Review Information:**

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

Comments:

**RESOLUTION NO. 1192**

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF BLUE LAKE  
MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS  
AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE  
OF VIRTUAL MEETINGS**

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act;

WHEREAS, Assembly Bill 361, which was signed into law on September 17, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings;

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect;

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance;

NOW, THEREFORE, the City Council does hereby find and resolve as follows:

1. That the Council has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Council to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Council and its subordinate Committees, Commissions, and Boards may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Council will reconsider the above findings within 30-days of this Resolution.

**PASSED AND ADOPTED** on the 14th day of December 2021 by the following vote:

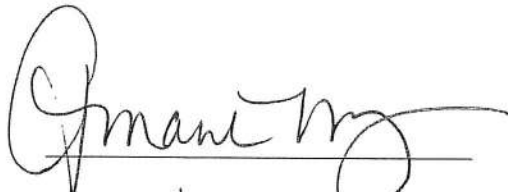
AYES: Jones, Daugherty, Hogan, Curran, McCreath

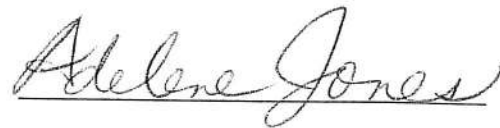
NAYS: 0

ABSENT: 0

ABSTAIN: 0

ATTEST:

  
Attest - Amanda Mauger  
City Clerk



Adelene Jones, Mayor



# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 5

**Date:** February 22, 2022

**Item Subject:** Vietnam War Veterans Day Proclamation

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

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### **General Information:**

In 2017, the President signed into law the Vietnam War Veteran's Recognition Act, designating March 29<sup>th</sup> of each year National Vietnam War Veterans Day. This March will mark the 50<sup>th</sup> anniversary of the Vietnam War and presents an opportunity for the City of Blue Lake to recognize the service of many of our Blue Lake community members and veterans across the nation.

The attached proclamation is presented for Council's consideration.

**Background Material Provided:** Proclamation in Recognition of Vietnam War Veteran's Day

**Fiscal Impact:** N/A

**Recommended Action:** Adopt the attached proclamation

### **Review Information:**

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

Comments:

# PROCLAMATION

In Recognition of

## **VIETNAM WAR VETERANS DAY**

**WHEREAS**, the President of the United States signed into law the Vietnam War Veterans Recognition Act of 2017, designating March 29th of each year National Vietnam War Veterans Day; and

**WHEREAS**, millions of brave Americans served our country in this conflict with courage, honor and valor; and

**WHEREAS**, more than 58,000 individuals made the ultimate sacrifice in Vietnam, and many thousands more were wounded in combat; and

**WHEREAS**, there are 1,677 Americans still missing and unaccounted for from the Vietnam conflict, and their families, friends and fellow veterans still endure uncertainty concerning their fate; and

**WHEREAS**, the 50th anniversary presents an opportunity for the people of the United States to honor and thank our Vietnam veterans for all that they have given in the service of our country; and

**WHEREAS**, on March 29, 2022, veterans' organizations, municipalities, and families across the state will hold "Welcome Home" ceremonies to honor all Vietnam and Vietnam-era veterans who served with honor;

**NOW THEREFORE**, The City Council of the City of Blue Lake hereby is proud to recognize and proclaim March 29, 2022 in the City of Blue Lake as:

### **WELCOME HOME VIETNAM VETERANS DAY**

SIGNED AND SEALED, at \_\_\_\_\_, California, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Adelene Jones-Mayor



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## AGENDA REPORT

**Item #:** 6

**Date:** February 22, 2022

**Item Subject:** Blue Lake Community Emergency Response Team (CERT) Annual Presentation

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

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### **General Information:**

The City of Blue Lake's Community Emergency Response Team will present their annual report.

**Background Material Provided:** N/A

**Fiscal Impact:** N/A

**Recommended Action:** Presentation Only

### **Review Information:**

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

Comments:





# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 7

**Date:** February 22, 2022

**Item Subject:** City Council Vacancy and Appointment Process

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

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### **General Information:**

Councilmember Summer Daugherty submitted her Council resignation on January 31, 2022. In order to fill the vacancy presented by the resignation, the Council is required to take action in a manner consistent with State election law.

City Attorney, Ryan Plotz, has provided the following information, along with a recommendation on how to proceed. The City Council may accept his recommendation or proceed with the second option as presented.

### **Attorney Overview and Recommendation:**

The Council is required to appoint a person to fill the vacancy or call a special election within the next 60-day period.

If the Council appoints a person to fill the vacancy, that person would serve until the November election.

If the Council calls a special election, the election will occur either (i) in June if the Council calls for the special election on or before February 14 or (ii) in November if the call for the election occurs on or after February 15. The position would remain vacant until filled by election.

I recommend that the Council appoint, as the cost of holding a special election is high.

The process to fill the vacancy is up to the Council, but the following is typical:

1. The Council directs staff to advertise the vacancy and requests indications of interest to be submitted by a date certain.

2. Staff receives the indications of interests and confirms residency/eligibility with the County Elections Office.
3. The Council conducts interviews of eligible applicants in open session at a regular or special meeting.
4. The Council appoints a person to fill the vacancy through normal motion protocol.

**Background Material Provided:** N/A

**Fiscal Impact:** N/A

**Recommended Action:** Accept the recommendation of the City Attorney and direct staff to proceed with the notification process.

**Review Information:**

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

Comments:



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## AGENDA REPORT

**Item #:** 8

**Date:** February 22, 2022

**Item Subject:** SHN Consulting Engineers, Contract Extension

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

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### **General Information:**

The City of Blue Lake contracts with SHN Consulting Engineers to provide engineering and planning services for the City. The City of Blue Lake is at the end of the contract with SHN and due to the high volume of projects and grant submissions pending, the City Manager is requesting a one-year contract extension be authorized in order to facilitate the continuity of projects.

The City Manager is prepared to solicit qualifications in the near future for engineering and planning services, but requests additional time to conduct this process.

**Background Material Provided:** N/A

**Fiscal Impact:** Services are budgeted

**Recommended Action:** Authorize the City Manager to execute a one year contract extension for planning and engineering services with SHN Consulting Engineers.

### **Review Information:**

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

Comments:



# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 9

**Date:** February 22, 2022

**Item Subject:** Resolution Number 1195-Notice of Intent to Comply with SB 1383

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

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### **General Information:**

The City of Blue Lake is mandated to comply with the rules and regulations set forth by SB 1383. The City is working at various levels to achieve compliance, while at the same time pursuing options to defer compliance mandates as available. In order to proceed with compliance mandates and implementation strategies, the City has applied for funding in the amount of \$20,000 from CalRecycle; the funding will be used to fund staff time associated with compliance activities, community outreach and program implementation.

As part of the funding application, the City is required to file a Notice of Intent to Comply with SB 1383 and to designate an authorizing representative. The City has submitted the funding application, along with a compliance waiver, and is actively participating in regional activities to ensure Blue Lake's compliance success.

**Background Material Provided:** Notice of Intent to Comply Documentation

**Fiscal Impact:** Grant funding pending submission of NOIC and resolution

**Recommended Action:** Adopt Resolution Number 1195

### **Review Information:**

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

Comments: SB 1383 Consultants have provided guidance and recommendations

**RESOLUTION NUMBER 1195**

**A RESOLUTION OF THE CITY OF BLUE LAKE AUTHORIZING THE CITY  
MANAGER TO SUBMIT A NOTICE OF INTENT TO COMPLY WITH  
REGULATIONS SET FORTH BY SB 1383 TO CALRECYCLE**

**WHEREAS**, CalRecycle, in consultation with the California Air Resources Board, has adopted regulatory requirements (Regulations), consistent with the mandate of Senate Bill 1383 (Lara, 2016), that are designed to achieve the organic waste reduction goals established in Section 39730.6 of the Health and Safety Code through a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2025.

**WHEREAS**, the City of Blue Lake is a local jurisdiction required to comply with the Regulations set forth by SB 1383; and

**WHEREAS**, the City of Blue Lake is, or expects to be facing continuing violations of the Regulations of SB 1383 commencing during the 2022 calendar year; and

**WHEREAS**, Senate Bill 619 (Laird, 2021), through amendments to Section 42652.5 of the Public Resources Code (Statute), created a mechanism called a Notification of Intent to Comply through which a local jurisdiction may secure administrative civil penalty relief from any continuing violations of the Regulations for the 2022 calendar year and may be eligible for a broader and longer-term regulatory compliance path, including suspended administrative civil penalties, through a corrective action plan.

**WHEREAS**, the City Blue Lake is a local jurisdiction authorized by the Statute to submit a Notification of Intent to Comply for CalRecycle approval; and

**WHEREAS**, CalRecycle shall approve a Notification of Intent to Comply that is duly adopted by the jurisdiction by formal written resolution and meets the requirements of the Statute;

**NOW THEREFORE BE IT RESOLVED THAT:**

The City Council of the City of Blue Lake, hereby formally adopts the Notification of Intent to Comply attached as Exhibit "A."

The City Council of the City of Blue Lake hereby authorizes and directs Amanda Mager, City Manager, on its behalf, to submit the Notification of Intent to Comply attached as Exhibit "A" to CalRecycle for approval pursuant to the Statute.

By submitting the Notification of Intent to Comply pursuant to and subject to the above referenced requirements, the City of Blue Lake represents and certifies that it will implement the proposed actions to remedy the violations according to the proposed schedule as approved by CalRecycle and in accordance with the Statute and Regulations.

The City Council of the City of Blue Lake, by and through its City Manager, also acknowledges and agrees to comply with any maximum compliance deadline in any corrective action plan that CalRecycle, in its sole discretion, determines to be necessary and appropriate under the circumstances for the correction of any violation(s) of the Statute and Regulations identified in its Notification of Intent to Comply.

**PASSED, APPROVED AND ADOPTED** this 22nd day of February 2022, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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**Adelene Jones, Mayor**

**ATTEST:** \_\_\_\_\_

**Amanda Mager, City Clerk**

# Notification of Intent to Comply

CalRecycle is providing this optional form as a convenience to assist jurisdictions (counties, cities, a county and city, or special districts providing solid waste collection services) for purposes of submitting a notification of intent to comply to CalRecycle [see Public Resources Code (PRC) section 42652.5(c)].

A jurisdiction may submit a notification of intent to comply if it is facing continuing violations of the Short-lived Climate Pollutants: Organic Waste Reductions requirements in Title 14 California Code of Regulations (14 CCR). The written notification of intent to comply, adopted by resolution of the jurisdiction's governing body, shall be sent to CalRecycle no later than **March 1, 2022**, to [NOIC@CalRecycle.ca.gov](mailto:NOIC@CalRecycle.ca.gov).

