

(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 City Council Agenda

Tuesday, July 25, 2023 ~ 6:30 p.m. ~Regular Council Meeting

Skinner Store-111 Greenwood Road, Blue Lake California

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

Public Input can be given to the Council by emailing citymanager@bluelake.ca.gov until 4:30 p.m. on Tuesday March 28, 2023. 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 the progress of the meeting.

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

<https://us02web.zoom.us/j/82068902159?pwd=cVRLV1EvSnIKNVZpRTRBcnc2QnRJZz09>

Meeting ID: 820 6890 2159

Passcode: 757627

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. **City of Blue Lake Planning Commission and Economic Development Commission Appointment-Action**
5. **Subdivision Improvement Agreement for Eliason Minor Subdivision (Application #025-101-023/2016)-Action**
6. **Law Enforcement Agreement with Humboldt County Sheriff's Office and Fiscal Year 2023/2024 Budget Review-Discussion/Action**
7. **Public Records Act Request Policy-Discussion**
8. **Council Correspondence**
9. **Consent Agenda:**
 - a. May 23, 2023 Meeting Minutes
 - b. June 20, 2023 Meeting Minutes
 - c. Warrants and Disbursements
10. **Reports of Council and Staff**
 - a. City Manager Report

11. **Future Agenda Items**

12. **Adjourn**

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



CITY OF BLUE LAKE

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

AGENDA REPORT

Item #: 4

Date: July 25, 2023

Item Subject: City of Blue Lake Commissioner Appointments

Submitted By: Mandy Mager, City Manager

General Information:

The City of Blue Lake currently has openings on the Planning Commission, the Economic Development Commission and the Arts and Heritage Commission. The City has been advertising the vacancies and has received applications from the following individuals:

1. Jean Lynch-Planning Commission
2. Jak Kirchubel-Planning Commission
3. Kelli Costa-Economic Development Commission

Background Material Provided: Commission Applications

Fiscal Impact: N/A

Recommended Action: Appoint applicants as Council discussion directs.

Review Information:

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

Comments:



CITY OF BLUE LAKE

Post Office Box 458 • 111 Greenwood Road • Blue Lake, CA 95525

Phone 707.668.5655 Fax 707.668.5916



JUL 21, 2023

City of Blue Lake Commission Application

Commission That You Are Applying For: <i>Economic Development Comm.</i>	
Name: <i>Kelli Costa</i>	
Residence Address: _____	
Primary Phone No.: _____	Alternate Phone No.: _____
Email Address: _____	
Educational Background (Last Year Completed): <i>12</i>	
Length of Time Living/Working in Blue Lake: <i>18 years managing family Prop.</i>	
Present Employer: <i>Jessicurl, LLC</i>	
Job Title: <i>Office Manager</i>	
Position Applying for:	Commissioner: <input type="checkbox"/> Advisory Member: <input checked="" type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

- 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 the Commission?*
- 4. What contribution(s) can you make to the goal/purpose of the Commission?*

Ross & Kelli Costa

July 21, 2023

Regarding: Application for Economic Development Commission

- 1) I have been involved with the Blue Lake Museum Society for 10 years. Of those 10 years I have been the Treasurer and currently remain in that position.
- 2) My career over the last 20 years has spanned from Chief Financial Officer of Cher-Ae Heights Casino, Chief Financial Officer at the North Coast Co-op and then owning and operating my own local business (Fieldbrook Market & Eatery). I feel I'm knowledgeable in financial and business management along with planning for the future in many business settings. I have worked within management teams and alone and feel my leadership skills and history can also benefit forward growth.
- 3) I view the goal is to help assist with the future sustainability of the City of Blue Lake. Many views, opinions and knowledge brought together (it takes a village) is valuable.
- 4) My husband and I have purchased the building that the USPS leases so the city thriving is valuable. I love Blue Lake and the family history of my husband's family is over 100 years. The current world is so much different then it use to be (in the old days). My contribution of being someone that is level headed, having the best interest in the sustainability of the city and being willing to hear all opinions and make my best recommendations.

A handwritten signature in black ink that reads "Kelli Costa". The signature is written in a cursive style with a large, stylized initial 'K' and a long, sweeping underline.



CITY OF BLUE LAKE

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

Council/Commission/Committee Application

Council/Commission/Committee for which you are applying for: Planning Commission

Name: Jean S. Lynch (6/11/2023)

Address: _____

Phone: _____ email: _____

Are you 18 years of age or older? yes

Length of time in Blue Lake area: 100 years

Present Employer: Retired

Your job title: N/A

On a separate page, please answer the following as thoroughly as possible:

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

It is highly suggested that you attend the meeting when the selection(s) for this position will be made. Please contact City Hall to verify when this meeting will take place.

RECEIVED
JUN 12 2023

Jean S Lynch

Blue Lake CA 95525

June 11, 2023

City of Blue Lake CA

111 Greenwood Road

Blue lake CA 95525

Dear Members of the City of Blue Lake council,

I am submitting an application for the Planning Commission commissioner's position. I am answering the following questions as they appear on the application.

#1... I do not currently hold any positions in community organizations.

#2...A unique skill that I have is to study a problem until I find satisfactory answers. During my working experience I held a Real Estate License for four years and had training from a reputable firm for the laws and application of Real Estate sales and laws. Having worked in sales and bookkeeping for various businesses in the area I have experience in the real day working world. I have been a council member for the city of Blue Lake for approx. three and a half years and have a knowledge of the requirements of commission members and knowledge of the Brown Act, city infrastructure and finances of the City of Blue Lake.

#3...My view of the main purpose of the planning commission is to wisely consider land use planning for economic development, preservation of the unique qualities of the city, sustainable infrastructure, housing, preservation of existing parks and transparency for the citizens of Blue Lake regarding the goals of city development.

#4..I am a long -time member of the Blue Lake community along with my husband and son. I have contributed to the city as the wife of a 25 year member of the Blue Lake Fire Dept and contributed three and half years on the city council. I have a knowledge of disaster preparedness, water and sewer infrastructure and have worked as a liaison as a council member with various other commissions and believe I can contribute using the knowledge that I have gained from participating in city government to further the knowledge of the planning commission.

Respectfully Submitted

Jean Lynch



Blue lake CA 95525



CITY OF BLUE LAKE

Post Office Box 458 • 111 Greenwood Road • Blue Lake, CA 95525

Phone 707.668.5655 Fax 707.668.5916

RECEIVED
JUN 22 2023

City of Blue Lake Commission Application

Commission That You Are Applying For: <i>Planning Commission</i>	
Name: <i>Jonathan A. Kirchubel (Jak)</i>	
Residence Address:	
Primary Phone No.:	Alternate Phone No.: <i>N/A</i>
Email Address:	
Educational Background (Last Year Completed): <i>B.S. Environmental Resources Engineering</i>	
Length of Time Living/Working in Blue Lake: <i>3 years</i>	
Present Employer: <i>City of Arcata</i>	
Job Title: <i>Engineering Technician</i>	
Position Applying for:	Commissioner: <input type="checkbox"/> Advisory Member: <input checked="" type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

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 the Commission?*
4. *What contribution(s) can you make to the goal/purpose of the Commission?*

1. What community organizations are you currently involved with?

I am not currently active with any community organizations outside of work.

I currently work for the City of Arcata as an Engineering Technician. I was previously engaged in community events during my time working for the California Conservation Corps where I contributed over 250 hours of volunteer work for various organizations and agencies around Humboldt County. In my current position, I reach out for community input and support for grants and other projects. I recently helped facilitate the 16th Annual Kids Bike Rodeo in Arcata for Bike Month.

2. What unique skills or qualifications do you bring to the position?

I successfully completed Environmental Impact Assessment as one of my undergraduate courses at Cal Poly Humboldt while obtaining my bachelor's degree in Environmental Resources Engineering which gave me a better understanding of Environmental Impacts, CEQA, NEPA, interpreting federal, state, and local regulations and ordinances. I am currently an Environmental and Water Resources Engineer in Training and am pursuing my Professional Engineers License. I am also currently working towards obtaining my California Residential Inspector Certificate which has been providing me with additional background understanding in building codes. My position with the City of Arcata can require me to navigate Arcata's planning and land use codes and has provided me with additional experience that would be beneficial for this position.

3. What do you view as the main goal/purpose of the Commission?

To analyze areas that will be utilized for new development or existing areas that will have additional work occurring on site. To serve as an advisor to the City of Blue Lake and City staff on any matters related to physical development of Blue Lake. To review both private and public projects to ensure that the City of Blue Lake acts in accordance with federal, state, and local ordinances, including but not limited to CEQA and the State Planning and Zoning Law. To review projects' Environmental Impact Reports and to analyze the projects with respect to City of Blue Lake's General Plan and Land Use Code.

4. What contribution(s) can you make to the goal/purpose of the Commission?

I work very closely with the community as a representative of the City of Arcata. I understand the need to listen to the community and to also be transparent, respectful, and forthright with telling the community why things happen or finding the correct answer and providing it as soon as possible. I believe that I can assist the Planning Commission and the City of Blue Lake in being a representative of the community, to review and make decisions regarding real property and developments, and to provide recommendations for the planning and land use of our community.



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 5

Date: July 25, 2023

Item Subject: Subdivision Improvement Agreement for Eliason Minor Subdivision
(Application #025-101-023/2016)

Submitted By: Garry Rees, City Planner

General Information:

See City Planner Report

Background Material Provided: City Planner Report

Fiscal Impact: N/A

Recommended Action: Approve the application as recommended by the City Planner.

Review Information:

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

Comments:



CITY OF BLUE LAKE

Post Office Box 458,
Phone 707.668.5655

111 Greenwood Road,

Blue Lake, CA 95525
Fax 707.668.5916

DATE: July 20, 2023

FROM: Garry Rees, City Planner

TO: Blue Lake City Council

**RE: Subdivision Improvement Agreement for Eliason Minor Subdivision
(Application #025-101-023/2016)**

A Minor Subdivision was approved by the Planning Commission on June 10, 2019 for Casey and Stacia Eliason (on behalf of Oak Knob LLC Co) that will create three new lots from parcel 025-101-023 (no address assigned). There are several improvements that are required for the project to provide access and utilities to the newly created lots. The City Engineer has reviewed and approved the improvement plans (approved April 3, 2023) and cost estimate (approved July 18, 2023) for the proposed subdivision improvements.

Municipal Code Section 16.28.090(A) requires that prior to approval of the Parcel Map by the City Council and the commencement of subdivision improvements, the subdivider shall execute and file a Subdivision Improvement Agreement between him or herself and the City. The form for the Agreement shall be as recommended by the City Attorney, approved by the City Engineer, and then adopted by the City Council.

Attached to this staff report is the Subdivision Improvement Agreement that was prepared for the improvements required for the Eliason Minor Subdivision. The Agreement has been reviewed and approved by city staff, including the City Engineer. The next step in the process is for the Agreement to be adopted by the City Council. After this action is taken, the Agreement would be signed by the City Manager and the subdivider.

RECOMMENDATION - Staff recommends that the City Council:

- 1) Receive a staff report concerning the Subdivision Improvement Agreement.
- 2) Open the item for public comment.
- 3) Close the item for public comment.
- 4) Discuss the Subdivision Improvement Agreement.
- 5) Adopt the Subdivision Improvement Agreement.

PARCEL MAP SUBDIVISION AGREEMENT
City of Blue Lake

This Agreement, executed in duplicate this ____ day of _____, 2023, by and between the CITY OF BLUE LAKE, a political subdivision of the State of California, hereinafter called CITY, and Casey and Stacia Eliason (on behalf of Oak Knob LLC Co), hereinafter called SUBDIVIDER;

WITNESSETH:

WHEREAS, SUBDIVIDER presented to the CITY for approval a parcel map of a subdivision; and

WHEREAS, SUBDIVIDER has presented to CITY improvement plans and specifications (hereinafter referred to as the "Improvement Plan") outlining thereon the improvements to be constructed by SUBDIVIDER with the subdivision; and

WHEREAS, the Improvement Plan is attached (**Exhibit A**); and

WHEREAS, the Improvement Plan describes the improvements required by the CITY Municipal Code ("Code") as a condition precedent to filing of said parcel map; and

WHEREAS, CITY, pursuant to said CITY Municipal Code is requiring SUBDIVIDER to enter into this Agreement calling for the work of improvement shown on the Improvement Plan to be completed within the time hereinafter specified;

WHEREAS, approval of said parcel map is subject to the execution of an agreement between CITY and SUBDIVIDER and providing for certain other matters;

NOW, THEREFORE, it is mutually agreed as follows:

(1) MAP

The term "parcel map" refers to subdivision application number 025-101-023/2016, for which a tentative subdivision map was conditionally approved by the advisory agency on June 10, 2019.

(2) IMPROVEMENTS

SUBDIVIDER, at his own expense, shall make all the improvements required by Title 16 of the CITY Code as set forth in the improvement plans, if any, and the conditions of approval of the tentative subdivision map, which are attached hereto as **Exhibit B** and incorporated herein by reference. It is agreed that the Improvement Plan is in accordance with the tentative map approval of the subdivision, which approval was made by the advisory agency and satisfies all conditions made a part of said approval by the advisory agency. SUBDIVIDER warrants that the Improvement Plan is adequate to accomplish the work of improvement shown thereon in a good, workmanlike manner and

in accordance with accepted construction practices. Should the Improvement Plan, at any time prior to completion of the work of improvement prove to be inadequate in any respect, the SUBDIVIDER agrees to make such changes in the Improvement Plan as necessary to complete the work of improvement in a good workmanlike manner and in accordance with accepted construction practices as approved by the City Engineer.

(3) STANDARDS

All improvements provided for herein shall be constructed in accordance with and in the manner required by Title 16 of the CITY Code and this agreement. Improvements for which specifications are not provided by said ordinance or by this agreement shall be constructed in accordance with the standards required by the City Manager, Public Works Department, City Engineer, Building Department, and Planning Department.

All improvements shall be subject to inspection by the City Engineer and, if any improvement as constructed does not pass said inspection, the agreement will not be considered to be complied with as to such improvement.

(4) CITY NOT RESPONSIBLE

CITY shall not be responsible for any of the cost of said improvement or for the performance or non-performance of the work of construction of said improvements, and the SUBDIVIDER shall hold CITY free and harmless from any claim or liability resulting from or arising out of the same.

SUBDIVIDER shall have the sole responsibility for making all arrangements and assuming all expenses as may be required in connection with the furnishing and installing of electrical and telephone facilities.

(5) COMPLETION

All improvements shall be completed, inspected, and approved by said the City Engineer not later than 24 months after the date of execution of this agreement by the City Manager of CITY.

(6) RIGHTS OF WAY

SUBDIVIDER, at his own expense, shall provide any and all rights of way and easements that are necessary in connection with said subdivision.

(7) GUARANTEE

SUBDIVIDER guarantees that all improvements shall be free from defects of material or workmanship and shall perform satisfactorily for a period of at least one (1) year from and after acceptance of such improvements and replace any defective improvements which cannot be repaired and which occur or arise within said one (1) year period at his own expense.

(8) SERVICES

All administration and inspection services rendered in connection with the work covered by this Agreement shall be paid for by SUBDIVIDER in accordance with the latest Fee Schedule adopted by CITY. The bond and cash deposit assuring full and faithful performance of this Agreement, required by Section 16.28.090 of the CITY Code, is set in the amount of \$593,566.94. SUBDIVIDER is responsible for costs above the deposit amount and amount secured by the bond.

(9) SECURITY FOR MONUMENTS

In accordance with Section 66496 of the Government Code, SUBDIVIDER has delivered to CITY the engineer's or surveyor's certificate. If said certificate states that the monuments will be set on or before a specified later date, SUBDIVIDER shall furnish CITY, at the former's sole expense, a good and sufficient corporate surety bond or a cash deposit in the amount of \$10,000 guaranteeing payment for the actual cost of the setting of said monuments (CITY Code 16.08.030; 16.28.030).

(10) HOLD HARMLESS

SUBDIVIDER shall defend, save harmless, and indemnify CITY and its officers, employees, agents, and representatives from any and all liabilities, expense, claims, actions, costs, and counsel fees for any and all damages arising from and by reason of injury to any person or property arising out of the construction or design of said subdivision or SUBDIVIDER'S activities and operations in connection with the use, maintenance, design, or construction of the improvement in said subdivision, including without limitation, all consequential damages from any cause whatsoever arising from or connected with said subdivision, whether or not resulting from the negligence of CITY, its officers, agents, or employees. SUBDIVIDER shall likewise hold CITY harmless from any and all liability that may occur by reason of flooding and the deposit of debris, or either of such occurrences, caused either by the construction of the subdivision improvements or the lack of continuance of construction operations once commenced.

(11) SECURITY

A. Faithful Performance

In accordance with Section 16.28.090 of the CITY Code, SUBDIVIDER shall furnish CITY good and sufficient security in the sum of \$272,907 assuring full and faithful performance of the provisions of this agreement requiring the construction of all street and storm drain improvements and equipment deemed necessary for the use of such subdivision or the property drainage thereof and including, but not limited to, street surfacing, sidewalks, curbs and gutters, culverts, bridges, and storm drains. Said security shall be maintained in full force and effect until the conditions thereof have been completely performed.

B. Payment Security

SUBDIVIDER shall furnish additional good and sufficient security in the sum of \$272,907 securing payment to the contractor, his subcontractors, and to persons renting equipment or furnishing labor, materials, or equipment for construction of all improvements required by this agreement. This security may, after passage of time within which claims of lien are required to be recorded pursuant to Part 6 of Division 4 of the Civil Code (commencing with Section 8000) and after acceptance of the work by CITY, be reduced to an amount equal to the total claimed by all claimants for whom claims

of lien have been recorded and notice thereof given in writing to the CITY, and if no such claims have been recorded at the expiration of such time, the security shall be released in full.

C. Guarantee and Expenses

SUBDIVIDER shall furnish security in the sum of \$27,291 securing SUBDIVIDER'S one-year guarantee and warranty of the work. SUBDIVIDER shall also furnish security in the sum of \$8,000 securing payment of costs and reasonable expenses and fees, including reasonable attorney's and engineering fees incurred by CITY in successfully enforcing this agreement. Said security shall be maintained until expiration of the guarantee period. Thereafter, the City Engineer may authorize the release of such security.

(12) DEFAULT ON SURETY BOND

Should SUBDIVIDER fail to make all the improvements that are called for herein within the time specified herein, or should such improvements or any part thereof fail to meet the standards imposed by this agreement and the security provided is in the form of a surety bond, then CITY may elect to do the following:

A. Give to the SUBDIVIDER and its surety a notice requesting that said improvements or part thereof be completed and/or brought up to the standards imposed by this agreement within a thirty (30) day period, together with a statement that if this is not done, surety will be required to complete and/or bring up to said standards said improvements or part thereof.

