

(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, August 22, 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 August 22, 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/82303334777?pwd=dkt1WmtOM09rczRsRTY4Tk45aVpnZz09>

Meeting ID: 823 0333 4777

Passcode: 354267

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. **Great Redwood Trail Presentation-Discussion**
5. **Town Square Construction Contract Authorization-Discussion/Action**
6. **Council Correspondence**
7. **Consent Agenda:**
 - a. June 27, 2023 Meeting Minutes
 - b. Warrants and Disbursements
8. **Reports of Council and Staff**
 - a. City Manager Report
9. **Future Agenda Items**
10. **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,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 4
Date: August 22, 2023
Item Subject: Great Redwood Trail Presentation
Submitted By: Mandy Mager, City Manager

General Information:

Carol Vander Meer will provide a presentation to Council and the community on the status of the Great Redwood Trail and work to date.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: Presentation

Review Information:

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

Comments:



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 5
Date: August 22, 2023
Item Subject: Town Square Construction Contract Authorization
Submitted By: Mandy Mager, City Manager

General Information:

The City has closed the bidding process for the construction of the Town Square. The City's engineer is reviewing the bids for responsiveness to the Request for Proposals. The City has a limited budget to construct the town square and will be working with the recommended contractor and our grant manager to identify options for value engineering and deferred installations.

Due to rising costs associated with building materials, transportation and supply chain disruptions, the City is prepared to modify aspects of the project to meet the needs of the community, the intent of the project and the budget scope.

The City Manager is requesting the Council's authorization to execute a final construction contract with the lowest, responsive bidder and to make project adjustments as necessary.

Background Material Provided: N/A

Fiscal Impact: N/A

Recommended Action: Authorize the City Manager to execute a construction contract with the lowest-responsive bidder and modify the project deliverables to maintain the project budget and the granting agencies intentions.

Review Information:

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

Comments:



Amanda Mager <citymanager@bluelake.ca.gov>

Voting Delegate Credentials at the Annual Conference

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

Mon, Aug 7, 2023 at 12:36 PM

Redwood Empire Division City Managers:

This is a friendly reminder, if you have a city representative attending the annual conference, please submit your voting delegate form by Aug. 28 to ensure your city is able to vote at the 2023 General Assembly.

The attached voting delegate appointment packet, also available on the Cal Cities website, requests the designation of a voting delegate by your city for the Annual Conference General Assembly. The voting delegate will represent your city at the General Assembly. Designation of the voting delegate must be done by council action. Additional information and the voting delegate appointment form can be found within the packet. Please complete and return the appointment form via email to votingdelegates@calcities.org by Monday, Aug. 28. Voting Delegates and alternates must be registered for the Annual Conference.

-

To learn more about the General Assembly, you can read a short preview [here](#).

Thank you,

Sara

Sara Sanders

Regional Public Affairs Manager

Redwood Empire Division, League of California Cities

cell: 916-548-9030

sanders@calcities.org | www.calcities.org



**Strengthening California Cities
through Advocacy and Education**



2023 Voting Delegate Packet.pdf

457K

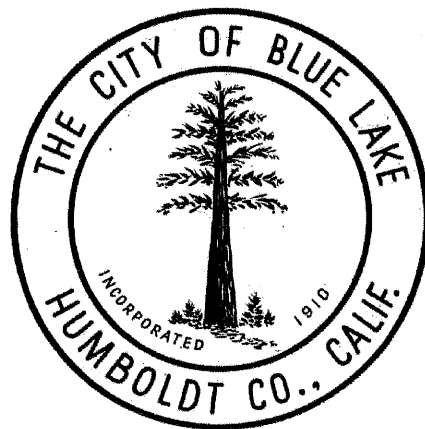
City of Blue Lake

Council Meeting

August 22, 2023

Consent Agenda

- a. Meeting Minutes-June 27, 2023
- b. Warrants and Disbursements



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CITY OF BLUE LAKE

CALIFORNIA

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

Blue Lake City Council Minutes

Tuesday, June 27, 2023 ~ 6:00 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 6:00PM

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
Christopher Edgar

Staff Present:

Amanda Mager, City Manager/City Clerk
Ryan Plotz, City Attorney

Public Present:

Kent Sawatzky, Verda Pitts, Angela Dare, Erin McClure, Julie Christie, Justin Noydb, Tina Catalina, Jason, Mardi Granger, Beckie Thornton, Jean Lynch, Lisa Hoover, Lin Glen, Jeff Landon, Kim Warvi, Alex Ricca, Stasia Nakamura, Dave Nakamura

2. Public Comment:

Kent Sawatzky: Hands out emails and comments on the Blue Lake Rancheria and the negotiations with the Sheriff.

Verda Pitts: Appreciates the City Manager's job is to promote growth; recommends that the admin position take over clerk duties.