A jurisdiction shall, at minimum, include the following in its notification:

1. A description, with specificity, of the continuing violations.
2. A detailed explanation of the reasons, supported by documentation, why the local jurisdiction is unable to comply.
3. A description of the impacts of the COVID-19 pandemic on compliance.
4. A description of the proposed actions the local jurisdiction will take to remedy the violations within the timelines established in 14 CCR section 18996.2 with a proposed schedule for doing so. The proposed actions shall be tailored to remedy the violations in a timely manner.

Upon approval by CalRecycle of a jurisdiction's notification and implementation of the intent to comply, a jurisdiction may be eligible for both of the following:

1. Administrative civil penalty relief for the 2022 calendar year pursuant to PRC section 42652.5(d).
2. A corrective action plan pursuant to 14 CCR section 18996.2.
  - a. CalRecycle may address through a corrective action plan any violations disclosed in a jurisdiction's notification that will take more than 180 days to correct. In this situation, the proposed actions and schedule in the jurisdiction's approved notification will be in effect until a corrective action plan is issued.

CalRecycle will respond in writing to a jurisdiction within 45 business days of receiving its notification with an approval, disapproval, request for additional information, or timeline for a decision on approval or disapproval. CalRecycle will include details about why a jurisdiction did not meet the requirements for a Notification of Intent to Comply when disapproving the jurisdiction's notification.

Please clearly print or type responses. Attach additional pages as necessary.

Jurisdiction Name: City of Blue Lake

County: Humboldt

Person Completing the Form: Amanda Mager

First Name: Amanda

Last Name: Mager

Title: City Manager

Mailing Address: PO Bo 458

City: Blue Lake

Zip Code: 95525

Email Address: citymanager@bluelake.ca.gov

Phone Number: 707-668-5655

1. Select using the check boxes below or write in the continuing violations for each applicable regulatory section. For each selection, please describe the specific violations related to the regulatory section.

**Example:**

- (B) 14 CCR section 18984.1 Three-Container Organic Waste Collection Services
- i. Not implementing mandatory residential foodwaste collection for all residents. Note: City already provides mandatory greenwaste collection to all residents*
  - ii. Not implementing mandatory commercial organics collection for all businesses under 2 cubic yards. Note: City already provides mandatory commercial organics collection to all businesses 2 cubic yard or more.*

**Disclaimer: The list of possible continuing violations below is not inclusive of all potential violations of the regulations.**

- (A) 14 CCR section 18984 Combined Organic Waste Collection Services. *This requirement is not included since the requirements are further specified in sections 18984.1-18984.11.*
- (B) 14 CCR section 18984.1 Three-Container Organic Waste Collection Services
- (C) 14 CCR section 18984.2 Two-Container Organic Waste Collection Services
- (D) 14 CCR section 18984.3 Unsegregated Single Container Collection Services
- (E) 14 CCR section 18984.4 Recordkeeping Requirements for Compliance with Organic Waste Collection Services
- (F) 14 CCR section 18984.5 Container Contamination Minimization
- (G) 14 CCR section 18984.6 Recordkeeping Requirements for Container Contamination Minimization
- (H) 14 CCR section 18984.7 Container Color Requirements
- (I) 14 CCR section 18984.8 Container Labeling Requirements
- (J) 14 CCR section 18984.11 Waivers Granted by a Jurisdiction
- (K) 14 CCR section 18985.1. Organic Waste Recovery Education and Outreach.
- (L) 14 CCR section 18985.2. Edible Food Recovery Education and Outreach
- (M) 14 CCR section 18985.3. Recordkeeping Requirements for a Jurisdiction's Compliance with Education and Outreach Requirements
- (N) 14 CCR section 18988.1. Jurisdiction Approval of Haulers and Self-Haulers
- (O) 14 CCR section 18988.3. Self-haulers of Organic Waste
- (P) 14 CCR section 18988.4. Recordkeeping Requirements for Compliance with Jurisdiction Hauler Program
- (Q) 14 CCR section 18989.1. CALGreen Building Codes
- (R) 14 CCR section 18989.2 Model Water Efficient Landscape Ordinance



- (S) 14 CCR section 18991.1. Jurisdiction Edible Food Recovery Program
- (T) 14 CCR section 18991.2. Recordkeeping Requirements for Jurisdiction Edible Food Recovery Program
- (U) 14 CCR section 18992.1. Organic Waste Recycling Capacity Planning
- (V) 14 CCR section 18992.2. Edible Food Recovery Capacity
- (W) 14 CCR section 18993.1. Recovered Organic Waste Product Procurement Target
- (X) 14 CCR section 18993.2. Recordkeeping Requirements for Recovered Organic Waste Procurement Target
- (Y) 14 CCR section 18993.3. Recycled Content Paper Procurement Requirements
- (Z) 14 CCR section 18993.4. Recordkeeping Requirements for Recycled Content Paper Procurement
- (AA) 14 CCR section 18994.2. Jurisdiction Annual Reporting  
*Note: This requirement is not included since jurisdictions are still expected to report to CalRecycle.*
- (BB) 14 CCR section 18995.1. Jurisdiction Inspection Requirements  
*Note: Section 18995.1(a)(1) should not be included because a jurisdiction should already be completing this action due to the requirements of PRC Chapter 12.9 (commencing with Section 42649.8)*
- (CC) 14 CCR section 18995.2. Implementation Record and Recordkeeping Requirements
- (DD) 14 CCR section 18995.3. Jurisdiction Investigation of Complaints of Alleged Violations  
*Note: This requirement is not included since jurisdictions are still expected to investigate complaints.*
- (EE) 14 CCR section 18995.4. Enforcement by a Jurisdiction

Use the check box(es) below to write in the continuing violations for any regulatory section(s) not reflected above and describe the specific violations related to the regulatory section.

**Example:**

- (1) (Type regulatory section number) (Type regulatory section title)
  - i. *Describe the specific violations related to the regulatory section*

(1)

(2)

(3)

(4)

(5)

2. A detailed explanation of the reasons why the jurisdiction is unable to comply, supported by documentation, if applicable.

Although our jurisdiction has had the final copy of the SB 1383 regulations since October 2020 and the general requirements of SB 1383 could be anticipated from the rulemaking process, the specifics of the law have been known for less than two years. There were legislative attempts to delay, exempt or revise SB 1383, leading to regulatory uncertainty. Once the uncertainty was eliminated, we acted to reach compliance on a regional scale, by coordinating with Humboldt Waste Management Authority and our local and regional partners. However, many of the requirements of SB 1383, especially those to develop complete collection programs, negotiate contracts, establish and permit facilities and educate the community will take well over a year. As a small jurisdiction, we are unable to physically manage many of the components of SB 1383 on our own; we must participate on a regional level, and are at the mercy of land use processes, land designation, permitting, construction timeframes and funding capacity. The City is working on solutions to meet the objectives of SB 1383 on a local level where possible, while at the same time participating on a regional level to meet longer term investments and objectives.

The City of Blue Lake has applied for a waiver, but is following a parallel path to reach compliance as quickly and efficiently as we are able to do so.

3. A description of the impacts of the COVID-19 pandemic on compliance.

4. Provide a description of the proposed actions the jurisdiction will take to remedy the violations with a proposed schedule for completing each action. The proposed actions shall be tailored to remedy the violations in a timely manner. See optional format below.

I hereby certify under penalty of perjury that the information provided herein is true and correct to the best of my knowledge.

-----  
Signature

-----  
Printed Name

-----  
Title

-----  
Date

Description of the proposed actions with proposed schedules the jurisdiction will take to remedy the violations. The proposed actions shall be tailored to remedy the violations in a timely manner.

Regulatory Requirement and Description	
Action	Proposed Schedule
TASK 1:	Date to be completed:
TASK 2:	Date to be completed:
TASK 3:	Date to be completed:

Regulatory Requirement and Description	
Action	Proposed Schedule
TASK 1:	Date to be completed:
TASK 2:	Date to be completed:

**Add Attachment**

**EXAMPLE**

<p><b>Regulatory Requirement:</b> (B.i.) 14 CCR section 18984.1 Three-Container Organic Waste Collection Services  <b>Description:</b> Not implementing mandatory residential foodwaste collection for all residents. Note: City already provides mandatory greenwaste collection to all residents</p>	
Action	Proposed Schedule
TASK 1: <i>Purchase two additional collection trucks and modify collection routes</i>	Date to be completed: 4/7/2022
TASK 2: <i>The city will work with its hauler to find a facility to accept mixed organic waste.</i>	Date to be completed: 4/14/2022

<p><b>Regulatory Requirement:</b> (B.ii.) 14 CCR section 18984.1 Three-Container Organic Waste Collection Services  <b>Description:</b> Not implementing mandatory commercial organics collection for all businesses under 2 cubic yards. Note: City already provides mandatory commercial organics collection to all businesses 2 cubic yard or more.</p>	
Action:	Proposed Schedule
TASK 1: <i>Purchase two additional collection trucks and modify collection routes</i>	Date to be completed: 4/21/2022
TASK 2: <i>The city will work with its hauler to acquire and distribute appropriate containers to all commercial accounts. The city will obtain monthly reports from the hauler to monitor full distribution of carts.</i>	Date to be completed: 4/28/2022

SB 1383 - GRANT REQ'S



Amanda Mager <citymanager@bluelake.ca.gov>

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**SB1383 Grant Application - Blue Lake**

1 message

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**Kennedy, Maria Elena@CalRecycle** <Maria.Kennedy@calrecycle.ca.gov>  
To: "citymanager@bluelake.ca.gov" <citymanager@bluelake.ca.gov>

Wed, Feb 9, 2022 at 9:50 AM

Good morning, Amanda:

Thank you for submitting a grant application for the SB 1383 Local Assistance Grant Program. This is a reminder that your Resolution, and if applicable, Letters of Designation and Letters of Authorization are required no later than the secondary due date.

**March 1, 2022:** Secondary Due Date for First Round Funding

Approved Resolution, and if applicable, Letters of Designation and Letters of Authorization, must be uploaded in GMS by this date.

OR

**June 14, 2022:** Secondary Due Date for Second Round Funding

Approved Resolution, and if applicable, Letters of Designation and Letters of Authorization, must be uploaded in GMS by this date.

Thank you,

Maria Elena

**Maria Elena Kennedy**

Department of Resources Recycling and Recovery

Fiscal and Process Oversight Unit

(916) 341-6228



# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 10

**Date:** February 22, 2022

**Item Subject:** Powers Creek District Development Update

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

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### **General Information:**

The City Manager will provide an update on the Powers Creek District and the various projects associated with the district's development.

