



CITY OF BLUE LAKE

Post Office Box 458
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 4

Date: February 27, 2024

Item Subject: City of Blue Lake Commissioner Applications and Commission Appointments

Submitted By: Mandy Mager, City Manager

General Information: The City has received applications from the following applicants for appointment to various City commissions. The following applicants are existing commissioners, whose terms have expired and who are requesting reappointment.

Background Material Provided: Applications have been received from the following applicants:

- **Economic Development Commission:**
 - Cindy Trobitz Thomas
 - Kelli Costa
- **Public Safety Commission:**
 - Kim Warvi
 - Stephanie Dickinson
- **Parks and Recreation Commission:**
 - Bettina Eipper

Fiscal Impact: N/A.

Recommended Action: Appoint commissioners as presented.

Agenda Item Review Information:				
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>	
Comments:				
After Action Information:				
Date Action Taken:		Notes:		
Action Taken: Approved: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>	
Council Vote: Jones: <input type="checkbox"/>	Shull: <input type="checkbox"/>	Mackay: <input type="checkbox"/>	Edgar: <input type="checkbox"/>	Scafani: <input type="checkbox"/>



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JAN 05 2024

City of Blue Lake Commission Application

Commission That You Are Applying For: <u>Parks + Recreation</u>	
Name: <u>Bettina Eipper</u>	
Residence Address: <u>[REDACTED]</u>	
Primary Phone Number: <u>[REDACTED]</u>	
Email Address: <u>[REDACTED]</u>	
Educational Background (Last Year Completed): <u>BA plus some grad work</u>	
Length of Time Living/Working in Blue Lake: <u>1998</u>	
Present Employer: <u>Arcata School District - Coastal Grove</u>	
Job Title: <u>Executive Director</u>	
Position Applying for:	Commissioner: <input checked="" type="checkbox"/> Advisory Member: <input 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?

City of Blue Lake

Parks and Recreation Commission Application

Bettina Eipper – Question Responses – March 2024

What community organizations are you currently involved with?

I am currently involved with the following organizations: the Mad River Grange, Parks & Recreation Commission, Friends of the Annie & Mary Rail Trail, Blue Lake Saddle Club, and Blue Lake Horse Archers.

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

By participating on the Parks & Recreation Commission for several years and living in a household with equestrians, bicyclists, fishermen, and trail users, I have developed an understanding of Blue Lake's community recreational needs. My skills and qualifications include being a long-term thinker, having institutional knowledge, being organized, having the time to contribute, maintaining a good working relationship with others, supporting the greater vision for Blue Lake, being community minded, and developing fundraising opportunities for Parks & Rec.

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

The main goal of the Commission is to support the mission and vision of the City regarding their recreational facilities, provide and promote recreational opportunities, preserve and maintain public lands to serve the recreational needs of the community, bring various user groups together, and serve as an advisory group to the Parks and Recreation Department to further their mission and vision.

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

I would like to help move forward the promotion of outdoor recreational opportunities to help Blue Lake tap into Humboldt County's untapped billion dollar outdoor recreational industry. My contributions would include supporting and helping to develop a network of recreational amenities, events, and programs that meet the needs of varying age groups in the Blue Lake community and ensure that this development follows the mission and vision of the City and Parks & Recreation Department for the Powers Creek District and greater community.



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Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: Public Safety Commission

Name: Stephanie Dickman

Address: [REDACTED]

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

Email: [REDACTED]

Educational Background (Last Year Completed): BA from HSU

Length of time in Blue Lake: 32 yrs.

Present Employer: Inovalon

Job Title: Sr. Director, Payer Relations

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

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

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

Public Safety Commission Application

Stephanie Dickinson

1. Current member of Public Safety Commission, Board of Directors member for Friends of the Annie & Mary Rail Trail.
2. Current member of PSC with knowledge of current issues. Data management and organizational skills
3. Advisory and supportive functions to the city council on policy matters, safety training and community involvement concerning public safety. Engage neighborhood groups to determine needs and priorities. Assist with community members issues (i.e. security cam installation)
4. Continue the work the PSC has been engaged in. Data management of HCSO activity to determine where to best apply our resources.



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Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: Public Safety

Name: Kim Narvi

Address: [REDACTED]

Primary Phone: [REDACTED]

Email: [REDACTED]

Educational Background (Last Year Completed): High School Grad

Length of time in Blue Lake: 38yrs

Present Employer: B & B Portable Toilets, LLC

Job Title: Admin. assistant

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

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

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

1. What community organizations are you currently involved in?

I am the Clerk for the Blue Lake Union Elementary School Board, the Secretary for the Blue Lake Education Foundation, and an active member of the PTO.

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

I am a local Blue Laker who has lived here for all my 38 years of life. I grew up off West End Road and graduated from Blue Lake Union Elementary School. I live here in town and work at B&B Portable Toilets. My husband is also a local Blue Laker, we have two sons who attend Blue Lake School. We are lucky enough to be able to live and work in the community we love so much. My goal is to help keep Blue Lake safe for my children and the community.

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

To discuss and implement safety issues for the community of Blue Lake.

4. How do you think you can contribute towards this goal/purpose?

In my regular social interactions within the community, I get an opportunity to hear the opinions of a wide variety of people in town and I can bring that back to the commission.



