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CITY OF BLUE LAKE

CALIFORNIA

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

Blue Lake City Council Agenda

Tuesday, June 27, 2023

6:00 p.m. Special Session ~ 7:00 p.m. Regular Session

Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

Zoom Option: The Public May Participate in Person, or Via Zoom at the Link Below:

Join Zoom Meeting:

<https://us02web.zoom.us/j/83450353122?pwd=dIN2aHdraWYvY2hOSWdFUUnNpaVhlZz09>

Meeting ID: 834 5035 3122

Passcode: 127550

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

PLEASE NOTE that live meeting logistics will be prioritized. The quality of the Zoom teleconference meeting cannot be guaranteed. Technical challenges experienced by either the participant or the City will not interrupt or halt progress of the meeting.

1. **Call to Order Special Session (6:00 P.m.)**
2. **Public Comment on Closed Session Agenda Items** – *The Public is invited to present petitions, make announcements, or provide other information to the City Council that is relevant to the closed session items identified below. 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.*
3. **Closed Session Items:**
 - a. **Closed Session: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Property: Portions of APN Nos. 312-131-037-000, 312-131-045-000, 312-131-046-000, and 312-190-010-000, in the unincorporated area of the County of Humboldt, State of California.
Agency negotiator: Amanda Mager, City Manager; Ryan Plotz, Assistant City Attorney
Negotiating parties: Erin McClure, Trustee
Under negotiation: Price and terms of payment.
 - b. **Closed Session: CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case
 - c. **Closed Session: PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Title: City Manager
4. **Report out of Closed Session**
5. **Call to Order Regular Session (7:00 p.m.)**
6. **Pledge of Allegiance and Establish a Quorum of the Council**

7. **Approve Agenda**
8. **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.*
9. **Public Safety Commission Leash Law Recommendation**-Discussion/Direction/Action
10. **Resolution Number 1220-FY 2022-2023 Budget Amendment**-Action
11. **Resolution Number 1221-SB 1 Funding**-Action
12. **Fiscal Year 2023/2024 Draft Budget Presentation & Adoption**-Action
 - a. **Resolution Number 1222**-Budget Adoption/GANS Limit/Salary Schedule
13. **Planning Commission Zoom Option**-Discussion/Direction
14. **Consent Agenda:**
 - a. Warrants and Disbursements
15. **Council Correspondence**
16. **Reports of Council and Staff**
17. **Future Agenda Items**
18. **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, at 668-5655, at least 24 hours prior to the commencement of the meeting.



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 3

Date: June 27, 2023

Item Subject: Closed Session Items

Submitted By: Mandy Mager, City Manager

General Information:

a. Closed Session: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Portions of APN Nos. 312-131-037-000, 312-131-045-000, 312-131-046-000, and 312-190-010-000, in the unincorporated area of the County of Humboldt, State of California.

Agency negotiator: Amanda Mager, City Manager; Ryan Plotz, Assistant City Attorney
Negotiating parties: Erin McClure, Trustee
Under negotiation: Price and terms of payment.

b. Closed Session: CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case

c. Closed Session: PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Manager

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: As discussion directs.

Review Information:

City Manager Review: x Legal Review: x Planner Review: Accountant:

Comments:



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 9
Date: June 27, 2023
Item Subject: Public Safety Recommendation on Blue Lake Leash Law
Submitted By: Mandy Mager, City Manager

General Information:

The City Council requested that the Blue Lake Public Safety Commission research options for the development of a Leash Law. The Commission considered the request and formed an ad-hoc committee to research options and implications.

At the last Public Safety Commission meeting, the ad-hoc committee presented their findings, and the Commission discussed the issue and formulated a recommendation for presentation to the City Council.

Jason Crews, Chair of the Public Safety Commission, will present the Commission's recommendations and will be available to answer questions from the Council.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: Direct staff as appropriate.

Review Information:

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

Comments:



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AGENDA REPORT

Item #: 10
Date: June 27, 2023
Item Subject: Resolution Number 1220-Fiscal Year 2022-2023 Budget Amendment
Submitted By: Mandy Mager, City Manager

General Information:

The City's accountant has provided a budget amendment for fiscal year 2022-2023; this amendment was presented to Council at the special meeting of June 20, 2023. The budget amendment reflects actual revenues and expenses for fiscal year 2022-2023.

Background Material Provided: Fiscal Year 2022-2023 Budget Amendment

Fiscal Impact: Adjusts revenues and expenditures to actuals

Recommended Action: Adopt Resolution Number 1220

Review Information:

City Manager Review: Legal Review: Planner Review: Accountant:

Comments:

RESOLUTION NO. 1220

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR BEGINNING JULY
1, 2022 AND ENDING JUNE 30, 2023 AND FINDING THE BUDGET TO BE WITHIN
THE APPROPRIATIONS LIMIT REQUIRED BY ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION**

WHEREAS, the City Council of the City of Blue Lake, previously adopted a budget for fiscal year 2022-2023, through Resolution Number 1200, on June 28, 2022; and,

WHEREAS, the City budget is based upon various projections and assumptions; and,

WHEREAS, the City has experienced increased revenues from various funding sources and programs; and

WHEREAS, the City Accountant has prepared a budget amendment to more accurately reflect the City's fiscal year 2022-2023 expenditures and revenues;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Blue Lake hereby approves the budget amendment as presented in the attached schedule titled "*City of Blue Lake Budget Amendment Number 1-Fiscal Year 2022-2023.*"

INTRODUCED, PASSED AND ADOPTED by the City Council of the City of Blue Lake, State of California this 27th day of June 2023, by the following vote:

Ayes:

Nays:

Abstention:

Absent:

Adelene Jones-Mayor

Amanda Mager, City Clerk

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget	Budget	Amended
	2022-23	Amendment	Budget 2022-23

General Fund (Fund 10)

Revenues

Taxes

Property tax-secured	131,006	11,258	142,264	Increase to reflect additional prior year tax revenues received in 2022-23.
Property tax-unsecured	3,996	1,289	5,285	Increase to reflect additional prior year tax revenues received in 2022-23.
Property tax-supplemental	1,162	979	2,141	Increase to reflect additional prior year tax revenues received in 2022-23.
Property tax-prior years	253	391	644	Increase to reflect additional prior year tax revenues received in 2022-23.
Sales and use tax	29,607	-	29,607	
Real property transfer tax	3,387	279	3,666	Increase to reflect additional prior year tax revenues received in 2022-23.
Transient occupancy tax	250	-	250	
Total Taxes	169,661	14,196	183,857	

State, County, and Other Grant Revenues

Motor vehicle in-lieu	126,893	63,224	190,117	Increase to reflect additional prior year tax revenues received in 2022-23.
Other State grants	270,000		270,000	
Homeowners property tax relief	893	693	1,586	Increase to reflect additional prior year tax revenues received in 2022-23.
Prop 172 public safety	9,330	12,037	21,367	Increase to reflect additional prior year Prop 172 funds received in 2022-23.
Other County grants	13,000	-	13,000	
Miscellaneous grants	1,667	-	1,667	
Total State, County, and Grant Revenues	421,783	75,954	497,737	

Parks and Recreation Fees

Skating and party fees	48,000	20,000	68,000	Increase to reflect greater than expected revenues.
Games and vending machines	1,000	2,600	3,600	Increase to reflect greater than expected revenues.
Summer recreation program fees	50,000	-	50,000	
Parks and recreation fees	13,000	10,000	23,000	Increase to reflect greater than expected revenues.
Concessions	10,000	8,000	18,000	Increase to reflect greater than expected revenues.
Donations	3,750	5,500	9,250	Increase to reflect greater than expected revenues.
Total Parks and Recreation Fees	125,750	46,100	171,850	
Total Revenues	717,194	136,250	853,444	

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
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Expenditures

Mayor, Council, and City Clerk (Department 100)

Contracted professional services	-	1,750	1,750	Increase to cover City Council training provided by legal council.
Other contracted services	3,000	-	3,000	
Supplies	100	25	125	Increase to cover greater than expected supply usage.
Other expenses	520	150	670	Increase to cover greater than expected Council education & training costs.
Total Mayor, Council, and City Clerk	3,620	1,925	5,545	

Planning (Department 220)

Contracted professional services	251,000	(31,575)	219,425	
Other contracted services	600	-	600	
Other expenses	197	-	197	
Total Planning	251,797	(31,575)	220,222	

Law Enforcement (Department 260)

Employee benefits	7,797	75	7,872	Increase due to greater than projected PERS unfunded liability payment.
Contractual services	-	19,033	19,033	Increase to cover law enforcement service costs in excess of available funding from Fund 33.
Alarm services	481	-	481	
Total Law Enforcement	8,278	19,108	27,386	

Animal Control (Department 280)

Other contracted services	7,596	444	8,040	Increase to cover increase in County of Humboldt animal control services contract.
Supplies	100	-	100	
Other expenses	313	-	313	
Total Animal Control	8,009	444	8,453	

Park Facilities (Department 425)

Salaries and wages	46,171	-	46,171	
Employee benefits	23,084	-	23,084	
Other contracted services	1,710	-	1,710	

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23	
Repairs and maintenance	5,250	14,000	19,250	Increase due to unexpected repairs to Caretaker Cabin (\$9K) as well as City Hall & Parks tree maintenance/removal (\$5K). \$5K of these costs will be reimbursed by CIRA Flex
Supplies	11,350	(5,000)	6,350	Spending funds.
Utilities	18,108	7,750	25,858	Move concession supplies budget to dept 445 where actual expenses are being recorded.
Other expenses	6,087	-	6,087	Increase to cover greater usage related to City recreation programs.
Total Park Facilities	111,760	16,750	128,510	

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
Salaries and wages	82,227	24,000	106,227
Employee benefits	15,594	2,400	17,994
Other contracted services	11,418	5,300	16,718
Supplies	8,550	5,000	13,550
Utilities	2,500	-	2,500
Other expenses	4,355	-	4,355
Total Recreation - General	124,644	36,700	161,344

Recreation - General (Department 445)

Increase to cover additional part-time staffing costs related to the expansion of the City's recreation programs and special events as evidenced by higher than projected revenues.
 Increase to cover additional part-time staffing costs related to recreation program and event expansion.
 Increase to cover annual subscription for recreation management software.
 Move concession supplies budget to dept 445 where actual expenses are being recorded.

Capital Outlay (Department 900)

Capital outlay	4,333	64,548	68,881
Total Capital Outlay	4,333	64,548	68,881
Total Expenditures	512,441	107,900	620,341
Excess (Deficit)	204,753	28,350	233,103

Increase to cover annual LRV purchase (30K), Mouse Arena improvements (30K that will be funded by CIRA Flex Spending), Bike Park (\$0.5K that will be funded by donations), Prasch Hall Improvements (\$27K that will be funded by USDA grant), and Yellow Tile Sidewalk Project (\$24K that will be funded by RMR & HCAOG funds) not previously budgeted.
 Additional increase for move of Truck Route Project costs (\$32K that will be funded by a State grant) from dept 220 engineering.

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
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Recreation Economic Analysis Fund (Fund 11)

Revenues

Federal Grant Revenues

Other Federal grants	-	145,000	145,000	Move EDA grant revenue budget from State to Federal grant revenues.
Total Federal Grant Revenues	-	145,000	145,000	

State Grant Revenues

Other State grants	145,000	(145,000)	-	Move EDA grant revenue budget from State to Federal grant revenues.
Total State Grant Revenues	145,000	(145,000)	-	
Total Revenues	145,000	-	145,000	
Excess (Deficit)	145,000	-	145,000	

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
Expenditures			
Salaries and wages	8,621	-	8,621
Employee benefits	3,723	-	3,723
Other contracted services	1,650	-	1,650
Supplies	6,500	(3,500)	3,000
Other expenses	4,457	-	4,457
Capital outlay	-	3,500	3,500
Total Expenditures	24,951	-	24,951
Excess (Deficit)	24,951	-	24,951

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

Supplies 3,000 Move supplies budget to capital outlay to cover Tennis Court Drinking Fountain Project costs.

Capital outlay 3,500 Move supplies budget to capital outlay to cover Tennis Court Drinking Fountain Project costs.

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
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Regional Surface Transportation Program Fund (Fund 34)

Revenues

RSTP grant	10,954	11,229	22,183	Increase to reflect greater than expected Regional Surface Transportation grant funding.
Interest earned	-	125	125	
Total Revenues	10,954	11,354	22,308	

Expenditures and Transfers-Out

Transfer to other funds	10,954	11,354	22,308	Increase to transfer additional funding to the general fund to cover street related expenditures.
Total Expenditures and Transfers-Out	10,954	11,354	22,308	
Excess (Deficit)	-	-	-	

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

Original Budget 2022-23 Budget Amendment Amended Budget 2022-23

Powers Creek District Fund (Fund 36)

Expenditures

Salaries and wages	4,801	9,000	13,801	Move repairs & maintenance budget to cover personnel costs for maintenance which was originally budgeted to be provided by outside services.
Employee benefits	2,415	3,000	5,415	Move repairs & maintenance budget to cover personnel costs for maintenance which was originally budgeted to be provided by outside services.
Contracted professional services	7,000	1,250	8,250	Increase to cover greater than expected planning services.
Other contracted services	600	5,000	5,600	Increase to cover appraisal services related to the Powers Creek properties.
Interest expense	5,000	5,850	10,850	Move part of debt service budget to cover greater than expected interest costs.
Repairs and maintenance	12,000	(12,000)	-	Move repairs & maintenance budget to cover personnel costs for maintenance which was originally budgeted to be provided by outside services.
Supplies	903	-	903	
Other expenses	3,597	-	3,597	
Capital outlay	-	45,957	45,957	Increase to cover Town Square Projects costs not previously budgeted.
Debt service	193,605	(5,850)	187,755	Move part of debt service budget to cover greater than expected interest costs.
Total Expenditures	229,921	52,207	282,128	
Excess (Deficit)	(229,921)	(52,207)	(282,128)	

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
Revenues and Transfers-In			
Interest earned	156	-	156
Loan payment revenue	2,400	-	2,400
Transfers from other funds	16,934	5,566	22,500
Total Revenues and Transfers-In	19,490	5,566	25,056
Excess (Deficit)	19,490	5,566	25,056

CDBG Non-Program Income Fund (Fund 38)

Increase due to greater than expected transfer from Fund 42 .