B. Upon failure of SUBDIVIDER to comply with the thirty (30) day notice contained in subsection "A" of this paragraph, give to SUBDIVIDER and to said surety a notice demanding that the matters required in the notice given under subsection "A" of this paragraph be performed by said surety within a thirty (30) day period, stating that if this is not done, such matters may be performed by CITY either directly or by contracting therefore for the amount of and at the expense of SUBDIVIDER and said surety; and in the event of such performance by CITY, SUBDIVIDER and said surety shall be liable to CITY for the cost of such performance.

(13) DEFAULT -CASH SURETY OR LETTER OF CREDIT

Should SUBDIVIDER fail to make all the improvements that are called for herein within the time specified herein, or should such improvements or any part thereof fail to meet the standards imposed by this agreement and SUBDIVIDER has provided security other than in the form of a security bond, then CITY may elect to give to SUBDIVIDER a notice requesting that said improvement or part thereof be completed and/or brought up to standards imposed by this agreement within a thirty (30) day period, stating that if this is not done, such matters may be performed by CITY either directly or by contracting therefore for the account of and at the expense of SUBDIVIDER. In the event of such performance by CITY, SUBDIVIDER shall be liable to CITY for the cost of such performance. Such costs may be charged to SUBDIVIDER'S security.

(14) CONFLICT

In the event of conflict between this agreement and the CITY Code or the Subdivision Map Act, the provisions of law shall prevail.

(15) NOTICE

Any notice that is provided for herein to be given to SUBDIVIDER shall be deemed to be given when it is placed in the United States Mail, first class and postage prepaid, addressed to SUBDIVIDER at 920 Hunts Drive, McKinleyville, CA, 95519, or such other address as SUBDIVIDER may designate by written directive filed with the City Manager of CITY.

(16) TAX SECURITY

In accordance with Section 66493 of the Government Code, SUBDIVIDER shall furnish to CITY, at the former's expense, a good and sufficient surety bond approved by the CITY or, in lieu thereof, a deposit of money or negotiable bonds of a kind approved for securing deposits of public money in the sum of \$2,461.94 for the benefit of CITY securing payment of all state, County, municipal, and local taxes and the current installment of principal and interest of all special assessments collected as taxes, which at the time the subdivision map is recorded, are a lien against the property, but which are not yet payable.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their duly authorized officers, in the day and year first above written.

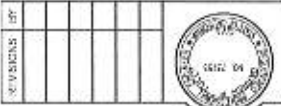
CITY OF BLUE LAKE

BY _____
Amanda Mager, City Manager

SUBDIVIDER

BY _____

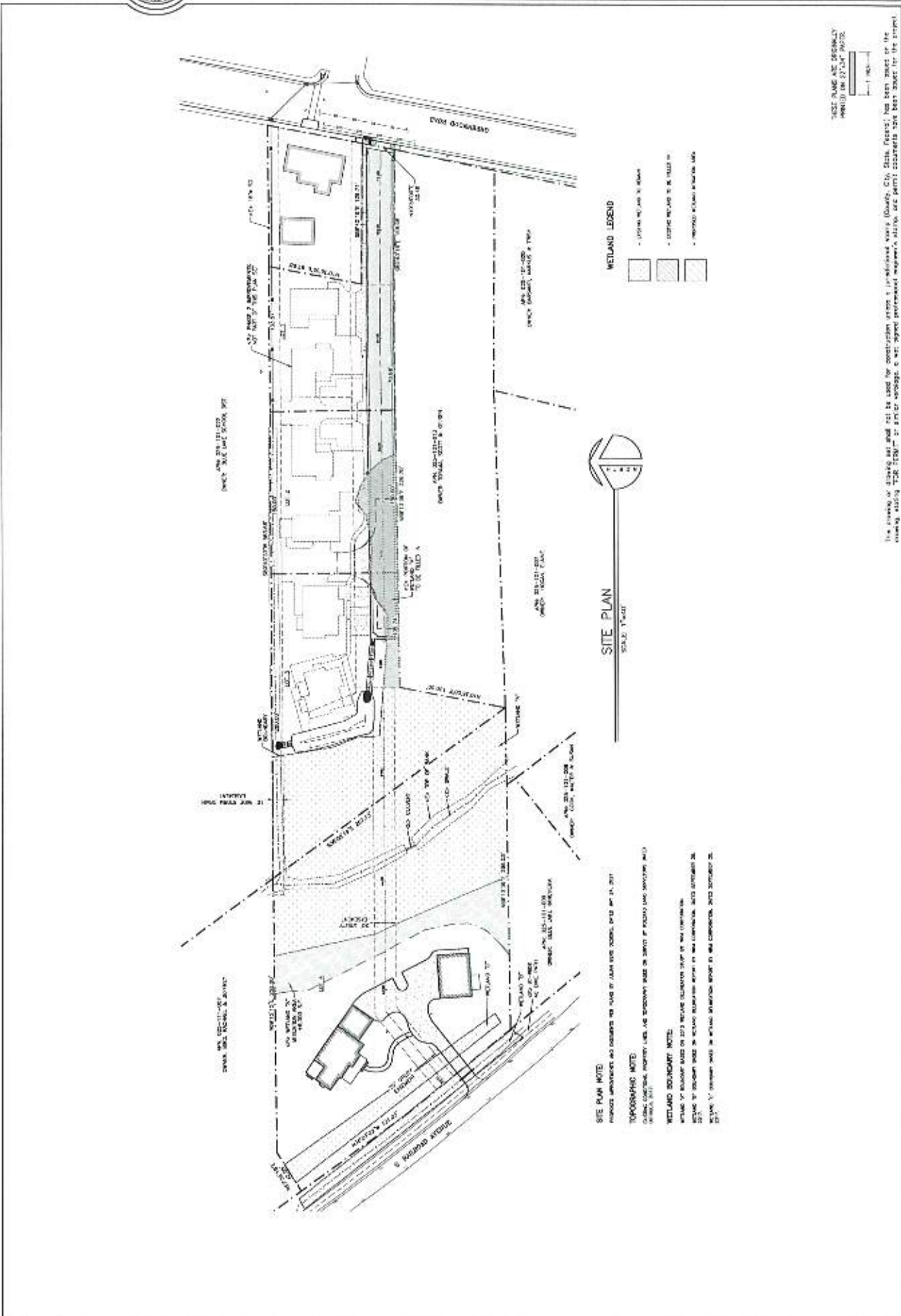
BY _____



WHITCHURCH ENGINEERING, INC.
 10153 No. 101st Street, Oakland, California 94628
 (925) 771-1000
 FAX (925) 771-1001

ELIASON BLUE LAKE SUBDIVISION
 PHASE I
 PROPOSED SITE PLAN
 SHEET NO. 2 OF 14

DATE	05/10/22
BY	WJL
CHECKED BY	WJL
SCALE	AS SHOWN



WETLAND LEGEND

- COASTAL MARSH
- EMERSON WETLAND
- WETLAND

SITE PLAN
 SCALE: 1"=40'

SITE PLAN NOTE
 ALL DIMENSIONS ARE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

THESE PLANS ARE SUBMITTED FOR REVIEW AND APPROVAL BY THE CALIFORNIA DEPARTMENT OF WATER RESOURCES, REGIONAL OFFICE, SACRAMENTO, CALIFORNIA.

THESE PLANS ARE SUBMITTED FOR REVIEW AND APPROVAL BY THE CALIFORNIA DEPARTMENT OF WATER RESOURCES, REGIONAL OFFICE, SACRAMENTO, CALIFORNIA.

NO.	DATE	BY
1	11/15/11	WJ
2	11/15/11	WJ
3	11/15/11	WJ

REVISIONS

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

BY

NO.

DATE

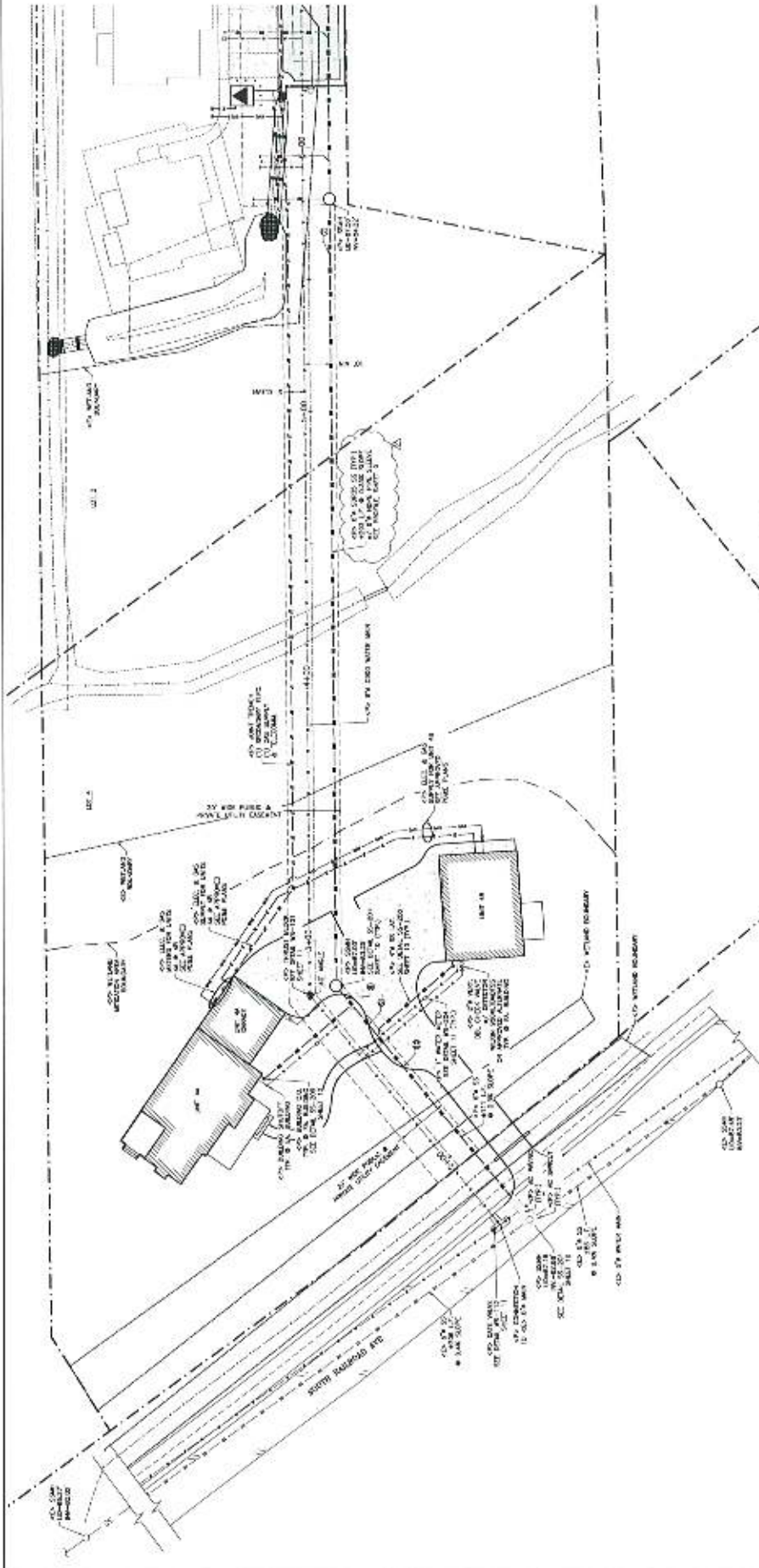
REVISIONS BY	DATE	DESCRIPTION



WHITCOURCH ENGINEERING, INC.
 4010 Old River Parkway, Columbia, SC 29204
 Phone: (803) 733-4400
 FAX: (803) 733-4400

ELIASSON BLUE LAKE SUBDIVISION
 PHASE 1
 PARTIAL UTILITY PLAN
 1103 Old River Parkway, Columbia, SC 29204
 Phone: (803) 733-4400
 Fax: (803) 733-4400

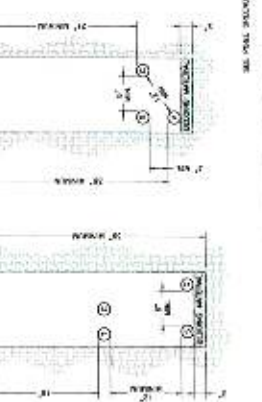
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21
DATE	NO. 02/17/21



PARTIAL UTILITY PLAN
 SCALE: 1"=20'

- UTILITY NOTES**
- EXISTING UTILITY LINES AND JOINTS ARE INDICATED BY DASHED LINES TO THE CENTERLINE OF THE UTILITY.
 - ALL UTILITIES ARE TO BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - ALL UTILITIES SHALL BE INSTALLED AND MAINTAINED AT ALL TIMES IN ACCORDANCE WITH THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.

- UTILITY LEGEND**
- 1" = 1" WATER
 - 1" = 1" SEWER
 - 1" = 1" GAS
 - 1" = 1" ELECTRIC
 - 1" = 1" TELEPHONE
 - 1" = 1" CABLE
 - 1" = 1" FIBER
 - 1" = 1" OTHER



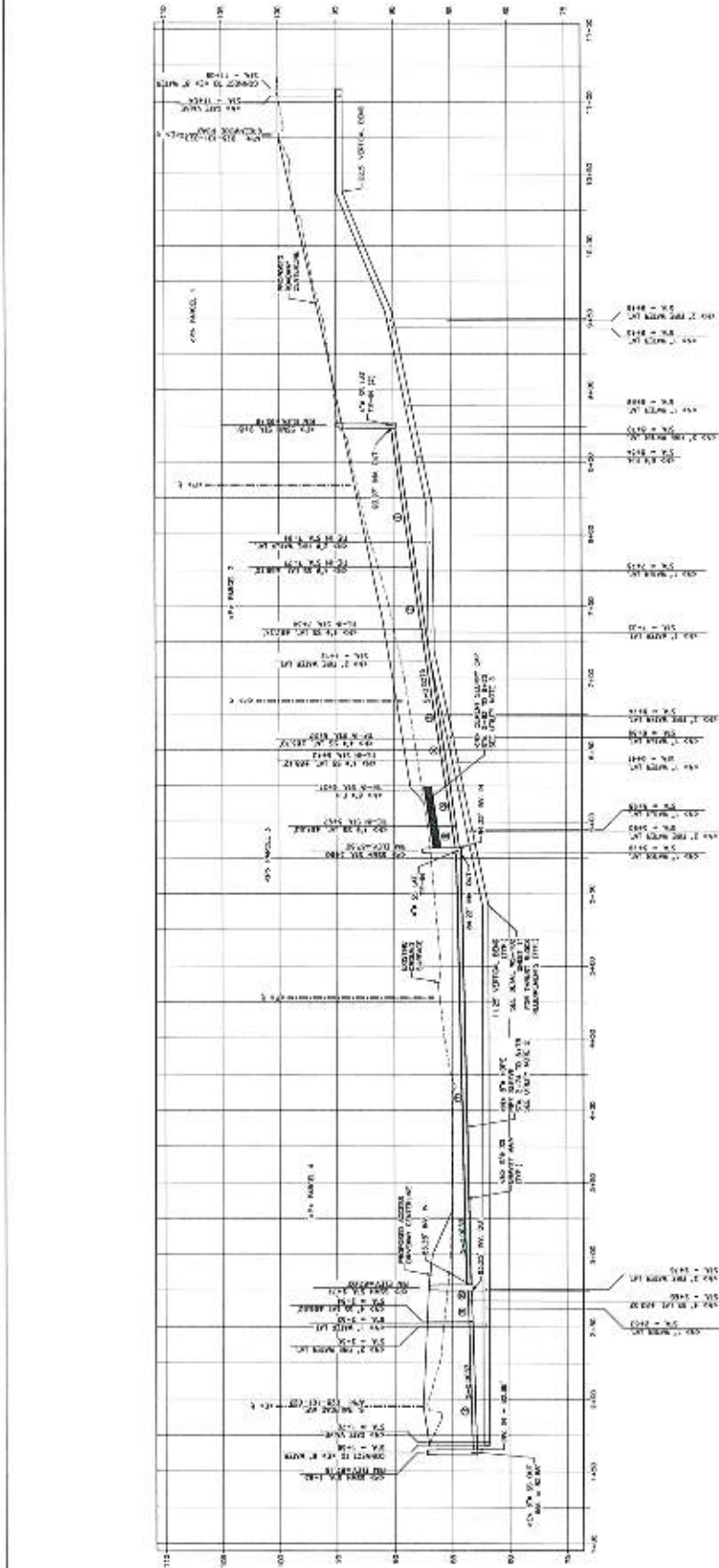
TYPICAL JOINT TRENCH DETAIL
 NO SCALE

SEWER VELOCITY CALCULATIONS

PIPE SECTION #	PIPE SIZE (IN)	PIPE SLOPE (%)	VELOCITY (FPS)	VELOCITY (M/S)
1	12"	0.005	0.15	0.04
2	12"	0.005	0.15	0.04
3	12"	0.005	0.15	0.04
4	12"	0.005	0.15	0.04
5	12"	0.005	0.15	0.04
6	12"	0.005	0.15	0.04
7	12"	0.005	0.15	0.04
8	12"	0.005	0.15	0.04
9	12"	0.005	0.15	0.04
10	12"	0.005	0.15	0.04

- SEWER CALCULATION NOTES**
- BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.
 - BASED ON THE CITY OF COLUMBIA, SOUTH CAROLINA, UTILITIES DEPARTMENT REGULATIONS AND THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION REGULATIONS.

This drawing is subject to change without notice. The City of Columbia, South Carolina, Utilities Department and the South Carolina Public Service Commission are not responsible for any errors or omissions in this drawing. The City of Columbia, South Carolina, Utilities Department and the South Carolina Public Service Commission are not responsible for any errors or omissions in this drawing.

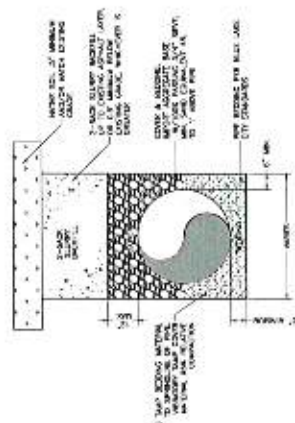


PROFILE STA. 1+00 TO STA. 11+00
 SCALE: 1"=40' HORIZ.
 1"=4' VERT.

- UTILITY NOTES**
1. CONTRACTOR VERIFY ALL MANHOLES ARE COVERED BY 22" DIA CITY OR ADEQ. LARG. COVERED TOPS FOR LOCAL TRAFFIC.
 2. ALL SEWER LINES SHALL BE 12" DIA. WITH A MINIMUM COVER OF 2' UNLESS OTHERWISE NOTED.
 3. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 4. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 5. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.

SEWER VELOCITY CALCULATIONS

- SEWER CALCULATION NOTES**
1. REVISIONS TO THIS DESIGN ARE TO BE MADE BY THE ENGINEER.
 2. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 3. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 4. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.



- NOTES**
1. THE UTILITY LINES ARE TO BE INSTALLED WITH A MINIMUM COVER OF 2' UNLESS OTHERWISE NOTED.
 2. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 3. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.
 4. ALL UTILITY LINES SHALL BE 12" DIA. UNLESS OTHERWISE NOTED.