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Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: Economic Development Commission

Name: Cindy Trobit-Thomas

Address: [REDACTED]

Primary Phone: [REDACTED]

Email: [REDACTED]

Educational Background (Last Year Completed): Master of Public Administration (MPA)

Length of time in Blue Lake: 65+ years

Present Employer: Self-employed

Job Title: _____

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

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

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

ECONOMIC DEVELOPMENT COMMISSION

Application Question Responses

Cindy Trobitz-Thomas

1. What community organizations are you currently involved with?

Active member of the Blue Lake Museum Society (Board Member) and the Wha-Nika Club of Blue Lake. Also, dues paying member of the Blue Lake Grange and Chamber of Commerce.

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

As an Economic Development Commissioner for the last three years, I have had the opportunity to see first-hand the City Council, Commission, staff and citizens working together to develop the following key work products that support sustainable and appropriate economic development in Blue Lake:

- ✓ Powers Creek Development
- ✓ Potential Downtown Projects
- ✓ Downtown Vacant/Underutilized Retail/Commercial Properties

With over 30 years of experience in Economic Development, Housing and Redevelopment, I offer a combination of knowledge, experience, and skills that I feel with continue to assist the City of Blue in realizing their economic development goals.

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

The main goal/purpose of the Economic Development Commission is to serve in an advisory capacity to the City Council, Commissions, or City staff as directed by the City Council on matters pertaining to economic development. This may include, but is not limited to manufacturing, marketing, tourism, business expansion, housing, revitalization and agriculture.

The Commission is responsible to gather, present information and make recommendations to the City Council, Planning Commission and City staff. Once decisions are made, Commissioners should remain non-political and officially support the decisions made by the elected officials.

4. How do you think you can contribute towards this goal/purpose?

I feel my skills, ability and knowledge can assist the City of Blue Lake to develop and implement an Economic Development Plan appropriate for the community. Recently, I participated in developing a Comprehensive Economic Development Strategy (CEDS) for Del Norte County and a Strategic Infill Redevelopment Plan for the City of Arcata, expanding my knowledge base and supporting Blue Lake's planning efforts.

Blue Lake is a 'diamond in the rough' and has a tremendous potential, but that potential needs to be evaluated and directed in a positive, sustainable manner that will enhance residents and businesses alike. The first steps have been taken and I would be honored to be selected to continue to serve on the Blue Lake Economic Development Commission and be part of the City's exciting future.

CYNTHIA TROBITZ-THOMAS, MPA, BS

ctrobitz1@gmail.com

2145 Glendale Dr, McKinleyville, CA 95519

707-502-7248

CAREER HIGHLIGHTS

Cindy Trobitz-Thomas brings over 36 years of economic development, redevelopment, marketing plans and materials, housing, historic preservation, state and federal incentive programs, tourism and façade improvement, project financing and market analysis at the City of Eureka, where she created a Cultural Arts Resource District, implemented a \$62M Waterfront Revitalization Plan and secured and managed State and Federal grants. Cindy believes in the importance of working together to ensure rural communities are represented at the State and Federal levels and is proud of accomplishing that goal. Due to her deep understanding of business needs and navigating through the unique challenges of rural communities, she was an officer for Upstate CA, Chair of the Board of Directors of the North Coast Small Business Development Center and the Blue Lake Economic Development Commission. Cindy has won numerous economic development best practice awards and was honored with CALED's Golden Bear Award.

PROFESSIONAL EXPERIENCE

CYNTHIA TROBITZ-THOMAS, ECONOMIC DEVELOPMENT STRATEGIST, President & CEO **2017-Present**

Del Norte County Comprehensive Economic Development Strategy (2019)

Part of a consulting team contracted by Del Norte County in cooperation with the City of Crescent City and Crescent City Harbor District to prepare a county wide Comprehensive Economic Development Strategy (CEDs).

City of Arcata Strategic Infill Redevelopment Plan (2019)

Consulting team member contracted by the City of Arcata to conduct a residential, commercial and industrial Market Study to assist the City with the development of its Comprehensive Strategic Infill Redevelopment Plan.

City of Eureka (2018-2019)

Assisting the Eureka City Attorney to prepare Compensation Agreement/s for four future development properties as identified in the Long-Range Property Management Plan, prepare ERTN Agreements and DDA for the sale and/or lease of Properties.

CALED Local Economic Advisory Program (LEAP) (2017)

Volunteered to be part of a team of professionals to assist two communities (Hollister and Pacific Grove) to craft a strategic approach for addressing specific concerns, including goals and implementation actions, to improve a better local economy for the benefit of their community.