Angela Dare: Comments on City Clerk duties.

Erin McClure: Comments on water tank lease and eminent domain.

Julie Christie: Comments on relocating water tank from McClure property.

3. Closed Session:

a. **Closed Session: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: Portions of APN Nos. 312-131-037-000, 312-131-045-000, 312-131-046-000, and 312-190-010-000, in the unincorporated area of the County of Humboldt, State of California.
Agency negotiator: Amanda Mager, City Manager; Ryan Plotz, Assistant City Attorney
Negotiating parties: Erin McClure, Trustee
Under negotiation: Price and terms of payment.

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

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

c. Closed Session: PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Manager

Motion: To enter into closed session

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

Vote: Ayes: 5 Nays: 0 Abstain: 0

Motion Summary: Approved by Consensus

The Council, City Manager Mager and City Attorney enter into closed session at 6:10PM

Council reconvenes at 7:08PM

Motion: To enter into open session

Motion by: Edgar **Second:** Mackay

Vote: Ayes: 5 Nays: 0 Abstain: 0

Motion Summary: Motion Passed (Consensus)

Council: Nothing to report out from closed session items.

Mayor Pro-Tem Shull states that she lives on Acacia Drive, which is subject to discussion/approval for Resolution Number 1221; and as such she will recuse herself from voting on that agenda item.

Motion: To Approve the Agenda as presented

Motion by: Edgar **Second:** Mackay

No public comment

Vote: Ayes: 5 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.*

Lisa Hoover: Comments on Planning Commission and update on Powers Creek projects.

Lin Glen: Comments on Sheriff contract increases and public commenting protocol.

Kent Sawatzky: Provides an update on the County Board of Supervisors actions.

Beckie Thornton: Comments on City Manager/City Clerk duties and staff being on commissions.

Julie Christie: Comments on truck route and requests an update on the project.

Verda Pitts: Comments on the City providing law enforcement services.

Public Comment Closed.

4. Public Safety Commission Leash Law Presentation/Recommendation-Discussion/Action

Mayor Jones introduces the item; Commissioner Jason Crews presents the Public Safety Commission's recommendation on a Blue Lake leash law. The Public Safety Commission recommends using Trinidad as a model for the development of a leash law and formalizing the law in the City's municipal code.

Council discusses the recommendation and recommends a maximum 8 foot leash requirement.

Public Comment:

Alex Ricca: Comments that the east side of the levee is outside of City limits; has had more issues with dogs on leash; recommends exempting the path from Harnden Bridge to Taylor Way.

Stasia Nakamura: Dogs should be able to run on the levee and the trails; recommends a leash law in town.

Angela Dare: Comments on interactions with unleashed dogs.

Dave Nakamura: Agrees that dogs should be on leashes in town; not on the trail and levee.

Kent Sawatzky: Supports a leash law and additional contract with animal control.

Julie Christie: Supports a leash law; install signage on City property.

Lin Glen: Questions enforcement; a leash law would not have prevented the last two dog attacks; the City needs to go further to protect citizens.

Verda Pitts: A leash law was not my concern; a quicker response to animal issues was; I'm happy to let this die down; need vicious dog rules.

Public Comment Closed.

Mayor Jones: Supports a leash law.

Councilmember Mackay: Supports a leash law in town and off-leash outside of town.

Councilmember Scafani: Supports a leash law; carving out areas where it doesn't apply is difficult.

Motion: To direct staff to develop leash law language, and signage and define the City's jurisdiction in relation to the levee.

Motion by: Scafani **Second:** Edgar

No public comment

Vote: Ayes: 5 Nays: 0 Abstain: 0

Motion Summary: Motion Passed (Consensus)

5. Resolution Number 1220: Fiscal Year 22-23 Budget Amendment

Mayor Jones introduces the item and reads the staff report.

City Accountant, Scott Gordon, provides an overview of the budget amendment.

Public Comment: None

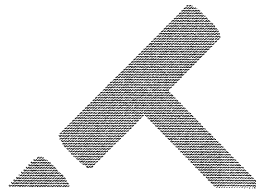
Motion: To approve Resolution Number 1220 as presented

Motion by: Edgar **Second:** Scafani

No public comment

Vote: Ayes: 5 Nays: 0 Abstain: 0

Motion Summary: Motion Passed (Consensus)



6. Resolution Number 1221-SB 1 Funding

Mayor Pro-Tem Shull recuses herself from voting; she resides on the street that is subject to the terms of the proposed resolution.

City Manager Mager provides an overview of the SB 1 program, including the staff's recommendation to utilize the funding to resurface Park and Acacia due to the level of need and the opportunity to leverage the paving associated with the Pacific Gas and Electric gas line replacement project.