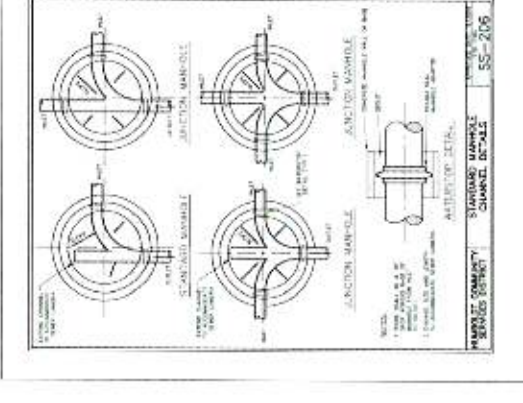
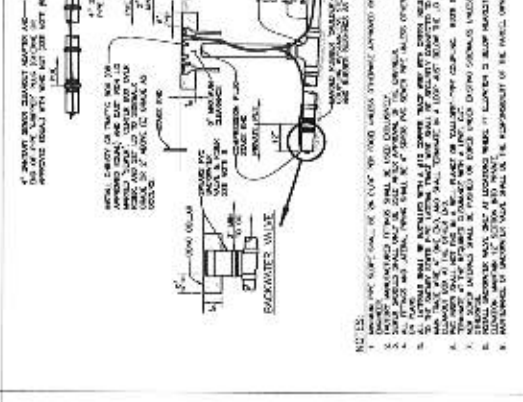
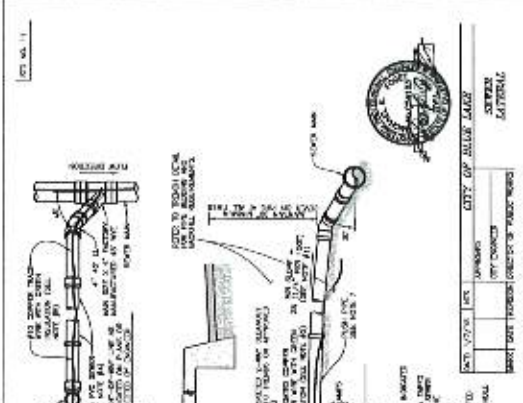
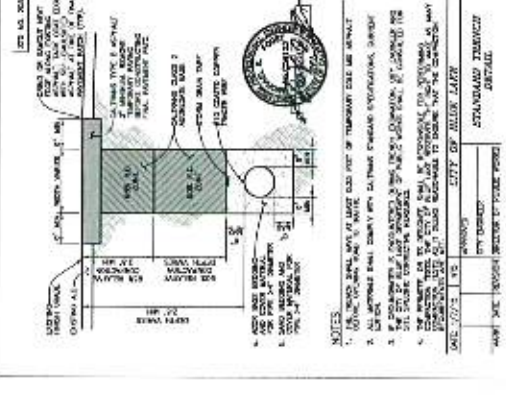
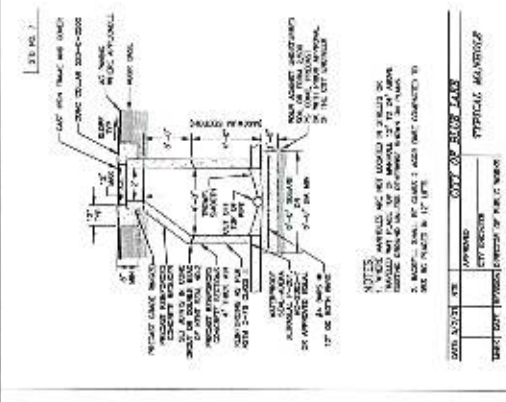
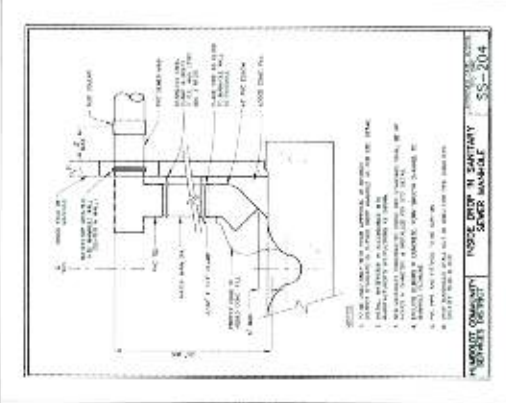
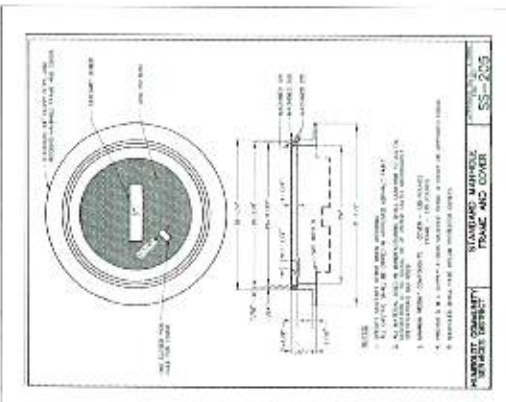
CEMENT SLURRY CAP DETAIL
 NO SCALE

This drawing or drawing set shall not be used for construction unless a professional stamp, license, title, state, expiration, and seal are shown on the drawing. The drawing, stamp, title, state, expiration, and seal shall be indicated on the drawing. The drawing shall be used for the project.



WHITTECHURCH ENGINEERING, INC
 4700 SAN MARINO AVENUE, SUITE 200
 SAN MARINO, CALIFORNIA 91764
 (909) 261-2000

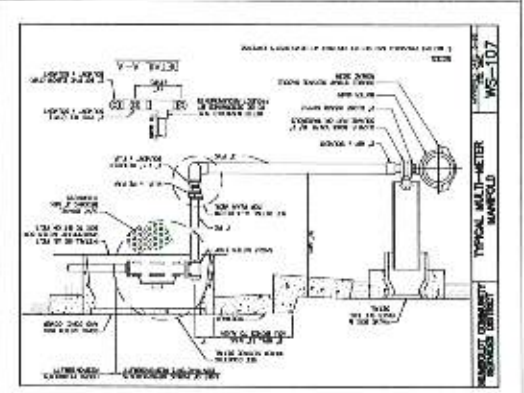
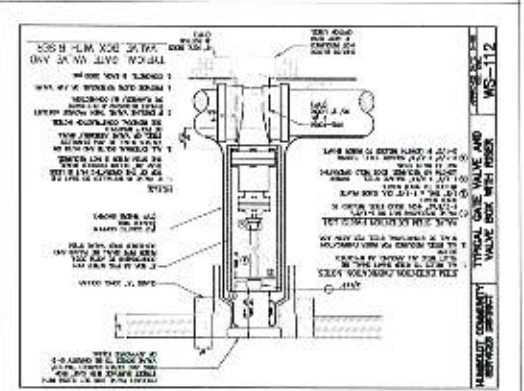
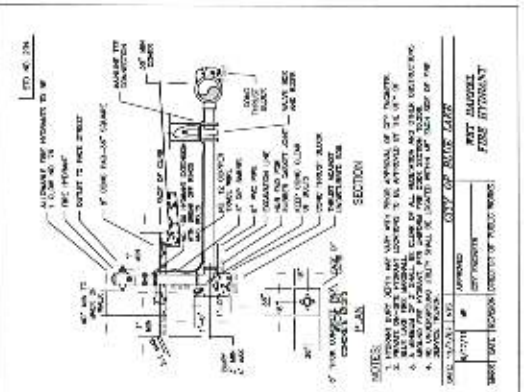
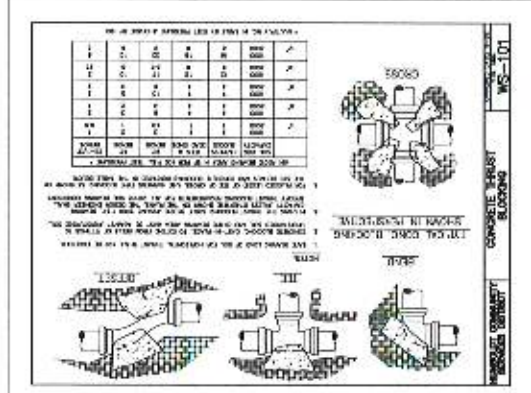
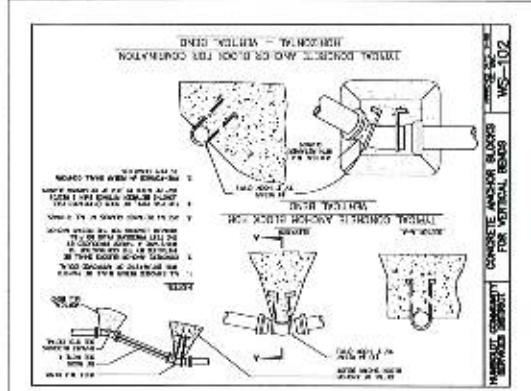
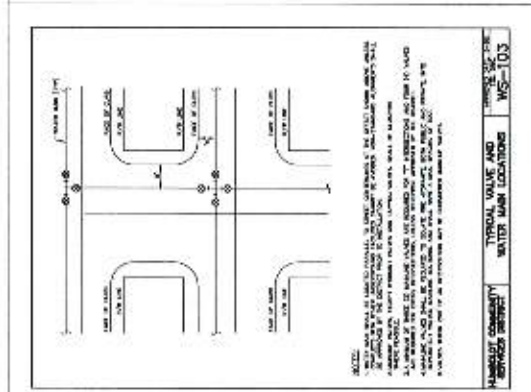
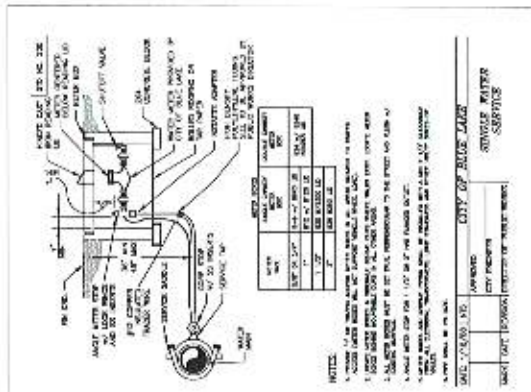
STANDARD DETAILS
 PHASE I
 RILASON BLUE LAKE SUBDIVISION
 1115 11TH STREET, SAN MARINO, CA 91764
 (909) 261-2000



THIS DRAWING IS THE PROPERTY OF THE CITY OF SAN DIEGO AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

This drawing is intended to be used for construction. It is not intended to be used for legal purposes. The City of San Diego is not responsible for any errors or omissions in this drawing. The City of San Diego is not responsible for any damages or injuries resulting from the use of this drawing.

REVISIONS BY:	



THESE PLANS ARE ORIGINALLY
 PRINTED ON 24\"/>

This drawing is intended to be used in conjunction with a subdivision map (City of Santa Ana, California) and shall not be used for any other purpose. The engineer, architect, or contractor shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.



CITY OF BLUE LAKE

Post Office Box 458
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525
Fax 707.668.5916

Technical Memorandum

Reference: 022003.101
Date: April 3, 2023
To: Casey and Stacia Eliason
From: Jordan Ludtke, Assistant City Engineer
Subject: **Eliason Subdivision Response to Applicant's Questions
(dated 3/13/23)**

Pole Protection Recommendation

The applicant is not clear on what the City Engineer is recommending for the alternative design for protection of the electrical pole. Please provide a more detailed description of the recommendation.

Response

In lieu of the temporary crash barrier proposed on the revised improvement plans (dated 1/23/23), it is recommended that the curb face of the private access road be aligned with the southern face of the PG&E pole where it terminates (back of walk). Appendix 1 presents is a concept sketch that illustrates the recommendation.

Responsibility for Pole Relocation

The applicant is inquiring why they would be responsible for relocating the PG&E pole, which is currently non-compliant with ADA design requirements.

Response

As explained in the March 13th technical memorandum from the City Engineer, it is anticipated that the Blue Lake Truck Route Complete Streets Project would include constructing improvements in the Greenwood Road right-of-way in front of your property as early as 2024. This would include modifying the existing driveway-sidewalk improvements in front of your property to meet ADA design requirements. However, the City is requesting that you bond separately for the driveway-sidewalk improvements shown in your subdivision improvement plans due to the potential that Caltrans funding can be put on hold or withdrawn if economic condition change. If the Caltrans funding were to be withdrawn, you would be financially responsible for constructing the driveway-sidewalk improvements shown in your subdivision improvement plans and meeting ADA design requirements. In lieu of relocating the electrical pole to provide ADA access as discussed in the City Engineer's review letter (dated 3/13/23), ADA access (32 inches of clear space) west of the PG&E pole could be accommodated if easements for pedestrian access are granted within the northeastern corner of your lot (APN 025-101-023). The City is currently working on a design for this alternative to relocating the electrical pole. Approval of subdivision improvement agreement is conditioned upon granting an easement to provide ADA access west of the pole.

Detailed Cost Estimate

The applicant inquired if their contractor (Kernan Construction) could provide the detailed cost estimate for the subdivision improvements instead of the Engineer of Record for the project (Whitchurch Engineering).

Response

It would be permissible for the contractor to prepare the detailed cost estimate for the subdivision improvements. Please account for the additional concrete flatwork west of the PG&E pole that would be required to provide ADA access in the proposed easements on your property.

Appendix 1. Driveway Sketch

A handwritten signature in black ink, appearing to read "Jim [unclear]". The signature is written in a cursive style.

Driveway Sketch

1

**Exhibit "B" to
Subdivision Improvement Agreement**

RESOLUTION NO. 6-2019

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BLUE LAKE
APPROVING A MINOR SUBDIVISION, CONDITIONAL USE PERMIT, AND SITE
PLAN APPROVAL APPLICATION FOR CASEY & STACIA ELIASON**

WHEREAS, Casey & Stacia Eliason filed an application dated July 12, 2016 for the approval of a tentative parcel map for a Minor Subdivision in the Planned Development Residential (PD-R) Zone between Greenwood Road and South Railroad Avenue that will create four (4) parcels from an existing parcel commonly known as AP# 025-101-023 (No Address Assigned). The applicant also applied for a Conditional Use Permit, which includes Site Plan Approval, to allow multi-family dwellings in the PD-R Zone. Application materials include, but are not limited to, the Tentative Parcel Map (dated 6/5/19) and Site Plan (dated 6/5/19);

WHEREAS, City Planning staff has reviewed the submitted application and evidence and has referred the application and evidence to involved reviewing City departments and agencies for site inspections, comments and recommendations; and

WHEREAS, the project is subject to environmental review pursuant to the California Environmental Quality Act (CEQA). A proposed Mitigated Negative Declaration has been prepared with respect to said project and notice has been sent to the State Clearinghouse, responsible and trustee agencies, and posted for public review for a period of 30 days as required by the CEQA Guidelines; and

WHEREAS, after due notice of public hearing, the matter came on regularly for hearing before the Blue Lake Planning Commission on April 15, 2019 and was continued to a Special Meeting on June 10, 2019; and

WHEREAS, at said public hearings, due consideration was given to the proposed Mitigated Negative Declaration, the environmental effect of the project, and any changes connected therewith; and

WHEREAS, at said public hearings, due consideration was given to all objections to said project, and the Planning Commission believes that the Minor Subdivision, Conditional Use Permit, and Site Plan Approval applications should be granted subject to certain conditions hereinafter set forth;

NOW, THEREFORE, be it resolved by the Planning Commission of the City of Blue Lake as follows:

1. The Planning Commission finds on the basis of the Initial Study and all comments received, that the proposed Minor Subdivision and future residential development would have potential significant effects on the environment, which, with the inclusion of specific mitigation measures, will be rendered less than significant. Accordingly a Mitigated Negative Declaration is adopted pursuant to the CEQA Guidelines.

RESOLUTION NO. 6-2019

2. The Planning Commission finds, in accordance with Section 16.20.010(G) of Title 16 (Subdivision) of the Blue Lake Municipal Code and Government Code section 66474, as follows:

A. The proposed map is consistent with applicable general and specific plans as specified in Government Code Section 65451.

B. The design or improvements required of the proposed subdivision is consistent with applicable Plan, Zoning Ordinances and/or Specific Plans of the City of Blue Lake.

C. The site is physically suitable for the type and density of development.

D. As a result of a public hearing on the environmental issues of the project, the design of the subdivision or the proposed improvements, as conditioned and mitigated, are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat. Development of the site will be in accordance with current federal, state, and local environmental laws.

E. No public health problems have been identified as a result of the design of the subdivision or types of improvements proposed.

F. Neither the design of the subdivision nor the type of improvements will conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision as provided in Government Code Section 66474.

G. Discharge of waste from the proposed project into the existing community sewer system will conform to requirements by the California Regional Quality Control Board, Northcoast Region.

3. The Planning Commissions finds that the proposed subdivision, as conditioned, mitigated, and approved, is in substantial conformance with Title 16 (Subdivision) of the Blue Lake Municipal Code and the Subdivision Map Act.

4. Per Section 17.28.030(F) of the Blue Lake Municipal Code, the Planning Commission finds as follows:

A. That the proposed location of the conditional use is in accord with the objectives of Section 17.28.030(A) and the purposes of the zone in which the site is located.

B. That the proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

5. Per Section 17.16.080(D)(4)(b) of the Blue Lake Municipal Code, the Planning Commission finds as follows:

RESOLUTION NO. 6-2019

A. The combination of dwelling types, lot sizes, and uses in the planned development will complement each other and will harmonize with existing and proposed land uses in the vicinity.

B. The development standards will produce an environment of sustained desirability and stability, harmonious with the character of the surrounding area and consistent with the objectives of the Blue Lake General Plan and other applicable plans or policies adopted by the City Council.

6. Except as otherwise herein provided, the findings of the Staff Report prepared by the City Planner and dated April 12, 2019 and updated June 7, 2019, is hereby adopted as the finding of the Planning Commission.

7. The Planning Commission of the City of Blue Lake hereby approves the Minor Subdivision, Conditional Use Permit, and Site Plan Approval applications for Casey & Stacia Eliason, subject to the conditions set forth in Exhibit "A", attached hereto and made a part hereof, as set forth in the Tentative Parcel Map (dated 6/5/19), which is marked as Exhibit "B", attached hereto and made a part hereof, and as set forth in the Site Plan (dated 6/5/19), which is marked as Exhibit "C", attached hereto and made a part hereof.