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
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CDBG Program Income Holding Fund (Fund 42)

Revenues

Loan payment revenue	15,600	4,057	19,657	Increase due to greater than expected loan pay-offs.
Interest - CDBG loans	3,543	-	3,543	
Total Revenues	19,143	4,057	23,200	

Expenditures and Transfers-Out

Salaries and wages	1,142	-	1,142	
Employee benefits	767	-	767	
Other contracted services	150	-	150	
Other expenses	150	-	150	
Transfers to other funds	16,934	5,566	22,500	Increase due to greater than expected loan pay-offs.
Total Expenditures and Transfers-Out	19,143	5,566	24,709	
Excess (Deficit)	-	(1,509)	(1,509)	

CITY OF BLUE LAKE
 Budget Amendment #1
 Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23
Water Fund (Fund 60)			
<u>Expenditures</u>			
Salaries and wages	164,459	-	164,459
Employee benefits	114,807	-	114,807
Contracted professional services	28,670	22,000	50,670
Other contracted services	13,680	-	13,680
Insurance	13,962	-	13,962
Interest expense	1,269	-	1,269
Repairs and maintenance	36,860	-	36,860
Supplies	13,815	-	13,815
Utilities	214,566	-	214,566
Other expenses	19,753	-	19,753
Total Expenditures	621,841	22,000	643,841
Excess (Deficit)	(621,841)	(22,000)	(643,841)

Increase due to increase in engineering services related to USDA Water Tank Project grant application.

CITY OF BLUE LAKE
Budget Amendment #1
Fiscal Year 2022-23

	Original Budget 2022-23	Budget Amendment	Amended Budget 2022-23	
Sewer Fund (Fund 70)				
Total Revenues	405,090	50,000	405,090	Increase for Storm Water Analysis Project grant.
Expenditures				
Salaries and wages	171,317	-	171,317	
Employee benefits	115,242	-	115,242	
Contracted professional services	46,815	33,160	79,975	Increase primarily due to increase in engineering services related to the Storm Water Analysis
Other contracted services	28,465	-	28,465	
Insurance	15,534	-	15,534	
Repairs and maintenance	4,085	-	4,085	
Supplies	15,604	-	15,604	
Utilities	47,926	9,000	56,926	Increase due to higher than expected PG&E costs.
Other expenses	36,167	-	36,167	
Total Expenditures	481,155	42,160	523,315	
Excess (Deficit)	(76,065)	7,840	(118,225)	



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 11
Date: June 27, 2023
Item Subject: Resolution Number 1221-SB 1 Project List
Submitted By: Mandy Mager, City Manager

General Information:

The City of Blue Lake receives a yearly funding allocation from the State of California’s SB 1 Program. The funding is used to supplement the City’s limited road maintenance budget and is traditionally used for pothole repair, striping, signage replacement and other maintenance related activities.

The City has prioritized repairs to Park Avenue and Acacia Avenue, the two main roads located in Northfield Terrace, for the FY 2023-2024 funding allocation. As PG&E is conducting paving activities in this area, the City can leverage the SB 1 funding to extend the utility paving work and make substantial improvements to this highly degraded road system. Northfield Terrace is a densely populated sub-division and receives a high volume of traffic.

Background Material Provided: Resolution Number 1221

Fiscal Impact: Increases the City’s Road Maintenance Budget

Recommended Action: Adopt Resolution Number 1221

Review Information:

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

RESOLUTION NO. 1221

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-2024 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Blue Lake must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Blue Lake, will receive an estimated \$29,175.00 in RMRA funding in Fiscal Year 2023-2024 from SB 1; and

WHEREAS, this is the fifth year in which the City of Blue Lake is receiving SB 1 funding and will enable the City to continue essential road maintenance and safety improvements and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Blue Lake used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Blue Lake maintain and rehabilitate roads throughout the City this year and similar projects into the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City streets and roads are in "poor" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "good" condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety will have significant positive co-benefits statewide.

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

1. The foregoing recitals are true and correct.

2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2023-2024 Road Maintenance and Rehabilitation Account revenues:

Project Title	Description	Location	Start/End Date (MM/YY)	Useful Life
General Road Maintenance	Paving & Pothole Repair	Park Avenue and Acacia Avenue	July 2023 June 2024	7-10 years

PASSED AND ADOPTED by the City Council of the City of Blue Lake, State of California this _____ day of _____, 2023, by the following vote:

Ayes:

Nays:

Abstentions:

Absent:

City Clerk-Amanda Mager

Mayor-Adelene Jones



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 12
Date: June 27, 2023
Item Subject: Resolution Number 1222-FY 23/24 Budget Adoption
Submitted By: Mandy Mager, City Manager

General Information:

Resolution 1222 sets forth the adoption of the City’s Fiscal Year 2023-2024 Budget, including adoption of the salary schedule and recognition of compliance with the budgetary parameters established by the Gann limit.

Background Material Provided: Fiscal Year 2023-2024 Draft Budget and Supporting Resolution

Fiscal Impact: Establishes the operational budget for 2023-2024

Recommended Action: Adopt Resolution Number 1222

Review Information:

City Manager Review: x Legal Review: Planner Review: Accountant: x

Comments:

RESOLUTION NO. 1222

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND
ENDING JUNE 30, 2024 AND FINDING THE BUDGET TO BE WITHIN THE
APPROPRIATIONS LIMIT REQUIRED BY ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION**

WHEREAS, the City Council is required to adopt a budget for the City of Blue Lake for the fiscal year beginning July 1, 2023 and ending June 30, 2024; and,

WHEREAS, the City Manager proposed said budget for City Council consideration on June 27, 2023; and

WHEREAS, the City Council reviewed said budget; and,

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

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

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

WHEREAS, the City of Blue Lake, by adopting this Resolution, has chosen to continue using the percentage of change in California per capita personal income for computing the appropriations limit along with the annual population change for the City of Blue Lake from January 1, 2022 to January 1, 2023; and

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

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

Section 1: The Budget for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024 is hereby adopted. Said Budget shall be marked “Adopted Copy.”

Section 2: The amount stated in the said budget document entitled “City of Blue Lake FY 2023-2024 Budget,” with revenue and expenditures for the purposes therein stated, shall be and are hereby appropriated to the several objects and purposes therein stated.

Section 3: The total appropriations subject to the Gann Limit are \$344,402.00 which is well within \$1,413,836.00, which is the FY 2023-2024 Appropriations Limit Calculation, required by Article XIII B of the California Constitution.

Section 4: Modifications and amendments to the FY 2023-2024 said budget shall be allowed during the 2023-2024 fiscal year as proposed by the City Manager and approved by the City Council, so long as they remain within the Gann limit.

Section 5: The salaries and benefits are based upon Attachment “B-Salary Schedule” and are hereby adopted as part of the FY 2023-2024 budget.

PASSED AND ADOPTED by the City Council of the City of Blue Lake, State of California this 27th day of June 2023, by the following vote:

Ayes:

Nays:

Abstention:

Absent:

Adelene Jones-Mayor

Amanda Mager, City Clerk

**CITY OF BLUE LAKE
ATTACHMENT "A" TO RESOLUTION NO. 1222
CALCULATION FOR DETERMINING THE FISCAL YEAR 2023-24 APPROPRIATIONS LIMIT**

Article XIII B of the California Constitution, adopted by Proposition 4 in November 1979, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year (Gann Limit). Only revenues defined as "proceeds of taxes" are restricted by the limit. Generally, revenues restricted as to use, enterprise fund revenues, and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, certain expenditures are considered exempt from the limit. During any fiscal year, a city may not appropriate any proceeds of taxes they receive in excess of their limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using a price factor based on the growth in State per capita personal income and a population factor based on growth in the City's population. The appropriations limit must be adopted each year by resolution of the City Council.

FY 2023-24 Annual Adjustment Factors:

Price Factor (conversion to ratio):

Percent Growth in State Per Capita Personal Income as provided by State of California Department of Finance:

$$4.44\% = 1.0444$$

Population Factor (conversion to ratio):

Annual Percent Growth in City of Blue Lake Population January 1, 2022 to January 1, 2023 as provided by State of California Department of Finance:

$$-1.46\% = 0.9854$$

Calculation of Annual Adjustment Factor:

$$\text{Price Factor} \times \text{Population Factor} = 1.0444 \times 0.9854 = 1.0292$$

FY 2023-24 Appropriations Limit Calculation:

$$\text{FY 2023-24 Limit} = \text{FY 2022-23 Limit} \times \text{Adjustment Factor}$$

$$\text{FY 2023-24 Limit} = \$1,373,723 \times 1.0292$$

$$\text{FY 2023-24 Limit} = \$1,413,836$$

Estimated Appropriations Subject to the Gann Limit for FY 2023-24:

Proceeds of Taxes	\$ 344,402
Exclusions	0
Total Appropriations Subject to Limit	\$ 344,402
 Current Limit	 \$ 1,413,836
Under Limit	\$ 1,069,434

City of Blue Lake

Attachment B-Resolution No. 1222

Draft Salary Plan - Fiscal Year 2023-2024

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10	Level 11	Level 12	Level 13
Public Works Superintendent (H)	23.70	24.41	25.14	25.90	26.68	27.48	28.30	29.15	30.02	30.92	31.85	32.81	33.79
Longevity Pay	24.16	24.88	25.63	26.40	27.19	28.00	28.84	29.71	30.60	31.52	32.46	33.44	34.44
Public Works Supervisor (H)	22.47	23.14	23.84	24.55	25.29	26.05	26.83	27.64	28.46	29.32	30.20	31.10	32.04
Longevity Pay	22.90	23.59	24.30	25.03	25.78	26.55	27.35	28.17	29.01	29.88	30.78	31.70	32.65
Public Works Operator (H)	16.87	17.38	17.90	18.44	18.99	19.56	20.15	20.75	21.38	22.02	22.68	23.36	24.06
Longevity Pay	17.20	17.71	18.25	18.79	19.36	19.94	20.54	21.15	21.79	22.44	23.11	23.81	24.52
Public Works Maint. Worker I & II (H)	15.61	16.08	16.56	17.06	17.57	18.10	18.64	19.20	19.77	20.37	20.98	21.61	22.26
Longevity Pay	15.91	16.39	16.88	17.39	17.91	18.44	19.00	19.57	20.15	20.76	21.38	22.02	22.68
Park & Rec Director / Recycling (H)	22.64	23.32	24.02	24.74	25.48	26.25	27.03	27.85	28.68	29.54	30.43	31.34	32.28
Longevity Pay	23.08	23.77	24.48	25.22	25.97	26.75	27.55	28.38	29.23	30.11	31.01	31.94	32.90
Rec Coordinator (H)	15.55	16.02	16.50	16.99	17.50	18.03	18.57	19.12	19.70	20.29	20.90	21.52	22.17
Longevity Pay	15.85	16.32	16.81	17.32	17.84	18.37	18.92	19.49	20.08	20.68	21.30	21.94	22.60
Office Assistant, Recreation Specialist I & II, Part Time and Temporary (H)	15.89	16.37	16.86	17.36	17.88	18.42	18.97	19.54	20.13	20.73	21.35	22.00	22.66
Longevity Pay	16.20	16.68	17.18	17.70	18.23	18.78	19.34	19.92	20.52	21.13	21.77	22.42	23.09
Accounting Specialist I & II (H)	17.08	17.59	18.12	18.66	19.22	19.80	20.39	21.00	21.63	22.28	22.95	23.64	24.35
Longevity Pay	17.41	17.93	18.47	19.02	19.59	20.18	20.78	21.41	22.05	22.71	23.39	24.09	24.82
Administrative Assistant/City Clerk (H)	18.63	19.19	19.76	20.36	20.97	21.60	22.25	22.91	23.60	24.31	25.04	25.79	26.56
Longevity Pay	18.99	19.56	20.14	20.75	21.37	22.01	22.67	23.35	24.05	24.78	25.52	26.28	27.07
Finance Manager (H), Economic Development/Planner (H)	21.04	21.67	22.32	22.99	23.68	24.39	25.12	25.87	26.65	27.45	28.27	29.12	29.99
Longevity Pay	21.44	22.08	22.75	23.43	24.13	24.86	25.60	26.37	27.16	27.98	28.81	29.68	30.57

Public Works - Rounds/On-Call/Call-Outs
Weekend or Holiday Rounds = \$75/Day
Weekly On-Call = \$120.00
Holiday On-Call-\$120 & 8 hrs. CTE
Call Outs = \$120.00 per each Call Out

City Manager (Contract) = \$80,000. per year
Building Official (Contract) = \$70.00 per hour

FISCAL YEAR 2023-2024



CITY OF BLUE LAKE



2023-2024 Budget

CITY OF BLUE LAKE
Budget Fiscal Year 2023-24
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City of Blue Lake

2023-24 Operating and Capital Improvement Budgets

Budget Purpose

Each year the City must forecast the revenues it will receive and the expenditures it will incur for the upcoming fiscal year. The annual budget document serves as a plan for how the monies that come into the City will be spent to operate and maintain the City.