CITY OF EUREKA, CA Redevelopment, Housing and Economic Development Director

1987-2015

Cindy was responsible for the management and marketing of programs and activities of the Redevelopment Agency and Economic Development and Housing Department, including: Revolving Loan Fund, Foreign Trade Zone, Enterprise Zone, Façade Improvement, Seismic Upgrade, Housing, Economic Development and Grants. Secured State and Federal funding to leverage and fully maximize City resources for projects revitalizing and improving the City's economic base. Actively involved with supporting/opposing legislation affecting the economic strength of CA's communities. Recognized for excellence: 2005 CA Enterprise Zone Association "Best EZ Success Story of the Year", 2004 CALED Award of Merit (Eureka Downtown & Old Town Revitalization), 2003 CA Trade and Commerce (CT&T) "The CalZone Award" for Sustained Achievement, 2003 CALED Award of Excellence (Marketing Materials), 2003 CRA Award of Excellence (Eureka Inner Docks, Boardwalk & Public Marina Projects), 2002 CALED Award of Merit (Morris Graves Museum of Art), 2002 CT&T Excellence Award "Zone Advocate of the Year", 2001 CALED Award of Merit (Eureka Inner Docks, Boardwalk & Public Marina Projects), 1998 National Main Street "Success on Main Street" Publication, 1996 Great American Main Street Honorable Mention, 1996 League of CA Cities Helen Putnam Award of Excellence (Downtown Old Town Mural Project), 1995 CA Healthy Cities Special Achievement Award (Downtown Old Town Mural Project), 1993 Governor's Award for Design Excellence (Façade Improvement Program) and CA Main Street Designation.

EDUCATION & TRAINING

Master of Public Administration (MPA)
Bachelor of Science in Sociology (BS)
Economic Development Professional Training

University of Southern California, Los Angeles, CA
Santa Clara University, Santa Clara, CA
CALED, Redevelopment Association

PROFESSIONAL AFFILIATIONS

CALED (Chair), Founding Member of CEDA, CAED Board Member, CAEZ (President), Upstate CA EDC (CFO), North Coast Small Business Development Center (President), Eureka Main Street Board Member, City of Blue Lake Economic Development Commissioner.



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Blue Lake, CA 95525
Fax 707.668.5016

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Council/Commission/Committee Application

Council/Commission/Committee for which you are applying: Economic Development Commission

Name: Kelli Costa

Address: [REDACTED]

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

Email: [REDACTED]

Educational Background (Last Year Completed): 12

Length of time in Blue Lake: 18 years managing family property.

Present Employer: Jessicurl, LLC

Job Title: Office Manager

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

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

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

Ross & Kelli Costa
158 Wagle Lane
Fieldbrook, CA 95519

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 N. Costa". The signature is written in a cursive style with a large, stylized initial 'K' and 'C'.



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AGENDA REPORT

Item #: 5

Date: February 27, 2024

Item Subject: Conduct the Second Reading and Adopt by Title Only an Ordinance of the City Council of the City of Blue Lake Adding Section 6.04.035 to Chapter 6.04 of Title 6 of the Blue Lake Municipal Code to Adopt Dog Leash Regulations and Determining the Ordinance to be Exempt from CEQA

Submitted By: Mandy Mager, City Manager

General Information: The City Council has directed staff to amend Chapter 6.04 of Title 6 of the City's Municipal Code to add regulations requiring that all dogs be leashed on public property. The City Attorney has prepared Section 6.40.035 which amends Title 6 Chapter 6.04.

As this item amends the City Municipal Code, it must be adopted through the ordinance adoption process; this requires a first and second reading prior to adoption at a regularly scheduled Council meeting. The City Council introduced and conducted the first reading of the ordinance at the January 23rd meeting. The second reading and adoption is recommended to occur on February 27, 2024

Background Material Provided: Section 6.04.035

Fiscal Impact: N/A.

Recommended Action: Conduct the second reading of Section 6.04.035 and adopt by title only.

Agenda Item Review Information:									
City Manager Review:	<input checked="" type="checkbox"/>	Legal Review:	<input checked="" type="checkbox"/>	Planner Review:	<input type="checkbox"/>	Engineer Review:	<input type="checkbox"/>		
Comments:									
After Action Information:									
Date Action Taken:	Notes:								
Action Taken: Approved:	<input type="checkbox"/>	Denied:	<input type="checkbox"/>	Tabled:	<input type="checkbox"/>	Other:	<input type="checkbox"/>		
Council Vote: Jones:	<input type="checkbox"/>	Shull:	<input type="checkbox"/>	Mackay:	<input type="checkbox"/>	Edgar:	<input type="checkbox"/>	Scafani:	<input type="checkbox"/>

ORDINANCE NO. 2024-XXX

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE
ADDING SECTION 6.04.035 TO CHAPTER 6.04 OF TITLE 6 OF THE BLUE LAKE
MUNICIPAL CODE TO ADOPT DOG LEASH REGULATIONS AND DETERMINING
THE ORDINANCE TO BE EXEMPT FROM CEQA**

WHEREAS, the City of Blue Lake, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, pursuant to its broad police powers, the City may provide regulations to prevent dogs from being in the City unsecured by kennel, fencing, leash, or any other containment measure so to roam free; and

WHEREAS, by way of this Ordinance No. 2024-XXX, the City Council desires to add Section 6.04.035 to Chapter 6.04 of Title 6 of Blue Lake Municipal Code; and

WHEREAS, adoption of this Ordinance is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3), the “General Rule”, which states that a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the project would have a significant effect on the environment; and

WHEREAS, the City Council has considered the staff report, supporting documents, public comment, and all appropriate information that has been submitted with this Ordinance; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BLUE LAKE DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals. The above recitals are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. Adoption of this Ordinance is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3), the “General Rule”, which states that a project is exempt from CEQA where it can be seen with certainty that there is no possibility that the project would have a significant effect on the environment. The City Council hereby directs staff to prepare, execute, and file with the Humboldt County Clerk a notice of exemption within five (5) working days of the adoption of this Ordinance.