**Background Material Provided:** N/A

**Fiscal Impact:** N/A

**Recommended Action:** Discussion

### **Review Information:**

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

Comments: SB 1383 Consultants have provided guidance and recommendations



# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 11

**Date:** February 22, 2022

**Item Subject:** Economic Development Commission Vacancy Appointment

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

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### **General Information:**

The City of Blue Lake Economic Development Commission currently has one vacancy; the vacancy has been advertised over several months and an application has been submitted for Council's consideration.

The applicant resides outside of the City limits, but within the designated radius for commissioner consideration. The current composition of the commission can facilitate a commissioner that resides within the designated radius.

**Background Material Provided:** N/A

**Fiscal Impact:** N/A

**Recommended Action:** Discussion

### **Review Information:**

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

Comments: SB 1383 Consultants have provided guidance and recommendations



# CITY OF BLUE LAKE

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## Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: EDC + Parks & Rec

Name: Jake Hussin

Address: [REDACTED]

Primary Phone: [REDACTED] Alternate Phone: [REDACTED]

Email: [REDACTED]

Educational Background (Last Year Completed): 2016 sophomore HSU, BSA

Length of time in Blue Lake: 4 years

Present Employer: Mad River Estates LLC

Job Title: Head of Operations

On a separate piece of paper, please answer the following questions as **thoroughly** as possible:

1. What community organizations are you currently involved with?
2. What unique skills or qualifications do you bring to the position?
3. What do you view as the main goal/purpose of this Council/Commission/Committee?
4. How do you think you can contribute towards this goal/purpose?

Please plan to attend the Council meeting when the selection(s) for this position will be made. Be prepared to answer additional questions that the Council may have. Applicants for Council positions must be a City resident and a registered voter. Eligibility for other Commission/Committee positions is set by Ordinance. Please contact City Hall with additional questions.

### **EDC:**

1. Blue Lake Fire
2. I feel that I bring several unique skills and qualifications to the position. I am an avid entrepreneur and business creator. As a well connected community member of our area, there are a lot of people I know that could be beneficial to a project in some way. I feel I have a pretty good idea about the different businesses and services our area could benefit from as a whole. Coming from a larger city, I like to look at what people are doing all over in an effort to better understand how our needs could be met on the North Coast. I think we have a lot of room for development, especially in our beautiful city.
3. I would assume the main goal of this commission is to lead, assist or aid in the economic development of Blue Lake!
4. I think I have a lot of good ideas when it comes to bettering our community. The thing I lack most is a good team to properly execute ideas! I think with the right people around I would be a great asset to any team! I really love the idea of helping with the economic development of Blue Lake.

### **Parks & Rec:**

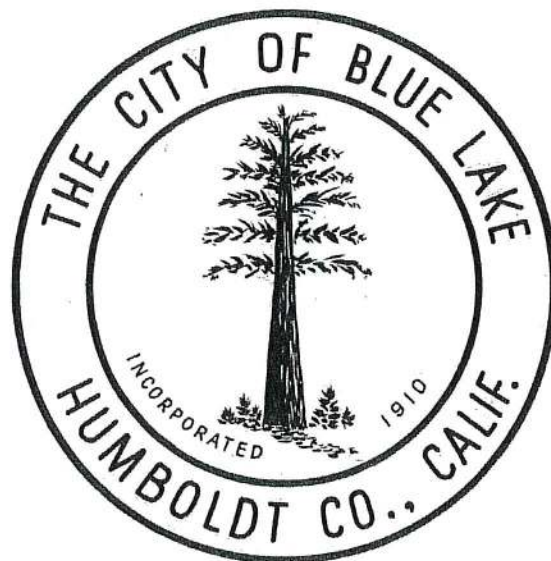
1. Blue Lake Fire
2. As an avid outdoorsman and someone who avidly uses our public spaces I feel I could bring a good perspective to the group. We have a lot of opportunities to expand our offerings and I would love to assist with that in any way possible.
3. Much like with the EDC, I would assume the purpose of this group is to better expand the recreational activities available in and around Blue Lake. I think there's even a slight overlap, because the EDC could bring parks and rec type businesses to our area (bike rental, kayak rental, etc etc)
4. I think there are many different ways I could contribute. It just depends where I would fit in! I have a passion for helping people and I would love to see things actually get done. I feel I would be a valuable member of the team!



# CITY OF BLUE LAKE

## CONSENT AGENDA

FEBRUARY 22, 2022





# 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 #:** 13

**Date:** February 22, 2022

**Item Subject:** Resolution Number 1194-A Resolution of the City Council of the City of Blue Lake Opposing State Ballot Initiative No. 21-0042A1, Titled the Taxpayer Protection and Government Accountability Act

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

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### **General Information:**

See the attached analysis provided by the League of Cities.

**Background Material Provided:** N/A

**Fiscal Impact:** Unknown

**Recommended Action:** Adopt Resolution Number 1194

### **Review Information:**

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

Comments: SB 1383 Consultants have provided guidance and recommendations

**RESOLUTION NO. 1194**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE  
OPPOSING BALLOT INITIATIVE 21-0042A1, TITLED THE TAXPAYER  
PROTECTION AND GOVERNMENT ACCOUNTABILITY ACT**

**A. WHEREAS**, an association representing California's wealthiest corporations is behind a deceptive proposition aimed for the November 2022 statewide ballot; and

**B. WHEREAS**, the measure creates new constitutional loopholes that allow corporations to pay far less than their fair share for the impacts they have on our communities, including local infrastructure, our environment, water quality, air quality, and natural resources; and

**C. WHEREAS**, the measure includes undemocratic provisions that would make it more difficult for local voters to pass measures needed to fund local services and infrastructure, and would limit voter input by prohibiting local advisory measures where voters provide direction on how they want their local tax dollars spent; and

**D. WHEREAS**, the measure makes it much more difficult for state and local regulators to issue fines and levies on corporations that violate laws intended to protect our environment, public health and safety, and our neighborhoods; and

**E. WHEREAS**, the measure puts billions of dollars currently dedicated to state and local services at risk, and could force cuts to public schools, fire and emergency response, law enforcement, public health, parks, libraries, affordable housing, services to support homeless residents, mental health services, and more; and

**F. WHEREAS**, the measure would also reduce funding for critical infrastructure like streets and roads, public transportation, drinking water, new schools, sanitation, and utilities.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Blue Lake opposes Initiative 21-0042A1.

**THEREFORE, BE IT FURTHER RESOLVED**, that the City of Blue Lake will join the NO on Initiative 21-0042A1 coalition, a growing coalition of public safety, labor, local government,

infrastructure advocates, and other organizations throughout the state.

**PASSED, APPROVED AND ADOPTED** this \_\_\_nd day of February 2022, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

\_\_\_\_\_  
**Adelene Jones, Mayor**

**ATTEST:** \_\_\_\_\_

**Amanda Mager, City Clerk**

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**ACTION ALERT: State Ballot Measure Restricting Voters' Input and Local Taxing Authority**

1 message

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Sara Sanders <sanders@calcities.org>  
To: Sara Sanders <sanders@calcities.org>

Thu, Feb 3, 2022 at 2:43 PM

ACTION ALERT

**State Ballot Measure Restricting Voters' Input and Local Taxing Authority**

**\*\*\* CITY RESOLUTIONS NEEDED \*\*\***

**ACTION:**

Cal Cities requests cities **adopt a city resolution to demonstrate how harmful this measure would be to your community and the people of California.**

Send adopted city resolutions to [BallotMeasures@calcities.org](mailto:BallotMeasures@calcities.org) as soon as possible. *A sample city resolution is attached.*

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-  
**BACKGROUND**

-  
In 2018, the "Tax Fairness, Transparency and Accountability Act" or (AG# 17-0050 Amdt. #1), was being circulated to qualify for the November 2018 ballot. This initiative would have drastically limited local revenue authority.

Through the successful work and advocacy of the League of California Cities and its coalition, the measure's proponents withdrew the initiative from the ballot in June 2018.

On Jan. 4, 2022, the California Business Roundtable filed the Taxpayer Protection and Government Accountability Act or AG# 21-0042A1. This measure is far more detrimental to cities than the measure filed in 2018, because it would decimate vital local and state services to the benefit of wealthy corporations.

Cal Cities, along with a broad coalition of local governments, labor and public safety leaders, infrastructure advocates, and businesses, strongly oppose this initiative.

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### **SUMMARY**

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The Taxpayer Protection and Government Accountability Act limits voters' authority, adopts new and stricter rules for raising taxes and fees, and makes it more difficult to hold violators of state and local laws accountable.

## **WHAT WOULD THIS MEASURE SPECIFICALLY DO?**

### **1. Limit voter authority and accountability**

- Limits voter input. Prohibits local voters from providing direction on how local tax dollars should be spent by prohibiting local advisory measures.
- Invalidates the Upland decision that allows a majority of local voters to pass special taxes. Taxes proposed by the Initiative are subject to the same rules as taxes placed on the ballot by a city council. All measures passed between January 2022 and November 2022 would be invalidated unless reenacted within 12 months.

### **2. Restrict local fee authority to provide local services**

- Impacts franchise fees. Sets new standard for fees and charges paid for the use of local and state government property. The standard may significantly restrict the amount oil companies, utilities, gas companies, railroads, garbage companies, cable companies, and other corporations pay for the use of local public property. Rental and sale of local government property must be "reasonable" which must be proved by "clear and convincing evidence."

- Except for licensing and other regulatory fees, fees and charges may not exceed the "actual cost" of providing the product or service for which the fee is charged. "Actual cost" is the "minimum amount necessary." The burden to prove the fee or charge does not exceed "actual cost" is changed to "clear and convincing" evidence.

### **3. Restrict authority of state and local governments to issue fines and penalties for violations of law**

- Requires voter approval of fines, penalties, and levies for corporations and property owners that violate state and local laws unless a new, undefined adjudicatory process is used to impose the fines and penalties.

### **4. Restrict local tax authority to provide local services**

- Requires voter approval to expand existing taxes (e.g., UUT, use tax, TOT) to new territory (e.g., annexation) or expanding the base (e.g., new utility service).
- City charters may not be amended to include a tax or fee.
- New taxes can be imposed only for a specific time period.
- Taxes adopted after Jan. 1, 2022, that do not comply with the new rules, are void unless reenacted.
- All state taxes require majority voter approval.
- Prohibits any surcharge on property tax rate and allocation of property tax to state.

### **5. Other changes**

- No fee or charge or exaction regulating vehicle miles traveled can be imposed as a condition of property development or occupancy.