Basis of Budgeting

Governmental fund budgets are developed using the modified accrual basis of accounting. To summarize, under this basis, revenues are estimated for the fiscal year if they are susceptible to accrual (amounts can be determined and will be collected within the current period). Principal and interest on general long-term debt are budgeted as expenditures when due, whereas other expenditures (including capital outlay) are budgeted for liabilities expected to be incurred during the current period.

Proprietary fund budgets are developed using the accrual basis of accounting. To summarize, under this basis, revenues are recognized when earned and expenses are recognized when a liability is incurred or economic asset used.

Governmental and Capital Project Funds

Fund 10 - General Fund

This fund is the general operating fund of the City which accounts for all financial resources except those legally or administratively required to be accounted for in other funds.

General Fund Departments

100 - Mayor and City Council

The City Council consists of five members and serves as the policy making and legislative body of the City of Blue Lake. Council members are elected at large and select a Mayor from their membership every two years. The Mayor acts as the chairperson for all Council meetings. The City Council appoints the City Manager, City Attorney, and members of the Planning, Economic Development, Public Safety and Parks and Recreation Commissions. The City Council enacts ordinances, adopts resolutions, and approves the annual budget for the City. The Council conducts semi-monthly meetings to consider City business items and represents the City on a variety of regional boards, commissions, and authorities.



160 - Legal

Legal services are provided under a contract with the law firm of Mitchell, Brisso, Delaney and Vrieze, LLP. The City Attorney provides a broad range of legal services to the City Council, City Manager, various city departments, and the Planning Commission. Services include drafting and reviewing contracts, ordinances, regulations, and other documents, providing staff support to the City Council and Planning Commission at regular and special meetings, researching legal questions and providing legal opinions and advice, and prosecuting and defending civil proceedings on behalf of the City and its officers and employees.

180 - General Government

The City Council has delegated a wide variety of powers and duties to the City Manager by ordinance. These duties include enforcement of City ordinances, authority to direct City employees, which includes appointment and removal, reorganize offices, positions or units, recommends the adoption of measures and ordinances, keeps the City Council advised of the financial condition and needs of the City, investigates complaints of service, exercises general supervision over all public buildings, parks and property, and prepares and presents an annual budget and salary plan.

The Business Office is a major point of contact with residents concerning City services. This office provides general direction to the public. In addition, the Department is responsible for administrative support for the receipt and expenditure of general funds, special street funds, other special funds, and trust funds. This department also includes the function of City Clerk. Dog and business licenses are issued through this office.

Other department functions include specific costs incurred by the City that are not applicable to any one fund or department. These expenditures include audit, janitorial, tech support, copying services and City Hall and Skinner Store repairs and maintenance.

220 - Planning

The Planning Department provides contract Planning and Engineering services to the City. City Planner and Engineering services are provided by SHN Engineering with Garry Rees designated as the City Planner and Mike Foget designated as the City Engineer.

Planning services include environmental review and implementation of the City's land use and development policies as identified in the General Plan. This includes administration of the City's zoning, subdivision, and environmental ordinances. The Planner also provides support to the Building Official, Director of Public Works, City Attorney, City Manager, City Council, and the Planning Commission. Engineering services include the review, design and recommendation of transportation, water, wastewater, and building improvements and upgrades.

This department also provides engineering services for public facilities that fall within the General Fund.



240 - Building

The Building Official is the primary source of service and information to builders and the public regarding general construction and the building codes. This department serves architects, developers, contractors, homeowners, and others involved in the design, construction, and/or maintenance of private property in Blue Lake. This department processes applications, reviews plans, issues building permits, and prepares building records reports.

260 - Law Enforcement

The City contracts with the Humboldt County Sheriff Department for the provision of law enforcement services; the current contract with the Sheriff Department provides access to the full scope of the Sheriff Department's services, including, patrol services, detective services, coroner services, SWAT, etc....

280 - Animal Control

The City contracts with the Humboldt County Animal Shelter for limited kennel and animal control services.

320 - Public Works - Streets

This department provides for the upkeep, maintenance and operation of our City street system. This includes regular street maintenance, drainage and lighting maintenance. This Budget also provides for maintenance and repairs to public drainage ways and a portion of the Annie & Mary Trail.

425 - Park Facilities

This Budget provides general maintenance and repair to park facilities including Prasch Hall, Perigot Park, the gymkhana grounds, trails, the Tot Lot, tennis courts, and other open spaces.

445 – Recreation - General

This Budget provides administrative support to general recreation programming.

900 - Capital Outlay

This Budget provides resources for capital expenditures.

Fund 11 - Recreation Economic Analysis Fund

This fund accounts for the receipt and use of funds related to the City's RV park and campground economic analysis project.

Fund 12 - American Rescue Plan – COVID Relief Fund

This fund accounts for the receipt and use Federal COVID relief funds.

Fund 13 – State Park Per Capita Program Fund

This fund accounts for the receipt and use of State Per Capita Program funds.

Fund 25 - Highway Users Tax Fund

This fund accounts for the City's receipt and use of State gas tax funds for which use is restricted to street maintenance activities. The City is allocated a share of the revenue derived from State taxes on gasoline in which the allocation is determined by two factors: 1) the total amount of State-wide collections from gas taxes and 2) the City's population relative to the population of all California cities.

The City uses these funds to support the cost of street maintenance performed by the Public Works Department. During the year, funds are transferred into the General Fund to support Public Works activities in Departments 320. No direct expenditures are charged to this fund.

Fund 30 - Transportation Development Act Street Fund

This fund accounts for the City's receipt and use of State Transportation Development Act funds for which the use is restricted to street maintenance activities. These funds are distributed by the Humboldt County Association of Governments (HCAOG).

Fund 31 – Transportation Development Act Purchased Transportation Fund

This fund accounts for the City's receipt and use of State Transportation Development Act funds for which the use is restricted to public transit services. These funds are distributed by the Humboldt County Association of Governments (HCAOG). The City has an annual contract with Blue Lake Rancheria to provide local transportation services to community residents.

Fund 32 – AB-939 Solid Waste Reduction/Recycling Fund

This fund accounts for the City's receipt and use of State revenues derived from solid waste/recycling fees and the sale of recyclable materials. The use of these are restricted to solid waste reduction activities.

Fund 33 - Supplemental Law Enforcement Services Fund

This fund accounts for the City's receipt and use of State revenues derived from the Citizens for Public Safety (COPS) Program for which the use is restricted to law enforcement/public safety activities. The City charges a portion of the County of Humboldt Sheriff's Department contract to this fund.



Fund 34 - Regional Surface Transportation Fund

This fund accounts for the City's receipt and use of State Regional Surface Transportation Program funds for which the use is restricted to street maintenance activities. These funds are distributed by the Humboldt County Association of Governments (HCAOG).

Fund 36 – Powers Creek District Fund

This fund is considered part of the General Fund and is utilized for the maintenance and operation of City owned properties and infrastructure located in the Powers Creek District as well as to support economic development activities within the City.

Fund 38 - CDBG Non-Program Income Fund

This fund is considered part of the General Fund and represents the de-federalized Community Development Block Grant Program (CDBG) funds accumulated by the City. These funds are primarily used by the City for small business loans.

Fund 42 - CDBG Program Income Holding Fund

This fund accounts for the City's receipt of loan principal and interest payments related to the City's Community Development Block Grant Program (CDBG). At the end of each fiscal year total receipts are transferred as follows:

1. If receipts are \$35,000 or more they are transferred to Fund 44 where they are used to make new housing loans or grants in accordance with CDBG program guidelines;
2. If receipts are less than \$35,000 they become de-federalized and are transferred to Fund 38.

Fund 44 - CDBG Program Income Fund

This fund accounts for the City's operation of its Community Development Block Grant Program (CDBG). Funds are transferred from Fund 42 where they are used to make new housing loans or grants in accordance with CDBG program guidelines.

Proprietary Funds:

Fund 60 -Water Operating Fund

This fund accounts for the operations of the City's water utility, a self-supporting activity which renders services on a user-charge basis to its customers.



Fund 61 - Water Connection Fee Fund

This fund accounts for the City's receipt and use of connection fees charged for each new connection to the City's water system. The use of these funds is restricted for capital improvements that add capacity to the water system.

Fund 62 - Water Capital Reserve Fund

The function of this fund is to account for water utility funds that have been reserved for capital improvements, capital repair and replacement, or major equipment purchases.

Fund 64 - Turbidity Reduction Facility Reserve Fund

This fund accounts for the City's receipt of fees charged to its water utility customers for the purpose of funding the City's cost share of the 20-year debt service used to finance the Humboldt Bay Municipal Water District's (the City's wholesale water supplier) construction of a \$9.5 million water filtration plant.

Fund 70 - Sewer Operating Fund

This fund accounts for the operations of the City's wastewater utility, a self-supporting activity which renders services on a user-charge basis to its customers.

Fund 71 - Sewer Connection Fee Fund

This fund accounts for the City's receipt and use of connection fees charged for each new connection to the City's waste-water system. The use of these funds is restricted for capital improvements that add capacity to the waste-water system.

Fund 72 - Sewer Capital Reserve Fund

This fund establishes a reserve for capital improvements, capital repair and replacement, or major equipment purchases.

Fund 80 - Dental/Vision Trust Fund

This fund operates as a trust reserve to fulfill the City's commitment to self-insure the employee Dental and Vision Benefit Program. Contributions to this fund come from internal City transfers at the rate of \$20 per covered person for each bi-weekly pay period. The primary function of the fund is to retain cash reserves to be able to pay 100% of all allowed benefits if all covered individuals presented claims in one fiscal year.



Revenue Sources

The primary sources of revenue for the City are as follows:

General Fund - property taxes, sales and use tax, utility users tax, transient occupancy tax, franchise fees, licenses and permits, vehicle code fines, rents for use of facilities, motor vehicle license fee (in-lieu tax), Proposition 172 and County of Humboldt Measure Z public safety funds, Federal, State, and other grants restricted to specific purposes, investment income, and transfers from other funds.

Special Revenue Funds - state gas and other transportation taxes along with State grants restricted to specific purposes such as: law enforcement, transportation and recycling. Principal and interest loan payments for CDBG loan program.

Water and Sewer Funds - charges for services, investment income, and other miscellaneous revenues.

Expenditure Categories

The primary expenditures for the City are as follows:

Salaries & Wages – compensation of City personnel.

Employee Benefits – all costs associated with City personnel benefits including payroll taxes, retirement, and various types of insurance.

Contracted Professional Services – all costs associated with contracted legal, engineering, planning, building official, audit, accounting, actuarial, and information technology services.

Other Contracted Services – all costs associated with contracted janitorial services, lab tests, public transit services, animal shelter services, law enforcement services, alarm services, and other services. Also, includes council stipends.

Insurance – general liability and property insurance.

Interest Expense – interest payments made from a proprietary fund. Interest payments related to a governmental fund are categorized as debt service.

Repairs & Maintenance – all costs associated with maintenance of facilities, equipment and vehicles.

Supplies – departmental, office and concession supplies.

Utilities – telephone, water, sewer, gas and electricity.



Other Expenses – advertising, postage, publications, subscriptions, fees, property taxes, liability claims, training, travel, and other expenses that are not included in the above categories.

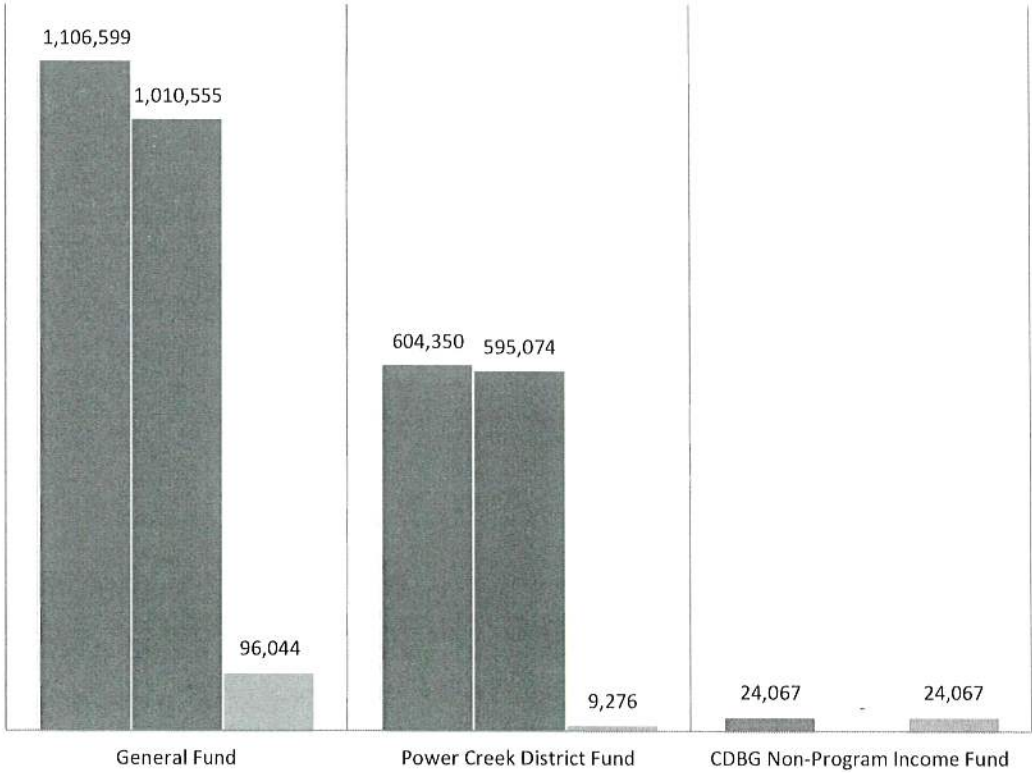
Capital Outlay – all acquisitions or projects with a total cost of \$5,000 or more and a life of one year or more.