SECTION 3. Findings.

- A. Article XI, Section 7 of the California Constitution authorizes the City to enact and enforce ordinances regulating conditions that may be public nuisances or health hazards, or that promote social, economic, or aesthetic considerations;

- B. It is in the public interest for the City to take appropriate actions to protect citizens and their property from conditions that threaten public health, safety, and welfare; and
- C. It is in the public interest to make sure dogs are secured within the City to reduce instances of dog attacks and property damage by, among other things, imposing penalties on persons responsible for allowing dogs within their control to be unsecured within the City.

SECTION 4. Municipal Code Amendment. Section 6.04.035 is hereby added to Chapter 6.04 of Title 6--Animals--of the Blue Lake Municipal Code in the form and substance set forth in Exhibit "A", attached hereto and incorporated herein by reference. Without modifying the substance, following approval of this Ordinance, the City Clerk shall cause the Blue Lake Municipal Code amendments to be consistent in form and style with Title 6 of the Blue Lake Municipal Code.

SECTION 5. Effective Date. The effective date of this ordinance is thirty (30) days after its adoption by the City Council.

SECTION 6. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this resolution are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

INTRODUCED and FIRST READING CONDUCTED at a regular meeting of the City Council of the City of Blue Lake, California, on this ____ day of _____, 2024 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Adelene Jones, Mayor

ATTEST:

Anali Gonzalez, City Clerk

SECOND READING CONDUCTED, PASSED, and ADOPTED at a regular meeting of the City Council of the City of Blue Lake, California, on this ____ day of _____, 2024 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Adelene Jones, Mayor

ATTEST:

Amanda Mager, City Clerk

Exhibit "A"

Title 6 Animals

Chapter 6.04 Dog Licensing and Regulations

6.04.035 Dogs Must be Secured By Leash.

A. It shall be unlawful for any owner of, or person in charge of or in control of, any dog to suffer or permit a dog to be in the City unless such dog is securely enclosed in a pen, a fenced yard, or other enclosure, or securely tethered, or on a leash.

B. No person having the control or care of any dog shall suffer or permit such dog to enter or remain in a public park or recreation area unless it is led by a leash of suitable strength not more than six feet in length. However, nothing in this section shall prevent a dog from being used without a leash to lawfully hunt wild birds or game or to herd, guard, gather, or otherwise work domestic animals or fowls in or upon a public place or premises so long as such dog is under the charge and control of a person competent to keep such dog under effective charge and control and so long as such dog does not wrongfully harm or damage or threaten to harm or damage any person or public or private property. In addition, nothing in this chapter shall prevent a dog from running without a leash in any area designated as a dog run or park by the City so long as such dog is under the charge and control of a person competent to keep such dog under effective charge and control and so long as such dog does not wrongfully harm or damage or threaten to harm or damage any person or public or private property.

C. This section shall not apply to any official Law Enforcement Dogs on patrol.



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AGENDA REPORT

Item #: 6

Date: February 27, 2024

Item Subject: City of Blue Lake January 2024 Flood Event Discussion

Submitted By: Elise Scafani, City Councilmember

General Information: City Councilmember Scafani has requested that a discussion item be added to the agenda regarding the flood event experienced in January of 2024. Staff is available to provide information on the event, along with information on future planning, etc...

City staff presented an after-action report to the Blue Lake Public Safety Commission at the February meeting regarding the flood event; several community members that were affected by the flooding were in attendance and provided feedback on the event itself, as well as ideas for future impacts.

Background Material Provided: N/A

Fiscal Impact: N/A.

Recommended Action: Discussion

Agenda Item Review Information:									
City Manager Review:	<input checked="" type="checkbox"/>	Legal Review:	<input type="checkbox"/>	Planner Review:	<input type="checkbox"/>	Engineer Review:	<input type="checkbox"/>		
Comments:									
After Action Information:									
Date Action Taken:	Notes:								
Action Taken: Approved:	<input type="checkbox"/>	Denied:	<input type="checkbox"/>	Tabled:	<input type="checkbox"/>	Other:	<input type="checkbox"/>		
Council Vote: Jones:	<input type="checkbox"/>	Shull:	<input type="checkbox"/>	Mackay:	<input type="checkbox"/>	Edgar:	<input type="checkbox"/>	Scafani:	<input type="checkbox"/>

Agenda meeting

Elise Scafani <escafani@bluelake.ca.gov>

Thu, Feb 22, 2024 at 4:22 AM

To: Adelene Jones <ajones@bluelake.ca.gov>

Cc: Amanda Mager <citymanager@bluelake.ca.gov>, Anali Gonzalez <agonzalez@bluelake.ca.gov>

I have had a request from a member of the public for an agenda item regarding Power's creek flooding and plans to address that. I would also like to see an agenda item, as opposed to a topic in the manager's report, regarding the City's emergency response. The response to the flooding has not been presented/discussed and this needs to be done. We skipped right over it last month. There has been sufficient time to assemble and present a report and the public needs to have an opportunity to hear and participate in that discussion.