INTRODUCED, PASSED, AND ADOPTED this 10th day of June 2019, by the following vote:

AYES: *Eddy, Schang, Pryor*

NAYS: *None*

ABSENT: *Platz*

ABSTAIN: *Chapman*


Chairman, Planning Commission,
City of Blue Lake

ATTEST:


Secretary, Planning Commission

EXHIBIT "A"
To Resolution 6-2019

Permit Conditions

I. GENERAL

- a. Applicant shall reimburse the City for all fees involved in processing this application, prior to issuance of the building permit. Applicant shall reimburse the City for all fees involved in ensuring compliance with the project's conditions of approval, prior to issuance of the certificate of occupancy for the each phase of the project.
- b. Applicant shall pay all other fees required for a subdivision application according to the City's current fee schedule prior to recording of the Parcel Map. This includes, but is not limited to, the parkland and recreational facilities fee for each additional parcel created and the drainage facilities improvement fee for each additional parcel created.
- c. Approval is for the project as illustrated on the revised Site Plan (dated 6/5/19), as illustrated on the revised Tentative Parcel Map (dated 6/5/19), and as illustrated on the Landscape Plans (dated Sept. 2017) that are attached to the Staff Report.
- d. The applicant must comply with all requirements of the City's Municipal Code, including but not limited to, Title 16 (Subdivisions) and Title 17 (Zoning).
- e. The applicant must meet all requirements of the various City Departments including, but not limited to, the City Manager, Public Works Department, City Engineer, Building Department, and Planning Department.
- f. The applicant must meet all requirements of the City Engineer, including those identified in the following documents:
 - November 14, 2018 E-mail from the City Engineer
 - May 4, 2017 Memorandum from the City Engineer
 - May 17, 2016 E-mail to Manhard Consulting from the City Engineer
 - October 21, 2016 Technical Memorandum from the City Engineer
- g. The applicant must meet all requirements of and obtain all required permits from the Building Department for construction of the proposed residential development.
- h. The applicant must meet all requirements of the City Attorney, including those identified in the Memorandum dated Feb. 24, 2017, which outlined the process for a Minor Subdivision application as detailed in Title 16 (Subdivisions) of the Blue Lake Municipal Code.
- i. The applicant must meet all requirements of the Blue Lake Fire Protection District, including those identified in the December 13, 2016 letter from the District.

EXHIBIT "A"
To Resolution 6-2019

- j. Prior to recording of the Parcel Map, the applicant shall grant the City authority to enforce "No Parking" on the private access road and emergency vehicle turnaround that will be constructed to service Proposed Parcels 1, 2, and 3.
- k. The applicant shall comply with all requirements of applicable utility providers, including those identified in the November 7, 2016 letter from Pacific Gas & Electric.
- l. The applicant must meet all requirements of state and federal agencies including, but not limited to, the California Department of Fish and Wildlife, the North Coast Regional Water Quality Control Board, the North Coast Unified Air Quality Management District, the U.S. Army Corps of Engineers, and the U.S. Fish and Wildlife Service.
- m. The applicant shall provide the City of Blue Lake with all permits, notices, filings, etc. required from other local, state, or federal agencies for the project.
- n. Prior to the issuance of an encroachment permit, grading permit, and/or building permit for each phase of the project (e.g., construction of infrastructure improvements or construction of residential buildings on each parcel), the applicant shall submit a description of the proposed phase and the construction schedule to the City and the owners or tenants of properties contiguous to the project site. The applicant should coordinate the timing of construction activities with the City and surrounding neighbors to minimize potential impacts.

2. MAPPING

- a. The applicant shall cause to be filed a parcel map showing monumentation of all property corners to the satisfaction of the City Engineer in compliance with Section 16.20.020 (Parcel Maps) of Title 16 (Subdivisions) of the Blue Lake Municipal Code. Subdivision map checking fees shall be paid in full at the time the Parcel Map is submitted for checking. County Recorder fees shall be paid prior to submittal of the map to the County Recorder for filing. The Parcel Map must be prepared by a Land Surveyor licensed by the State of California, or by a Civil Engineer registered by the State of California who is authorized to practice land surveying. The applicant shall submit to the City Engineer three (3) copies of the Parcel Map as filed by the County Recorder.
- b. **Easements:** All easements that encumber or are appurtenant to the subdivision shall be shown graphically on the Parcel Map. Those easements that do not have a metes and bounds description shall be noted on the Parcel Map and shown as to their approximate location.
- c. **Dedications:** The following shall be dedicated on the Parcel Map for Proposed Parcels 1, 2, 3, and 4, or other document as approved by the City Engineer. The City Engineer shall determine whether the easements shall be for public and/or private purposes.

EXHIBIT "A"
To Resolution 6-2019

1. Proposed Parcel 1:

- a. From Greenwood Road to the rear property line of parcel 025-101-022: 30 foot wide easement for ingress, egress, and utilities appurtenant to APN 025-101-022. Proposed easement for same purposes appurtenant to Proposed Parcel 2 and 3.
- b. From the rear property line of parcel 025-101-022 to the western property line of Proposed Parcel 1: 40 foot wide easement for ingress, egress, utilities, and drainage appurtenant to Proposed Parcels 2 and 3.
- c. 25 foot wide reciprocal easement for ingress and egress appurtenant to Proposed Parcels 1 and 2 (12.5 foot wide easement on each parcel).

2. Proposed Parcel 2:

- a. 40 foot wide easement for ingress, egress, utilities, and drainage appurtenant to Proposed Parcels 1 and 3.
- b. 25 foot wide reciprocal easement for ingress and egress appurtenant to Proposed Parcels 1 and 2 (12.5 foot wide easement on each parcel).
- c. 12.5 foot wide easement for ingress and egress appurtenant to Proposed Parcel 3.
- d. Easement for parking appurtenant to Proposed Parcel 3.

3. Proposed Parcel 3:

- a. 40 foot wide easement for ingress, egress, utilities, and drainage appurtenant to Proposed Parcels 1 and 2.
- b. Stormwater Detention Basin easement appurtenant to Proposed Parcels 1 and 2.

4. Proposed Parcel 4:

- a. 20 foot wide utilities easement appurtenant to Proposed Parcel 1, 2, and 3.

- d. **Other Dedications:** The above list of Dedications includes those which are shown on the revised Tentative Parcel Map (dated 6/5/19). Other Dedications may be required which cannot be determined from the Tentative Parcel Map and/or preliminary improvement plans at this time. The need for these additional Dedications may be determined after a review of more complete improvement plans have been submitted to the City.

EXHIBIT "A"
To Resolution 6-2019

- e. **Deed Restrictions:** The following Deed Restrictions shall be required for the proposed project.
 - 1. **Wetland Mitigation Area.** The applicant shall cause to be recorded a Deed Restriction for the Wetland Mitigation Area in the Office of the County Recorder. The Deed Restriction is required to ensure the permanent protection of the Wetland Mitigation Area. The Deed Restriction shall be approved by the City Attorney as to form prior to recording.
 - 2. **Emergency Vehicle Turnaround.** The applicant shall cause to be recorded a Deed Restriction for the Emergency Vehicle Turnaround on Proposed Parcels 2 and 3 in the Office of the County Recorder. The design of the emergency vehicle turnaround shall be approved by the Blue Lake Fire Protection District prior to recording of the Deed Restriction. The Deed Restriction shall be approved by the City Attorney as to form prior to recording.
 - 3. **Open Space/Recreation Areas.** The applicant shall cause to be recorded a Deed Restriction for the Open Space/Recreation area on Proposed Parcel 3 in the Office of the County Recorder. The Deed Restriction shall be approved by the City Attorney as to form prior to recording.
- f. **Other Deed Restrictions:** The above list of Deed Restrictions is based on the information shown on the revised Tentative Parcel Map (dated 6/5/19). Other Deed Restrictions may be required which cannot be determined from the Tentative Parcel Map and/or preliminary improvement plans at this time. The need for these additional Deed Restrictions may be determined after a review of more complete improvement plans have been submitted to the City.

3. IMPROVEMENTS

- a. **Subdivision Improvement Agreement:** After approval of the Tentative Parcel Map and prior to approval of the Parcel Map, the subdivider shall enter into a Subdivision Improvement Agreement with the City in conformance with Section 16.28.090 (Agreement, Bond, and Cash Deposits for Improvements) of Title 16 (Subdivision) of the Blue Lake Municipal Code. The Subdivision Improvement Agreement shall be prepared by the City Attorney, approved by the City Engineer and Planning Commission, and adopted by the City Council. To ensure the subdivision improvements will be constructed, the subdivider shall post 1) a performance bond, instrument of credit, lien on the property, letter of credit, cash or other form of security acceptable to the City Council in the amount of 100% of the total estimated improvements costs; 2) a similar security in the amount of 100% of the labor, materials, and equipment costs; and 3) a similar security in the amount of 10% of the costs of improvements to guarantee workmanship for one year. These security interests shall be approved by the City Attorney as to form, by the City Engineer as to sufficiency, and accepted by the City Council.

EXHIBIT "A"
To Resolution 6-2019

- b. **Construction Improvement Plans:** Construction improvement plans shall be submitted for any required road, parking, drainage, landscaping, utility, and pedestrian improvements. Construction plans must be prepared by a Civil Engineer registered by the State of California. Construction plans shall be on a sheet size of 22" x 34", unless approved otherwise by the City Engineer. The City Engineer will require the submittal of 2 full size (22" x 34") sets and 2 reduced (11" x 17") set of the approved construction plans prior to the start of work.

The construction plans shall show the location of all proposed new utilities and any existing utilities within 10 feet of the improvements. The plans shall be signed approved by the Blue Lake Fire Protection District, utility companies having any facilities within the subdivision, the Public Works Department, and the City Engineer prior to construction authorization. The construction plans shall be tied into an elevation datum approved by the City Engineer.

Engineering plans showing existing and proposed conditions for both the centerline grade and roadway cross section will be necessary to ensure proper drainage. In addition, any existing utilities may need to be adjusted and/or relocated at the expense of the applicant.

Unless otherwise waived by the City Engineer, record drawing ("As-Built") plans shall be submitted for any road, drainage, landscaping, and pedestrian improvements that are constructed as part of this project. Record drawing plans must be prepared by a Civil Engineer registered by the State of California. Once approved by the City Engineer, one (1) set of "wet stamped" record drawings on 22" x 34" mylar sheets shall be filed with the City Engineer.

- c. **Construction Schedule and SWPPP:** Construction of Improvements for this project will not be allowed to occur between October 15 and April 15 without permission of the City Engineer. The applicant will be responsible for compliance with State and federal regulations relating to stormwater management and preparation and implementation of a storm water pollution prevention plan.
- d. **Americans with Disabilities Act:** All pedestrian facilities shall be ADA compliant, as required by State and federal law. This includes, but is not limited to, providing curb ramps at intersections and sidewalks behind driveway aprons (or ADA compliant driveway aprons).
- e. **Private Road:** The new private road section off of Greenwood Road shall provide for a minimum 30-foot right-of-way to include a minimum 4-foot sidewalk/walkway plus a minimum 22-foot paved roadway.

Nothing is intended to prevent the City Engineer from approving alternate typical sections, structural sections, drainage system, and road geometrics based upon sound engineering principals as contained in, but not limited to, City of Blue Lake

EXHIBIT "A"
To Resolution 6-2019

standards, Caltrans Highway Design Manual, Caltrans Traffic Manual, Manual on Uniform Traffic Control Devices, and AASHTO's A Policy of Geometric Design of Highways and Streets.

- f. **Road Name:** The private road section off of Greenwood Road shall be named as approved by the City Manager.
- g. **Traffic Control Devices:** Street name signs, traffic signs, and traffic control devices will need to be placed as required and approved by the City Engineer. This includes, but is not limited to, the stop sign and the push-button activated flashing signage required at the intersection of the private access road and Greenwood Road (see Mitigation Measure Trans-2).
- h. **Traffic Safety Measure:** The applicant shall install a traffic safety improvement along the southern edge of the private road that accesses to Greenwood Road. The improvement shall be installed along the property line that is shared with parcel 025-101-023 (435 Greenwood Road) to minimize the potential for collision damage to the residence located on parcel 025-101-023. The improvement may include a raised curb, bollards, or other equally effective measures. The proposed traffic safety improvement shall be reviewed and approved by the City Engineer.
- i. **Driveways:** Any new access from the City road will require encroachment permits from the City Public Works Department. The location of existing and proposed driveway aprons (access openings) shall be shown on the construction plans. The proposed accesses will be evaluated after application is received.
- j. **Structural Section:** The proposed private road shall be constructed to a structural section recommended in the soils report and as approved by the City Engineer. The structural section shall include a minimum of 0.2 foot of Caltrans Type B asphalt concrete over 0.67 foot of Caltrans Class 2 aggregate base. If required by the City Engineer, the structural sections of all roads shall be determined by Caltrans R-Value method using a Traffic Index approved by the City Engineer. Based upon soil conditions, the City Engineer may also require a geotextile fabric to be placed on top of the subgrade. When paving against existing paved surfaces, a saw cut will be required to ensure a uniform joint. The location of the saw cut shall be approved by the City Engineer based upon the condition of the existing road surface.
- k. **Utilities:** The proposed improvements shall require the undergrounding or relocation of existing facilities at the expense of the applicant. Undergrounding of existing facilities or construction of new facilities shall be completed prior to constructing the structural section for the roadway. All laterals shall be extended onto each lot and marked in a manner that they will be easily located at the time of individual hookups. A letter of completion of all work from each involved utility company shall be submitted prior to construction of the roadway structural section.

EXHIBIT "A"
To Resolution 6-2019

Water and sewer utility connection locations and meter locations must be reviewed and approved by the City Engineer.

- l. **Signage:** The applicant shall obtain a Sign Permit from City Staff for any new signage, per Section 17.24.120 (Signs) of the Blue Lake Municipal Code.
- m. **Other improvements:** Other on-site and/or off-site improvements may be required which cannot be determined from the Tentative Parcel Map and/or preliminary improvement plans at this time. These improvements may be determined after a review of more complete improvement plans and profiles have been submitted to the City.
- n. **Encroachment Permit:** An encroachment permit is required for all work within the right-of-way of a City road.

4. DRAINAGE

- a. The applicant shall be responsible to correct any involved drainage problems to the satisfaction of the City Engineer. This condition does not affect any obligations of the City related to maintenance of the 10-foot wide storm drain easement (Document No. 2000-24374-4) that runs along the northern boundary of Proposed Parcels 1, 2, 3, and 4.
- b. As identified in the Preliminary Stormwater Management Report prepared by Manhard Consulting (received 5/8/18), the on-site management of stormwater runoff is proposed through a variety of site design measures consistent with the Humboldt County LID Stormwater Manual. Prior to the recording of the Parcel Map, the applicant must submit a complete hydraulic report and stormwater management plan for approval by the City Engineer. The applicant will be required to provide an engineering report documenting that the drainage facilities will have adequate capacity to percolate all stormwater from the proposed development.

Prior to the issuance of the Certificates of Occupancy by the Building Department, the applicant shall meet the requirements of the City Engineer for the proposed onsite stormwater management facilities.

5. GRADING

- a. All grading activity shall occur in accordance with the requirements of Chapter 15.12 (Grading, Erosion, and Sediment Control) of Title 15 (Buildings and Construction) of the Blue Lake Municipal Code.
- b. The proposed project would result in over one acre of disturbance and shall comply with the provisions of the State Water Resources Control Board Construction General Permit (CGP).

EXHIBIT "A"
To Resolution 6-2019

6. MAINTENANCE

- a. The improvements for drainage and the private road and private driveway to be constructed as part of this project will not be maintained by the City of Blue Lake. The applicant must provide a permanent maintenance plan acceptable to the City Engineer for all improvements, including, but not limited to, the following: roads, stormwater drainage systems (e.g., pipes, drainage inlets, bioswales, rain/rock gardens, detention basin, etc.), pedestrian facilities, and landscaped areas. An engineer's estimate for the cost of the yearly maintenance must be approved by the City Engineer, Maintenance shall be provided by a maintenance association, district, or other means as approved by the City Engineer (also see Mitigation Measure HYDRO-1).
- b. Any agreements regarding the maintenance of the facilities between the applicant and a maintenance association may be required to be approved by the City Attorney, Public Works Department, and City Engineer.

7. DEVELOPMENT PLAN

A Development Plan shall be required as a condition of approval of the Parcel Map. All relevant information regarding the conditional approval of this project shall be placed on the Development Plan so that subsequent purchasers may be aware of limitations of the use and development of Proposed Parcels 1, 2, 3, and 4. The following information is required for the Development Plan:

- a. The Development Plan shall be legibly drawn to a convenient scale on 24" x 36" mylar, in black ink, unless otherwise approved by the City Engineer.
- b. The Development Plan shall include all encumbrances of record as shown on a current Title Report as well as those created on the Parcel Map.
- c. The Development Plan shall show the onsite wetlands as delineated in the Delineation of Waters of the United States report (NRM, Sept. 23, 2015) and the Wetland Mitigation and Monitoring Plan (NRM, Feb. 5, 2018). The Development Plan shall also show the Wetland Mitigation Area as illustrated in the Wetland Mitigation and Monitoring Plan (NRM, Feb. 5, 2018).
- d. The Development Plan shall show the proposed Open Space/Recreation area on Proposed Parcel 3.
- e. The Development Plan shall show the emergency vehicle turnaround on Proposed Parcels 2 and 3.
- f. A statement that all parking for the parcels created will be required to be provided onsite (i.e., off-street). The Development Plan shall show the proposed parking for each lot created.

EXHIBIT "A"
To Resolution 6-2019

- g. The Development Plan shall include the following to the satisfaction of the City Engineer:
1. When roads or stormwater drainage facilities are not to be maintained by the City, then clearly state next to the facility "NOT CITY MAINTAINED."
 2. Reference the soils report prepared for the project. Any specific grading requirements shall be included on the Plan.
 3. Include a statement referencing the Improvement Plans by name, author, and date, and that they are on file with the City.
 4. The applicant shall cause a "Notice of Development Plan" to be recorded in the office of the County Recorder. The "Notice of Development Plan" shall be approved by the City Attorney as to form prior to recording.
 5. The Development Plan shall be signed off by the City Engineer and City Planner prior to official filing.

8. MITIGATION MEASURES

The following conditions of approval include the mitigation measures from the Initial Study-Mitigation Negative Declaration (SCH#: 2018072057) that was prepared for the proposed project.

- a. **Mitigation Measure BIO-1: Construction in wetland areas.** The project shall limit construction that will fill or otherwise impact the on-site wetland to the dry season (generally April-October) to avoid impacts to northern red-legged frogs and other amphibians that may be breeding, foraging, or dispersing through the habitat.
- b. **Mitigation Measure BIO-2: Nesting Bird Avoidance.** Tree removal and vegetation clearing (including brush clearing) associated with the Project should be conducted outside of the bird nesting season (generally considered to be March 1-August 15). If work must be conducted during the bird-nesting season, a qualified ornithologist (someone who is able to identify Northern California birds, and who has experience in nest-searching for passerines and raptors) should thoroughly survey the area no more than seven days prior to tree/vegetation removal to determine whether active nests (nests containing eggs or nestlings) are present. If active nests are found, appropriate buffers should be developed in consultation with CDFW, until the nests have fledged or failed.
- c. **Mitigation Measure BIO-3: Wetland Mitigation.** The project wetland mitigation shall be in-kind and shall primarily include the creation of 0.138 acres (approx. 6,000 square feet) of new 3-parameter jurisdictional wetland on site. The western boundary of Wetland A will be excavated, creating a new depressional wetland area; this area

EXHIBIT "A"
To Resolution 6-2019

will then be planted with native wetland vegetation. The mitigation work plan, planting plan, performance standards, success criteria, and monitoring plan are detailed in the Wetland Mitigation and Monitoring Plan (NRM, Feb. 5, 2018). The mitigation wetland shall be established and monitored in accordance with the Wetland Mitigation and Monitoring Plan.