Debt Service – principal and interest payments made from a governmental fund.



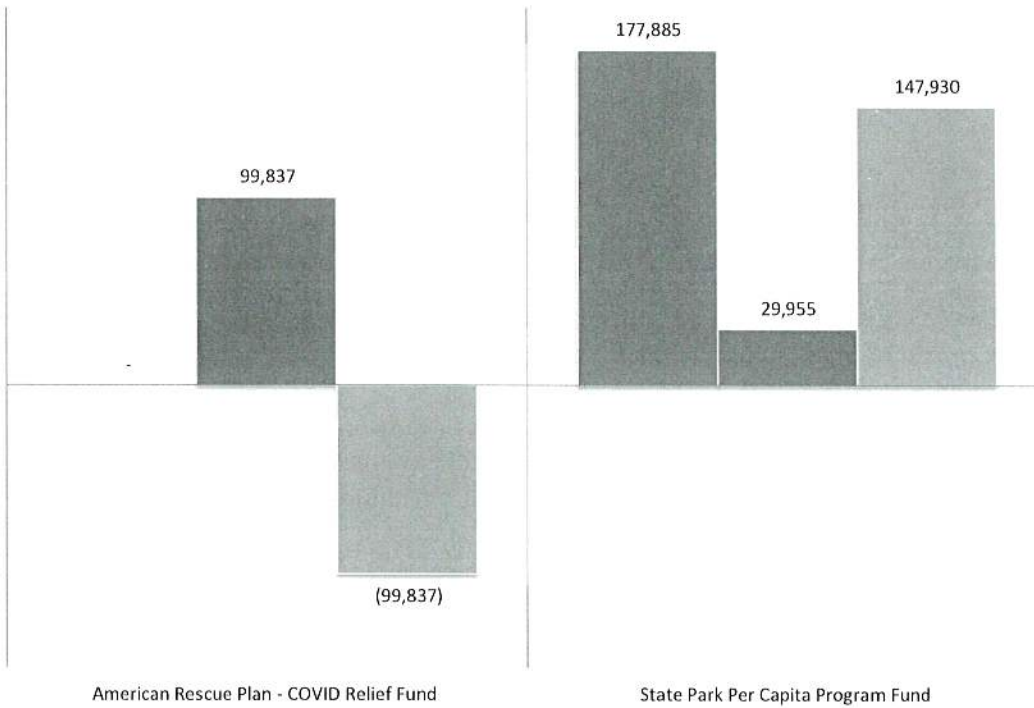
General Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



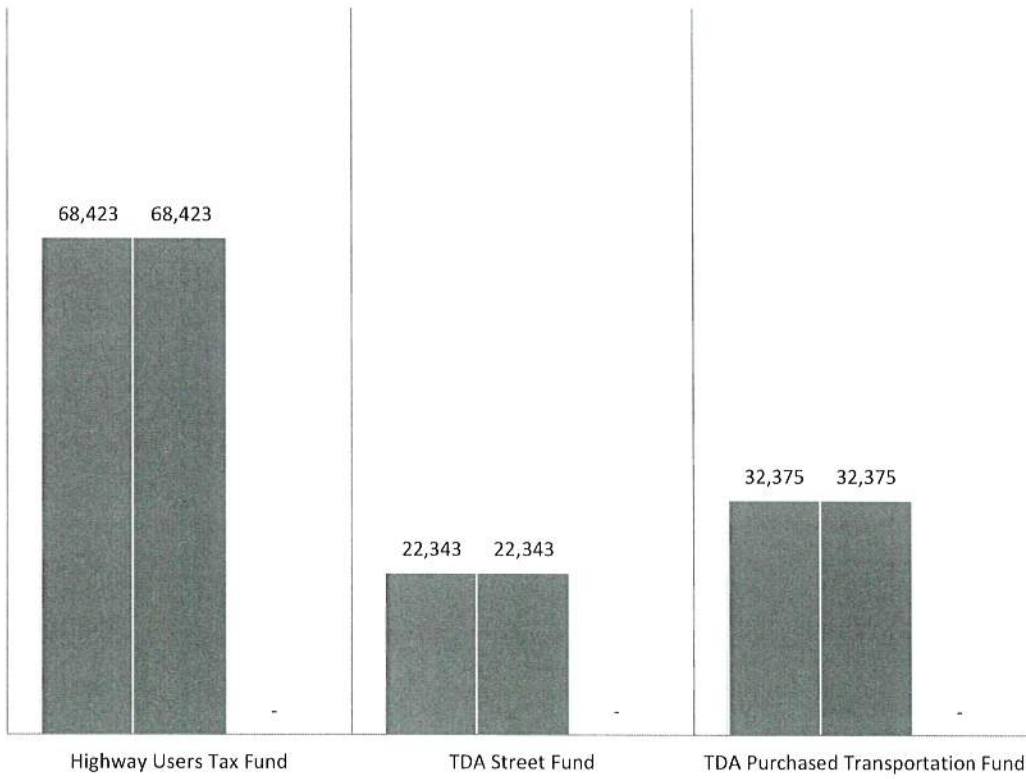
Special Revenue Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



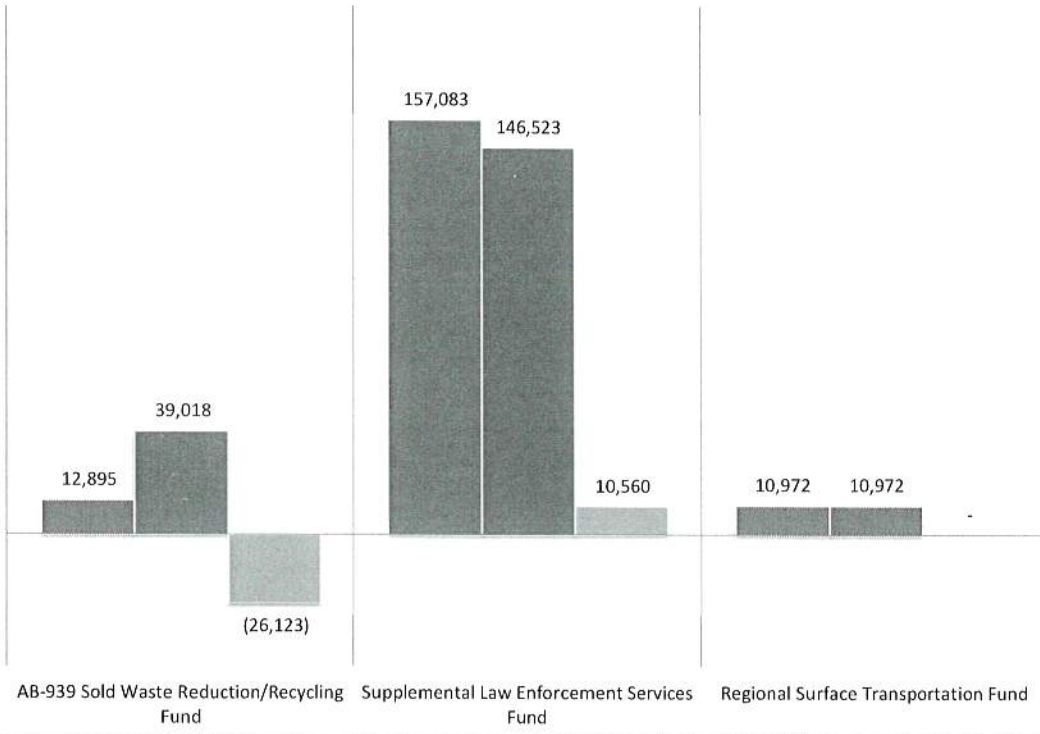
Special Revenue Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



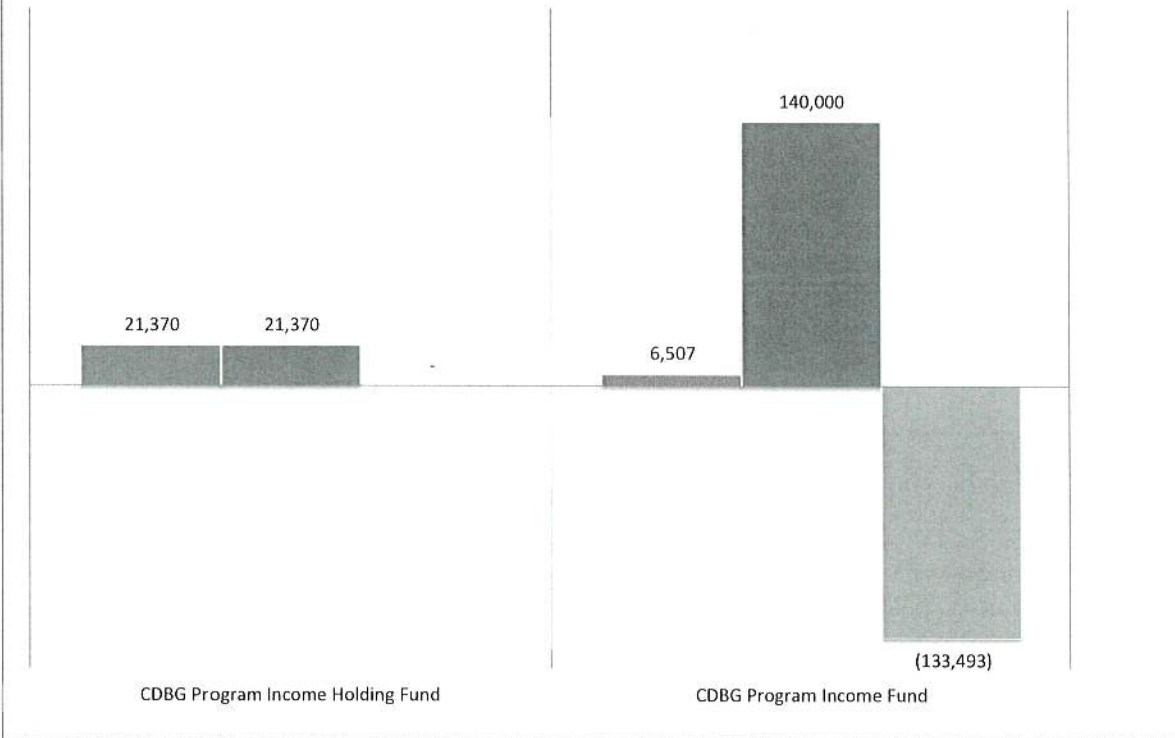
Special Revenue Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