Public Comment:

Kent Sawatzky: Comments that these roads have been a problem for some time and the availability of additional funds from HCAOG.

Julie Christie: Comments on HCAOG budget and City funds.

Mayor Jones: Clarifies that HCAOG funding is project specific.

Jean Lynch: Comments on funding for City road projects.

Mardi Granger: Asks about location of the roads.

Motion: To Approve Resolution Number 1221

Motion by: Edgar **Second:** Mackay

No public comment

Vote: Ayes: 4 Nays: 0 Abstain: **Recused:** 1-Shull

Motion Summary: Motion Passed

Public Comment:

7. Fiscal Year 2023/2024 Draft Budget Presentation & Adoption (Resolution Number 1222)-

Action

City Accountant, Scott Gordon, presents the draft fiscal year 23-24 budget; provides an overview of the general fund and special funds.

Councilmember Scafani: Stated that she met with the accountant and reviewed the budget; the does the salary schedule change overall?

City Manager Mager: There is no cost of living proposed this budget cycle.

Mayor Pro-Tem Shull: What is longevity pay?

City Manager Mager: Longevity pay is for long-term employees.

Councilmember Scafani: What happens if we adopt the budget and the law enforcement contract comes in higher; should we cut the budget to pay for the contract?

City Manager Mager: Provides an update on the Prash Hall improvements and the funding; staffing levels and the budget increase for another office position.

Public Comment:

Lisa Hoover: Questions discretionary funding sources.

Beckie Thornton: Comments on purchasing skates and bleachers.

Kent Sawatzky: Comments on fundraising; the general fund is positive and in good shape.

Jeff Landon: Is the City budget a million dollars?

Julie Christie: Thanks staff for budget presentation; would like updates on grant funding.

Lin Glen: Questions public comment protocol.

Motion: To Adopt Resolution Number 1222-Fiscal Year 2023-2024 Budget

Motion by: Mackay **Second:** Shull

No public comment

Vote: Ayes: 4 Nays: 1 (Scafani) **Abstain: 0**

Motion Summary: Motion Passed (4-1)

8. Planning Commission Zoom Option-Discussion/Direction

Mayor Jones introduces the item; Councilmember Scafani presents the item.

Councilmember Mackay: Would we have a policy for the other commissions?

City Manager Mager: Explains that the Planning Commission has more staff capacity to facilitate a Zoom option; the other commissions do not have dedicated staff.

Public Comment:

Angela Dare: Supports Zoom option for all commissions.

Kent Sawatzky: Can use Zoom 2x a year for Council members.

Public Comment Closed.

Council directs staff to implement a Zoom option for the Planning Commission meetings.

Julie Christie: Supports Zoom

Beckie Thornton: Supports Zoom; would like the commissions that use Skinner Store to use Zoom.

9. Consent Agenda: Warrants and Disbursements

Motion: To accept the consent agenda as presented

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

Public Comment:

Kent Sawatzky: It's a conflict of interest to vote on this item; you're voting on your pay.

Public Comment Closed

Vote: Ayes: 5 Nays: 0 Abstain: 0

Motion Summary: Motion Passed (Consensus)

10. Council Correspondence:

Mayor Jones reads a letter received from Bobbi Ricca.

11. Reports of Council and Staff:

Councilmember Edgar: Nothing to Report

Councilmember Scafani: Reports on RCEA meeting

Mayor Jones: Reports on HBMWD and City Wide Yard Sale

Mayor Pro-Tem Shull: Reports on RREDC meeting

Councilmember Mackay: Nothing to report.

12. Future Agenda Items:

Truck route and Powers Creek development update

13. Public Comment:

Kent Sawatzky: Comments on Planning Commission vacancy

Julie Christie: Comments on truck route project update

14. Motion to Adjourn:

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

Public Comment: None

Vote: Ayes: 5 Nays: 0 Abstain: 0

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
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	Arcata 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: cokes; Pay Date: 6/16/2023	830.52
230616A06	6/16/2023	Melissa M. Combs	Employee: combsm; 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. Drobnick-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 pmt 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. Burriss	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: gonzalez; Pay Date: 6/30/2023	1,646.90
10944	6/30/2023	Kierlyn V. Guynup	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: morais; 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# BLGWEVNT - 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 pmt 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-EFT01	6/30/2023	U. S. Department of Treasury	EFTPS federal tax pmt 6/30/23 PR	7,206.82
230630-EFT02	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: combsm; 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

City Manager Report

August 2023

Economic Development

- Commercial Kitchen Development: Work continues on the upgrade of City facilities to increase food production opportunities in the park. The kitchen in Prasch Hall has been updated to include new electrical, and new FRP paneling. The City is in the process of finalizing the plumbing, which will include the installation of new sinks, hot water heater and grease interceptor.