- d. **Mitigation Measure CUL-1: Inadvertent Discovery of Cultural Resources.** If potential cultural resources, such as chipped or ground stone, historic debris, building foundations, or bones, are encountered as a result of ground-disturbing activity associated with the project, the construction contractor shall halt work in the vicinity of the find (within 100 feet) and contact the City of Blue Lake and Tribal Historic Preservation Officers (THPOs) for the Blue Lake Rancheria, Bear River Band of Rohnerville Rancheria, and Wiyot Tribe. A qualified archaeologist shall be contacted to evaluate the finds and to make recommendations that shall be implemented. Prehistoric materials could include obsidian and chert or formal tools, grinding implements, (e.g., pestles, handstones, bowl mortars, slabs), locally darkened midden, deposits of shell, faunal remains, and human burials. Historic materials could include ceramics/pottery, glass, metal, can and bottle dumps, cut bone, barbed wire fences, building pads, structures, and trails/roads. If such materials are encountered during construction, a qualified archaeologist shall be present during subsequent surface and subsurface activities in the vicinity of the sensitive materials as determined necessary by the archaeologist and Wiyot area Tribes. With respect to these areas of sensitive materials:
1. If cultural materials are discovered, the archaeologist shall assess the discovery to determine if it constitutes either a unique archaeological resource or a historical resource for purposes of CEQA (CCR Title 14 §15064.5[a]).
 2. If the archaeologist determines that the materials do not constitute either a unique archaeological resource or a historical resource, their presence shall be noted but need not be considered further (CCR Title 14 §15064.5[c] [3]).
 3. If the archaeologist determines: (a) that the materials do constitute a unique archaeological resource or historical resource; and, (b) they are subject to substantial adverse change as defined in CCR Title 14 §15064.5[b], the archaeologist shall provide recommendations to the City and Wiyot area Tribes for appropriate treatment which, among other options, may include preservation in place or archaeological data recovery. Preservation in place is preferred, if it is feasible.
- e. **Mitigation Measure CUL-2: Human Remains.** If potential human remains are encountered, the construction contractor shall halt work in the vicinity (within 100 feet) of the find and contact the City of Blue Lake. The project applicant and/or contractor shall be required to contact the Humboldt County Coroner in accordance with Public Resources Code Section 5097.98 and Health and Safety Code Section 7050.5. If the coroner determines the remains are Native American, the coroner

EXHIBIT "A"
To Resolution 6-2019

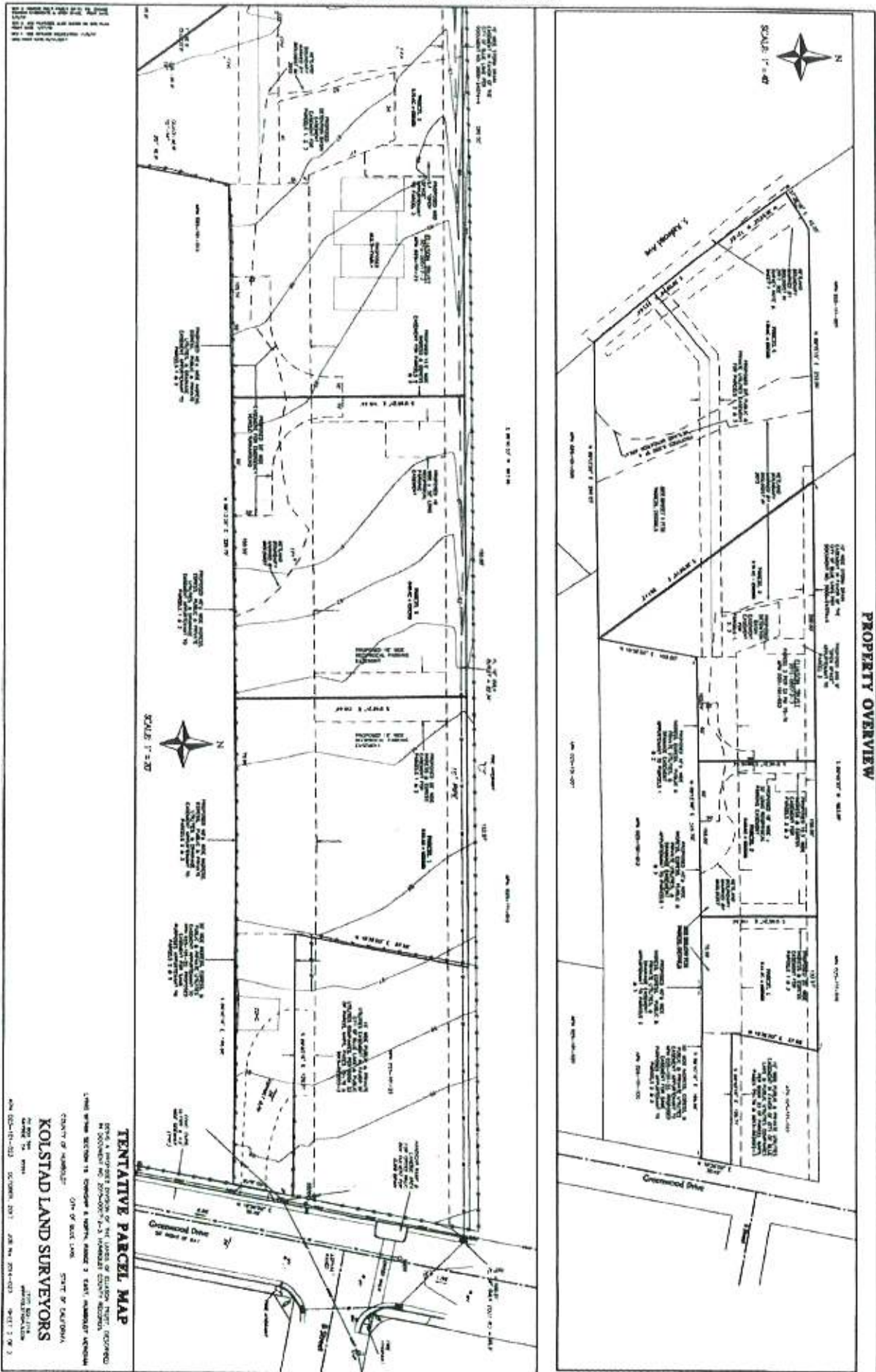
would contact the Native American Heritage Commission (NAHC). As provided in Public Resources Code Section 5097.98, the NAHC would identify the person or persons believed to be most likely descended from the deceased Native American. The most likely descendent makes recommendations for means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98.

- f. **Mitigation Measure HYDRO-1: Stormwater Facility Maintenance.** Stormwater facility operation and maintenance shall include periodic inspection and maintenance of the vegetated swales and detention areas to ensure proper operation. Persons responsible for performing and funding this shall be identified with contact information provided to the City prior to the issuance of building permits and within 30 days of all ownership changes.
- g. **Mitigation Measure NOISE-1: Construction Hours.** Construction activities shall be restricted to the hours between 8:00 a.m. and 5:00 p.m. Monday through Friday, and between the hours of 9:00 a.m. and 5:00 p.m. on Saturdays. Construction activity will not occur on Sundays or holidays.
- h. **Mitigation Measure NOISE-2: Construction equipment.** Construction equipment shall be well maintained and used judiciously to be as quiet as practical. The following measures, when applicable, shall be implemented by the contractor to reduce noise from construction activities:
 - 1. All internal combustion engine-driven equipment shall be equipped with mufflers that are in good condition and appropriate for the equipment.
 - 2. "Quiet" models of air compressors and other stationary noise sources shall be used, where technology exists.
 - 3. Stationary noise-generating equipment shall be located as far as feasible from sensitive receptors.
 - 4. Unnecessary idling of internal combustion engines shall be prohibited.
 - 5. Staging areas and construction material storage areas shall be located as far away as possible from adjacent sensitive land uses.
 - 6. Construction-related traffic shall be routed along major roadways and as far as feasible from sensitive receptors.
- i. **Mitigation Measure TRANS-1: Curb painting.** The project shall include painting the curb red north and south of the Greenwood Road entryway (twenty feet in both directions). The curb must be painted in coordination with the City prior to issuance of the certificate of occupancy for the first phase of the project.

EXHIBIT "A"
To Resolution 6-2019

- j. **Mitigation Measure TRANS-2: Traffic Signage.** The project shall include installation of a stop sign and some form of push-button activated flashing signage facing vehicles exiting the project site. (Example signage is shown below, however actual sign(s) may vary as long as it can be activated by someone crossing from either side of the project site driveway). The signage shall be installed prior to issuance of the certificate of occupancy for the first phase of the project.

EXHIBIT "B" To Resolution 6-2019



THE STATE OF CALIFORNIA
 COUNTY OF SAN DIEGO
 BEING A PORTION OF THE LANDS OF SAID COUNTY, DESCRIBED
 IN DOCUMENT NO. 207-0007-1-3, HERRINGTON COUNTY RECORDS,
 5.7803 ACRES MORE OR LESS, BEING 1/4 SECTION 13, TOWNSHIP 4 NORTH, RANGE 2 EAST, SAN DIEGO COUNTY, CALIFORNIA.
 COUNTY OF SAN DIEGO
 STATE OF CALIFORNIA
KOLSTAD LAND SURVEYORS
 4400 COLLETTA
 SAN DIEGO, CALIFORNIA 92117-2792
 SAN 02-16-023 SC 00088 001 JOB NO. 2014-003 SHEET 2 OF 2



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 60

Date: July 25, 2023

Item Subject: Law Enforcement Agreement with the Humboldt County Sheriff's Office

Submitted By: Elise Scafani, Councilmember

General Information:

See attached documentation

Background Material Provided: See attached documentation.

Fiscal Impact: Sheriff Contract Increase of \$165,000.00.

Recommended Action: Accept the contract increase and revise the fiscal year 2023/2024 budget to reflect the increased amount.

Review Information:

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

Comments: As the City Manager, I do not recommend this action and recommend that the Council allow me to continue conversations with the Sheriff and other interested parties to find an equitable, justifiable and financially responsible solution.



HUMBOLDT COUNTY SHERIFF'S OFFICE

WILLIAM F. HONSAL, SHERIFF/CORONER

CIVIL/COURTS
(707) 445-7335

MAIN STATION
826 FOURTH STREET • EUREKA CA 95501-0516
PHONE (707) 445-7251 • FAX (707) 445-7298

CUSTODY SERVICES
(707) 441-5159

May 31, 2023

City of Blue Lake
Office of the City Manager
P.O. Box 458
Blue Lake, CA 95525

Regarding: Agreement to Provide Law Enforcement Services

Dear City of Blue Lake,

Section 11 of the Agreement to Provide Law Enforcement Services between the County of Humboldt and the City of Blue Lake allows for an annual computation of costs to provide services on or before June 1 of each calendar year to be effective July 1.

In accordance with section 11 of the Agreement, the county is providing you notice that the rate will increase to \$315,656.00 annually effective July 1, 2023. In accordance with section 10 of the Agreement, this shall be payable on a quarterly basis in the amount of \$78,914.00.

Please feel free to contact me if you have any questions. I can be reached by telephone at (707) 268-3605.

Sincerely,

APPROVED

By Regina Fuller at 11:49 am, May 31, 2023

Regina Fuller
Deputy Director of Financial and Support Services
Humboldt County Sheriff's Office

cc: Monika Fridley, HCSO Business Manager

From: Quenell, Bryan <BQuenell@co.humboldt.ca.us>
Sent: Wednesday, June 28, 2023 6:46 AM
To: Amanda Mager <citymanager@bluelake.ca.gov>
Cc: Honsal, William <WHonsal@co.humboldt.ca.us>; Braud, Justin <JBraud@co.humboldt.ca.us>; McCall, Joshua <JMcCall@co.humboldt.ca.us>; xxxxxxxx@suddenlink.net; Fridley, Monika <mfridley1@co.humboldt.ca.us>
Subject: Law Enforcement Services

Good Morning,

I spoke with Business Manager Fridley yesterday who indicated she was able to provide you the justification for the cost increase for the contractual law enforcement services we currently provide. I understand you also inquired about entering into an hourly contract for the same services. After speaking with Sheriff Honsal, we are not in a position to provide on going law enforcement services on an hourly basis. As you know our current agreement does not expire until June 20th, 2024 and either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs. If you have any other questions or need any clarification please feel free to contact me.



Captain Bryan Quenell
Humboldt County Sheriff's Office
Patrol Operations
826 Fourth St., Eureka, Ca. 95501
Office: 707-441-5130
Cell: 707-496-8430

From: Honsal, William <WHonsal@co.humboldt.ca.us>

Sent: Tuesday, July 18, 2023 4:25 PM

To: Amanda Mager <citymanager@bluelake.ca.gov>

Cc: Quenell, Bryan <BQuenell@co.humboldt.ca.us>; Braud, Justin <JBraud@co.humboldt.ca.us>; Fridley, Monika <mfridley1@co.humboldt.ca.us>; Fuller, Regina <rfuller2@co.humboldt.ca.us>

Subject: RE: Law Enforcement Services

Good Afternoon Mandy,

Thank you for contacting us and sharing your concerns. I acknowledge the difficulties caused by the recent increase in the cost of law enforcement services for the City of Blue Lake. We have now recalculated the expenses based on population, which reflects the actual cost of providing these services. Unfortunately, we can no longer subsidize law enforcement services for the City due to rising costs throughout the county and a shrinking county budget.

In all honesty, the City of Blue Lake has been receiving an exceptionally favorable arrangement for law enforcement services over the past few years. Just three years ago, you were paying over \$300,000 for a contract that provided two deputies to the city. The current law enforcement contract in place is fair, considering that the Sheriff's Office assumes all liability and provides various public safety services such as law enforcement, accident investigation, dispatch services, records management, evidence storage, major crimes investigators, public information, training, supervision, and management. All of this is offered at a fraction of the cost it would take for the City to operate its own law enforcement agency. As a point of comparison, the City of Ferndale pays \$650,000 annually for their law enforcement services.

After consulting with several North State Sheriffs who oversee similar contract cities, it is evident that Blue Lake is receiving a favorable deal and paying significantly less than other contract cities of similar size. Some smaller cities in the North State apply for Federal COPS grant funding to cover the full cost of law enforcement services from the Sheriff's Office. Have you explored this option and applied for the grant?

Unfortunately, we are unable to reduce the current charges for law enforcement services to the City of Blue Lake. If you would like to discuss this matter further, please let me know, and I will be available to continue the conversation.

William F. Honsal, Sheriff

County of Humboldt

826 4th Street

Eureka, CA 95501

Main: 707.445.7251

Office: 707.268.3618

From: Quenell, Bryan <BQuenell@co.humboldt.ca.us>

Sent: Monday, July 17, 2023 11:12 AM

To: Honsal, William <WHonsal@co.humboldt.ca.us>; Braud, Justin <JBraud@co.humboldt.ca.us>

Subject: FW: Law Enforcement Services

FYI

From: Amanda Mager <>

Sent: Monday, July 3, 2023 11:42 AM

To: Quenell, Bryan <BQuenell@co.humboldt.ca.us>

Subject: Re: Law Enforcement Services

City of Blue Lake Contract

Agreement to Provide Law Enforcement Services Within The City of Blue Lake

THIS AGREEMENT is made and entered into this 1st day of July 2021 by and between the County of Humboldt, a political subdivision of the State of California (hereinafter called "COUNTY"), and the City of Blue Lake, a municipal corporation in the County of Humboldt (hereinafter called "CITY").

Term of Agreement

1. Basic Term. The term of this AGREEMENT shall commence July 1, 2021 and continue through June 30, 2024, a thirty-six (36) month term, expiring June 30, 2024, unless sooner terminated pursuant to Section 18.
2. Extended Term. The term of this AGREEMENT may be extended for successive periods of one (1) year if the legislative bodies of both parties determine to so extend the term and written notice of such renewal is given to the other party at least three (3) months prior to expiration. The extended terms shall be referred to as first Extended Term, Second Extended Term, etc.

WITNESSETH:

WHEREAS, pursuant to the authority provided in the Government Code, CITY and COUNTY desire to contract in order that COUNTY, through Sheriff, will perform law enforcement services within the CITY.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The basic level of services to be provided shall consist of 24 hours of coverage from a sworn peace officer (830.1 PC), seven (7) days a week for response to calls at a level not less than that provided by the Sheriff in adjacent areas of the COUNTY, including related back-up and auxiliary services such as investigative, community services, criminalistics, supervisorial, and traffic service functions. This also includes services and support from the Sheriff's records bureau, Sheriff's property/evidence bureau, and public safety dispatch services.

Personnel shall be supported by an appropriate number of Sheriff's supervisory and management personnel, as deemed necessary by the COUNTY. This service will include regular, random patrol, as available, of the City of Blue Lake during all hours of service. It will also include providing the citizens of Blue Lake access to report and or file a police report or anonymous complaint online, and access to crime mapping.

2. The law enforcement services to be provided by the COUNTY to the CITY within the CITY 's incorporated area shall include:
 - A. Enforcement of State Statutes;
 - B. Enforcement of ordinances of CITY (excluding animal control, building and construction);
 - C. Police protection of the type provided by the Sheriff;

- D. Traffic and DUI enforcement, with the exception of such traffic enforcement as may be provided by the California Highway Patrol on any freeway traversing the CITY or as required by statute;
- E. All detective, juvenile and other specialized services provided by the Sheriff in the unincorporated areas of the COUNTY, such as homicide, child abuse investigations and narcotics enforcement;
- F. Abandon Vehicle Abatement;
- G. When requested by the CITY, via the City Manager, a representative of the Sheriff's Office at the rank of Lieutenant or higher shall meet quarterly with the public, either in a special meeting or at a council meeting to discuss CITY policing issues;
- H. All other law enforcement services of the type provided by the Sheriff within the unincorporated areas of the COUNTY;

The Sheriff shall not be required to assume any enforcement duty or function inconsistent with those performed by the Sheriff under the ordinances of the COUNTY and the statutes of the State of California.