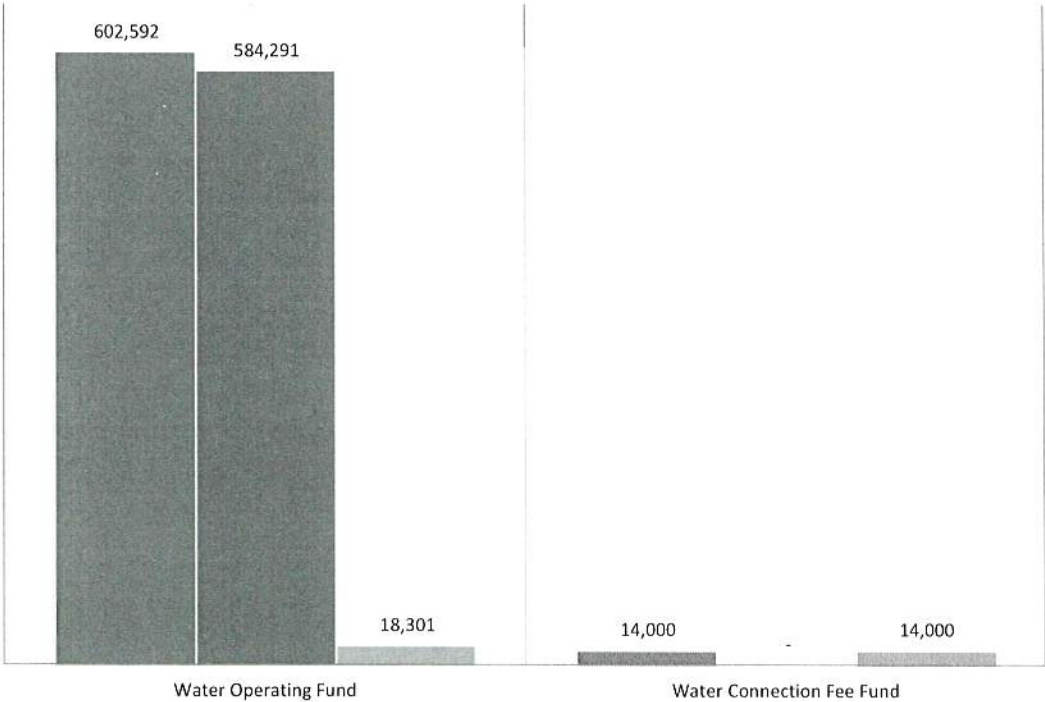
Special Revenue Funds Budget Summary

■ Series1 ■ Series2 ■ Series3



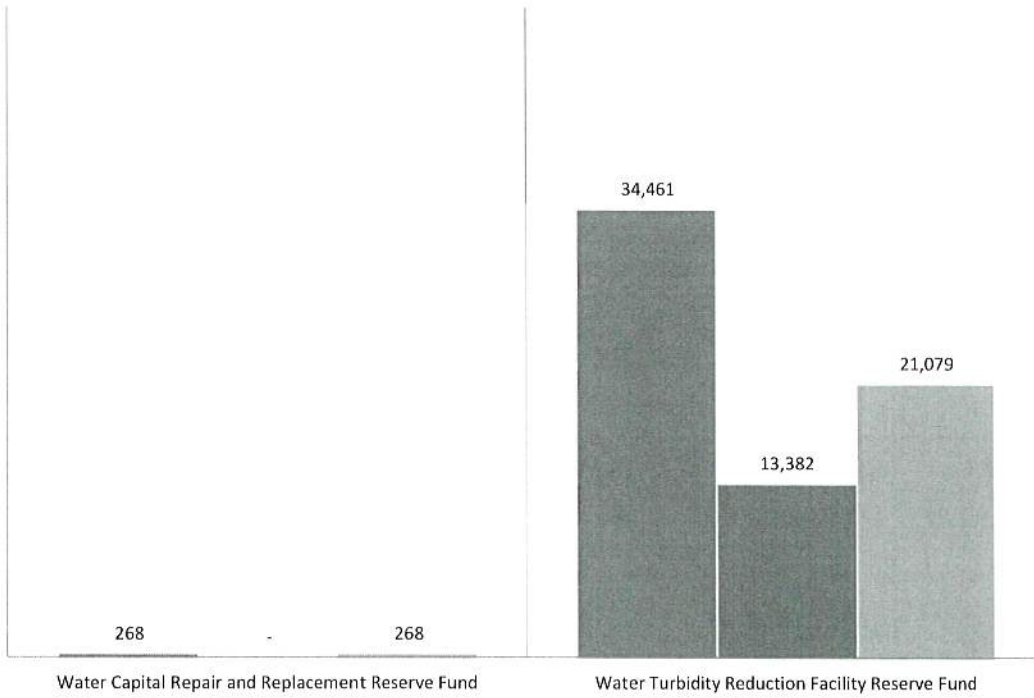
Water Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



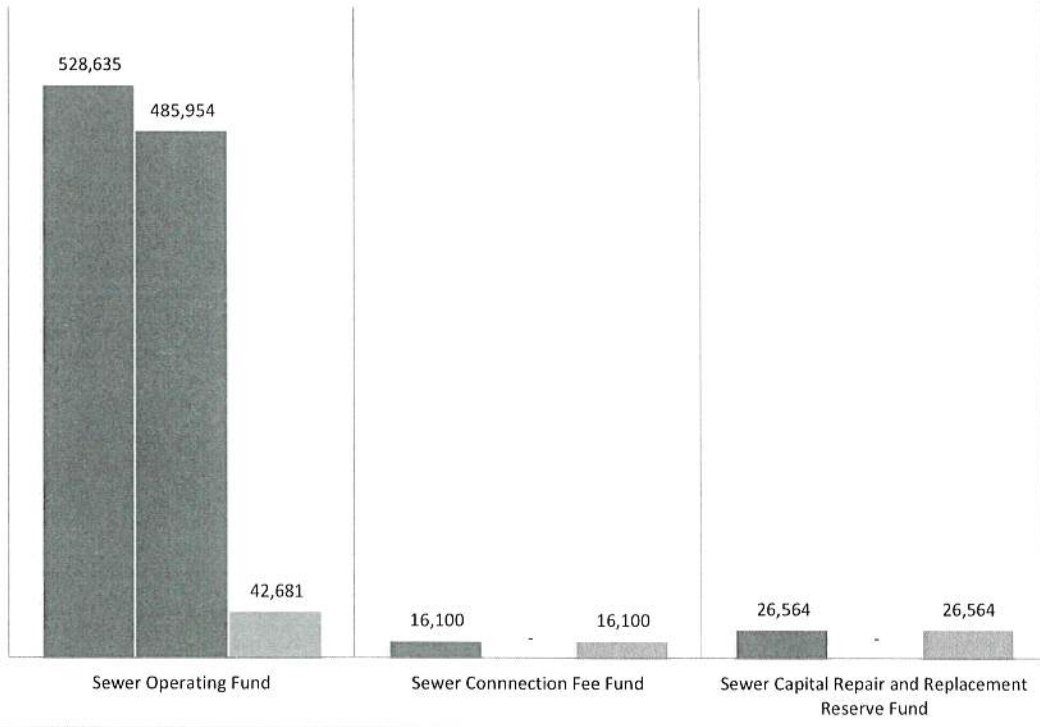
Water Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



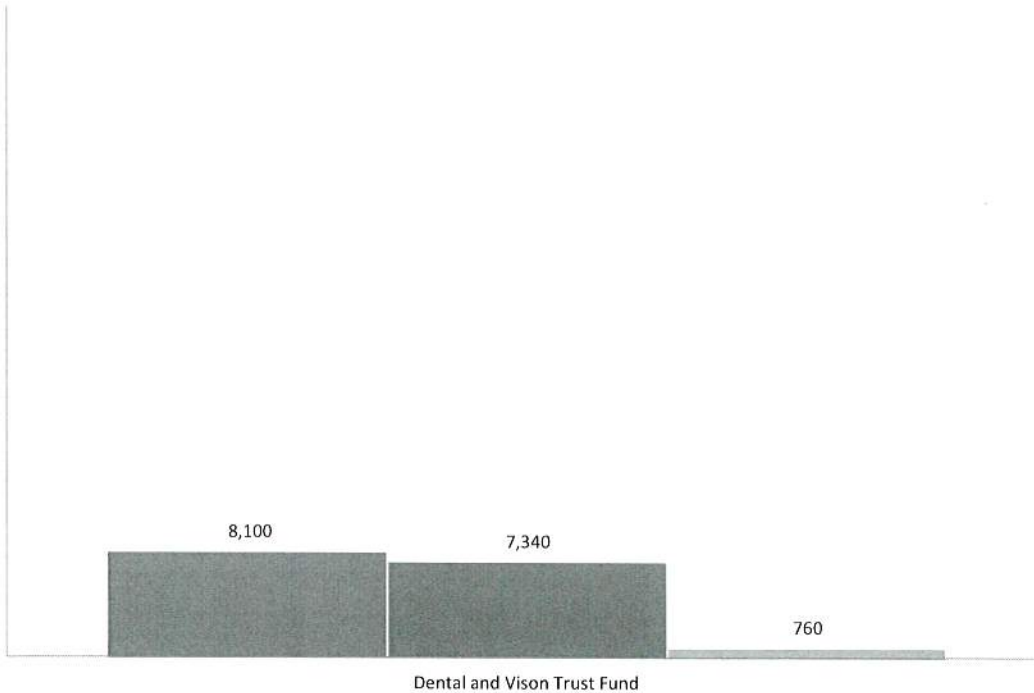
Sewer Funds Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



Trust Fund Budget Summary

■ Revenues/Transfers-In ■ Expenditures/Transfers-Out ■ Excess (Deficit)



City of Blue Lake
 Budget Summary by Fund
 Fiscal Year 2023-24

	General Funds					Special Revenue Funds				
	General Fund (10)	Powers Creek District Fund (36)	CDBG Non-Program Income Fund (38)	American Rescue Plan - COVID Relief Fund (12)	State Park Per Capita Program Fund (13)	Highway Users Tax Fund (25)				
Revenues and Transfers-In										
Revenues	1,005,011	604,350	3,385	-	177,885	68,423				
Transfers-In	101,588	-	20,682	-	-	-				
Total Revenues and Transfers-In	1,106,599	604,350	24,067	-	177,885	68,423				
Expenditures and Transfers-Out										
Mayor and City Council	3,800	-	-	-	-	-				
Legal	6,040	-	-	-	-	-				
General Government	236,936	-	-	-	-	-				
Planning	52,198	-	-	-	-	-				
Building	28,336	-	-	-	-	-				
Law Enforcement	8,890	-	-	-	-	-				
Animal Control	8,875	-	-	-	-	-				
Public Works - Streets	170,055	-	-	-	-	-				
Park and Other Facilities	170,551	10,262	-	-	-	-				
Recreation	234,362	-	-	-	-	-				
Dental & Vision Claims Paid-Out	-	-	-	-	-	-				
Economic Development	-	14,812	-	20,000	-	-				
Housing and Business Development	-	-	-	-	-	-				
Public Safety	-	-	-	-	-	-				
Public Transit	-	-	-	-	-	-				
Recycling	-	-	-	-	-	-				
Water	-	-	-	-	-	-				
Sewer	-	-	-	-	-	-				
Capital Outlay	158,512	385,000	-	79,837	29,955	-				
Debt Repayment	-	185,000	-	-	-	-				
Transfers-Out	-	-	-	-	-	68,423				
Total Expenditures and Transfers-Out	1,010,555	595,074	-	99,837	29,955	68,423				
Excess (Deficit)	96,044	9,276	24,067	(99,837)	147,930	-				
Projected Fund Balance, July 1	620,905	(1,634)	53,293	99,837	(147,930)	30,927				
Excess (Deficit)	96,044	9,276	24,067	(99,837)	147,930	-				
Projected Fund Balance, June 30	716,949	7,642	77,360	-	-	30,927				

City of Blue Lake
 Budget Summary by Fund
 Fiscal Year 2023-24

Special Revenue Funds							
TDA Street Fund (30)	TDA Purchased Transportation Fund (31)	AB-939 Solid Waste/Recycling Fund (32)	Supplemental Law Enforcement Services Fund (33)	Regional Surface Transportation Fund (34)	CDBG Program Income Holding Fund (42)	CDBG Program Income Fund (44)	
22,343	32,375	12,895	157,083	10,972	21,370	6,507	
-	-	-	-	-	-	-	
22,343	32,375	12,895	157,083	10,972	21,370	6,507	
Revenues and Transfers-In							
Revenues							
Transfers-In							
Total Revenues and Transfers-In							
Expenditures and Transfers-Out							
Mayor and City Council							
Legal							
General Government							
Planning							
Building							
Law Enforcement							
Animal Control							
Public Works - Streets							
Park and Other Facilities							
Recreation							
Dental & Vision Claims Paid-Out							
Economic Development							
Housing and Business Development							
Public Safety			146,523		688		
Public Transit	32,375						
Recycling		39,018					
Water							
Sewer							
Capital Outlay							140,000
Debt Repayment							
Transfers-Out				10,972	20,682		
Total Expenditures and Transfers-Out	32,375	39,018	146,523	10,972	21,370	140,000	
Excess (Deficit)	-	(26,123)	10,560	-	-	(133,493)	
Projected Fund Balance, July 1	1,422	27,940	-	-	-	393,469	
Excess (Deficit)	-	(26,123)	10,560	-	-	(133,493)	
Projected Fund Balance, June 30	1,422	1,817	10,560	-	-	259,976	

City of Blue Lake
 Budget Summary by Fund
 Fiscal Year 2023-24

	Water Funds				Sewer Funds			
	Water Operating Fund (60)	Water Connection Fee Fund (61)	Water Capital Repair and Replacement Reserve Fund (62)	Water Turbidity Reduction Facility Reserve Fund (64)	Sewer Operating Fund (70)	Sewer Connection Fee Fund (71)	Sewer Capital Repair and Replacement Reserve Fund (72)	
Revenues and Transfers-In								
Revenues	602,592	14,000	268	13,382	528,635	16,100	26,564	
Transfers-In	-	-	-	21,079	-	-	-	
Total Revenues and Transfers-In	602,592	14,000	268	34,461	528,635	16,100	26,564	
Expenditures and Transfers-Out								
Mayor and City Council	-	-	-	-	-	-	-	
Legal	-	-	-	-	-	-	-	
General Government	-	-	-	-	-	-	-	
Planning	-	-	-	-	-	-	-	
Building	-	-	-	-	-	-	-	
Law Enforcement	-	-	-	-	-	-	-	
Animal Control	-	-	-	-	-	-	-	
Public Works - Streets	-	-	-	-	-	-	-	
Park and Other Facilities	-	-	-	-	-	-	-	
Recreation	-	-	-	-	-	-	-	
Dental & Vision Claims Paid-Out	-	-	-	-	-	-	-	
Economic Development	-	-	-	-	-	-	-	
Housing and Business Development	-	-	-	-	-	-	-	
Public Safety	-	-	-	-	-	-	-	
Public Transit	-	-	-	-	-	-	-	
Recycling	-	-	-	-	-	-	-	
Water	563,212	-	-	13,382	485,954	-	-	
Sewer	-	-	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	-	-	
Debt Repayment	-	-	-	-	-	-	-	
Transfers-Out	21,079	-	-	-	-	-	-	
Total Expenditures and Transfers-Out	584,291	-	-	13,382	485,954	-	-	
Excess (Deficit)	18,301	14,000	268	21,079	42,681	16,100	26,564	
Projected Fund Balance, July 1	519,736	212,210	13,506	(21,079)	(526,421)	316,034	1,409,376	
Excess (Deficit)	18,301	14,000	268	21,079	42,681	16,100	26,564	
Projected Fund Balance, June 30	538,037	226,210	13,774	-	(483,740)	332,134	1,435,940	