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### **TALKING POINTS**

#### **1. Gives wealthy corporations a major loophole to avoid paying their fair share — forcing local residents and taxpayers to pay more**

- The measure creates new constitutional loopholes that allow corporations to pay far less than their fair share for the impacts they have on our communities, including local infrastructure, our environment, water quality, air quality, and natural resources — shifting the burden and making individual taxpayers pay more.

## **2. Allows corporations to dodge enforcement when they violate environmental, health, public safety, and other laws**

- The deceptive scheme creates new loopholes that makes it much more difficult for state and local regulators to issue fines and levies on corporations that violate laws intended to protect our environment, public health and safety, and our neighborhoods.

## **3. Jeopardizes vital local and state services**

- This far-reaching measure puts at risk billions of dollars currently dedicated to critical state and local services.
- It could force cuts to public schools, fire and emergency response, law enforcement, public health, parks, libraries, affordable housing, services to support homeless residents, mental health services, and more.
- It would also reduce funding for critical infrastructure like streets and roads, public transportation, drinking water, new schools, sanitation, and utilities.

## **4. Opens the door for frivolous lawsuits, bureaucracy, and red tape that will cost taxpayers and hurt our communities**

- The measure will encourage frivolous lawsuits, bureaucracy, and red tape that will cost local taxpayers millions — while significantly delaying and stopping investments in infrastructure and vital services.

## **5. Undermines voter rights, transparency, and accountability**

- This misleading measure changes our constitution to make it more difficult for local voters to pass measures needed to fund local services and local infrastructure.
- It also includes a hidden provision that would retroactively cancel measures that were passed by local voters — effectively undermining the rights of voters to decide for themselves what their communities need.
- It would limit voter input by prohibiting local advisory measures, where voters provide direction to politicians on how they want their local tax dollars spent.

### **Sara Sanders**

Regional Public Affairs Manager

League of California Cities

Cell: 916-548-9030

sanders@calcities.org | [www.calcities.org](http://www.calcities.org)





## Stop the Corporate Loopholes Scheme

### **Deceptive Proposition Allows Major Corporations to Avoid Paying their Fair Share and Evade Enforcement when they Violate Environmental, Health & Safety Laws**

An association representing California's wealthiest corporations — including oil, insurance, banks and drug companies — is behind a deceptive proposition aimed for the November 2022 statewide ballot. Their measure would create major new loopholes that allow corporations to avoid paying their fair share for the impacts they have on our communities; while also allowing corporations to evade enforcement when they violate environmental, health, safety and other state and local laws. Here's why a broad coalition of local governments, labor and public safety leaders, infrastructure advocates, and businesses **oppose** the Corporate Loophole Scheme:

### **Gives Wealthy Corporations a Major Loophole to Avoid Paying their Fair Share - Forcing Local Residents and Taxpayers to Pay More**

- The measure creates new constitutional loopholes that **allow corporations to pay far less than their fair share for the impacts they have on our communities**, including local infrastructure, our environment, water quality, air quality, and natural resources – shifting the burden and making individual taxpayers pay more.

### **Allows Corporations to Dodge Enforcement When They Violate Environmental, Health, Public Safety and Other Laws**

- The deceptive scheme creates new loopholes that makes it much more difficult for state and local regulators to issue fines and levies on corporations that violate laws intended to protect our environment, public health and safety, and our neighborhoods.

### **Jeopardizes Vital Local and State Services**

- This far-reaching measure **puts at risk billions of dollars currently dedicated to critical state and local services**.
- It could **force cuts** to public schools, fire and emergency response, law enforcement, public health, parks, libraries, affordable housing, services to support homeless residents, mental health services and more.
- It would also **reduce funding for critical infrastructure** like streets and roads, public transportation, drinking water, new schools, sanitation, utilities and more.

### **Opens the Door for Frivolous Lawsuits, Bureaucracy and Red Tape that Will Cost Taxpayers and Hurt Our Communities**

- The measure will encourage **frivolous lawsuits, bureaucracy and red tape that will cost local taxpayers millions** — while significantly **delaying and stopping investments in infrastructure and vital services**.



## Undermines Voter Rights, Transparency, and Accountability

- This misleading measure changes our constitution to make it more difficult for local voters to pass measures needed to fund local services and local infrastructure.
- It also includes a hidden provision that **would retroactively cancel measures that were passed by local voters** — effectively undermining the rights of voters to decide for themselves what their communities need.
- It would **limit voter input** by prohibiting local advisory measures, where voters provide direction to politicians on how they want their local tax dollars spent.

# Blue Lake City Council Minutes

Tuesday, December 14, 2021 ~ 6:30 p.m. ~ Council Meeting Via Zoom

(707) 668-5655

Fax: (707) 668-5916

www.bluelake.ca.gov



**CITY OF BLUE LAKE**  
CALIFORNIA

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

1. **Meeting Called to Order at 6:32 PM**
2. **Establish a Quorum of the Council**

### **Council Members Present:**

Adelene Jones, Mayor  
Summer Daugherty, Mayor Pro-Tem  
Chris Curran  
Elaine Hogan  
Benjamin McCreath

### **Staff Present:**

Amanda Mager, City Manager  
Trevor Punnea, Director of Parks & Rec  
Emily Wood, Economic Dev. Planner

### **Public Present:**

Susan Seaman, Mayor, City of Eureka  
Darcey Lima  
Trevor Guthrie  
Maggie Gainer  
Keith Barnard  
Leah Harry  
Jean Lynch

3. **Approve Agenda**

**Motion:** To approve the agenda with the following changes: move item #6 to item #4.

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

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

**Vote: Ayes:** Jones, Hogan, Curran, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

4. **Public Comment – None**
5. **Susan Seaman- “Go Slow, Watch the Road” Presentation**

Gave overview of the program and the campaign.

**Motion:** To adopt the “Go Slow, Watch the Road” proclamation and authorize Mayor Jones to sign on behalf of the City of Blue Lake

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

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

**Vote: Ayes:** Jones, Curran, McCreath, Hogan, and Daugherty **Nays:** None **Absent:** None  
**Motion Summary:** Motion Passed

6. **Zoom Resolution No. 1192:** *A Resolution of the City of Blue Lake Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings*

**Motion:** To adopt Resolution 1192

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

7. **Resolution No. 1193:** *A Resolution of the City of Blue Lake Accepting a Utility Easement for Sanitary Sewer Infrastructure*

**Motion:** To adopt Resolution 1193

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

8. **Zero Waste Humboldt Presentation**

Maggie Gainer gave an overview of Zero Waste Humboldt and their mission. Blue Lake's water bottle filling stations project, upcoming legislation, and recycling programs makes an ideal fit to work with Zero Waste Humboldt. ZWH would like to assist the City in creating forms to evaluate waste generated at events and reduction strategies.

9. **Powers Creek Restoration Project Update:**

Keith Barnard presented and gave an update on the status of the project, including the permitting status.

**Mayor Pro-Tem Daugherty:** Would like to see the designs. Do floodplain studies warrant that wide of a river channel?

**Mayor Pro-Tem Daugherty:** How far outside of the excavation area will you be planting?

**Keith Barnard:** Not very far; the City section is particularly constrained.

**Mayor Pro-Tem Daugherty:** How far from the existing thalweg are you proposing the creek meanders? With a wider channel and meander, aren't you impacting the ability for fish to migrate? Would like to see a clear and concise design brought to Council for further review.

**Mayor Jones:** Concerned with the creek in the Town Square & Dell'arte region and would like to revisit.

10. **Sanitary Sewer Study Fund Allocation:**

**Motion:** To authorize the City Manager to expend funds from the Wastewater Capital Improvement Fund to conduct a sanitary sewer study.

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

**11. City of Blue Lake Small Business Grant Program:**

City Manager Mager presented an overview of the Small Business Grant project proposals and the proposed funding allocations for Council's review.

**Motion:** to approve the preliminary project proposals and budgets with a final revision being presented to Council at the next meeting.

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

**12. RV Park & Campground Contract Recommendation:**

City Manager Mager presented an overview of the proposals received by the City of Blue Lake in response to the City's Request for Qualifications for the RV Park and Campground project. The proposals were reviewed by City staff and commission members and staff is requesting authorization to conduct contract negotiations with the top ranked firm.

**Motion:** To Authorize the City Manager to Negotiate and Execute a Contract with the Top Ranked Firm to Conduct the Campground, RV Park and Business Analysis work as identified in the EDA funding award.

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

**13. State Park Per Capita Grant: Submission and Authorization to Accept and Approve Proposals for Major Renovation Items:**

Authorize the City Manager to Submit a Final Application to the State Park Per Capita Program for Renovations to Existing Park Facilities and Authorize the City Manager to Execute an Agreement with the Lowest Responsive Bidder for the Replacement of the Prasch Hall Roof and Floor Upon Approval of the Funding Request by the State Park Per Capita Program Discussion/Action.

**Motion:** To authorize the City Manager to Submit a Final Application to the State Per Capita Program

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

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

**Vote: Ayes:** Jones, Curran, Hogan, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

**14. Prasch Hall Commercial Kitchen Bid Release:**

**Motion:** To authorize the City Manager to Release the Prasch Hall Commercial Kitchen Bid; Funding for the Project to be Identified by City Staff and Brought Back to Council for Further Recommendation

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

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

**Vote: Ayes:** Curran, Jones, Hogan, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

**15. Coal Train: Opposition Position-Discussion/Direction/Action**

**Motion:** To authorize the City Manager to express the Council's opposition to the Coal Train

Project and bring back a draft letter for Council's consideration at the next Council meeting.

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

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

**Vote: Ayes:** Curran, Jones, Hogan, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

16. **5<sup>th</sup> & J Street Stop Sign:**

**Motion:** To authorize the City to install two stop signs at the intersection of 5<sup>th</sup> Street and J street.

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

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

**Vote: Ayes:** Jones, Curran, Jones, Hogan, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

17. **Council Correspondence:**

League of Cities Update

18. **Consent Agenda:** Warrants & Disbursements

**Motion:** To approve the consent agenda as presented.

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

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

**Vote: Ayes:** Curran, Hogan, Jones, McCreath, and Daugherty **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

19. **Reports of Council and Staff**

**Mayor Joens** – No HCAOG meeting.

**Councilmember Hogan** – Reported on the Humboldt Waste Management Authority meeting.

HWMA has a new director, Peter Fuller. Suggests City could work with consultant on SB-1383.