- 3. The Sheriff shall give prompt consideration to all requests of the City Manager regarding the delivery of general law enforcement services, including staffing assignments, and make every reasonable effort to comply with requests consistent with good law enforcement practices and other provisions of this AGREEMENT. To facilitate the timely exchange of such information between the CITY and the COUNTY, the Parties hereto shall meet from time to time to discuss performance issues under this AGREEMENT and the attendees shall include the City Manager, the Operations Division Commander, the McKinleyville Station Lieutenant, and a designated city council member.
- 4. For the purposes of performing services and functions pursuant to this AGREEMENT, and only to give official status to such performance, every COUNTY Deputy or employee shall be deemed to be an ex-officio officer of the CITY while engaged in performing any such service or function which is a municipal function falling within the scope of this AGREEMENT.
- 5. The CITY shall have the right to discuss with the COUNTY issues of concern related to matters covered under this AGREEMENT. However, the manner or rendition of services, the standard of performance, the discipline of employees and other matters incident to the performance of services, including control of personnel so employed, shall remain under the exclusive control of the Sheriff. The Sheriff shall, however, give consideration to requests of the City Manager, which may relate to the performance of services under this AGREEMENT. In the event of a dispute between the parties as to the duties and functions to be rendered or the manner of their performance, determinations by the Sheriff shall be final and conclusive as between the parties.
- 6. An inventory of furnishings and fixtures contributed by the CITY and the COUNTY for purposes of supplying the station shall be maintained throughout this AGREEMENT. Each party will continue to bear their own costs of such items and upon termination of this AGREEMENT, said items of like kind shall be returned to the respective agency that had original ownership.
- 7. COUNTY shall provide the necessary supplies, equipment, services and materials required for performing its duties under this AGREEMENT, including vehicle acquisition, maintenance, fuel and replacements.
- 8. COUNTY and CITY shall determine where such law enforcement quarters are to be located within the CITY. It is expressly understood that the COUNTY may use such quarters in connection with

the performance of its duties beyond the scope of services previously outlined in sections 1-4 and in connection with the performance of its duties in territory outside the CITY and adjacent territory, provided, however, that the performance of such non-city duties shall be at no additional cost to the CITY.

9. At the time of execution of this AGREEMENT, the charge to the CITY for the services and functions to be performed by the COUNTY at the level of service agreed upon by the CITY is \$122,876 annually.
The total cost charged to the CITY does not include expenses attributable to services or facilities normally provided to all cities within the COUNTY as part of enforcement duties and functions performed by the Sheriff under the ordinances and regulations of the COUNTY and the statutes of the State of California.
10. The CITY shall render to COUNTY the amount of \$30,719 on a quarterly basis payable on the following dates: first (1st) payment due October 1, second (2nd) payment due January 1, third (3rd) payment due April 1, and fourth (4th) payment due July 1. Any extended term shall follow this quarterly payment schedule. The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the amount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent per annum and the COUNTY may terminate this AGREEMENT immediately, and without any further notice take such steps as may be necessary to enforce payment.
11. Re-computation of General Law Enforcement Services. Except as otherwise specified hereinafter, the total amount charged for General Law Enforcement Services, as defined in Section 2, shall be recomputed annually on or before June 1 of each calendar year for the following fiscal year, with the fiscal year defined as July 1 through June 30. The re-computation calculation shall be determined by the COUNTY based upon estimated additional costs of providing General Law Enforcement Services described in Section 2. The total contract amount for the applicable fiscal year will be effective July 1 of that fiscal year, subject to appeal by CITY. Staff representatives of the COUNTY and CITY are advised to meet during the calculation process and prior to any formal presentation before their respective governing bodies. At the request of either party, cost increases will be formally addressed at any time within the term of this AGREEMENT.
12. The CITY, its officers and employees, shall not assume by this AGREEMENT any liability for the direct payment of any salary, wages, or other compensation to any officer or employee of COUNTY that is performing services hereunder for the CITY, or for any other liability other than that provided for in this AGREEMENT.
13. CITY shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney fees and other costs of litigation, arising out of, or in connection with, CITY's performance of, or failure to comply with, any of the obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.

The CITY and its insurer, or self-insured pool, shall provide evidence of general and automobile liability insurance with limits no less than \$2,000,000.00 per occurrence. The CITY shall provide an endorsement from its insurer or self-insured pool naming the County of Humboldt, its officials,

employees, and volunteers as additional insured.

14. It is expressly understood between the parties to this AGREEMENT that no employer/employee relationship is intended; the relationship of COUNTY to CITY being that of an independent contractor and CITY and COUNTY retain sole and independent liability for the actions of the employees of each.
15. CITY, through its City Manager, shall have access to non-privileged and non-confidential reports and other documents pertaining to the services provided hereunder and within the scope of the Public Records Act (Government Code Section 6250 et seq.). COUNTY shall transmit monthly, to the City Manager statistical reports on crime occurrence, traffic incidents, and other contract services within the CITY.
16. All work performed hereunder is subject to limitations of Section 23008 of the Government Code or the State of California, and in accordance therewith, before any work is performed or services rendered pursuant hereto, an amount equal to the cost to the CITY must be reserved by the CITY from its funds to ensure payment for work, service, or materials provided by COUNTY hereunder.
17. **COMPLIANCE WITH NUCLEAR FREE ORDINANCE:** In recognition of the Humboldt County Nuclear Free Ordinance, the CITY certifies by its signature below that it is not a nuclear weapons contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Ordinance in Humboldt County. CITY agrees to notify COUNTY via HCSO immediately if it becomes a nuclear weapons provider, as defined above. CITY acknowledges that, per the terms of the Humboldt County Nuclear Free Ordinance, COUNTY via HCSO may immediately terminate this AGREEMENT if it determines that the foregoing certification is false or if CITY becomes a nuclear weapons provider.
18. This AGREEMENT shall take effect on _____, or at such sooner time as the parties may agree in writing, and, unless sooner terminated as provided herein, shall terminate on **June 30, 2024**. Either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs.
19. Notices given to parties under this AGREEMENT shall be deemed given when personally delivered or sent and delivered by United States certified mail, postage prepaid, return receipt requested and addressed as follows:

TO THE COUNTY

Office of the Sheriff
Humboldt County Sheriff
826 4th Street
Eureka, CA 95501

TO THE CITY

Office of the City Manager
City of Blue Lake
PO Box 458
Blue Lake, CA95525

20. No waiver with respect to one covenant, term or condition shall be deemed to constitute a waiver of any other covenant, term, or condition herein, or a waiver of any prior or subsequent failure to perform such covenant, term, or condition.

21. The provisions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their respective governing boards, successors, assigns, and legal representatives.
22. This AGREEMENT contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be given effect, and this AGREEMENT may only be amended by a writing signed by the parties.
23. The invalidity of any provision of this AGREEMENT as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.
24. Each person executing this AGREEMENT on behalf of the CITY represents and warrants that he or she is authorized by the CITY to execute and deliver this AGREEMENT on behalf of the CITY and that this AGREEMENT is binding on the CITY in accordance with its terms and provisions.
25. The parties hereto agree that the provisions of this AGREEMENT will be construed pursuant to the laws of the State of California. To the extent permitted by law, venue for any legal proceeding involving this AGREEMENT shall be in the courts of Humboldt County, California.
26. Time is hereby expressly declared to be of the essence of this AGREEMENT and each and every provision herein.

IN WITNESS THEREOF, CITY by resolution or other official action duly adopted by its council caused this AGREEMENT to be subscribed by its Mayor and attested by its Clerk, and the COUNTY, by order of its Board of Supervisors, has caused this contract to be subscribed by the Chairman and the seal of said Board to be affixed thereto and attested by the Clerk of said Board on the day and year first hereinabove written.

ATTEST:
City Clerk

By: _____

ATTEST:
Clerk of the Board of Supervisors

By: _____

**APPROVED AS TO CONTENT AND
RECOMMENDED**

By: _____
City Manager
City of Blue Lake

By: _____
William F. Honsal, Sheriff
County of Humboldt

By: _____
Mayor
City of Blue Lake

By: _____
Chair
Board of Supervisors
County of Humboldt

APPROVED AS TO FORM

By: _____
City Attorney
City of Blue Lake

By: _____
Office of County Counsel
County of Humboldt

By: _____
Risk Manager
County of Humboldt



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 7

Date: July 25, 2023

Item Subject: Public Records Act Request Policy

Submitted By: Kent Sawatzky, Blue Lake Resident

General Information:

Mr. Sawatzky requested that an item be placed on the agenda to discuss the California Public Records Act and the City's policy regarding the Act.

Background Material Provided: See attached document.

Fiscal Impact: N/A

Recommended Action: No action

Review Information:

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

Comments: The City of Blue Lake is mandated by the State of California to comply with the California Public Records Act (CPRA); the act clearly articulates the City's responsibilities and staff reviews and responds to requests in compliance with the act.

Policies, procedures, and protocols for dealing with PRA requests.

5 messages

Kent Sawatzky <kentsawatzky@hotmail.com>
To: "cityclerk@bluelake.ca.gov" <cityclerk@bluelake.ca.gov>

Wed, Jul 19, 2023 at 11:45 AM

Please agenize this topic for discussion and possible Blue Lake City Council action.

Anali Gonzalez <adminasst@bluelake.ca.gov>
To: Kent Sawatzky <kentsawatzky@hotmail.com>

Wed, Jul 19, 2023 at 11:59 AM

Received

Anali Gonzalez

Administrative Assistant

City of Blue Lake

PO Box 458 - 111 Greenwood Ave.

Blue Lake, CA 95525

(707)668-5655 ext. 100

[Quoted text hidden]

Kent Sawatzky <kentsawatzky@hotmail.com>
To: Anali Gonzalez <adminasst@bluelake.ca.gov>

Thu, Jul 20, 2023 at 11:17 PM

I am formally requesting a meeting with Amanda Mager or someone she wishes to delegate to meet with me ASAP.

Kent Sawatzky

From: Anali Gonzalez <adminasst@bluelake.ca.gov>**Sent:** Wednesday, July 19, 2023 11:59 AM**To:** Kent Sawatzky <kentsawatzky@hotmail.com>**Subject:** Re: Policies, procedures, and protocols for dealing with PRA requests.

[Quoted text hidden]

Anali Gonzalez <adminasst@bluelake.ca.gov>
To: Kent Sawatzky <kentsawatzky@hotmail.com>

Fri, Jul 21, 2023 at 9:52 AM

Good morning,
could you please provide more information about the scope of the meeting in order to ensure we have the proper staff available.

Thank you

Anali Gonzalez

Administrative Assistant

City of Blue Lake

PO Box 458 - 111 Greenwood Ave.

Blue Lake, CA 95525

(707)668-5655 ext. 100

[Quoted text hidden]

Kent Sawatzky <kentsawatzky@hotmail.com>
To: Anali Gonzalez <adminasst@bluelake.ca.gov>

Fri, Jul 21, 2023 at 10:25 AM

I would be addressing my concerns regarding the City policy for legal compliance with the PRA requirements, and possible better options for the DANCO project.

Thank you
Kent Sawatzky
Concerned Citizen

From: Anali Gonzalez <adminasst@bluelake.ca.gov>

Sent: Friday, July 21, 2023 9:52 AM

[Quoted text hidden]

[Quoted text hidden]

City of Blue Lake
July 25, 2023 Council Meeting

Consent Items:

- a. May 23, 2023 Meeting Minutes
- b. June 20, 2023-Special Meeting Minutes
- c. Warrants and Disbursements



(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

Blue Lake City Council Minutes

Tuesday, May 23rd, 2023 ~ 6:30 p.m. ~ Regular Council Meeting
Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

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

Meeting Called to Order at 6:30PM

1. Pledge of Allegiance and Establish a Quorum of the Council

Council Members Present:

Adelene Jones, Mayor
Elizabeth Mackay
Elise Scafani

Council Members Absent:

Christopher Edgar
Angela Shull, Mayor Pro-Tem

Staff Present:

Amanda Mager, City Manager/City Clerk
Emily Wood, Director of Parks & Recreation
Anali Gonzalez, Administrative Assistant

Public Present:

Kent Sawatzky
Rosie Derricott
Erin McClure
Scott Frazer
Beckie Thornton
Justin Noyb
Lisa Hoover
Lin Glen
Julie Christie
Kim Warvi
Angela Dare
Winona Pitts
Roy Gomez
Matt Watts

2. **Approve Agenda**

Motion: To Approve the Agenda moving items #14, 12, 13 and 5

Motion by: Councilmember Mackay, **Second:** Councilmember Scafani

Vote: Ayes: Jones, Mackay, Scafani **Nays:** None **Abstain:** None

Motion Summary: Motion Passed

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.*

Scott Frazer –Commented on Danco ground lease and Danco project.

Roy Gomez –Commented on Ink People-Anarchist Agenda

Lisa Hoover –Provided hand-out to council and suggests a masterplan would allow a comprehensive look at development.

Erin McClure – Commented on City Manager duties.

Winona Pitts- Commented on Arts & Heritage Commission comments.

Beckie Thornton: Provides hand-out about community against the size and scope of the Danco project.

Kent Sawatzky: Comments that the general plan does not have a matrix; O Zone is not consistent.

Angela Dare: Comments that Arts and Heritage Commission spent 61 minutes reacting to public comments; provides hand-out of her comments.

Alex Ricca: Comments on City Manager’s position as a Blue Lake Volunteer Firefighter; comments that City staff have always been encouraged to volunteer; there’s a long history of city employees volunteering for the fire department.

Jeff Landen: Arts and Heritage commission seemed like it was dipping into council business.

Julie Christie: States appreciation for zoom participation and believes the city needs a current truck route update.

Alex Ricca: We have a great appreciation for this City Manager; we had a period of outsiders that didn’t serve our community well and she’s stabilized the position.

Public Comment Closed.

Councilmember Scafani: Questions the Arts and Heritage committee meeting conduct; would like to see the commission suspended or sanctioned.

Mayor Jones: You can’t take action tonight as it’s not on the agenda.

4. **McClure Lease Agreement:** Councilmember Scafani introduces the item; provides overview of the water tank lease situation and the need to negotiate a lease with Erin McClure.

Erin McClure: States that she wants a fair market value for the use of the tank location.

Public Comment:

Kent Sawatzky: This should be discussed in closed session, have your attorney counsel you on legal matters.

Julie Christie: I'd hate to see another family have their land taken away.

Motion: To have a closed session with the City Attorney regarding the McClure family trust negotiations.

Motion by: Councilmember Scafani **Second:** Councilmember Elizabeth Mackay

Motion Summary: Motion Passed (Consensus)

5. Blue Lake website Review – Discussion

Councilmember Scafani provides a status report on the website update.

Public Comment:

John Sawatzky: Make it ADA accessible and have data breach policy.

Councilmember Scafani: I imagine that our web designer does this.

Kent Sawatzky: Comments on web page and access to information for developers.

Councilmember Scafani: We're going to remap the whole website.

Julie Christie – Requests website revisions to include the Powers Creek District page and uploading of recordings to the city website.

6. Public Noticing Process

Mayor Jones introduces the item and reads the agenda report; this item was added to the agenda by Councilmember Scafani

Councilmember Scafani: Proposes changes to the noticing process.

City Manager Mager: States that changes impact staff capacity; must stay compliant with the Brown Act.

Councilmember Scafani: Requests staff utilize the City of Blue Lake Facebook page to post the agenda.

Public Comment:

Kent Sawatzky: Your staff is overwhelmed and extremely busy, if you can, disperse your meetings so you don't stack meetings. Suggests the city consider the schedule Humboldt County uses.

Lin Glen: Comments on posting times and posting packets at the library.

Julie Christie: Comments on notices and access to documents.

Kent Sawatzky: Comments on having to comply with ADA requirements.

Councilmember Scafani: Agenda packets will need to be ADA accessible.

Mayor Jones: The commissions decide the night and time that they can meet.

Councilmember Scafani: Can we put a packet of council and planning commission meeting agenda packets at the library?

Council Directs Staff to place a packet in the book slot at the library.

7. Animal Control Update-

Councilmember Scafani provides an update: Doesn't have detailed information but attended Public Safety Commission. States it's time for the council to take a step forward; open up conversation with sheriff to address the issues. Comments that staff can be trained to be animal control officers. The City Manager told the Public Safety Commission to only look into a leash law; glad that a video recording is available in case the clerk takes terrible meeting minutes.

Mayor Jones: How much would that cost?

Councilmember Scafani: HCSO could be our enforcement for animal control.

Public Comment:

Kent Sawatzky: Train staff to conduct animal enforcement; pay staff to pick up dogs.

Winona Pitts: Commented on Public Safety Commission's authority to work on the dog issue.

Lin Glen: The Public Safety Commission did form an ad-hoc to address the leash laws; loose dogs seem to be the issue; educate people about licensing and vaccines.

Julie Christie: City needs signage, leash law is important and reduces liability but is not enforceable.

City Manager Mager: The Public Safety Commission was asked to research options for a leash law and to bring them to Council for consideration; they should be given the opportunity to finish their task; they only just received the information and haven't had a chance to even meet to review their research.

Councilmember Scafani: I don't want to bypass the Public Safety Commission. I want to bypass you, Mandy, and all the hurdles. I want to draft an ordinance to bring it back to Council. We don't need the Public Safety Commission.

Public Comment Closed

Councilmember Scafani will work on a vaccine clinic.

8. Video Recording Update - Discussion

Mayor Jones introduces the item and reads the agenda report.

Public Comment:

Kent Sawatzky: States his concerns regarding meeting facilities being able to accommodate large crowds.

Lin Glen: Thanks, the staff, for being responsive and comprehensive in this issue.

Julie Christie: States appreciation for Zoom option and requests all commission have access to Zoom.

Angela Dare: Would like to see the City get equipment that can be taken to other locations.

Winona Pitts: Thanks Justin Noyb.

Councilmember Scafani: I would like to pledge half of my stipend check to Justin. I attended the Public Safety Commission meeting and there are a lot of people that wanted it to be accessible by Zoom.

9. **RCEA MOU – Update/Discussion**

Mayor Jones introduced the item and reads the agenda report.

Councilmember Mackay: What’s the footprint of the battery storage project?

City Manager Mager: The MOU allows RCEA to assist the city in looking at options and bring back recommendations to the Council; there is no project at this time.

Public Comment:

Kent Sawatzky: Battery storage is the future; this is a good option for the power plant.

Julie Christie: RCEA is a middleman; we should be focusing on being a self-sustaining power producer.

Lisa Hoover: Where is this proposed?

Motion: To execute the Memorandum of Understanding with RCEA as presented

Motion by: Councilmember Mackay **Second:** Councilmember Scafani

There were no comments from the Council.

Motion Summary: Motion Passed (Consensus)

10. **City of Blue Lake Commissioner Appointments**

Mayor Jones introduces the item and reads the report.

Council Comment:

Councilmember Scafani: I don’t think we should have city employees on commissions?

Why does the Arts & Heritage have seven commissioners, when the other commissions have five.

Mayor Jones: Because of the scope of projects and the number of artists in town.

Councilmember Scafani: I think we should make the Arts and Heritage commission five people. I strongly oppose Charis Bowman being on the commission.

Councilmember Mackay: I don’t have a problem with staff being on a commission.

Mayor Jones: I try to limit my attendance at the commission meetings; I like the commissions to work through issues without my presence.

Motion: To Appoint Jayden Clark and James Brown to the Parks and Recreation Commission and Charis Bowman to the Arts and Heritage Commission.