I personally had significant flooding of my property due to Railroad creek which has not happened in 25 years. After I was under water I encountered 11al out in the roadway. He informed me that Hatchery Road had just been closed and when I asked about sandbags he stated that he was going to go back to the corp yard to get sand. Mysclf and my neighbors were out dealing with clogged storm drain inlets due to the fact that the debris strainers put in place during the PG&E work had been left in place and the water over 1 of them was over 2 feet deep, causing flooding that threatened to overwhelm 2 homes. After we solved that problem we went upstream to see if we could do anything about the reason my property was underwater and found that we did not have the resources to address that issue. Mine is just 1 story of a relatively small portion of the flooded area. We need to hear about the resources the City has and the plan to deploy them in the next emergency.

Thanks,

Elise

[Quoted text hidden]



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AGENDA REPORT

Item #: 7

Date: February 27, 2024

Item Subject: Powers Creek Gravel Remediation

Submitted By: Kent Sawatzky, Resident

General Information: Kent Sawatzky has requested staff to place a discussion item on the agenda regarding Powers Creek and gravel remediation. Mr. Sawatzky has provided no additional back-up documentation regarding this discussion item.

Background Material Provided: Email from Kent Sawatzky

Fiscal Impact: N/A.

Recommended Action: Discussion

Agenda Item Review Information:	
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/> Planner Review: <input type="checkbox"/> Engineer Review: <input type="checkbox"/>
Comments:	
After Action Information:	
Date Action Taken:	Notes:
Action Taken: Approved: <input type="checkbox"/>	Denied: <input type="checkbox"/> Tabled: <input type="checkbox"/> Other: <input type="checkbox"/>
Council Vote: Jones: <input type="checkbox"/>	Shull: <input type="checkbox"/> Mackay: <input type="checkbox"/> Edgar: <input type="checkbox"/> Scafani: <input type="checkbox"/>

Next BL City Council agenda;

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

Wed, Feb 21, 2024 at 8:48 AM

Good morning, Anali

As you are aware the public has a legal right to put items on the agenda for Blue Lake City Council meetings. Please put the following topic on. "Dave Powers Creek flooding remediation". This would include input from the public and possible direction to staff. Being an initial conversation, I do not anticipate any support documents at this time.

Please acknowledge receipt of this request, and that it shall be put on the agenda. Also, please put it on earlier rather than later on the agenda to enable more from the public to participate.

Kent Sawatzky



CITY OF BLUE LAKE

Post Office Box 458
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 8

Date: February 27, 2024

Item Subject: Humboldt County Sheriff Contract Status Update

Submitted By: Mandy Mager, City Manager

General Information: The Sheriff Contract ad-hoc committee met with representatives of the Sheriff's Office on two occasions to discuss the proposed law enforcement increases and to discuss options and opportunities to reduce cost impacts to the City.

The Sheriff's Office provided budgetary information for the City to review and provided a cost allocation methodology presentation. The costs were further analyzed by the group and recommendations for further reduction were discussed. At the last meeting with the Sheriff administration, a new proposal was circulated; the new cost proposal proposes a yearly base contract of \$190,684.85.

The proposal is based upon a per capita cost allocation attributed to various cost centers associated with the ongoing provision of law enforcement services. The ad-hoc committee has reviewed the proposal and is satisfied that the new proposal represents a cost allocation methodology that is reasonable and justifiable. The ad-hoc committee also committed to applying for a one-year funding gap grant request to the Measure Z Commission; this application was prepared by the City Manager and was submitted by the funding deadline.

Next steps will be presenting a formal contract proposal to the Council for review and consideration; the Sheriff will then present the contract proposal to the County Board of Supervisors for consideration. The City is requesting that the cost increase start in fiscal year 24/25 due to timing of the submission of a final proposal. The Sheriff is requesting that the cost increase be back dated to the start of fiscal year 23/24.

Background Material Provided: N/A **Fiscal Impact:** Increase to base law enforcement contract.

Recommended Action: No action required; update only.

Agenda Item Review Information:				
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>	
Comments:				
After Action Information:				
Date Action Taken:		Notes:		
Action Taken: Approved: <input type="checkbox"/>	Denied: <input type="checkbox"/>	Tabled: <input type="checkbox"/>	Other: <input type="checkbox"/>	
Council Vote: Jones: <input type="checkbox"/>	Shull: <input type="checkbox"/>	Mackay: <input type="checkbox"/>	Edgar: <input type="checkbox"/>	Scafani: <input type="checkbox"/>



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Post Office Box 458
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 9

Date: February 27, 2024

Item Subject: Formation of Ad-Hoc Committee to Conduct City Manager Annual Performance Evaluation

Submitted By: Mayor Adelene Jones

General Information: In order to conduct the City Manager's Annual Performance Evaluation, the Council routinely establishes an ad-hoc committee to conduct the review work, including interviews and documentation compilation. The ad-hoc presents their information for the Council to review and the Council, as a whole, provides a final performance evaluation.

Background Material Provided: N/A

Fiscal Impact: N/A.

Recommended Action: Appoint two members of the Council to the ad-hoc committee and direct them to complete the necessary interviews and document compilation.