**Councilmember Curran** – Reported on the Blue Lake Fire Department and the Economic Development Commission Vacancy.

**Councilmember McCreath** – Nothing to report.

**Mayor Pro-Tem Daugherty** – No RREDC report.

**City Manager Mager** – Nothing to report

20. **Future Agenda Items**

- **Powers Creek Update on agenda**
- **City of Blue Lake Small Business Grants – Final Revision**

**Adjourn – 9:35 P.M.**

# Blue Lake City Council Minutes

Tuesday, January 25, 2022 ~ 6:30 p.m. ~ Council Meeting Via Zoom

(707) 668-5655  
Fax: (707) 668-5916  
www.bluelake.ca.gov



**CITY OF BLUE LAKE**  
**CALIFORNIA**

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

1. Meeting Called to Order at 6:30PM
2. Established a Quorum of the Council

#### **Council Members Present:**

Adelene Jones, Mayor  
Chris Curran  
Elaine Hogan  
Benjamin McCreath

#### **Staff Present:**

Amanda Mager, City Manager/City Clerk  
Emily Wood, Economic Development Planner  
Trevor Punnea, Parks and Recreation Director

#### **Public Present:**

Lin Glen  
Lisa Hoover  
Kit Mann  
Ted Hales  
Elise Scafani  
Jeff Demark

3. Approve Agenda

**Motion:** To Approve the Agenda

**Motion by:** Councilmember Curran, **Second:** Councilmember McCreath

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

**Vote:** Ayes: Jones, Hogan, Curran, McCreath **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

4. Public Comment:

**Lin Glen** – Thanked City staff and the Public Works crew for the on-going maintenance of the trail; thank you to Glenn for filling in the mud puddles.

**Written comment from Lisa Hoover-** Requests that the City schedule community forums regarding the Powers Creek Development, specifically forums regarding the Storyland Studios Development.

**Written request from Redwood Coast Energy Authority (RCEA) requesting a letter of support:** Council determined that the letter of support supported on-going initiatives within the City of Blue Lake and directed the City Manager to prepare and execute the letter of support.

5. **Reaffirm the Findings of Resolution #1192**

*A resolution of the City Council and the City of Blue Lake making findings pursuant to Government Code Section 54953, as amended by Assembly Bill 361, and authorizing the continued use of virtual meetings – Action*

**Mayor Jones:** Must be done monthly as Council continues to meet via Zoom due to COVID 19.

**Motion:** To adopt the findings and continue resolution 1192, continuing the use of virtual meetings.

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

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

**Vote: Ayes:** Jones, Curran, McCreath, Hogan **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

6. **City of Blue Lake Small Business Grant Program**

**Council to finalize the City of Blue Lake’s Small Business Grant Disbursement and direct the City Manager to disburse the funds in compliance with the Federal COVID Relief Program’s Regulations**

**City Manager Mager:** Humboldt Made will assist the City and the downtown businesses through their “Project Our Town” program. Humboldt Made’s team will assist businesses on an individual basis, based on their individual needs. City Manager Mager presented the final disbursement recommendations and projects to Council and provided an overview of the City’s initial site visit with Alana Goldsmith, CEO of Humboldt Made.

**Motion:** To authorize the City Manager to disburse the grant funds to the businesses, as presented, in compliance with the Federal COVID Relief Program’s Regulations.

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

7. **Coal Train Opposition Draft Letter:** Review the draft letter and direct staff as appropriate - Discussion, Direction, Action

**City Manager Mager presented the draft letter for Council’s consideration;** Manager Mager stated that the letter was focused on the benefits of the Great Redwood Trail as it related to the City of Blue Lake’s recreation economy. Council agreed that the focus of the letter was appropriate and directed the Manager to prepare a final letter for the Mayor’s signature and distribution.

**Motion:** To authorize the City Manager prepare a final letter for the Mayor’s signature and to distribute as appropriate

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

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



**Vote: Ayes:** Curran, Hogan, McCreath, Jones **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

8. **Caretaker Cabin's Lease:** Authorize the City Manager to execute an amendment to the current residential lease agreement with Kirsten Cowan.

**Motion:** To authorize the City Manager to execute an amendment to the current lease agreement with Kirsten Cowan.

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

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

**Vote: Ayes:** Curran, Hogan, McCreath, Jones **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

9. **Powers Creek Development Update – Discussion**

**City Manager Mager provided updates on the following items:**

**Surplus Lands Act:** The City has completed the Surplus Lands Act notification process; no additional interests were expressed by affordable housing developers.

**DDA with DANCO Communities:** Staff is working on a DDA with DANCO Communities; this will provide them with the necessary site control to perform environmental studies, including biological and cultural studies and will allow a higher level of architectural design and community engagement to take place. The DDA will be presented to Council for consideration.

**Storyland Studios:** City staff are finalizing the contract with Storyland Studios; Storyland will be working with the City and the community on the evaluation of the Powers Creek District and will be conducting community scoping and outreach to develop ideas and concepts for future development. Storyland will be evaluating various properties for the development of an RV park and campground, as well as support businesses and improvements.

**Bike Park:** The Bike Park is moving forward; staff are coordinating with partner entities to conduct fundraising efforts and to finalize the design.

The City has been working to facilitate a sale of the Calgon Carbon Property and is working with various entities to find an appropriate development strategy.

**Housing Element Update:**

A draft plan of the housing element will be presented to the Planning Commission at an upcoming meeting. The Planning Commission will conduct a public hearing and then move the process to the Council. The City is required to have a State approved housing element in order to maintain compliance with State mandates.

**The Clean California Grant:**

The City has applied for a Clean California Grant; the application requests funding to install solar lighting along the City's existing trail network, along with the installation of additional trash/recycling receptacles and the development of a mural along the Annie and Mary Trail. The grant focuses on cleaning up recreation spaces and making public spaces more accessible and inviting.

**Council and Public Comment:**

**Councilmember Hogan:** Does the Housing Element Update address Accessory Dwelling Units? Are we building in provisions to make ADU's easier for people to build if they like?

**City Manager Mager:** We are building them into the Housing Element as they are required by the State. The City has been looking at the City of Eureka's ADU program as an example.

**Councilmember Hogan:** Is the lighting along the trail pedestrian lighting or traffic lighting? Is there any concern about the effects of lighting on nocturnal wildlife, or any regulations prohibiting these lights from the International Dark Sky Foundation?

**City Manager Mager:** Pedestrian scale lighting will be placed along the trail. Pedestrians going for walks at all hours will benefit from the lighting, in addition to crime reduction. The Opportunity Zone requires compliance with the International Dark Sky regulations and all lighting will be designed with these standards.

**Lisa Hoover:** Are these developments referring to DANCO and what trail are you referring to?

**Lisa Hoover:** I would like to ask for a forum and increased level of outreach in regards to the Powers Creek Development, specifically the view presented to Storyland Studios, discussing the RV Park & Campground.

**Mayor Jones:** Our City Council meetings are open and available to the public although during COVID-19, a large public meeting regarding the Powers Creek Development is inappropriate and unsafe during the pandemic for the community. The City Council Meetings are an opportunity for the community to voice these concerns, and as it stands, the Council has directed City Staff to move forward.

**Lisa Hoover:** Would like to see a Zoom Meeting dedicated to Powers Creek development, outside of a City Council Meeting, to bring further discussion about this development.

**City Manager Mager:** Storyland Studios will evaluate the City of Blue Lake's development potential and will make final recommendations to the Council and the community based upon their evaluations. They will engage the community on various levels to address designs, themes and development scale.

**Lisa Hoover:** I want to know who suggested that Blue Lake become a recreation destination, and who put forth the ideas of fishing guide services, a resort and/or campground, and other amenities.

**Lin Glenn:** Many people have busy lives and cannot sit through a meeting to wait to voice their concerns – would like to see a Powers Creek Development Meeting specifically as well.

Is Council free to reject DANCO and their design at any point, would there be any repercussions? And will there be any alterations to the property that would affect the health, safety, or integrity of the property?

**City Manager Mager:** The Council has the final say in the acceptance of the design, although this agreement allows DANCO to move forward with preliminary studies on the property. Although the City cannot work with another developer during these preliminary studies – the City Council is free to work with any developer after these preliminary studies are finished.

**Elise Scafani:** Has a question about the notification process- it was stated that once the land was deemed surplus, a notification process would happen. Tonight- we were told the notification process was complete and DANCO had been selected.

**City Manager Mager:** The City has to comply with the process designated by the Department of Housing and Community Development; the City is mandated to provide notification to firms interested in affordable housing projects on a yearly basis that the City has “surplus lands” that could be considered for development. The City made all of the proper notifications and the process is now complete. The City has to negotiate in good faith with any interested developer.

**Elisa Scafani-** This process seems to be happening quickly, and the public is not aware of the information. The City website should be utilized to inform the public with non-biased information that doesn’t require a call. The public is not pleased with the City Council’s representation of the community and does not feel the public comment time allotment is appropriate to express concerns.

**Kit Mann-** Concerned that lighting along the trail will disrupt wildlife along the creek corridor; does not want light from the proposed trail lighting to fall on his property.

**Lisa Hoover-** Concurs with Kit Mann that lighting along the trail, especially the Hatchery Trail, would not benefit wildlife and should be reconsidered.

#### 10. Council Correspondence:

The council received two pieces of correspondence, which was presented during Public Comment.

#### 11. Consent Agenda Items:

October 26, 2021 Meeting Minutes  
November 2, 2021 Meeting Minutes  
Warrants and Disbursements

**Motion:** To Approve the Consent Agenda as Presented.

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

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

**Vote:** Ayes: Curran, Hogan, Jones, McCreath **Nays:** None **Absent:** None

**Motion Summary:** Motion Passed

#### 12. Reports of Council and Staff

**Mayor Jones** – Attended HCAOG Meeting. One of the last to support the Countywide Traffic Safety Campaign. HCAOG approved letters of support for Blue Lake’s application for the Clean CA Grant. HCAOG received a report from Caltrans on the 101 corridor and Last Chance Grade. Next months meeting will include a report from Susan Orneles. Mike Johnson will be the chair of HCAOG.

**Councilmember Hogan** – HWMA – Has hired a new executive director, along with consultants to work on SB 1383 on a regional level. Consultants have started working with local task force (Cal Recycle) representatives. Their first step is submitting waivers for eligible municipalities.

City Manager Mager: Blue Lake has submitted our SB1383 waiver and is submitting a grant for funding to support our efforts to comply with SB 1383 in the future.

**Councilmember Curran** – Went to the Economic Development meeting; all items were covered in tonight’s meeting. There is one opening on the Economic Development Commission. No meeting from Blue Lake Fire Department.

**Councilmember McCreath** – No meetings attended.

**City Manager Mager** – PGE will be doing a gas line replacement in the City within the next year. PGE will be providing infrastructure blueprints that are useful for the City.