Motion by: Councilmember Mackay **Second:** Mayor Jones

There were no comments from the Council

Public Comment:

Kent Sawatzky: Staff should serve as advisors to commissioners; agree with Adelene that Council should limit participation in commission meetings; if you attend a commission meeting and make comments you aren’t impartial; if the item comes before the Council you will have to recuse yourself from taking action; Adelene is correct; you should come up with a policy.

Julie Christie: Recordings are good for staff to reflect on.

Lisa Hoover: I was surprised that a staff member was applying; it’s a conflict of interest.

Beckie Thornton: I don't want Charis on the commission, it's a conflict.

Councilmember Mackay: I am going to retract my motion to appoint Charis; she's already an advisor and can stay that way until any issues are resolved; amends the motion to only appoint Jayden and James to the Parks and Recreation Commission.

Motion: To appoint Jayden Clark and James Brown to the Parks and Recreation Commission.

Vote: Ayes: Nays: None Abstain: None

Motion Summary: Motion Passed (Consensus)

11. City of Blue Lake Planning & Engineering Services Contract- SHN

Mayor Jones introduces the item and abbreviates the report.

Public Comment:

Kent Sawatzky: comments on the number of responses to the RFQ and questions the advertising process.

Direction: Direct the City Manger to negotiate the contract with SHN and execute the contract.

12. City of Blue Lake Building Official

Mayor Jones introduces the item and reads the report.

Directs City Manager to negotiate with Dan Dimick as the City's Building Official.

Public comment:

Kent Sawatzky: States satisfaction with Dan Dimick's resume and mentions Dan's work with reputable firms.

13. Resolution Number 1217-Clean California Grant Program

Mayor Jones reads the report and introduces the item.

Councilmember Mackay: What's the project budget?

City Manager Mager: States that the City is applying for funding to build the bike park; the budget is around \$750,000.00

Motion: To authorize Resolution number 1217-Clean California Grant Program

Motion by: Councilmember Mackay **Second:** Councilmember Scafani

There were no comments from the Council.

Public Comment: No comments

Motion Summary: Motion Passed (Consensus)

14. Resolution Number 1218-Amended and Restated Joint Powers Agreement of Fire Risk Management Services

Mayor Jones introduces the item and reads the report.

City Manager Mager provides an overview of the item, including details of the City's health benefit package for employees under this program.

Motion: Authorize Resolution Number 1218 as presented

Motion by: Councilmember Mackay **Second:** Councilmember Scafani

Public Comment:

Kent Sawatzky: Is there anything in this situation that requires a 4/5 vote?

Public Comment Closed.

Motion Summary: Motion Passed (Consensus)

15. Resolution Number 1219- State Park Grant

Mayor Jones introduces the item and reads the report.

Public Comment:

Julie Christie: Would like to see money for private property owners – add portable toilets to our trails.

Motion: To authorize Resolution number 1219-Clean California Grant Program

Motion by: Councilmember Mackay **Second:** Councilmember Scafani

There were no comments from the Council.

Public Comment: No comments

Motion Summary: Motion Passed (Consensus)

16. Consent Agenda:

a. April 25, 2023 Meeting Minutes

b. Warrants and Disbursements

Motion: To approve the Consent Agenda as presented; with clarification of typographical error on page 2 of the meeting minutes (Hoover)

Motion by: Councilmember Mackay **Second by:** Councilmember Scafani

Public Comment: None

Motion Summary: Motion Passed (Consensus)

17. Reports of Council and Staff

Mayor Jones introduces the City Manager report

Councilmember Scafani: Attended RCEA meeting; met with the Blue Lake Rancheria representative and toured the Rancheria

Mayor Jones: Attended HCAOG; provides update on 101 project, Dump Day and offshore wind project. Provided update on the Mad River Grange heater project, HWMA hiring of executive director and Blue Lake Museum opening.

Councilmember Mackay: Provides update on the Blue Lake Sunday Market, the skating program, the Moon Festival events and leisure sport tournament in July. Attended the League of Cities meeting; they provided an update on the Great Redwood Trail and the economic impacts. Assisting the Arts and Heritage Commission with paint colors and sculpture ideas for the Powers Creek District projects.

18. Future Agenda Items:

- Zoom Discussion
- Special Meeting on June 20th to introduce the draft budget for fiscal year 2023/2024

19. Adjourn

Motion: To adjourn at 9:50PM

Motion by: Councilmember Mackay , **Second:** Councilmember Scafani

There were no comments from the Council or public.

Motion Summary: Motion Passed (Consensus)

DRAFT

(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

Blue Lake City Council Minutes

Tuesday, June 20, 2023 ~ 6:30 p.m. ~ Special Council Meeting
Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

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

Meeting Called to Order at 6:31PM

1. Pledge of Allegiance and Establish a Quorum of the Council

Council Members Present:

Adelene Jones, Mayor
Angela Shull, Mayor Pro-Tem
Elizabeth Mackay
Elise Scafani

Council Members Absent:

Christopher Edgar

Staff Present:

Amanda Mager, City Manager/City Clerk
Scott Gordon, City Accountant

Public Present:

Kent Sawatzky, Scott Frazer, Justin Nyob, Jean Lynch, Erin McClure, Matt Watts, Julie McGill, John Bartholomew, Mardi Granger, Verda Pitts, Erika Dykehouse, Captain Quenell, Lieutenant McCall, Monika Fridley

2. Approve Agenda

Motion: To Approve the Agenda moving items 5 & 6

Motion by: Councilmember Scafani **Second:** No Second

Vote: Ayes: Nays: Abstain:

Motion Summary: No Second; motion dies

Motion: To Approve the Agenda as presented

Motion by: Mayor Pro-Tem Shull **Second:** Mackay

Vote: Ayes: 4 Nays: 0 Abstain: 0

Motion Summary: Motion Passed (Consensus)

- 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.*

Kent Sawatzky: Comments on DANCO project; accuses SHN Consulting Engineers of receiving contracts from DANCO.

John Bartholomew: Commends the City for the work being done to meet the State mandates on housing; would like to see a cost/benefit analysis to see projections on the proposed DANCO project.

Scott Frazer: Comments on the DANCO Project and the City's lease amount.

Julie McGill: Comments on packets and Zoom options; requests portable toilets on Morais property at the river.

Public Comment Closed.

4. Budget Presentation-Discussion

Mayor Jones introduces the item; City Manager Mager introduces Scott Gordon, City Accountant

The City Accountant provides a presentation on the City's water and wastewater funds; explains how the budget actual is brought forward and the next fiscal year budget is prepared. Provides a brief description of the proposed capital budget for FY 2023/2024, specifically projects associated with the water and wastewater fund. The City Manager provides a brief description of the proposed projects, including how grant applications may be structured while leveraging the City's capital improvement funds.

The City Accountant presents the budget amendment for fiscal year 2022/2023; the amendment modifies the budget to more accurately reflect year end budget revenues and expenditures. The Accountant provides an update on the revenues generated by the parks and recreation department; these revenues exceeded budget projections.

The final amendment and the final draft budget will be brought forward for Council consideration at the regular June Council meeting.

Public Comment:

Kent Sawatzky: Questions the Sheriff contract numbers; will there be a balance sheet presented with the budget.

Verda Pitts: What fund paid for the Powers Creek Restoration project?

Jean Lynch: Is there a projection for a sewer line replacement project?

Scott Frazer: Why is the Powers Creek Fund paying for the Town Square?

Mardi Granger: Where is Northfield Terrace; where are the solar panels; what is a lateral?

Public Comment Closed.

5. Humboldt County Sheriff Contract Discussion

Councilmember Scafani introduces her item; she reached out to the Sheriff to discuss the contract increase presented by the Humboldt County Sheriff for services provided to Blue Lake. She invited Captain Quenell and his staff to present the item to the Council.

Captain Quenell: (Via Zoom) Provides an overview of the cost proposal and cost per person method of allocating costs.

Public Comment:

Verda Pitts: Will you still patrol Blue Lake if we don't pay for the contract?

Public Comment Closed.

6. Animal Control Contract-Discussion

Councilmember Scafani introduces her item and provides an overview of her conversation with Andra Hale at the Humboldt County Animal Control Office. She reached out to Captain Quenell to provide a cost proposal for animal control patrol services; Captain Quenell provided her a quote of \$26,000.00 to provide limited patrol services.

Councilmember Mackay: Doesn't believe that Blue Lake needs a full-time animal control officer.
Mayor Pro-Tem Shull: Questions if the proposal is for a full-time officer; the cost proposal is vague on details.

Captain Quenell: The cost would include an animal control officer patrolling neighborhoods looking for strays, code violations, etc...

Public Comment:

Scott Frazer: Agrees that \$26,000 is a lot of money; do you want residents to carry baseball bats and golf clubs?

Kent Sawatzky: Comments on liability of the City for dog issues.

Erika Dykehouse: Comments on cost of treating dog bites

Public Comment Closed

Mayor Jones: Asks about lawsuits when someone is bitten by a dog

Captain Quenell: Civil lawsuits happen; the City's liability would be based upon negligence.

Councilmember Mackay: When a dog jumps a fence and bites someone, is the City liable?

Captain Quenell: I'm not an attorney and can't answer that.

Councilmember Scafani: Is there a middle option available?

Captain Quenell: You could allow the citizenry to contact animal control directly; but it becomes a budgeting nightmare because you can't control the costs.

City Manager Mager: The City already has a contract for services; the HCSO can already respond. The implementation of a leash law provides additional legal authority if something were to happen, but it's hard to enforce on a daily basis.

7. Reports of Council and Staff:

Councilmember Scafani: Provides an update on the vaccine clinic that she's organizing.

Mayor Jones: Attended the IIWMA meeting and is now the vice-chair; HCAOG was cancelled; attended the 8th grade graduation and reported on Highway 101 groundbreaking.

Mayor Pro-Tem Shull: Attended Blue Lake Chamber meeting and provided updated on their activities.

Councilmember Mackay: No meetings to report.

Future Agenda Items:

- Fiscal Year 2023/2024 Budget Adoption

8. Adjourn

Motion: To adjourn at 8:30PM

Motion by: Councilmember Mackay , **Second:** Councilmember Shull

There were no comments from the Council or public.

Motion Summary: Motion Passed (Consensus)

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 6/1/2023 Through 6/30/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10839	6/2/2023	Harold D. Burris	Employee: burrish; Pay Date: 6/2/2023	1,613.00
10840	6/2/2023	Michael D. Downard	Employee: downwardm; Pay Date: 6/2/2023	816.94
10841	6/2/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 6/2/2023	1,646.90
10842	6/2/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/2/2023	1,519.41
10843	6/2/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 6/2/2023	97.31
230602-EFT01	6/2/2023	U. S. Department of Treasury	EFTPS federal tax pmt 6/2/23 PR	5,734.27
230602-EF102	6/2/2023	Employment Development Dept.	DE88 state tax pmt 6/2/23 PR	923.06
230602-EF103	6/2/2023	Cal PERS	PERS retirement pmt 6/2/23 PR	3,188.82
230602-EFT04	6/2/2023	Freedom Voice	Freedom Voice 6/1/23 statement	119.80
230602A01	6/2/2023	Christopher A. Ball	Employee: ballc; Pay Date: 6/2/2023	539.56
230602A02	6/2/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/2/2023	1,802.94
230602A03	6/2/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 6/2/2023	263.81
230602A04	6/2/2023	Rosine S. Boyce-Derricott	Employee: boyeer; Pay Date: 6/2/2023	673.21
230602A05	6/2/2023	Skyler A. Coke	Employee: cokes; Pay Date: 6/2/2023	931.67
230602A06	6/2/2023	Melissa M. Combs	Employee: combms; Pay Date: 6/2/2023	618.85
230602A07	6/2/2023	Grace E. Daverson	Employee: daversong; Pay Date: 6/2/2023	382.10
230602A08	6/2/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 6/2/2023	159.42
230602A09	6/2/2023	Irene O. Erickson	Employee: cricksoni; Pay Date: 6/2/2023	353.30
230602A10	6/2/2023	Adeline L. Esh	Employee: esha; Pay Date: 6/2/2023	134.73
230602A11	6/2/2023	Lisa M. Honzik	Employee: honziki; Pay Date: 6/2/2023	34.12
230602A12	6/2/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 6/2/2023	235.79
230602A13	6/2/2023	Austin R. Jones	Employee: jonesa; Pay Date: 6/2/2023	68.74
230602A14	6/2/2023	Amanda L. Mager	Employee: magera; Pay Date: 6/2/2023	1,964.38
230602A15	6/2/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 6/2/2023	404.20
230602A16	6/2/2023	Jacob P. Meng	Employee: mengj; Pay Date: 6/2/2023	1,031.74
230602A17	6/2/2023	Ross A. Nash	Employee: nashr; Pay Date: 6/2/2023	784.87
230602A18	6/2/2023	Quinn Sousa	Employee: sousaq; Pay Date: 6/2/2023	404.83
230602A19	6/2/2023	Emily P. Wood	Employee: woode; Pay Date: 6/2/2023	1,404.94
2328	6/5/2023	Emily Perry	Deposit Refund #20295001 Perry	14.59
2329	6/5/2023	Jennifer Seladoki	Deposit Refund #20341001 Seladoki	26.34
2330	6/5/2023	Peggy McCray	Deposit Refund #60722001 McCray	78.62
2331	6/5/2023	City of Blue Lake	Utilities paid from Deposits 6/1/23 billing	1,228.45
10844	6/8/2023	AT&T	2-5/20/23 Invoices	62.86
10845	6/8/2023	B & B Portable Toilet Co.	5/27/2023 # 161328+161327	163.72
10846	6/8/2023	Gaynor Telesystems, Inc.	Annual Fee 5/30/23 Inv #42722	772.24
10847	6/8/2023	Optimum	Billing period 6/01/23-6/30/23	431.61
10848	6/8/2023	Riedell Shoes, Inc.	ord #383217 Skates - 10% downpayment	645.00
10849	6/8/2023	Tensor IT	4/15/2023 statement	2,449.33
10850	6/8/2023	Verizon Wireless	Quick Bill summary 4/22/23-5/21/23	326.64
10375	6/13/2023	Schweigert Electric	11/10/22 Inv#70 PH Renovations	(13,865.00)
10863	6/16/2023	Harold D. Burris	Employee: burrish; Pay Date: 6/16/2023	1,703.05
10864	6/16/2023	Daniel L. Dimick	Employee: dimickd; Pay Date: 6/16/2023	975.07
10865	6/16/2023	Michael D. Downard	Employee: downwardm; Pay Date: 6/16/2023	949.35
10866	6/16/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 6/16/2023	1,646.90
10867	6/16/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/16/2023	1,349.16
10868	6/16/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 6/16/2023	175.91
10869	6/16/2023	Blue Lake Rancheria	6/8/23 Inv#B23-164	2,875.00
10870	6/16/2023	AT&T	4- 6/4/23 Cal net 3 bills	303.80
10871	6/16/2023	CA Department of Justice	6/5/23 Inv#661183	0.00
10872	6/16/2023	S. Shaun Johanson DDS	dental payment 6/6/23 Burris	132.50
10873	6/16/2023	Charis Bowman	5/4/23 milage reimb. Bowman	24.89
10874	6/16/2023	CA State Disbursement Unit	6/2/23 PR deduction	92.30
10875	6/16/2023	Skyler A. Coke	dental pmt 6/6/23 Coke	276.00
10876	6/16/2023	Coastal Business Systems Inc.	6/21/23 Inv#34152274	421.96
10877	6/16/2023	Daniel Dimick	Live scan reimb. -Dimick	20.00
10878	6/16/2023	D & R Janitorial Service	6/1/23 statement	370.00

City of Blue Lake
Check/Voucher Register - City Council Check Report
From 6/1/2023 Through 6/30/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10879	6/16/2023	Christopher B. Edgar	May 2023 council stipend	50.00
10880	6/16/2023	FDAC EBA	billing period; 79-07/01/2023 to 07/31/23	14,351.31
10881	6/16/2023	G.L.J. Construction	4/26/23 Inv# 3076	8,100.00
10882	6/16/2023	Rodney T. Gulley	Umpire services for spring 2023 woodbat	150.00
10883	6/16/2023	Jay D. Collins	5/25/23 DJ services	300.00
10884	6/16/2023	Humboldt Co. Sheriff's Office	4/1/23-6/30/23 Law enforcement services	36,612.50
10885	6/16/2023	Humboldt Fasteners and Tools	6/1/23 statement	684.69
10886	6/16/2023	Humb. Bay Municipal Water Dist	billing period: 4/29-5/31 2023	16,072.30
10887	6/16/2023	Humboldt Co. Sheriff's Office	June 2023 animal shelter services	670.00
10888	6/16/2023	Interstate Battery System	5/31/23 statement	0.00
10889	6/16/2023	Jessica B. Jones	4/23/23-5/21/23 Woodbat coordonator- Jones	405.00
10890	6/16/2023	Adelene Jones	May 2023 council stipend- Jones	50.00
10891	6/16/2023	Tameson L. Livengood	4/23/23-5/21/23 Woodbat umpire- Livengood	760.00
10892	6/16/2023	League of California Cities	5/31/23 Inv# 1735	50.00
10893	6/16/2023	McKinleyville Ace Hardware	5/31/23 statement	109.09
10894	6/16/2023	Music City Acoustics LLC	5/18/23 Inv#1936	4,521.00
10895	6/16/2023	Erin McClure	McClure-right of way agreement	50.00
10896	6/16/2023	Elizabeth Mackay	May 2023 council stipend	50.00
10897	6/16/2023	The North Coast Journal	5/11/23 Inv# 2023-113359	54.00
10898	6/16/2023	SHN Consulting	5/22/23 In# 117344 Truck route	9,509.22
10899	6/16/2023	National Rural Water Assoc.	SCADA loan pmt due 7/1/23	965.00
10900	6/16/2023	Pacific Gas and Electric	6/1/23 statement	7,812.41
10901	6/16/2023	Aaron Rush	town square loan pmt due 7/1/23 Loan:#20203	0.00
10902	6/16/2023	Areata Stationers	6/1/23 statement	525.51
10903	6/16/2023	Michael Salmon	4/23/23-5/21/23 woodbat umpire-Salmon	550.00
10904	6/16/2023	Schweigert Electric	11/10/22 Inv# 70	13,865.00
10905	6/16/2023	SHN Consulting	5/22/23 Inv#117345 Town square	7,335.00
10906	6/16/2023	SHN Consulting	5/3/23 Inv# 117346 engineering	5,037.15
10907	6/16/2023	Angela Shull	May 2023 council stipend-Shull	50.00
10908	6/16/2023	Elise G. Scafani	May 2023 council stipend-Scafani	50.00
10909	6/16/2023	James M. Urton	4/23/23-5/21/23 woodbat umpire-Urton	50.00
10910	6/16/2023	City of Blue Lake	water/sewer pmt 6/1/23	2,363.96
10911	6/16/2023	Heather Rubiales	live scan reimb. Rubiales	20.00
10912	6/16/2023	US Bank Corp. Payment Systems	4/24/23-5/22/23 statements	9,791.13
230616-EFT01	6/16/2023	U. S. Department of Treasury	EFTPS federal tax pmt 6/16/23 PR	6,315.11
230616-EFT02	6/16/2023	Employment Development Dept.	DE88 state tax pmt 6/16/23 PR	1,061.42
230616-EFT03	6/16/2023	Cal PERS	PERS retirement pmt 6/16/23 PR	3,193.68
230616A01	6/16/2023	Christopher A. Ball	Employee: ballc; Pay Date: 6/16/2023	220.56
230616A02	6/16/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/16/2023	2,261.96
230616A03	6/16/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 6/16/2023	610.08
230616A04	6/16/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 6/16/2023	625.21
230616A05	6/16/2023	Skyler A. Coke	Employee: cokesc; Pay Date: 6/16/2023	830.52
230616A06	6/16/2023	Melissa M. Combs	Employee: combms; Pay Date: 6/16/2023	569.18
230616A07	6/16/2023	Grace E. Daverson	Employee: daversong; Pay Date: 6/16/2023	288.70
230616A08	6/16/2023	Stella M. Drobniak-Sochovka	Employee: drobnicks; Pay Date: 6/16/2023	155.34
230616A09	6/16/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 6/16/2023	276.64
230616A10	6/16/2023	Adeline L. Esh	Employee: esha; Pay Date: 6/16/2023	205.84
230616A11	6/16/2023	Austin R. Jones	Employee: jonesa; Pay Date: 6/16/2023	317.94
230616A12	6/16/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 6/16/2023	273.20
230616A13	6/16/2023	Amanda L. Mager	Employee: magera; Pay Date: 6/16/2023	1,862.73
230616A14	6/16/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 6/16/2023	306.89
230616A15	6/16/2023	Jacob P. Meng	Employee: mengj; Pay Date: 6/16/2023	1,031.73
230616A16	6/16/2023	Ross A. Nash	Employee: nashr; Pay Date: 6/16/2023	1,029.77
230616A17	6/16/2023	Quinn Sousa	Employee: sousaq; Pay Date: 6/16/2023	551.70
230616A18	6/16/2023	Emily P. Wood	Employee: woode; Pay Date: 6/16/2023	1,404.94
10920	6/23/2023	Department of Justice	6/5/23 INV #661183	64.00