Agenda Item Review Information:	
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/> Planner Review: <input type="checkbox"/> Engineer Review: <input type="checkbox"/>
Comments:	
After Action Information:	
Date Action Taken:	Notes:
Action Taken: Approved: <input type="checkbox"/>	Denied: <input type="checkbox"/> Tabled: <input type="checkbox"/> Other: <input type="checkbox"/>
Council Vote: Jones: <input type="checkbox"/>	Shull: <input type="checkbox"/> Mackay: <input type="checkbox"/> Edgar: <input type="checkbox"/> Scafani: <input type="checkbox"/>

City of Blue Lake
February 27, 2024
Regular Council Meeting

Consent Items:

- November 28, 2023-Regular Meeting
- December 19, 2023-Special Meeting
- January 16, 2024-Special Meeting
 - Warrants and Disbursements



(707) 668-5655

Fax: (707) 668-5916

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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, November 28, 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 6:30 PM

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

Council Members Present: (06)

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

Staff Present:

Amanda Mager, City Manager/City Clerk
Anali Gonzalez, Administrative Assistant
Tonie Quigley, Office Assistant

Public Present:

Darcy Lima
Erin McClure
Kent Sawatzky
Tina Catalina
Jason
Mardi Granger
Lisa Hoover
Angela Dare
Julie Chistie
Beckie Thornton
Kat and Erica
Jean Lynch
Marlene

2. Approve Agenda

Mayor Jones: States that the Eisner's will not be present during the meeting; recommends postponing Item #7 until they can be in attendance.

Councilmember Mackay: Requests to move item #5 above item #4.

Motion: To Approve agenda with amendments.

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

Public Comment: None

Vote: Ayes: Jones, Mackay, Scafani, Shull, Edgar **Nays:** None **Absent:**

Motion Summary: Motion Passed

3. **Resolution Number 1222- A Resolution of the City of Blue Lake Honoring the Contributions of Community Advocate and Blue Lake Planning Commissioner Earl Eddy.**

Mayor Jones introduces Resolution Number 1222 honoring Blue Lake Planning Commissioner Earl Eddy.

Motion: To adopt Resolution Number 1222

Motion by: Councilmember Mackay.

Second By: Councilmember Edgar

Public Comment:

Scott Frazer: States Earl Eddy was a fine member of the Blue Lake community.

Vote: Ayes: Jones, Mackay, Scafani, Edgar, Shull **Nays:** None **Absent:**

Motion Summary: Motion Passed

Lynette Eddy: Expresses gratitude to council for honoring Earl Eddy.

Lin Glen: States she is a member of CERT and has seen Earl and Lynette Eddy actively help in the community.

Mayor Jones reads Resolution number 1222.

4. **Proclamation Honoring Joan Schirle and Declaring February 4th as Joan Schirle Day.**

Mayor Jones introduces and reads agenda item.

Motion: To adopt the Joan Schirle Day Proclamation honoring her contributions to the community and designating February 4th as Joan Schirle Day.

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

Public Comment:

Christina Nielsen: Expresses gratitude to Council for honoring Joan Schirle.

Kathleen Marshal: Comments on Joan Schirle and her performances in Blue Lake; encourages Council to adopt proclamation.

Vote: Ayes: Jones, Shull, Mackay, Scafani, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

Mayor Jones reads Proclamation honoring Joan Schirle.

5. **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.

Mayor Jones opens the public comment:

Scott Frazer: Comments on budget and suggests budget workshops for council.

Julie Christie: Comments on improving Zoom connection and getting back on Access Humboldt. States her appreciation for community members participation in council meetings.

Public Comment closed.

6. **Public Safety Commissioner Application Review and Consideration**

Mayor Jones introduces and reads Agenda item #6; Mayor Jones introduces applicants and invites applicants to introduce themselves.

Kim Warvi: States her background and desires to participate in the Public Safety commission.

Ted Hales: Comments on his background with the military police and expresses gratitude to Council for consideration of his application; states he resides on West End Road outside of City limits.

Councilmember Scafani: States that the City's Municipal Code gives preference to applicants living within City limits.

Councilmember Edgar: Comments that two of the applicants are residents of Blue Lake.

Councilmember Scafani: States one applicant lives outside of City limits but is also within the sphere of influence and would otherwise be qualified to serve on the Commission. Councilmember Scafani suggests that applicant Ted Hales has qualifications that could be useful to the commission and asks Council to consider Ted Hales as an advisory commissioner and to appoint the other two applicants as commissioners.

Councilmember Mackay: Comments on Councilmember Scafani possibly recusing herself because of a potential conflict of interest; Ted Hales is Councilmember Scafani's partner.

Mayor Jones: Comments that she does not believe that this would constitute a conflict of interest.

Public Comment:

Scott Frazer: Comments on prior commissioners living outside of City limits.

Angela Dare: Comments on Ted Hales volunteer record.

Public Comment Closed.

Motion: To appoint Daniel Flores and Kim Warvi to the Public Safety commission.

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

Votes: Ayes: Jones, Shull, Mackay, Scafani, Edgar Nays: None Absent: None

Motion Summary: Motion Passed

7. **Blue Lake Power Lease Agreement Update:**

Mayor Jones introduces the item and reads the staff report.

City Manager Mager provides an update to Council on the status of the Blue Lake Power legal proceedings.

Councilmember Scafani: Inquires on how long the process may take.

City Manager Mager: Provides information on the process serving activities and related filings with the court.

Mayor Jones: States that the owners of Blue Lake Power are from the Chicago area; requests that Council be regularly updated as the process progresses. Comments that the original lease terminates in 2025.