The City has been doing flow assessments on various manholes to get a better control on the City’s waste water capacity.

**Lisa Hoover-** What is the Truck Route Item?

**City Manager Mager:** The Truck Route is an established route that has been approved for commercial vehicles; although the City has been approved for funds to make infrastructure improvements along the truck route to create a safer route for drivers and pedestrians.

**Elise Scafani:** Creating a venue for the public to have information/ask questions on upcoming events and ongoing processes, such as posting on the City Website, would inform the public and create a more accessible and convenient avenue to ask questions.

**Lisa Hoover:** Agrees with Elise’s point - If the minutes could come out earlier, it would benefit the public.

### 13. Future Agenda Items

(Tentative) Design Development Agreement – 2/8/22 Special City Council Meeting

CERT Report – Lin Glen

**Motion to Adjourn – 8:17 PM**

**Motion:** Councilmember Curran

**Second:** Councilmember McCreath

**Approved**

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 12/1/2021 Through 1/31/2022

Check Number	Check Date	Payee	Check Description	Check Amount
8855	12/1/2021	RREDC	Town Square Loan Pmts due 4/1/21 & 5/1/21	0.00
2021 1203EFT...	12/3/2021	U. S. Department of Treasury	EFTPS federal tax pmt 12/3/21 PR	4,837.16
2021 1203EFT...	12/3/2021	Employment Development Dept.	DE88 state tax pmt 12/3/21 PR	933.18
2021 1203EFT...	12/3/2021	Cal PERS	PERS retirement pmt 12/3/21 PR	3,111.69
2021 1203EFT...	12/3/2021	Freedom Voice	Freedom voice - 12/1/21 statement	119.57
211203A01	12/3/2021	Glenn R. Bernald	Employee: bernaldg; Pay Date: 12/3/2021	1,531.08
211203A02	12/3/2021	Lindley J. Casillas	Employee: casillas; Pay Date: 12/3/2021	576.54
211203A03	12/3/2021	Skyler A. Coke	Employee: cokes; Pay Date: 12/3/2021	828.47
211203A04	12/3/2021	Melissa M. Combs	Employee: combsm; Pay Date: 12/3/2021	257.64
211203A05	12/3/2021	Boston A. Frandsen	Employee: frandsenb; Pay Date: 12/3/2021	438.82
211203A06	12/3/2021	Lisa M. Honzik	Employee: honziki; Pay Date: 12/3/2021	47.29
211203A07	12/3/2021	Vicki L. Hutton	Employee: huttonv; Pay Date: 12/3/2021	1,296.07
211203A08	12/3/2021	Amanda L. Mager	Employee: magera; Pay Date: 12/3/2021	1,903.46
211203A09	12/3/2021	Jacob P. Meng	Employee: mengj; Pay Date: 12/3/2021	936.54
211203A10	12/3/2021	Ross A. Nash	Employee: nashr; Pay Date: 12/3/2021	598.78
211203A11	12/3/2021	Emily P. Wood	Employee: woode; Pay Date: 12/3/2021	1,018.10
9392	12/3/2021	Harold D. Burris	Employee: burrish; Pay Date: 12/3/2021	2,099.77
9393	12/3/2021	Trevor L. Pumnea	Employee: pumneat; Pay Date: 12/3/2021	1,307.40
9394	12/3/2021	Rodney Gulley	Fall 2021 woodbat umpire-gulley	205.00
9395	12/3/2021	Jack Miklik	Fall 2021 woodbat umpire-miklik	170.00
9396	12/3/2021	Mike Salmon	Fall 2021 woodbat umpire-salmon	385.00
9397	12/3/2021	Haley Suter	Fall 2021 woodbat umpire-suter	120.00
9398	12/3/2021	Aflac	12/15/21 inv#205470	131.52
9399	12/3/2021	Best Best & Krieger LLP	11/18/21 inv#920814	1,710.00
9400	12/3/2021	Skyler A. Coke	dental pmt 11/18/21 -coke	264.00
9401	12/3/2021	CA State Disbursement Unit	11/19/21 PR deduction-Coke	92.30
9402	12/3/2021	Humboldt Co. Sheriff's Office	animal shelter agreement Dec 2021	633.00
9403	12/3/2021	Gregory T. Mellon DDS	dental pmt 11/3/21-Meng	110.00
9404	12/3/2021	Miller Farms Nursery, Inc.	statement 11/30/21	42.00
9405	12/3/2021	Cheryl E. Turner	11/23/21 inv#2021-05 planning minutes	100.00
9406	12/3/2021	United Indian Health Services	dental pmt 11/19/21 Mager	194.40
9407	12/3/2021	Pierson Building Center	statement 11/30/21	379.40
2271	12/6/2021	Rose Miller	Deposit Refund #10045001 Miller	14.38
2272	12/6/2021	Greta Box	Deposit Refund #60733001 Box	30.88
2273	12/6/2021	Tabitha Fleming	Deposit Refund #20211101 Fleming	86.88
2274	12/6/2021	City of Blue Lake	Utilities paid from Deposits 12/1/21 Billing	522.88
9409	12/9/2021	AT&T	2-11/20/21 bills	100.02
9410	12/9/2021	CA Dept. of Tax and Fee Admin.	Letter ID: L0012722924	603.58
9411	12/9/2021	Coastal Business Systems Inc.	Inv# 30598153 due date 12/31/21	267.59
9412	12/9/2021	CA State Disbursement Unit	12/3/21 PR deduction-Coke	92.30
9413	12/9/2021	D & R Janitorial Service	statement 12/1/21	295.00
9414	12/9/2021	Dazey's Arcata	statement 11/30/21	738.11
9415	12/9/2021	Humb. Bay Municipal Water Dist	Nov 2021 billing period	16,722.37
9416	12/9/2021	Hensel's Ace Hardware	statement 11/30/21	144.17
9417	12/9/2021	Intedata Systems	statement 11/30/21	75.00
9418	12/9/2021	Jackson & Eklund	Inv#434926 date 12/2/21	3,390.00
9419	12/9/2021	The Mitchell Law Firm, LLP	11/30/21 Inv#s 49051 & 49112	869.50
9420	12/9/2021	O'Reilly Auto Parts	statement date 11/28/21	30.15
9421	12/9/2021	Arcata Stationers	statement 12/1/21	83.01
9422	12/9/2021	Mike Salmon	Fall 2021 woodbat umpire-Salmon	250.00
9423	12/9/2021	SHN Consulting	11/18/21 Inv# 111385 Truck Route	2,742.10
9424	12/9/2021	SHN Consulting	11/18/21 Inv# 111386 LRSP	877.78
9425	12/9/2021	SHN Consulting	11/19/21 Inv# 11393 Engineering	1,541.25
9426	12/9/2021	SHN Consulting	11/30/21 Inv# 111439 LEAP	462.00
9427	12/9/2021	Sudden Link	12/1/21-12/31/21 billing period	442.06
9428	12/9/2021	Verizon Wireless	Inv# 9893327155 due 12/13/214	314.93

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 12/1/2021 Through 1/31/2022

Check Number	Check Date	Payee	Check Description	Check Amount
9429	12/9/2021	City of Blue Lake	Water/Sewer payments 11/1/21	1,809.07
2021 1217 EFF...	12/17/2021	U. S. Department of Treasury	EFTPS federal tax pmt 12/17/21 PR	4,806.93
2021 1217 EFF...	12/17/2021	Employment Development Dept.	DE88 state tax pmt 12/17/21 PR	918.82
2021 1217 EFF...	12/17/2021	Cal PERS	PERS retirement pmt 12/17/21 PR	3,168.58
2021 1217 EFF...	12/17/2021	Freedom Voice	Freedom voice 12/1/21	118.23
2112 17A01	12/17/2021	Glenn R. Bernald	Employee: bernaldg; Pay Date: 12/17/2021	1,679.34
2112 17A02	12/17/2021	Lindley J. Casillas	Employee: casillas; Pay Date: 12/17/2021	576.56
2112 17A03	12/17/2021	Skyler A. Coke	Employee: cokes; Pay Date: 12/17/2021	751.21
2112 17A04	12/17/2021	Melissa M. Combs	Employee: combsm; Pay Date: 12/17/2021	365.03
2112 17A05	12/17/2021	Boston A. Frandsen	Employee: frandsenb; Pay Date: 12/17/2021	472.33
2112 17A06	12/17/2021	Lisa M. Honzik	Employee: honziki; Pay Date: 12/17/2021	152.75
2112 17A07	12/17/2021	Vicki L. Hutton	Employee: huttonv; Pay Date: 12/17/2021	1,201.84
2112 17A08	12/17/2021	Austin R. Jones	Employee: jonesa; Pay Date: 12/17/2021	35.56
2112 17A09	12/17/2021	Amanda L. Mager	Employee: magera; Pay Date: 12/17/2021	1,824.17
2112 17A10	12/17/2021	Jacob P. Meng	Employee: mengj; Pay Date: 12/17/2021	936.53
2112 17A11	12/17/2021	Ross A. Nash	Employee: nashr; Pay Date: 12/17/2021	730.16
2112 17A12	12/17/2021	Emily P. Wood	Employee: woode; Pay Date: 12/17/2021	1,101.88
9430	12/17/2021	Harold D. Burris	Employee: burrish; Pay Date: 12/17/2021	1,445.00
9431	12/17/2021	Trevor L. Pumnea	Employee: pumneat; Pay Date: 12/17/2021	1,307.41
9432	12/17/2021	State Water Res. Control Board	FY 21/22 SWRCB Annual Fees	27,109.00
9433	12/17/2021	AT&T	4-cal net statement 12/4/21	263.26
9434	12/17/2021	B & B Portable Toilet Co.	2-Dec 12/11/21 Inv#s 132033-132034	150.43
9435	12/17/2021	Colantuono, Highsmith, Whatley	12/7/21 Inv#50100	7.56
9436	12/17/2021	Christopher F. Curran	Nov 2021 council stipend/Curran	50.00
9437	12/17/2021	Honda Financial Services	12/4/21 statement	313.82
9438	12/17/2021	Elaine B. Hogan	Nov 2021 council stipend/Hogan	50.00
9439	12/17/2021	Adelene Jones	Nov 2021 council stipend/Jones	50.00
9440	12/17/2021	RREDC	Town square loan pmt due 1/1/22 Loan # 20203	1,236.87
9441	12/17/2021	Redwood Petroleum	12/10/21 Inv# 115	579.70
9442	12/17/2021	National Rural Water Assoc.	SCADA loan pmt due 1/1/22	965.00
9443	12/17/2021	FDAC EBA	FDAC EBA monthly Inv billing period:61 1/1/22 to 1/31/22	12,863.45
9444	12/17/2021	North Coast Laboratories LTD.	statement 11/30/21	1,035.00
9445	12/17/2021	US Bank Corp. Payment Systems	11/22/21 statement	1,549.85
2021 1230 EFF...	12/30/2021	U. S. Department of Treasury	EFTPS federal tax pmt 12/30/21 PR	5,599.19
2021 1230 EFF...	12/30/2021	Employment Development Dept.	DE88 state tax pmt 12/30/21 PR	1,092.79
2021 1230 EFF...	12/30/2021	Cal PERS	PERS retirement pmt 12/30/21 PR	3,179.32
2112 30A01	12/30/2021	Glenn R. Bernald	Employee: bernaldg; Pay Date: 12/30/2021	2,529.75
2112 30A02	12/30/2021	Lindley J. Casillas	Employee: casillas; Pay Date: 12/30/2021	576.55
2112 30A03	12/30/2021	Skyler A. Coke	Employee: cokes; Pay Date: 12/30/2021	828.48
2112 30A04	12/30/2021	Melissa M. Combs	Employee: combsm; Pay Date: 12/30/2021	402.16
2112 30A05	12/30/2021	Boston A. Frandsen	Employee: frandsenb; Pay Date: 12/30/2021	240.87
2112 30A06	12/30/2021	Lisa M. Honzik	Employee: honziki; Pay Date: 12/30/2021	98.20
2112 30A07	12/30/2021	Vicki L. Hutton	Employee: huttonv; Pay Date: 12/30/2021	1,296.07
2112 30A08	12/30/2021	Amanda L. Mager	Employee: magera; Pay Date: 12/30/2021	1,903.45
2112 30A09	12/30/2021	Jacob P. Meng	Employee: mengj; Pay Date: 12/30/2021	936.53
2112 30A10	12/30/2021	Ross A. Nash	Employee: nashr; Pay Date: 12/30/2021	766.86
2112 30A11	12/30/2021	Connor G. Perry	Employee: perry; Pay Date: 12/30/2021	328.59
2112 30A12	12/30/2021	Emily P. Wood	Employee: woode; Pay Date: 12/30/2021	1,012.54
9446	12/30/2021	Harold D. Burris	Employee: burrish; Pay Date: 12/30/2021	1,605.98
9447	12/30/2021	Haylen C. Guynup	Employee: guynuph; Pay Date: 12/30/2021	387.75
9448	12/30/2021	Austin R. Jones	Employee: jonesa; Pay Date: 12/30/2021	531.43
9449	12/30/2021	John T. Nicholls	Employee: nichollsj; Pay Date: 12/30/2021	243.16
9450	12/30/2021	Trevor L. Pumnea	Employee: pumneat; Pay Date: 12/30/2021	1,307.41
2275	1/3/2022	Roy Richey	Deposit Refund #20260001 Richey	50.27
2276	1/3/2022	City of Blue Lake	Utilities paid from Deposits 1/3/22 Billing	160.73