City of Blue Lake
 Budget Summary by Fund
 Fiscal Year 2023-24

	Trust Fund
Revenues and Transfers-In	
Revenues	8,100
Transfers-In	-
Total Revenues and Transfers-In	8,100
Expenditures and Transfers-Out	
Mayor and City Council	-
Legal	-
General Government	-
Planning	-
Building	-
Law Enforcement	-
Animal Control	-
Public Works - Streets	-
Park and Other Facilities	-
Recreation	-
Dental & Vision Claims Paid-Out	7,340
Economic Development	-
Housing and Business Development	-
Public Safety	-
Public Transit	-
Recycling	-
Water	-
Sewer	-
Capital Outlay	-
Debt Repayment	-
Transfers-Out	-
Total Expenditures and Transfers-Out	7,340
Excess (Deficit)	760
Projected Fund Balance, July 1	36,305
Excess (Deficit)	760
Projected Fund Balance, June 30	37,065

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
General Fund (Fund 10)			
Revenues			
Taxes			
Property tax-secured	142,264	145,261	135,343
Property tax-unsecured	5,285	6,756	5,525
Property tax-supplemental	2,141	1,872	1,080
Property tax-prior years	644	978	350
Sales and use tax	29,607	31,273	62,546
Real property transfer tax	3,666	2,050	2,050
Transient occupancy tax	250	-	-
Total Taxes	183,857	188,190	206,894
Licenses, Permits, and Franchise Fees			
Franchise fee - cable	12,850	12,340	12,340
Franchise fee - PG & E	14,570	20,862	20,865
Franchise fee - garbage	11,670	13,181	13,185
Business license taxes	17,655	17,135	17,135
Animal licenses and fees	2,000	1,784	1,785
Building permits and fees	14,690	23,934	23,935
Other permits and fees	-	191	195
Total Licenses, Permits, and Franchise Fees	73,435	89,427	89,440
Interest Income			
Interest earned	2,960	11,654	16,000
Total Interest Income	2,960	11,654	16,000
Rents			
Little League	1,000	1,000	1,000
Resource center	5,180	5,180	5,180
Caretaker cabin	7,920	6,600	7,920
Park facilities	14,500	6,657	6,660
Total Rents	28,600	19,437	20,760

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
State, County, and Other Grant Revenues			
Motor vehicle in-lieu	190,117	130,721	130,725
Other State grants	270,000	130,397	277,641
Homeowners property tax relief	1,586	1,845	1,150
Vehicle code fines	49	162	165
Prop 172 public safety	21,367	24,153	12,115
Other County grants	13,000	12,360	11,500
Miscellaneous grants	1,667	14,075	22,500
Total State, County, and Grant Revenues	497,786	313,713	455,796
Current Service Charges			
Zoning and subdivision fees	3,275	3,210	3,210
Planning fees	1,900	3,545	3,545
Attorney fees	60	1,967	1,970
Public works fees	2,500	14,231	2,231
Administrative fees	905	2,017	2,020
Engineering fees	10,000	5,048	5,050
Building official fees	130	-	-
Other cost recovery fees	1,050	1,177	1,180
Total Current Service Charges	19,820	31,195	19,206
Parks and Recreation Fees			
Skating and party fees	68,000	72,917	83,855
Games and vending machines	3,600	3,848	4,425
Summer recreation program	50,000	45,000	45,000
Parks and recreation fees	23,000	24,245	27,882
Concessions	18,000	18,637	21,433
Donations	9,250	9,212	10,000
Total Parks and Recreation Fees	171,850	173,859	192,594
Other Revenues			
Insurance rebates	1,772	-	-
Other revenues	1,000	245	500
Administrative overhead	2,935	3,816	3,820
Total Other Revenues	5,707	4,061	4,320

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
Transfers-In From Other Funds			
Transfers from other funds	114,444	114,444	101,588
Total Transfers-In From Other Funds	114,444	114,444	101,588
Total Revenues and Transfers-In	1,098,459	945,980	1,106,599
Expenditures			
Mayor, Council, and City Clerk (Department 100)			
Other contracted services	3,000	2,509	3,000
Legal	1,750	1,857	-
Supplies	125	134	135
Other expenses	610	631	665
Total Mayor, Council, and City Clerk	5,485	5,130	3,800
Legal (Department 160)			
Contracted professional services	10,640	6,038	6,040
Total Legal	10,640	6,038	6,040
General Government (Department 180)			
Salaries and wages	62,815	63,705	75,840
Employee benefits	81,218	72,044	77,944
Contracted professional services	22,303	22,053	22,053
Other contracted services	14,043	11,647	12,105
Insurance	21,040	17,528	23,894
Repairs and maintenance	5,182	251	2,750
Supplies	5,693	2,235	8,415
Utilities	37,268	35,654	7,775
Other expenses	5,506	5,425	6,160
Total General Government	255,068	230,542	236,936
Planning (Department 220)			
Contracted professional services	219,425	115,899	51,898
Other contracted services	600	-	-
Other expenses	197	454	300
Total Planning	220,222	116,353	52,198

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
Building (Department 240)			
Salaries and wages	22,500	23,246	23,943
Employee benefits	2,448	2,532	2,608
Contracted professional services	2,750	560	1,040
Other contracted services	-	327	330
Supplies	500	20	20
Other expenses	215	384	395
Total Building	28,413	27,069	28,336
Law Enforcement (Department 260)			
Employee benefits	7,872	7,872	8,305
Other contracted services	2,500	2,500	-
Utilities	481	531	585
Total Law Enforcement	10,853	10,903	8,890
Animal Control (Department 280)			
Other contracted services	8,040	8,040	8,480
Supplies	100	93	95
Other expenses	313	-	300
Total Animal Control	8,453	8,133	8,875
Public Works - Streets (Department 320)			
Salaries and wages	35,973	32,433	33,406
Employee benefits	27,250	21,213	21,787
Contracted professional services	13,947	46,344	25,000
Other contracted services	120	133	150
Repairs and maintenance	5,487	1,581	1,585
Supplies	11,404	4,503	4,505
Utilities	13,523	14,042	15,155
Other expenses	289	464	466
Total Public Works - Streets	107,993	120,715	102,055

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
Park Facilities (Department 425)			
Salaries and wages	46,171	35,403	80,581
Employee benefits	23,084	16,703	24,105
Contracted professional services	-	809	810
Other contracted services	1,710	3,529	6,025
Repairs and maintenance	19,250	20,251	18,995
Supplies	6,350	5,896	6,900
Utilities	25,858	24,955	26,480
Other expenses	6,087	6,157	6,655
Total Park Facilities	128,510	113,703	170,551
Recreation (Department 445)			
Salaries and wages	106,227	111,559	170,621
Employee benefits	17,994	22,453	30,636
Contracted professional services	-	81	85
Other contracted services	11,418	17,078	10,835
Repairs and maintenance	-	1,447	1,450
Supplies	13,550	23,512	13,100
Utilities	2,500	2,531	2,535
Other expenses	9,655	5,092	5,100
Total Recreation	161,344	183,751	234,362
Capital Outlay (Department 900)			
Capital outlay	100,519	100,519	158,512
Total Capital Outlay	100,519	100,519	158,512
Total Expenditures	1,037,500	922,856	1,010,555
Excess (Deficit)	60,959	23,123	96,044
Projected Fund Balance, July 1			620,905
Excess (Deficit)			96,044
Projected Fund Balance, June 30			716,949

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	
<u>Powers Creek District Fund (Fund 36)</u>			
<u>Revenues</u>			
Rents	33,250	30,139	33,250
Other cost recovery fees	22,000	-	-
Other State grants	185,000	-	570,000
Interest earned	300	814	1,100
Total Revenues	240,550	30,953	604,350
<u>Expenditures</u>			
Salaries and wages	13,801	11,137	11,471
Employee benefits	5,415	5,319	5,478
Contracted professional services	8,250	8,791	3,610
Other contracted services	5,600	5,716	330
Repairs and maintenance	-	339	340
Supplies	903	35	35
Other expenses	3,597	2,000	2,010
Interest expense	10,850	10,890	1,800
Loan principal repayment	187,755	3,952	185,000
Capital outlay	45,957	45,957	385,000
Total Expenditures	282,128	94,137	595,074
Excess (Deficit)	(41,578)	(63,184)	9,276
Projected Fund Balance, July 1			(1,634)
Excess (Deficit)			9,276
Projected Fund Balance, June 30			7,642

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>CDBG Non-Program Income Fund (Fund 38)</u>			
<u>Revenues and Transfers-In</u>			
Interest earned	156	698	885
Loan payment revenue	2,400	2,618	2,500
Transfers from other funds	22,500	-	20,682
Total Revenues and Transfers-In	25,056	3,317	24,067
Excess (Deficit)	25,056	3,317	24,067
		Projected Fund Balance, July 1	53,293
		Excess (Deficit)	24,067
		Projected Fund Balance, June 30	77,360

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>American Rescue Plan - COVID Relief Fund (Fund 12)</u>			
<u>Revenues</u>			
Federal revenues	168,915	148,915	-
Total Revenues	168,915	148,915	-
<u>Expenditures</u>			
Salaries, wages, & benefits	148,915	55,591	-
Supplies	-	-	5,000
Other expenses	20,000	36,956	6,000
Small business grants	-	-	9,000
Capital outlay	-	-	79,837
Total Expenditures	168,915	92,547	99,837
Excess (Deficit)	-	56,368	(99,837)
		Projected Fund Balance, July 1	99,837
		Excess (Deficit)	(99,837)
		Projected Fund Balance, June 30	-
<u>State Park Per Capita Program Fund (Fund 13)</u>			
<u>Revenues</u>			
State revenues	168,178	-	177,885
Total Revenues	168,178	-	177,885
<u>Expenditures</u>			
Capital outlay	168,178	138,223	29,955
Total Expenditures	168,178	138,223	29,955
Excess (Deficit)	-	(138,223)	147,930
		Projected Fund Balance, July 1	(147,930)
		Excess (Deficit)	147,930
		Projected Fund Balance, June 30	-

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Budget 2022-23	Projected Actual 2022-23	Budget 2023-24
<u>Highway Users Tax Fund (Fund 25)</u>			
<u>Revenues</u>			
Gas tax	68,931	61,422	67,823
Interest earned	99	600	600
Total Revenues	69,030	62,022	68,423
<u>Expenditures and Transfers-Out</u>			
Transfers to other funds	69,030	62,022	68,423
Total Expenditures and Transfer-Out	69,030	62,022	68,423
Excess (Deficit)	-	-	-
		Projected Fund Balance, July 1	30,927
		Excess (Deficit)	-
		Projected Fund Balance, June 30	30,927

<u>TDA Street Fund (Fund 30)</u>			
<u>Revenues</u>			
Transportation tax	28,098	28,098	22,343
Interest earned	10	-	-
Total Revenues	28,108	28,098	22,343
<u>Expenditures and Transfers-Out</u>			
Transfers to other funds	28,108	28,108	22,343
Total Expenditures and Transfers-Out	28,108	28,108	22,343
Excess (Deficit)	-	(10)	-
		Projected Fund Balance, July 1	-
		Excess (Deficit)	-
		Projected Fund Balance, June 30	-

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>TDA Purchased Transportation Fund (Fund 31)</u>			
<u>Revenues</u>			
Transportation tax	32,375	32,375	32,375
Total Revenues	32,375	32,375	32,375
<u>Expenditures</u>			
Other contracted services	32,375	32,375	32,375
Total Expenditures	32,375	32,375	32,375
Excess (Deficit)	-	-	-
	Projected Fund Balance, July 1		1,422
	Excess (Deficit)		-
	Projected Fund Balance, June 30		1,422

<u>AB-939 Solid Waste/Recycling Fund (Fund 32)</u>			
<u>Revenues</u>			
AB-939 tip fees	7,748	7,253	7,255
Other grants	25,000	25,942	5,000
Interest earned	56	407	640
Total Revenues	32,804	33,602	12,895
<u>Expenditures</u>			
Salaries and wages	8,621	11,233	17,711
Employee benefits	3,723	5,752	6,832
Supplies	3,000	-	4,000
Utilities	1,650	3,874	3,875
Other expenses	4,457	2,126	6,600
Capital outlay	3,500	3,465	-
Total Expenditures	24,951	26,451	39,018
Excess (Deficit)	7,853	7,151	(26,123)
	Projected Fund Balance, July 1		27,940
	Excess (Deficit)		(26,123)
	Projected Fund Balance, June 30		1,817

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	
<u>Supplemental Law Enforcement Services Fund (Fund 33)</u>			
<u>Revenues</u>			
SLESF grant	146,450	162,880	157,033
Interest earned	50	35	50
Total Revenues	146,500	162,915	157,083
<u>Expenditures</u>			
Other contracted services	146,523	127,490	146,523
Total Expenditures	146,523	127,490	146,523
Excess (Deficit)	(23)	35,425	10,560
Projected Fund Balance, July 1			-
Excess (Deficit)			10,560
Projected Fund Balance, June 30			10,560

Regional Surface Transportation Program Fund (Fund 34)