Public Comment:

Kent Sawatzky:

Mayor Jones: States that the City is asking the courts to award the City the past due lease payments, past due utility payments, damages, and possession of the property.

Councilmember Scafani: Asks the City Manager if there are any demolition permits issued and is there any salvage ongoing at this time.

City Manager: States there are no demolition permits issued; Blue Lake Power has been removing small equipment and cleaning the site.

Councilmember Shull: Clarifies that Blue Lake Power is still on a lease until a court ruling.

8. Humboldt County Sherriff Law Enforcement Contract Update and Staff Recommendation to Consider Exercising Option to Terminate and Enter into Renegotiations.

Mayor Jones reads agenda report and a letter from the Humboldt County Sheriff's Office dated November 28, 2023, requesting a meeting with the City to continue negotiations regarding the current contract for law enforcement services.

Councilmember Mackay: Expresses gratitude for the City Manager and her efforts to continue to fight for the City of Blue Lake. States the contract amount is a huge increase and commends the City Manager for her due diligence.

Councilmember Edgar: States this contract amount is basically extortion.

Councilmember Shull: Comments on the sudden willingness of the Sheriff to renegotiate the contract.

Mayor Jones: Asks the City Manager to explain how the Humboldt County Board of Supervisors plays a role in the law enforcement contract.

City Manager Mager: Explains that the City contracts with the County of Humboldt for law enforcement services; the Board of Supervisors authorizes the contract agreement, and the Sheriff is a party to the contract. The City manager recommends that the City contact the Sheriff and take him up on his offer to meet and discuss contracting options; recommends having County representation at the meeting. The City Manager recommends that the Council establish an ad-hoc committee of two Councilmembers to participate in the process.

Mayor Jones: States she is happy to be one of the representatives for the City of Blue Lake during the meetings with the Sheriff.

Councilmember Mackay: States she would also like to be a representative for the City of Blue Lake in the meetings with the Sheriff.

Councilmember Scafani: States she would also like to be at the table with the Sheriff and Council. Comments on Sheriff Honsal's willingness to have a conversation about the law enforcement contract.

Mayor Jones: Assures the citizens of Blue Lake that the City will have police protection and this negotiation is a good sign and part of the process.

Councilmember Scafani: Asks the City Manager to have the City Attorney present to explain the legality of this agenda item.

City Manager: States she did reach out to city attorney, but he was unavailable to attend.

Public Comment:

Ted Hales: States the comments of fair and equitable does not apply here because the Sheriff has been clear on cost of service, and it's not attributed to call volume.

Dayna: Comments on her experience with the Sheriff Department and their lack of response.

Jean Lynch: Comments on agenda report and Councilmember ad hoc committee.

Wendy: Shares experience with contacting the Sheriff Department regarding a robbery that took place at her home.

Jenny Short: Comments on City Manager's recommendations and concern over process.

Becky Thornton: Comments on Sheriff's correspondence and the City's budget.

Darcy Lima: Comments on her own experience with the Sheriff.

Robert Rousseu: Comments on the budget for the law enforcement contract.

Lori Ponte: Appreciates all the different opinions from the public; ask what the Council's plan is for the law enforcement contract.

Julie Christie: Comments on the City's budget for law enforcement and ways to fundraise.

Linda Cooley: Comments on social media and news regarding Blue Lake and its impact on business.

Kent Sawatzky: Reads an email.

Alicia Rousseu: Comments on her own experience dealing with the Sheriff Department.

Dennis Whitcomb: Commends City Manager for getting into the negotiation process.

Public Comment closed.

Motion: To establish an ad-hoc committee comprised of Adelene Jones, Elizabeth Mackay and the City Manager to enter into negotiations with the Humboldt County Sheriff, and to request that Mike Wilson and Steve Madrone (County Supervisors) participate in the negotiation process.

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

There were no comments from the Council.

Public Comment: None

Vote: Ayes: Jones, Mackay, Shull, Edgar **Nays:** Scafani **Absent:** None

Motion Summary: Motion Passed

9. **Discussion Regarding Council Meeting Frequency**

Mayor Jones introduces agenda item and reads agenda report.

Council discusses agenda item and decides that no additional action is necessary; the Council may add a second monthly meeting as needed.

No action taken.

10. **December City Council Meeting Schedule.**

Mayor Jones introduces agenda item and Council discusses the December meeting schedule.

Motion: To move the December Council meeting to December 19th at 6:30pm.

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

There were no comments from the Council.

Public Comment: None

Vote: Ayes: Jones, Mackay, Schull, Scafani, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

11. **Council Liaison, Board and Committee Assignments**

Mayor Jones introduces agenda item.

The council discusses council liaison, board and committee assignments and the need to adjust due to Council work schedules.

Motion: To accept the City Council assignments with the three amendments as discussed.

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

There were no comments from the Council.

Public Comment:

Kent Sawatzky: Encourages Council to increase communication between primary and alternates.

Vote: Ayes: Jones, Mackay, Schull, Scafani, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

12. **Council Correspondence:**

Mayor reads council correspondence.

13. **Consent Agenda**

Mayor Jones introduces the agenda item.

Councilmember Scafani: Requests that the Warrants and Disbursements be pulled from consent.

Councilmember Scafani: Comments on various checks on the warrants and disbursement report and requests clarification from staff.