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 12/1/2021 Through 1/31/2022

Check Number	Check Date	Payee	Check Description	Check Amount
9451	1/10/2022	CA State Disbursement Unit	12/17/21-12/30/21 PR ded-COKE	184.60
9452	1/10/2022	City of Blue Lake	Backflow test fees #2021-041	225.00
9453	1/10/2022	D & R Janitorial Service	Statement 1/3/22	295.00
9454	1/10/2022	GreatAmerica Financial Svcs.	Inv.#30702825 Due 1/12/22	204.00
9455	1/10/2022	Humboldt Fasteners and Tools	Statement 1/1/22 Acct#1187	196.58
9456	1/10/2022	Hensell Materials, Inc.	Statement 1/1/22	213.69
9457	1/10/2022	Kernen Construction	Statement 12/15/21	6,957.50
9458	1/10/2022	The Mill Yard	Statement 12/31/21 Acct#2045	22.52
9459	1/10/2022	Mendes Supply Company	Statement 1/1/22	795.61
9460	1/10/2022	Miller Farms Nursery, Inc.	Due 1/15/22	68.96
9461	1/10/2022	Pacific Gas and Electric	Statement 12/2/21	5,633.77
9462	1/10/2022	Pierson Building Center	Acct# 497 closing dae 12/31/21	453.50
9463	1/10/2022	Solo Sports	Inv#21-0244 date 12/15/21	0.00
9464	1/10/2022	SHN Consulting	Inv# 111434	2,178.75
9465	1/10/2022	Thomas Home Center	Statement 12/31/21	92.76
9466	1/10/2022	Total Compensation Systems Inc	Inv# 9953 date 10/13/21	1,500.00
9467	1/10/2022	Times Printing Company	Inv#'s 21-21660 and 21-21661	405.13
9468	1/10/2022	Tensor IT	Statement 12/15/21	3,631.10
9469	1/10/2022	Verizon Wireless	Inv#9895564520 / due 1/13/22	242.36
9470	1/10/2022	Wahlund Construction, Inc.	Statement 12/29/21	6,316.25
9471	1/10/2022	City of Blue Lake	Water/Sewer pmts 12/1/21	1,474.06
9472	1/10/2022	Emily P. Wood	12/17/21-12/20/21 supplies reimb. - Wood	482.97
9473	1/10/2022	AT&T	2-12/20/21 Statements	67.03
9474	1/10/2022	Arcata Stationers	Statement 1/1/22	687.46
9475	1/10/2022	Advanced Security Systems	INv# 589189 date 1/4/22	291.00
9476	1/10/2022	Coastal Business Systems Inc.	Inv# 30796227 date 1/31/22	267.59
9477	1/10/2022	Eureka Oxygen Co.	Inv# 479973	718.57
9478	1/10/2022	Humb. Bay Municipal Water Dist	Dec 2021 Billing Period	15,719.98
220114 EFF-01	1/14/2022	U. S. Department of Treasury	EFTPS federal tax pmt 1/14/22 PR	5,111.13
220114 EFF-02	1/14/2022	Employment Development Dept.	DE88 state tax pmt 1/14/22 PR	1,250.79
220114 EFF-03	1/14/2022	Cal PERS	PERS retirement pmt 1/14/22 PR	3,213.72
220114A01	1/14/2022	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/14/2022	1,752.66
220114A02	1/14/2022	Lindley J. Casillas	Employee: casillasl; Pay Date: 1/14/2022	577.94
220114A03	1/14/2022	Skyler A. Coke	Employee: cokes; Pay Date: 1/14/2022	751.81
220114A04	1/14/2022	Melissa M. Combs	Employee: combsm; Pay Date: 1/14/2022	547.02
220114A05	1/14/2022	Boston A. Frandsen	Employee: frandsenb; Pay Date: 1/14/2022	190.37
220114A06	1/14/2022	Lisa M. Honzik	Employee: honzickl; Pay Date: 1/14/2022	50.98
220114A07	1/14/2022	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/14/2022	1,209.79
220114A08	1/14/2022	Amanda L. Mager	Employee: magera; Pay Date: 1/14/2022	1,827.42
220114A09	1/14/2022	Jacob P. Meng	Employee: mengj; Pay Date: 1/14/2022	937.79
220114A10	1/14/2022	Ross A. Nash	Employee: nashr; Pay Date: 1/14/2022	717.69
220114A11	1/14/2022	Connor G. Perry	Employee: perryc; Pay Date: 1/14/2022	253.30
220114A12	1/14/2022	Emily P. Wood	Employee: woode; Pay Date: 1/14/2022	1,033.30
9479	1/14/2022	Harold D. Burris	Employee: burrish; Pay Date: 1/14/2022	1,708.56
9480	1/14/2022	Haylen C. Guynup	Employee: guynuph; Pay Date: 1/14/2022	394.75
9481	1/14/2022	Austin R. Jones	Employee: jonesa; Pay Date: 1/14/2022	507.74
9482	1/14/2022	John T. Nicholls	Employee: nichollsj; Pay Date: 1/14/2022	105.27
9483	1/14/2022	Trevor L. Pumnea	Employee: pumneat; Pay Date: 1/14/2022	1,309.20
9484	1/14/2022	State Water Res. Control Board	FY 21/22 A&M Trail project	2,031.00
9485	1/14/2022	State Water Res. Control Board	F/Y 21/22 P.C. Bridge	2,031.00
9486	1/14/2022	SWRCB Accounting Office	Water system annual fees 7/1/21-6/30/22	5,871.36
9487	1/14/2022	Aflac	Inv# 673482 -12/28/21	197.28
9488	1/14/2022	AT&T	Billing date 1/4/22 - 4-Cal net 3 bills	261.21
9489	1/14/2022	Access Humboldt	12/31/21 Inv# 1775	112.50
9490	1/14/2022	Christopher F. Curran	12/2021 council stipend-Curran	50.00
9491	1/14/2022	Colantuono, Highsmith, Whatley	1/6/22 Inv# 50597	9.55

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 12/1/2021 Through 1/31/2022