City of Blue Lake
Check/Voucher Register - City Council Check Report
 From 6/1/2023 Through 6/30/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10921	6/23/2023	Intedata Systems	5/31/2023 STATEMENT	75.00
10922	6/23/2023	RREDC	Town Square loan prnt due 7/1/23	1,236.87
10923	6/23/2023	Reyes Coca-Cola Bottling, LLC	5/18/23 Invoice #11728211689	1,931.21
10924	6/23/2023	Anali Gonzalez	City Clerk Training 5/31/23-6/2/23	874.72
10925	6/23/2023	Ahava Unlimited, LLC	5/13/23 Inv #05132023- Skate DJ	350.00
10926	6/23/2023	Emily P. Wood	CIRA CPSI Training 6/13-15/23- Wood	555.68
10928	6/28/2023	Aflac	5/25/2023 Inv#911584	229.56
10929	6/28/2023	CA State Disbursement Unit	6/16/23 PR deduction Skyler A Coke Case ID: 0150054203-01	92.30
10930	6/28/2023	CIRA	6/1/23 INV-1785 WC FY 23/24	18,115.00
10931	6/28/2023	Hensel's Ace Hardware	5/31/2023 Statement	14.07
10932	6/28/2023	Infobond, Inc.	Annual Fee 6/20/23 Inv #49475	659.00
10933	6/28/2023	Miller Farms Nursery, Inc.	5/31/23 statement	1,710.52
10934	6/28/2023	Mendes Supply Company	6/1/23 Statement	65.36
10935	6/28/2023	O'Reilly Auto Parts	5/28/23 Statement	64.97
10936	6/28/2023	Emily P. Wood	mileage reimb 8/23/22-2/22/23 Wood	296.45
10937	6/28/2023	Emily P. Wood	CIRA CPSI training reimb Wood	318.33
10938	6/28/2023	Eureka Broadcasting Co., Inc.	5/31/23 Statement	6,000.00
10939	6/28/2023	Humboldt County Health Dept.	Annual Permit- CF Snack Bar	930.00
10940	6/30/2023	Harold D. Burris	Employee: burrish; Pay Date: 6/30/2023	1,899.60
10941	6/30/2023	Daniel L. Dimick	Employee: dimickd; Pay Date: 6/30/2023	820.84
10942	6/30/2023	Michael D. Downard	Employee: downardm; Pay Date: 6/30/2023	991.10
10943	6/30/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 6/30/2023	1,646.90
10944	6/30/2023	Kierlyn V. Guynap	Employee: guynupk; Pay Date: 6/30/2023	519.92
10945	6/30/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/30/2023	1,584.93
10946	6/30/2023	Halla G. Kramer	Employee: kramerh; Pay Date: 6/30/2023	625.71
10947	6/30/2023	Charles K. Mager	Employee: magerc; Pay Date: 6/30/2023	265.72
10948	6/30/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 6/30/2023	259.98
10949	6/30/2023	Sarah K. Morais	Employee: moraiss; Pay Date: 6/30/2023	400.46
10950	6/30/2023	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 6/30/2023	175.90
10951	6/30/2023	Heather N. Rubiales	Employee: rubialesh; Pay Date: 6/30/2023	221.84
10952	6/30/2023	Ahava Unlimited, LLC	6/26/23 Inv # 06252023-skate DJ	350.00
10953	6/30/2023	AT&T	2-6/20/23 Invoices	62.86
10954	6/30/2023	Charis Bowman	6/26/23 supply reimb. -Bowman	31.01
10955	6/30/2023	Blue Lake Garbage Co.	6/7/23 Inv# BLGWFEVNT - greenwaste Bl. garbage	1,791.30
10956	6/30/2023	B & B Portable Toilet Co.	6/24/23 #163001 & 163002	163.22
10957	6/30/2023	Easton Connell	6/3/23 Inv# skate DJ	350.00
10958	6/30/2023	Coastal Business Systems Inc.	7/21/23 Inv# 34339727	421.96
10959	6/30/2023	Melissa Combs - Petty Cash	6/27/23 reimb. P&R petty cash	99.01
10960	6/30/2023	Christopher B. Edgar	June 2023 council stipend-Edgar	50.00
10961	6/30/2023	Mardi Grainger	air fryer replacement for virgo risin-old one thrown out	43.66
10962	6/30/2023	Anali Gonzalez	6/23/23-supplies reimb-gonzalez	36.59
10963	6/30/2023	GreatAmerica Financial Svcs.	7/12/23 Inv# 34289617	204.00
10964	6/30/2023	Hinderliter, de Llamas & Assoc	audit services - sales tax	126.92
10965	6/30/2023	Adelene Jones	June 2023 council stipend-jones	50.00
10966	6/30/2023	Moon Cycles	6/17/23 Inv# 2	130.00
10967	6/30/2023	Elizabeth Mackay	June 2023 council stipend-Mackay	50.00
10968	6/30/2023	The Mitchell Law Firm, LLP	6/2/23 #298, 299, 338	2,645.50
10969	6/30/2023	Ace Handyman Services NC	business lic. over prnt refund-ace handyman	50.00
10970	6/30/2023	Angela Shull	June 2023 council stipend-shull	50.00
10971	6/30/2023	Elise G. Scafani	June 2023 council stipend- scafani	50.00
10972	6/30/2023	Tensor IT	6/15/23 statement	3,501.13
10973	6/30/2023	Emily P. Wood	6/27/23 postage reimb. Wood	22.80
10974	6/30/2023	Court-Ordered Debt Collections	June 2023 PR deduction	140.34
10975	6/30/2023	CA State Disbursement Unit	6/30/23 PR deduction	92.30
10976	6/30/2023	Aflac	6/25/23 Inv#270102	344.34

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 6/1/2023 Through 6/30/2023

Check Number	Check Date	Payee	Check Description	Check Amount
10977	6/30/2023	Austin Jones	Live Scan reimb- Jones A.	20.00
10978	6/30/2023	Charles Mondragon	Pvt Skt refund 7/1/23 Mondragon	200.00
10979	6/30/2023	Dito, LLC	FY 23/24 Annual Renewal Fee	4,104.00
10980	6/30/2023	Independent Business Forms Inc	6/15/2023 Inv #42337	205.30
10981	6/30/2023	Jackson & Eklund	6/21/2023 Inv# 439319	2,570.00
10984	6/30/2023	North Coast Laboratories LTD.	5/31/2023 Statement	1,025.00
10985	6/30/2023	Amanda Mager	2- 6/26/23 Supplies Reimb - Mager	368.82
10986	6/30/2023	Redwood Petroleum	6/6/2023 Inv #131	876.63
10987	6/30/2023	SHN Consulting	4/24/23 #117091 & 5/22/23 #117343 Water Tanks	3,137.50
10988	6/30/2023	SHN Consulting	5/22/23 Inv #117343 Water Tanks	900.00
10989	6/30/2023	SHN Consulting	5/24/23 Inv #117377 Planning	6,947.50
10990	6/30/2023	SHN Consulting	6/22/23 Inv #117690 Town Square	5,975.00
10991	6/30/2023	SHN Consulting	6/22/23 INV # 117689 Truck Route	15,537.21
10992	6/30/2023	SHN Consulting	4/20/23 Inv #117043 LEAP	3,050.00
10993	6/30/2023	SHN Consulting	6/19/23 Inv # 117568 Library SHN	448.75
10994	6/30/2023	SHN Consulting	6/22/23 INV #117691 Engineering	4,982.20
10995	6/30/2023	US Bank Corp. Payment Systems	Statement 6/22/23	218.76
10996	6/30/2023	Verizon Wireless	7/13/23 Inv #9937780621	326.64
10997	6/30/2023	WebstaurantStore	6/22/23 Order #87170095	565.98
10998	6/30/2023	Sarah Morais	Live Scan Reimb - Morais	20.00
10999	6/30/2023	Quality Code Publishing LLC	6/29/23 INV #GC0011097	1,159.50
11000	6/30/2023	Hannah Haraldson	Live Scan Reimb - Haraldson	20.00
230630-EF101	6/30/2023	U. S. Department of Treasury	EFTPS federal tax pmt 6/30/23 PR	7,206.82
230630-EF102	6/30/2023	Employment Development Dept.	DE88 state tax pmt 6/30/23 PR	1,210.48
230630-EFT03	6/30/2023	Cal PERS	PERS retirement pmt 6/30/23 PR	3,410.50
230630A01	6/30/2023	Christopher A. Ball	Employee: ballc; Pay Date: 6/30/2023	615.73
230630A02	6/30/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/30/2023	2,093.73
230630A03	6/30/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 6/30/2023	667.79
230630A04	6/30/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 6/30/2023	636.29
230630A05	6/30/2023	Skyler A. Coke	Employee: cokes; Pay Date: 6/30/2023	1,034.08
230630A06	6/30/2023	Melissa M. Combs	Employee: combms; Pay Date: 6/30/2023	524.71
230630A07	6/30/2023	Blake W. Corse	Employee: corseb; Pay Date: 6/30/2023	569.94
230630A08	6/30/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 6/30/2023	126.72
230630A09	6/30/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 6/30/2023	239.52
230630A10	6/30/2023	Adeline L. Esh	Employee: esha; Pay Date: 6/30/2023	82.34
230630A11	6/30/2023	Lisa M. Honzik	Employee: honziki; Pay Date: 6/30/2023	42.66
230630A12	6/30/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 6/30/2023	389.23
230630A13	6/30/2023	Austin R. Jones	Employee: jonesa; Pay Date: 6/30/2023	874.85
230630A14	6/30/2023	Amanda L. Mager	Employee: magera; Pay Date: 6/30/2023	1,964.37
230630A15	6/30/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 6/30/2023	258.24
230630A16	6/30/2023	Jacob P. Meng	Employee: mengj; Pay Date: 6/30/2023	1,031.74
230630A17	6/30/2023	Ross A. Nash	Employee: nashr; Pay Date: 6/30/2023	835.07
230630A18	6/30/2023	Quinn Sousa	Employee: sousaq; Pay Date: 6/30/2023	605.39
230630A19	6/30/2023	Emily P. Wood	Employee: woode; Pay Date: 6/30/2023	1,618.45

Report Total

328,410.73



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #:

Date: July 25, 2023

Item Subject: City Manager-Project Update List

Submitted By: Mandy Mager, City Manager

General Information:

Attached, please find a project update list; this list reflects work being coordinated between the City Manager, the City Planner and the City Engineer.

Background Material Provided: Project Spreadsheet

Fiscal Impact: N/A

Recommended Action: No action

Review Information:

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

Comments:

2023 City of Blue Lake - Project List

Number	Task	Who	Date	Due Date	Date Completed	Notes
2	SSES Financial package—mike to resolve www.ecbt.or City	AM/AM		5/22/2021	7/1/2021	Submitted to SWRCB
3	Downtown Parking Plan	MF	5/7/2021	5/15/2021	7/1/2021	
4.1	Punch List Items A&M—Jordan follow-up w/ mandy on lights	MF		12/1/2021	7/1/2022	as built plans sent to cal trans, need to prep final invoice Mandy reach out to Kyle at Caltrans about existing/proposed outreach efforts, should be done in March
4.2	A&M community outreach	AM		4/1/2022	7/1/2022	
4.3	Bike/ped counts	MF		5/31/2021	5/31/2021	
6	LRSP	MF		12/1/2022	6/21/2022	Report is done. Final billing is done. Memo being prepared for implementation recommendations for lower cost improvements. MF follow-up completed. May need re-certification of CEQA/NEPA once Hazardous Materials investigation work is completed.
7	Truck Route CEQA/NEPA	GR		12/1/2022	Oct 2021	Done. Follow-up work needed based on findings or study. MF follow-up with Caltrans.
7.1	Truck route haz mat corridor study (Phase I)	MF		10/1/2021		Wrapping up topo survey. Then data goes to civil for final design; design done this winter. Got funding for PS&E.
8.1	Truck route design	MF		3/30/2022		
8.2	Truck Route—STIP application	MF		9/17/2021		Done
9	LEAP—Housing Element, Zoning, Stormwater Ord	GR/MF/AM		8/7/2023		Working underway on LEAP grant. All invoices have been submitted and paid. City requested to not have the grant extended.
10	HCF—Submitted Extension	GR		2/19/2022		
12	WCB Boating & waterways- Mad river access -grant	AM		Did not receive funding		In process of trying to acquire property/access. Need to seek other grant funds. Latest update said agency is still reviewing application; staff is responding to RFI.
13	CalOES/FEMA - Water tank replacement grant	JOB/GR		Pending		
14	LEA - DRW	AM				CDFW Assessing habitat value of site.
15	Trail Access - Hum Co/GDR	AM				Need to pick this back up with County, property owners, etc. Finalizing Storyland work product. QA/QC local data. Working on tabulating grant match. Have asked EDA for grant extension to complete additional surveying and masterplanning efforts. EDA has agreed to the extension and staff is in the process of developing a scope of work.
16	Storyland Studios - Master Plan for Motel/RV Park	AM				
17	CalOES - Solar panels	MF		6/1/2022		Current allocated funds (\$60,000) used to purchase solar equipment and installation. Design would allow for future additions to the solar installation.
19	Wright subdivision final map/Aviars	AM/MF/GR			8/5/2021	Done

Number	Task	Who	Date	Due Date	Date Completed	Notes
20	Town square NGE	GR				Done
22	Madjarac Lot Split	GR				Applicant has asked for the application to be put on hold. Need to finalize Sub. Imp. Agreement. Will be reviewed by PC/CC in July 2023. Applicant begin grading Aug. 2023.
23	Eliason Subdivision Improvement Agreement	MF/GR	Pending			
25	Powers Creek Bridge - Mitigation Monitoring Rpt to RWQCB	AM			6/23/2021	Needs to be completed in years 3 and 5 as well. Hooven was lowest bidder and has signed contract. Need city staff signatures to finalize contract.
26	BL Library	MF	6/13/2022			
27	Calgon brownfield	AM/MF/GR				City Attorney needs to address limitation of liability if City acquires property. For studying of condition of the system. Flow study done ahead of funding. Still waiting on funding - maybe this Spring.
28	RWQCB sanitary sewer technical assistance grant	MF				Flow study done.
28.1	RWQCB sanitary sewer technical assistance grant wet weather flow study	MF				City Engineer needs to meet with Steve Pearl about moving forward with original design. Work to start in August 2023
29	Bike Park Site Plan Approval-Grading Permit	AM/GR/MF				PG&E starting on concrete rehab. Glen B. will inspect. They are a few weeks out on paving. SHN will inspect on paving.
30	PG&E gas line install/approval	AM/MF		Oct-21		City reapplied in June 2023 for expanded project. Award announcements in August.
31	Caltrans Clean CA Grant	AM/GR/MF		Feb-22		
33	Baduwa't Watershed Alliance - Powers Creek Grant	AM				MRA working on finalizing funding agreement. SHN asked to identify work that will be completed in first 6 months. Grant agreement received and executed; additional funding added to the project to cover add'l scope.
34	DellArte LLA	GR/AM/MF			Jul-22	Approved by PC. Applicant needs to provide updated Prelim. Title Plat for review by City Engineer. Surveyor prior to recording of LLA defers.
36	LEAP - Housing Element, Zoning, Stormwater Ord	GR/AM/MF				Work under LEAP grant needs to be completed by end of August 2023. Need to prepare reimbursement request.
37	Vero Fiber Networks encroachment permit	MF/AM				City needs to provide then encroachment permit fee and notify them of any other requirements.
38	REAP funding	GR				Funds received for CEQA IS-MIND. Working on environmental review. Can start on stormwater mapping now.
39	Town Square	AM				Bid Package has been sent out and bids are due Aug. 17th. Pre-bid meeting on July 26 at 9 a.m.
40	Greenwood water line	MF				Need est to replace laterals along Greenwood. Also need to replace water meters throughout town. Apply for USDA grant along with WWTP improvements.
41	Leak detection	MF				No word lately on grant for measuring leak detection in water system.
42	1st 4-way stop memo	MF				MF needs to prepare in next few weeks.
43	Hartman 1-way traffic modification	MF/AM				Will look at this in the future. 1-way would be going towards the Downtown.

Number	Task	Who	Date	Due Date	Date Completed	Notes
45	Replace WWTP headworks screen	MF	Jun-22			Contract executed; waiting on equipment-long lead time.
46	Research parcel lines for Northern boundary of WWTP	MF	Aug-22			Will look at in the future if funds available.
49	Corps Yard MU Development	AM/GR/MF				Next steps - City contract for Historic Report. Meet with potential new applicant about process, fees, etc.
52	Thompson Gas LLC CUP - 30K Propane Tank	GR/AM				Will be submitting CUP application soon. Provided complete application list to Thompson Gas.
54	RFQ for Engineering-Planning Services	AM/GR/MF				Done. Good for ~3 years.