<u>Revenues</u>			
RSTP grant	22,183	22,183	10,922
Interest earned	125	125	50
Total Revenues	22,308	22,308	10,972
<u>Expenditures and Transfers-Out</u>			
Transfer to other funds	22,308	22,308	10,972
Total Expenditures and Transfers-Out	22,308	22,308	10,972
Excess (Deficit)	-	-	-
Projected Fund Balance, July 1			-
Excess (Deficit)			-
Projected Fund Balance, June 30			-

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Budget 2022-23	Projected Actual 2022-23	Budget 2023-24
<u>CDBG Program Income Holding Fund (Fund 42)</u>			
<u>Revenues</u>			
Loan payment revenue	19,657	20,568	20,570
Interest - CDBG loans	3,500	632	635
Interest earned	43	305	165
Total Revenues	23,200	21,506	21,370
<u>Expenditures and Transfers-Out</u>			
Salaries and wages	1,142	379	391
Employee benefits	767	225	232
Other contracted services	150	65	65
Other expenses	150	-	-
Transfers to other funds	22,500	-	20,682
Total Expenditures and Transfers-Out	24,709	670	21,370
Excess (Deficit)	(1,509)	20,835	0
		Projected Fund Balance, July 1	-
		Excess (Deficit)	-
		Projected Fund Balance, June 30	-
<u>CDBG Non-Program Income Fund (Fund 44)</u>			
<u>Revenues</u>			
Interest earned	500	5,498	6,507
Total Revenues	500	5,498	6,507
Excess (Deficit)	500	5,498	6,507
<u>Expenditures</u>			
Capital Outlay	185,000	16,507	140,000
Total Expenditures	185,000	16,507	140,000
Excess (Deficit)	(184,500)	(11,009)	(133,493)
		Projected Fund Balance, July 1	393,469
		Excess (Deficit)	(133,493)
		Projected Fund Balance, June 30	259,976

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>Water Fund (Fund 60)</u>			
<u>Revenues</u>			
Water sales	453,275	482,115	574,237
Water late charges	8,048	8,029	8,030
Public works fees	1,000	334	335
Administrative fees	1,130	1,380	1,380
Services to others	150	1,653	1,655
Insurance rebates	1,000	-	-
Miscellaneous grants	1,667	955	955
Interest earned	3,191	11,780	16,000
Total Revenues	469,461	506,246	602,592
<u>Expenditures and Transfers-Out</u>			
Salaries and wages	164,459	140,196	154,626
Employee benefits	114,807	110,029	114,109
Contracted professional services	50,670	51,133	28,815
Other contracted services	13,680	9,582	9,585
Insurance	13,962	14,558	16,240
Interest expense	1,269	942	945
Repairs and maintenance	36,860	1,675	1,675
Supplies	13,815	7,670	7,670
Utilities	214,566	210,664	217,897
Other expenses	19,753	11,478	11,650
Transfer to other funds	-	-	21,079
Total Expenditures and Transfers-Out	643,841	557,927	584,291
Excess (Deficit)	(174,380)	(51,681)	18,301
Projected Fund Balance, July 1			519,736
Excess (Deficit)			18,301
Projected Fund Balance, June 30			538,037

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Budget 2022-23	Projected Actual 2022-23	Budget 2023-24
Water Connection Fee Fund (61)			
Revenues			
Water connection fee	10,000	11,513	10,000
Interest earned	665	2,850	4,000
Total Revenues	10,665	14,363	14,000
Excess (Deficit)	10,665	14,363	14,000
		Projected Fund Balance, July 1	212,210
		Excess (Deficit)	14,000
		Projected Fund Balance, June 30	<u>226,210</u>
Water Capital Reserve Fund (Fund 62)			
Revenues			
Interest earned	45	192	268
Total Revenues	45	192	268
Excess (Deficit)	45	192	268
		Projected Fund Balance, July 1	13,506
		Excess (Deficit)	268
		Projected Fund Balance, June 30	<u>13,774</u>
Turbidity Reduction Facility Reserve Fund (Fund 64)			
Revenues and Transfers-In			
Turbidity reduction fees	10,492	10,032	13,382
Transfers from other funds	-	-	21,079
Total Revenues and Transfers-In	10,492	10,032	34,461
Expenditures			
Other expenses	13,110	10,843	13,382
Total Expenditures	13,110	10,843	13,382
Excess (Deficit)	(2,618)	(811)	21,079
		Projected Fund Balance, July 1	(21,079)
		Excess (Deficit)	21,079
		Projected Fund Balance, June 30	<u>-</u>

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>Sewer Fund (Fund 70)</u>			
<u>Revenues</u>			
Sewer service charges	335,177	389,178	516,000
Sewer late charges	8,048	8,029	8,030
Public works fees	886	1,769	1,770
Administrative fees	890	1,380	1,380
Insurance rebates	1,000	-	-
Miscellaneous Grants	1,667	955	955
Interest earned	413	394	500
Total Revenues	348,081	401,705	528,635
<u>Expenditures</u>			
Salaries and wages	171,317	153,344	168,168
Employee benefits	115,242	113,907	118,095
Contracted professional services	79,975	74,044	42,815
Other contracted services	28,465	23,083	23,190
Insurance	15,534	16,084	17,940
Repairs and maintenance	4,085	2,959	2,965
Supplies	15,604	11,465	11,470
Utilities	56,926	56,863	60,916
Other expenses	36,167	39,946	40,395
Total Expenditures	523,315	491,695	485,954
Excess (Deficit)	(175,234)	(89,990)	42,681
	Projected Fund Balance, July 1		(526,421)
		Excess (Deficit)	42,681
	Projected Fund Balance, June 30		(483,740)

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
Sewer Connection Fee Fund (Fund 71)			
Revenues			
Sewer connection fees	10,000	15,485	10,000
Interest earned	994	4,333	6,100
Total Revenues	10,994	19,818	16,100
Excess (Deficit)	10,994	19,818	16,100

Projected Fund Balance, July 1	316,034
Excess (Deficit)	16,100
Projected Fund Balance, June 30	332,134

Sewer Capital Reserve Fund (Fund 72)

Revenues			
Sewer capital reserve fees	119,210	89,921	-
Interest earned	4,096	18,931	26,564
Total Revenues	123,306	108,852	26,564

Expenditures			
Other expenses	500	176	-
Transfers to other funds	100,000	-	-
Total Expenditures	100,500	176	-
Excess (Deficit)	22,806	108,676	26,564

Projected Fund Balance, July 1	1,409,376
Excess (Deficit)	26,564
Projected Fund Balance, June 30	1,435,940

CITY OF BLUE LAKE
Budget Detail by Fund
Fiscal Year 2023-24

	Projected Actual		
	Budget 2022-23	2022-23	Budget 2023-24
<u>Dental/Vision Trust Fund (Fund 80)</u>			
<u>Revenues</u>			
Transfer of charges	7,467	6,740	7,380
Interest earned	118	477	720
Total Revenues	7,585	7,217	8,100
<u>Expenditures</u>			
Other expenses	3,940	7,339	7,340
Total Expenditures	3,940	7,339	7,340
Excess (Deficit)	3,645	(122)	760
	Projected Fund Balance, July 1		36,305
		Excess (Deficit)	760
	Projected Fund Balance, June 30		37,065

CITY OF BLUE LAKE
Capital Improvements Budget
Fiscal Year 2023-24

General Funds

Truck Route Project (Fund 10)	158,512
Townsquare Improvements Project (Fund 36)	385,000

Special Revenue Fund

Facility Improvements (Fund 12)	79,837
Facility Improvements (Fund 13)	29,955
Library Improvements Project (Fund 44)	140,000

**CITY OF BLUE LAKE
ATTACHMENT "A" TO RESOLUTION NO. 1222
CALCULATION FOR DETERMINING THE FISCAL YEAR 2023-24 APPROPRIATIONS LIMIT**

Article XIII B of the California Constitution, adopted by Proposition 4 in November 1979, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year (Gann Limit). Only revenues defined as "proceeds of taxes" are restricted by the limit. Generally, revenues restricted as to use, enterprise fund revenues, and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, certain expenditures are considered exempt from the limit. During any fiscal year, a city may not appropriate any proceeds of taxes they receive in excess of their limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using a price factor based on the growth in State per capita personal income and a population factor based on growth in the City's population. The appropriations limit must be adopted each year by resolution of the City Council.

FY 2023-24 Annual Adjustment Factors:

Price Factor (conversion to ratio):

Percent Growth in State Per Capita Personal Income as provided by State of California Department of Finance:

$$4.44\% = 1.0444$$

Population Factor (conversion to ratio):

Annual Percent Growth in City of Blue Lake Population January 1, 2022 to January 1, 2023 as provided by State of California Department of Finance:

$$-1.46\% = 0.9854$$

Calculation of Annual Adjustment Factor:

$$\text{Price Factor} \times \text{Population Factor} = 1.0444 \times 0.9854 = 1.0292$$

FY 2023-24 Appropriations Limit Calculation:

$$\text{FY 2023-24 Limit} = \text{FY 2022-23 Limit} \times \text{Adjustment Factor}$$

$$\text{FY 2023-24 Limit} = \$1,373,723 \times 1.0292$$

$$\text{FY 2023-24 Limit} = \$1,413,836$$

Estimated Appropriations Subject to the Gann Limit for FY 2023-24:

Proceeds of Taxes	\$ 344,402
Exclusions	<u>0</u>
Total Appropriations Subject to Limit	<u>\$ 344,402</u>
Current Limit	\$ 1,413,836
Under Limit	\$ 1,069,434

City of Blue Lake

Salary Plan - Fiscal Year 2023-2024

Position	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7	Level 8	Level 9	Level 10	Level 11	Level 12	Level 13
Public Works Superintendent (H) Longevity Pay	23.70 24.16	24.41 24.88	25.14 25.63	25.90 26.40	26.68 27.19	27.48 28.00	28.30 28.84	29.15 29.71	30.02 30.60	30.92 31.52	31.85 32.46	32.81 33.44	33.79 34.44
Public Works Supervisor (H) Longevity Pay	22.47 22.90	23.14 23.59	23.84 24.30	24.55 25.03	25.29 25.78	26.05 26.55	26.83 27.35	27.64 28.17	28.46 29.01	29.32 29.88	30.20 30.78	31.10 31.70	32.04 32.65
Public Works Operator (H) Longevity Pay	16.87 17.20	17.38 17.71	17.90 18.25	18.44 18.79	18.99 19.36	19.56 19.94	20.15 20.54	20.75 21.15	21.38 21.79	22.02 22.44	22.68 23.11	23.36 23.81	24.06 24.52
Public Works Maint. Worker I & II (H) Longevity Pay	15.61 15.91	16.08 16.39	16.56 16.88	17.06 17.39	17.57 17.91	18.10 18.44	18.64 19.00	19.20 19.57	19.77 20.15	20.37 20.76	20.98 21.38	21.61 22.02	22.26 22.68
Park & Rec Director / Recycling (H) Longevity Pay	22.64 23.08	23.32 23.77	24.02 24.48	24.74 25.22	25.48 25.97	26.25 26.75	27.03 27.55	27.85 28.38	28.68 29.23	29.54 30.11	30.43 31.01	31.34 31.94	32.28 32.90
Rec Coordinator (H) Longevity Pay	15.55 15.85	16.02 16.32	16.50 16.81	16.99 17.32	17.50 17.84	18.03 18.37	18.57 18.92	19.12 19.49	19.70 20.08	20.29 20.68	20.90 21.30	21.52 21.94	22.17 22.60
Office Assistant, Recreation Specialist I & II, Part Time and Temporary (H) Longevity Pay	15.89 16.20	16.37 16.68	16.86 17.18	17.36 17.70	17.88 18.23	18.42 18.78	18.97 19.34	19.54 19.92	20.13 20.52	20.73 21.13	21.35 21.77	22.00 22.42	22.66 23.09
Accounting Specialist I & II (H) Longevity Pay	17.08 17.41	17.59 17.93	18.12 18.47	18.66 19.02	19.22 19.59	19.80 20.18	20.39 20.78	21.00 21.41	21.63 22.05	22.28 22.71	22.95 23.39	23.64 24.09	24.35 24.82
Administrative Assistant/City Clerk (H) Longevity Pay	18.63 18.99	19.19 19.56	19.76 20.14	20.36 20.75	20.97 21.37	21.60 22.01	22.25 22.67	22.91 23.35	23.60 24.05	24.31 24.78	25.04 25.52	25.79 26.28	26.56 27.07
Finance Manager (H), Economic Development Planner (H) Longevity Pay	21.04 21.44	21.67 22.08	22.32 22.75	22.99 23.43	23.68 24.13	24.39 24.86	25.12 25.60	25.87 26.37	26.65 27.16	27.45 27.98	28.27 28.81	29.12 29.68	29.99 30.57

City Manager (Contract) = \$80,000. per year
 Building Official (Contract) = \$70.00 per hour

Public Works - Rounds/On-Call/Call-Outs
 Weekend or Holiday Rounds = \$75/Day
 Weekly On-Call = \$120.00
 Holiday On-Call-\$120 & 8 hrs. CTE
 Call Outs = \$120.00 per each Call Out



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: June 27, 2023
Item Subject: Planning Commission Zoom Option for Public
Submitted By: Mandy Mager, City Manager

General Information:

The Planning Commission and the City Council have received requests to provide a Zoom option for public participation at Planning Commission meetings. City Commissions currently do not offer a Zoom option due to technical capacity.

If the Council chooses to implement a Zoom option for Planning Commission meetings, staff can be directed to do so.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: Direct staff as discussion directs.