The City has received funding from USDA for the purchase of the commercial appliances; the City has received a commercial refrigerator, freezer, gas range, convection oven and stainless steel tables. Public Works has started work on the plumbing installation and anticipates that the project will be complete by the end of September.

The City has been contacted by several businesses and food producers that are interested in the use of the kitchen; once the kitchen is ready for use, the City will facilitate a rental program for use of the facility.

- RV Park and Campground: The RV Park and Campground development project is in its final stages of refinement. The project has been presented to all of the City commissions, as well as to our local and regional tourism and economic development partners and agencies. The City has received positive and constructive feedback and Storyland

	<p>Studios has produced the final report, which will be used to seek investment opportunities. Staff is working with Storyland on the printing of the material, along with a plan to release the project on the open market.</p> <p>The City has been granted an extension on the grant funding in order to expend remaining grant dollars. The remaining funds will be used to complete the survey and subdivision of the City parcels, as well as the development of a masterplan for the remaining parcels. The masterplan will guide the City as we seek additional development options for the Powers Creek District.</p>
<p>Parks and Recreation</p>	<ul style="list-style-type: none"> • <u>State Park Per Capita Grant</u>-\$177,000: Work identified in this funding application has been completed at the horse arena, tennis courts, baseball/softball fields, the serving booth and stage area. Work continues on Prasch Hall; the hall is receiving the bulk of the funding and final upgrades/renovations are being completed. Once complete, Prasch Hall will reopen with a commercial kitchen, new floor, new lighting, sound dampening, a concession stand, merchandise center, and more. The upgrades will allow the hall to be used as a music concert venue, along with additional opportunities for expanded skate services, private parties, and drop-in recreation programs. • <u>Town Square Grant</u>: The town square project was released for construction bidding; the bid date was August 17, 2023 and the City has received two bids. The City's engineer is evaluating the bid proposals and we expect to award a contract in September. • The A & H Commission will work with the contractor and the City once final bids are received and budget allocations are quantified.

	<ul style="list-style-type: none"> • <u>Skate Program</u>: Staff is getting ready for skating season; during the summer months, skating attendance tends to drop off significantly due to longer daylight hours and other summer activities. As we approach Fall and the start of the school year, the skating program will increase programming and marketing efforts. • <u>Summer Camp</u>: Summer camp has come to a successful end; numbers were impacted this year due to State funding allocations to school districts to offer free on-campus summer programs. Camp Perigot had to compete with a variety of free camps this summer, but was still able to offer a successful and fun-filled program. • <u>Bike Park</u>: The City will begin grading the bike park site for installation of the dirt track feature. Staff have met with our local partners to begin setting dates for staking, grading, and dirt moving efforts. Staff plans on completing the dirt track feature by the end of Fall and is working on multiple levels to secure additional materials and volunteer assistance.
<p>City Infrastructure</p>	<ul style="list-style-type: none"> • <u>Library Improvements</u>: The City has awarded the Library Improvement Project to Hooven & Co, Inc. Work is set to begin the week of the 21st and will include various accessibility improvements to the library bathroom, the walkway and the parking area. Work will be complete by the end of September. • The City has completed a large amount of paving and water and wastewater repairs. As part of the PG&E paving project, the City was able to leverage resources to complete additional paving in areas of the town that had been identified as near failure. A substantial amount of work was completed in the Northfield Terrace area. City staff have repainted numerous stop bars, crosswalks and center lines; along with installing new speed bumps and

	<p>tables in the community.</p> <ul style="list-style-type: none"> • <u>Truck Route Study and Design</u>: Work continues on the truck route project; the City has a draft plan that is being used to conduct environmental and cultural studies. The City's project has been approved for funding by the CTC; it is anticipated that the City will receive funding in the amount of \$1.6 million to make much needed safety improvements to Greenwood. The City will continue to pursue funding for additional improvements to the truck route as the design progresses. <p>Dan Burden, walkability/traffic safety expert, has completed a walkability audit of the City's truck route and is providing peer review and guidance on proposed improvements. The City Engineer will be updating the designs based upon Mr. Burden's recommendation and will circulate the updates to the public for input.</p> <ul style="list-style-type: none"> • <u>Taylor Way Improvements</u>: The City has received a grant from HCAOG to hire Dan Burden to complete a street design for Taylor Way. As the City designs and attracts new investment to the Powers Creek District, Taylor Way must be improved to accommodate the mix of uses. Dan Burden will assess the street, review the proposed development concepts and provide design recommendations for the City's consideration.
<p>Policy Updates and Studies</p>	<ul style="list-style-type: none"> • <u>Housing Element Update</u>: Staff have completed the final draft of the housing element and submitted it to the State for review. The element has been circulated, per the requirements of the State and staff anticipates moving it through the approval process in the upcoming months.