Check Number	Check Date	Payee	Check Description	Check Amount
9492	1/14/2022	FDAC EBA	Billing period 62-2/1/22 to 2/28/22	13,433.59
9493	1/14/2022	Humboldt Co. Sheriff's Office	Animal shelter agreement -Jan 2022	633.00
9494	1/14/2022	Elaine B. Hogan	12/2022 council stipend-Hogan	50.00
9495	1/14/2022	Honda Financial Services	Statement 1/4/22	313.82
9496	1/14/2022	Intedata Systems	Statement 12/31/21	75.00
9497	1/14/2022	Jackson & Eklund	Inv# 435033- 1/6/22	3,565.00
9498	1/14/2022	Adelene Jones	12/2021 council stipend- Jones	50.00
9499	1/14/2022	The Mitchell Law Firm, LLP	12/31/21 Inv#s 49249, 49288, 49289	518.00
9500	1/14/2022	Patricia S. Charley, Trustee	McClure-Right of Way-agreement	50.00
9501	1/14/2022	National Rural Water Assoc.	SCADA loan pmt 2/1/22	965.00
9502	1/14/2022	RREDC	Town square loan pmt due 2/1/22	1,236.87
9503	1/14/2022	Sudden Link	1/1/22-1/31/22 billing period	442.06
9504	1/14/2022	SHN Consulting	12/22/21 Inv# 111690 LRSP	261.27
9505	1/14/2022	SHN Consulting	12/22/21 Inv# 000689 Truck Rte	9,414.92
9506	1/14/2022	SHN Consulting	12/22/21 Inv# 111688 A&M trail	626.97
9507	1/14/2022	SHN Consulting	12/28/21 Inv# 111733 Planning	1,885.00
9508	1/14/2022	SHN Consulting	12/27/21 Inv# 111698 General engineering SVCS 2021	1,232.50
9509	1/14/2022	Redwood Curtain Design	Inv# 367- due 1/30/22	112.50
9510	1/14/2022	Hensel's Ace Hardware	Statement 12/31/21	133.39
9511	1/14/2022	Almquist Lumber Co.	Statement 12/31/21	351.56
9512	1/14/2022	Bay Tank & Boiler Works	Inv# 39260 water tank repair parts	36.60
9513	1/14/2022	B & B Portable Toilet Co.	2-1/8/22 Inv#s 132590 & 132591	150.43
9514	1/14/2022	Terminix International	1/15/22 Inv#s 415699857 & 415691985	137.00
9515	1/27/2022	CA State Disbursement Unit	1/14/22 PR deduction-Coke	92.30
9516	1/27/2022	Redwood Petroleum	1/13/22 Inv#116 Dec 2021 fuel	1,018.94
9517	1/27/2022	City of Blue Lake	12/22/21	0.00
9518	1/27/2022	GreatAmerica Financial Svcs.	2/12/22 Inv# 30889798	204.00
9519	1/27/2022	Pacific Gas and Electric	12/30/21 Statement	6,255.24
9520	1/27/2022	SHN Consulting	Inv# 111856	250.00
9521	1/27/2022	SOLO Sports	Inv# 21-0244	682.60
9522	1/27/2022	RecDesk LLC	Inv# INV-12233	5,300.00
9523	1/27/2022	Tensor IT	1/15/22 Statement	1,314.89
9524	1/27/2022	U. S. Postal Service	1/26/22 Stamped envelopes	700.90
9525	1/27/2022	The North Coast Journal	Inv# 2022-92072	51.00
20220128EFT...	1/28/2022	U. S. Department of Treasury	EFTPS federal tax pmt 1/28/22 PR	5,204.54
20220128EFT...	1/28/2022	Employment Development Dept.	DE88 state tax pmt 1/28/22 PR	1,277.16
20220128EFT...	1/28/2022	Cal PERS	PERS retirement pmt 1/28/22 PR	3,193.24
220128A01	1/28/2022	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/28/2022	1,699.99
220128A02	1/28/2022	Lindley J. Casillas	Employee: casillasl; Pay Date: 1/28/2022	582.48
220128A03	1/28/2022	Skyler A. Coke	Employee: cokes; Pay Date: 1/28/2022	834.56
220128A04	1/28/2022	Melissa M. Combs	Employee: combsm; Pay Date: 1/28/2022	547.59
220128A05	1/28/2022	Boston A. Frandsen	Employee: frandsenb; Pay Date: 1/28/2022	430.27
220128A06	1/28/2022	Lisa M. Honzik	Employee: honziki; Pay Date: 1/28/2022	171.12
220128A07	1/28/2022	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/28/2022	1,469.62
220128A08	1/28/2022	Amanda L. Mager	Employee: magera; Pay Date: 1/28/2022	1,926.18
220128A09	1/28/2022	Jacob P. Meng	Employee: mengj; Pay Date: 1/28/2022	969.08
220128A10	1/28/2022	Ross A. Nash	Employee: nashr; Pay Date: 1/28/2022	717.95
220128A11	1/28/2022	Emily P. Wood	Employee: woode; Pay Date: 1/28/2022	1,159.94
9526	1/28/2022	Harold D. Burris	Employee: burrish; Pay Date: 1/28/2022	2,346.12
9527	1/28/2022	Trevor L. Pumnea	Employee: pumneat; Pay Date: 1/28/2022	1,315.60

Report Total

310,508.20



# CITY OF BLUE LAKE

## CITY MANAGER REPORT

FEBRUARY 22, 2022





# City of Blue Lake

## City Manager Report

**February 2022**

### **Economic Development**

Small Business Grant-Federal Rescue Funding: City staff is in the process of finalizing the disbursement of funds to the small businesses; staff is finalizing scopes of work with Humboldt Made.

USDA Commercial Kitchen Equipment Funding: Work continues on the upgrade of City facilities to increase food production opportunities in the park. Staff have prepared a list of kitchen equipment for purchase and expects delivery of equipment in the next 30 days, depending upon availability. New equipment will be installed at the Clemence snack bar, as well as the serving booth in the park. The equipment will increase production capacity and will aid in attracting rentals to the facilities. On-Going

RFQ-RV Park and Campground: City staff has finalized the contract agreements with Storyland Studios for the EDA funded, RV Park and Campground Analysis Project. Storyland has prepared a timeline to aid in the scheduling of site visits and community outreach. The timeline may be adjusted as needed to meet the needs of Council, staff and the community. It is anticipated that the first site visit will occur at the end of March.

### **Parks and Recreation**

- State Park Per Capita Grant-\$177,000: The grant was submitted and we are waiting on the State's

authorization to move forward with the recommended renovations-On-Going

- Town Square Grant: The City has officially been awarded funding to complete the town square project. Funding will be used to pay off the loan for the land and to make major improvements to the property. The City Manager attended the first grant training and we anticipate that we will immediately apply for a funding allocation to pay off the land as soon as we are able to do so. Staff is waiting on the final executed contract documents from the State-On-Going
- Reopening plans for indoor programs and facilities: Director Pumnea is moving forward with a reopening plan; this includes the development of COVID protocols, staffing, software integration and facility readiness work. Staff has started to take reservations for private group events, based upon staffing availability. The City is also partnering with Blue Lake Elementary School to facilitate boys basketball practices and is working with a local men's league on a drop in program-On-Going
- Little League Field Repair and Upgrade-The Little League field has been sanded and hydroseeded; the grass is growing and an on-going daily effort is being made to eradicate the park and the fields of gophers. New red rock is being scheduled for delivery; baseball season starts in March, with games beginning in April. Staff is working to make all fields ready for play and anticipates renting out the Clemence Field to various baseball and softball programs. New facility upgrades and renovations will diversify the field and attract new programs. Staff is in the process of removing the bleachers from Clemence Field; the bleachers are past their useful life and staff will be creating new seating

areas that are more conducive to the needs of the spectators-On-Going

- Development of recreation management programming and software acquisition-The Park Director reviewed various software programs and a final program has been selected and procured. The new software is being integrated into the City's online marketing and staff is actively training on implementation and operation. The new software is an all-inclusive system that will allow the park director to manage staff, programs, facilities, marketing, inventory, retail sales and more-On-Going.
- Development of Bike Park-The Planning Commission approved the Bike Park project and staff is working with local supporters to move the project forward. Current activities include identification of materials and quantities, a grading plan, along with a funding plan and outreach/marketing campaign. The City will be hosting the Mad Scramble Cyclocross event in February and a portion of the funds raised will be donated to the bike park project. The City has developed a donation program to support the development of the park and will be launching this program in February. The City recently received a donation of materials that will be used to construct the park.-On-Going
- Trail development and maintenance-Staff continues to make improvements to our trail system, along with outreach to local landowners regarding use agreements and partnerships. Staff are also working closely with Green Diamond and Humboldt County to move forward several recreation initiatives.-On-Going

**City Infrastructure**

- Wastewater Treatment Plant Generator: Currently being engineered; purchase and installation to take place in 2022 (Funding-CalOES Grant-\$65,000)-**On-going**
- Water Tank Replacement: Grant application submitted to CalOES/FEMA-**Waiting to hear back on funding**
- Sanitary Sewer Survey: **Grant submitted; waiting on funding notice**
- ADA Library Project: Improvements are being designed and engineered; construction projected for Spring 2022-**On-going**
- Gas Line Replacement Project: PG&E will be replacing all of the gas lines in the City; they are currently surveying infrastructure and are partnering with the City to map and locate facilities.-**On-going**
- **Water and Wastewater Rate Study**-A study is being completed by RCAC; the study is critical to on-going funding efforts and will provide a five-year plan for capital improvements and funding strategies. The rate study will be presented to Council and the public; the results of the study will provide critical information for upcoming funding cycles through the Build Back Better legislation. The City anticipates submitting funding applications for infrastructure improvements.

**Policy Updates and Studies**

Housing Element Update: Staff presented the first draft of the housing element to the Planning Commission at their February meeting. The Commission reviewed the draft, made comments and recommendations and agreed to bring it back to their next meeting on February 8<sup>th</sup> for a public hearing. Once the public hearing process is complete and final changes have been addressed, the document will be presented to the Council for review and consideration. It is critical that the City move this project

forward timely and efficiently; the City is currently out of compliance with the State and is ineligible for the majority of funding opportunities that are currently available through Housing and Community Development-On-Going

Local Road Safety Plan: The City is in the data collection phase of the Local Road Safety Plan project. Staff is conducting outreach via various methods to gain input regarding safety hazards and community concerns. This will be an on-going project for several months; once finished, the City can use the plan to apply for infrastructure improvements.-**On-going**

Truck Route Study and Design: Work continues on the truck route project; the City has a draft plan that is being used to conduct environmental and cultural studies. Recently, the City's design project was approved for funding by the HCAOG TAC and has been sent on to the next level of review and approval. If approved, the City would receive \$1.6 million in funding to construct the proposed improvements. The City recently received the second phase of funding to complete the design work; this allocation totaled \$200,000-**On-going**

**Powers Creek District  
Development**

The City continues to work on concepts, plans and development strategies for the Powers Creek District. As part of the State's Surplus Lands Act, the City advertised all City property proposed for development at the State level for potential housing development. This process must be undertaken for any land that the City is interested in selling or leasing and must be completed even if the City is proposing a project that doesn't include housing. The State mandates that all cities must consider housing as a first option prior to moving forward with any other development

	<p>plans. This process is now complete and the City can consider alternative development proposals, as well as additional housing opportunities.</p> <p><u>Calgon Carbon</u>: The City is working with Calgon Carbon to develop an acquisition strategy for the former Calgon Carbon plant property-On-going</p>
<p><b>Audit, Internal Controls, Software Integration and Policy Updates</b></p>	<p>The City's Accountant and Finance Manager are completing the year end accounting. The City's auditors have begun the auditing process and City staff are sharing documents and records electronically to start the process.</p> <p>Work continues on updating internal controls and operating policies. We anticipate utilizing the Fall and Winter months to conduct reviews of our fiscal management policy and propose changes and updates as necessary. The City continues to automate processes and will continue to integrate technological efficiencies throughout our systems. We will be reopening our recreation facilities with the updated and integrated recreation management system that will streamline payment system, perform targeted marketing and enhance our online social media presence.- On-going</p>