Review Information:

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

Comments:

City of Blue Lake
June 27, 2023 Council Meeting

Consent Items:

Warrants and Disbursements



City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 5/1/2023 Through 5/31/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10753	5/5/2023	Harold D. Burris	Employee: burrish; Pay Date: 5/5/2023	1,613.00
10754	5/5/2023	Michael D. Downard	Employee: downardm; Pay Date: 5/5/2023	838.05
10755	5/5/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 5/5/2023	1,646.91
10756	5/5/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 5/5/2023	1,651.86
10757	5/5/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 5/5/2023	52.40
230505A01	5/5/2023	Christopher A. Ball	Employee: ballc; Pay Date: 5/5/2023	290.41
230505A02	5/5/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 5/5/2023	1,906.27
230505A03	5/5/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 5/5/2023	432.82
230505A04	5/5/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 5/5/2023	599.38
230505A05	5/5/2023	Skyler A. Coke	Employee: cokes; Pay Date: 5/5/2023	831.14
230505A06	5/5/2023	Melissa M. Combs	Employee: combsm; Pay Date: 5/5/2023	586.97
230505A07	5/5/2023	Grace E. Daverson	Employee: daversong; Pay Date: 5/5/2023	399.08
230505A08	5/5/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 5/5/2023	253.45
230505A09	5/5/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 5/5/2023	224.56
230505A10	5/5/2023	Adeline L. Esh	Employee: esha; Pay Date: 5/5/2023	202.11
230505A11	5/5/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 5/5/2023	370.52
230505A12	5/5/2023	Amanda L. Mager	Employee: magera; Pay Date: 5/5/2023	1,863.23
230505A13	5/5/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 5/5/2023	224.56
230505A14	5/5/2023	Jacob P. Meng	Employee: mengj; Pay Date: 5/5/2023	1,031.73
230505A15	5/5/2023	Ross A. Nash	Employee: nashr; Pay Date: 5/5/2023	851.46
230505A16	5/5/2023	Quinn Sousa	Employee: sousaq; Pay Date: 5/5/2023	444.53
230505A17	5/5/2023	Emily P. Wood	Employee: woode; Pay Date: 5/5/2023	1,404.94
2327	5/5/2023	City of Blue Lake	Utilities paid from Deposits 5/1/23 Billing	176.00
10758	5/15/2023	Charis Bowman	3/24/23 Bowman reimb.-supplies	346.86
10759	5/15/2023	Aflac	4/25/23 Inv# 5533254	229.56
10760	5/15/2023	AT&T	2- 4/20/23 Inv	62.86
10761	5/15/2023	AT&T	4- 5/4/23 cal net 3 bills	277.47
10762	5/15/2023	City of Blue Lake	W/S payment 5/1/23	2,258.57
10763	5/15/2023	CA Building Standards Comm.	CBSC fees Jan-Mar 2023	26.10
10764	5/15/2023	D & R Janitorial Service	5/1/23 statement	295.00
10765	5/15/2023	CA State Disbursement Unit	5/5/23 PR deduction	92.30
10766	5/15/2023	Franklin's Service	4/30/23 statement	168.69
10767	5/15/2023	FDAC EBA	billing period: 77-05/01/2023 to 05/31/23	14,955.82
10768	5/15/2023	FDAC EBA	billing period: 78- 06/01/23 to 06/30/23	14,351.31
10769	5/15/2023	GreatAmerica Financial Svcs.	5/12/23 Inv# 33869237	204.00
10770	5/15/2023	Haven Electric	2/26/23 Inv# 458	23,000.00
10771	5/15/2023	Haz Mat Response Authority	4/19/23 Inv 2023-02	513.92
10772	5/15/2023	Humb. Bay Municipal Water Dist	billing period: April 1-28, 2023	16,408.68
10773	5/15/2023	Miller Farms Nursery, Inc.	4/30/23 statement	211.02
10774	5/15/2023	S. Shaun Johanson DDS	dental payment 4/19/23 Hutton	296.00
10775	5/15/2023	National Rural Water Assoc.	SCADA loan pmt due 6/1/23	965.00
10776	5/15/2023	RREDC	Town square loan pmt due 6/1/23 Loan #20203	1,236.87
10777	5/15/2023	Platt Electric Suppy, Inc.	4/25/23 statement	52.81
10778	5/15/2023	Verizon Wireless	5/13/23 Inv# 9933040182	326.64
10779	5/15/2023	Christopher B. Edgar	Apr 2023 council stipend- EdgerC	50.00
10780	5/15/2023	Adelene Jones	Apr 2023 council stipend- Jones A	50.00
10781	5/15/2023	Elizabeth Mackay	Apr 2023 council stipend- Mackay E	50.00
10782	5/15/2023	Angela Shull	Apr 2023 council stipend- Shull A	50.00
10783	5/15/2023	Elise G. Scafani	Apr 2023 council stipend- Scafani E	50.00
10784	5/15/2023	Blue Lake Rancheria	4/11/23 Inv# B23-109	2,875.00
10785	5/15/2023	SHN Consulting	4/14/23 Inv# 116942 Library	1,820.00
10786	5/15/2023	SHN Consulting	3/26/23 Inv# 116767 REAP	271.25
10787	5/15/2023	SHN Consulting	3/29/23 Inv# 116765 LEAP	3,760.00
10788	5/15/2023	SHN Consulting	4/26/23 Inv# 117105 Town Square	14,575.00
10789	5/15/2023	SHN Consulting	4/26/23 Inv# 117104 Truck Route	6,858.71

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 5/1/2023 Through 5/31/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10790	5/15/2023	SHN Consulting	2/21/23 # 116279, 3/21/23 # 116696, 4/26/23 # 117106 Engineer	19,420.00
10791	5/15/2023	Coastal Business Systems Inc.	5/21/23 Inv# 33935710	421.96
10792	5/15/2023	Coastal Business Systems	3/13/23 Inv# AR130458	48.75
10793	5/15/2023	McKinleyville Ace Hardware	4/30/23 Statement	6.44
10794	5/15/2023	SHN Consulting	2/23/23 # 116322, 3/29/23 #116763, 3/31/23 #117037 Planning	14,115.00
10795	5/19/2023	Harold D. Burris	Employee: burrish; Pay Date: 5/19/2023	1,883.17
10796	5/19/2023	Michael D. Downard	Employee: downwardm; Pay Date: 5/19/2023	802.59
10797	5/19/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 5/19/2023	1,646.90
10798	5/19/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 5/19/2023	1,670.03
10799	5/19/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 5/19/2023	160.94
230519A01	5/19/2023	Christopher A. Ball	Employee: ballc; Pay Date: 5/19/2023	546.04
230519A02	5/19/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 5/19/2023	1,961.19
230519A03	5/19/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 5/19/2023	647.18
230519A04	5/19/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 5/19/2023	654.75
230519A05	5/19/2023	Skyler A. Coke	Employee: cokes; Pay Date: 5/19/2023	931.66
230519A06	5/19/2023	Melissa M. Combs	Employee: combsm; Pay Date: 5/19/2023	462.46
230519A07	5/19/2023	Grace E. Daverson	Employee: daversong; Pay Date: 5/19/2023	356.63
230519A08	5/19/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 5/19/2023	118.54
230519A09	5/19/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 5/19/2023	149.71
230519A10	5/19/2023	Adeline L. Esh	Employee: esha; Pay Date: 5/19/2023	142.21
230519A11	5/19/2023	Lisa M. Honzik	Employee: honziki; Pay Date: 5/19/2023	42.66
230519A12	5/19/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 5/19/2023	389.23
230519A13	5/19/2023	Amanda L. Mager	Employee: magera; Pay Date: 5/19/2023	1,964.37
230519A14	5/19/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 5/19/2023	239.52
230519A15	5/19/2023	Jacob P. Meng	Employee: mengj; Pay Date: 5/19/2023	1,031.74
230519A16	5/19/2023	Ross A. Nash	Employee: nashr; Pay Date: 5/19/2023	751.16
230519A17	5/19/2023	Quinn Sousa	Employee: sousaq; Pay Date: 5/19/2023	476.27
230519A18	5/19/2023	Emily P. Wood	Employee: woode; Pay Date: 5/19/2023	1,404.94
10730	5/24/2023	Redwood Petroleum	4/4/23 Inv#129 (Mar 2023)	(958.69)
10800	5/24/2023	Blue Lake Rancheria	5/9/23 Inv# B23.136	2,500.00
10801	5/24/2023	Harold D. Burris	safty boots- Burris FY 22/23	175.00
10802	5/24/2023	Skyler A. Coke	safety boots-Coke fy 20/23	175.00
10803	5/24/2023	Melissa Combs - Petty Cash	5/10/23 to reimburse business office petty cash	90.80
10804	5/24/2023	Abila	5/22/23 Inv#1050-1000177432	4,036.27
10805	5/24/2023	Jay D. Collins	4/27/23 skate DJ services-Jay Collins	300.00
10806	5/24/2023	GreatAmerica Financial Svcs.	Inv# 34078183 Due: 6/12/23	230.00
10807	5/24/2023	CA State Disbursement Unit	5/16/23 PR deduction	92.30
10808	5/24/2023	Court-Ordered Debt Collections	Michael D Downard	93.56
10809	5/24/2023	S. Shaun Johanson DDS	5/3/23 dental pmt-Burris	759.80
10810	5/24/2023	CIRA	5/4/23 Inv# 1763 WC	1,131.41
10811	5/24/2023	North Coast Laboratories LTD.	4/30/23 statement	1,155.00
10812	5/24/2023	Sandra Hanks	4/25/23 Inv# 74	8,640.00
10813	5/24/2023	Intedata Systems	4/30/23 Inv# 27022	75.00
10814	5/24/2023	Humboldt Co. Sheriff's Office	May 2023 animal shelter services	670.00
10815	5/24/2023	Garcia's Cleaning Service	4/26/23 Inv#4076	428.00
10816	5/24/2023	Mendes Supply Company	5/1/23 statement	134.55
10817	5/24/2023	Moon Cycles	4/7/23 skate maint. invoice	130.00
10818	5/24/2023	Optimum	Billing period: 05/01/23-05/31/23	431.61
10819	5/24/2023	Pacific Gas and Electric	5/2/23 statement	9,363.54
10820	5/24/2023	B & B Portable Toilet Co.	4/29/23 #159797 & 159798	164.62
10821	5/24/2023	Arcata Stationers	5/1/23 statement	291.11
10822	5/24/2023	Redwood Petroleum	5/12/23 Inv#130	541.15
10823	5/24/2023	SHN Consulting	5/15/23 Inv# 117211 Library	2,297.75
10824	5/24/2023	Shred Aware	5/17/23 Inv# 50723	49.44

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 5/1/2023 Through 5/31/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10825	5/24/2023	Statewide Traffic Safety	4/25/23 Inv# 09008561	8,239.83
10826	5/24/2023	Schweigert Electric	5/11/23 Inv# 108	200.00
10827	5/24/2023	Sunnybrac Ace Hardware	4/30/23 statement	0.78
10828	5/24/2023	United Indian Health Services	4/25/23 dental pmt-Mager	132.00
10829	5/24/2023	The Mitchell Law Firm, I.L.P	4/30/23 #52266, #52267, #52406	721.50
10830	5/24/2023	Thomas Home Center	4/30/23 statement	57.41
10831	5/24/2023	Dazey's Arcata	4/30/23 statement	766.83
10832	5/24/2023	The Mill Yard	4/30/23 statement	206.49
10833	5/24/2023	U. S. Postal Service	first class postage stamps	378.00
10834	5/24/2023	Redwood Petroleum	to re-issue 4/4/23 inv# 129	958.69
10835	5/24/2023	Elizabeth Mackay	Regular Checking	197.31
10836	5/24/2023	Mad River Union	Regular Checking	72.00
10837	5/24/2023	The North Coast Journal	Regular Checking	54.00
10838	5/24/2023	Coastal Business Systems	4/28/2023 statement	2,009.41
Report Total				224,022.33

City of Blue Lake
June 27, 2023 Council Meeting

Council Correspondence



Bobbi Ricca
PO Box 634
Blue Lake, CA 95525

June 16, 2023

City Council
City of Blue Lake
PO Box 458
Blue Lake, CA 95525

Dear City Council:

I served on the Blue Lake City Council from 1983 to 1995. I was Mayor when the Industrial Park was created and the original UltraPower lease negotiated. I know how important the power plant income has been to the City over the ensuing years.

I was again elected to the City Council in 2016. During that term the Council voted not to further extend the power plant lease. We also created the Opportunity Zone and began to envision a live/work development in the renamed Powers Creek District. We saw this as an opportunity to finally fulfill our state-mandated low income housing requirements as well as provide spaces for commercial growth. Our economic development research taught us that providing food is a necessary early step in successful development. We saw Blue Lake's existing artisanal food and drink businesses as a foundation to build upon: providing additional amenities while preserving Blue Lake's old fashioned, small town, no chain store, no exterior neon sign character. Covid delayed this process, but the concept remains sound.

My husband, Alex, noted that the audience at the June 12 public meeting was mostly older people. He commented that we have fewer young people in Blue Lake than we recall from earlier in our 40 plus years of living here, in part because the cost of a home is unaffordable for many younger people. As a community we have a moral responsibility toward the younger and the less well financed members of our broader community.

I urge you to support this project. It is a good next step into Blue Lake's future. Change is inevitable. We cannot halt change, but when we act with common purpose, we can shape change to serve and enhance our special community.

Sincerely,


Bobbi Ricca