Public comment:

Lori Ponte: Questions FRMS on warrants and disbursements.

Public Comment closed.

Motion: to approve the Warrants and Disbursements.

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

There were no comments from the council.

Vote: Ayes: Jones, Mackay, Scafani, Shull, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

14. **Financial Statements and Accountant Report**

Councilmember Scafani seeks clarification on financial statements and accountant report.

Motion: To approve the financial statement and accountant report as presented

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

There were no comments from the Council.

Public comment:

Lori Ponte: Comments on financial statements and accountant report.

Jennifer Kramer: Comments on how complicated grants can be; suggests that Council educate themselves on the reports to save staff time.

Vote: Ayes: Jones, Mackay, Scafani, Shull, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

15. **Reports of Council and Staff:**

Councilmember Edgar: Attended Blue Lake Public Safety Commission meeting.

Councilmember Scafani: Attended RCEA meeting.

Mayor Jones: Attended the HWMA and HCAOG meetings.

Councilmember Shull- Attended Blue Lake Chamber of Commerce meeting and RREDC meeting.

Councilmember Mackay- Attended Blue Lake Economic Development Commission meeting.

City Manager states she will provide a staff report at the December City Council Meeting.

16. **Future Agenda Items:**

- Leash Law Ordinance Update
- 1997 Blue Lake Community Visioning Strategic Plan

17. **Meeting Adjournment**

Motion: To adjourn at 9:45 PM

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

There were no comments from the Council.

Vote: Ayes: Jones, Mackay, Scafani, Shull, Edgar **Nays:** None **Absent:**

Motion Summary: Motion Passed

(707) 668-5655

Fax: (707) 668-5916

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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, December 19, 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 6:30 PM

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

Council Members Present:

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

Staff Present:

Amanda Mager, City Manager/City Clerk
Anali Gonzalez, Administrative Assistant
Tonie Quigley, Office Assistant

Public Present:

Darcy Lima
Erin McClure
Kent Sawatzky
Lisa Hoover
Dennis Whitcomb
Alicia Rousseau
Ray Thornton

2. Approve Agenda

Public Comment:

Kent Sawatzky: Suggests closed sessions be held at the end of the meeting instead of mid-term meeting.

Julie Christie: Agrees with Kent Sawatzky comment.

Public Comment Closed

Motion: To Approve the Agenda as presented

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

Vote: Ayes: Jones, Mackay, Shull, Scafani, Edgar **Nays:** None **Absent:** 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.*

Mayor Jones opens public comment:

Darcy Lima: Comments on Winter Wonderland event and thanks the City for being a partner. Comments on Sheriff contract negotiations.

Kent Sawatzky: Comments on Narcissistic Personality Disorder. Thanks, the Council, for the opportunity to speak.

Julie Christie: Thanks, the council for the opportunity to comment through Zoom.

Erin McClure: Comments on the Winter Wonderland Horse Story event; clarifies that the City's water tank is on land under the Richard McClure trust and not under the Patricia Charlie Trust.

4. **Appoint Real Property Negotiators- Parcel Nos. 025-201-019 and 025-201-009**

Mayor Jones introduces the item and reads the staff report; under consideration is the development of an Exclusive Negotiating Agreement for lease or sale of City-owned properties; the interested negotiating parties are Kenneth Eisner and Tasha Eisner

City Manager Mager: Clarifies the recommended motion should include a Council member to be a part of the negotiations; in the past it has been Mayor Adelene Jones.

Tasha Eisner: Introduces herself and Kenneth Eisner and provides professional background.

Comments on the potential of a mix of retail space and some housing for the parcels, but they don't have any predetermined plans at this point.

Councilmember Mackay: Surprised there is no plan for parcel Nos. 025-201-019 and 025-201-009

City Manager Mager: Clarifies the Eisner's do not have the ability to develop a plan because they don't have an agreement in place to do so.

Councilmember Mackay: Understands but prior to purchasing parcels a plan typically is in place.

City Manager Mager: Explains part of the agreement allows the Eisner's to work with the City to develop a plan.

Councilmember Shull: Asks if the Eisner's have a timeframe on getting their structure up and running.

Tasha Eisner: Not at this time.

Councilmember Scafani: Clarifies if the period of negotiation is 6 months; asks if the six-month time frame is enough time to decide on a structure.

Tasha Eisner: Believes they will need more than six months; in the meantime they would work with the architect and work to clean up the property.

Public Comment:

Julie Christie: Excited that local business owners are interested in the property.

Kent Sawatzky: States he is a developer and currently does his developing in Mexico. Comments on the timeframe for the negotiations. Comments on the Rousseau Project and offers advice to the Eisners.

Public Comment Closed.

Mayor Jones: States she would be happy to assist in the Eisner's negotiations.

Councilmember Scafani: Expresses that she would also like to be on the negotiating team. States she is concerned with the timeframe of the negotiations.

City Manager Mager: Explains the 6-month process can produce different outcomes and this is the first step to the process.

City Attorney: Clarifies the action is agendaized just for the appointment of the real property negotiators and those negotiators will work with the Eisners to come up with a draft negotiating agreement that will be brought back to Council for approval at a later date.

Motion: To authorize the City Manager, the City Attorney, Mayor Adelene Jones, and Councilmember Elise Scafani to negotiate an Exclusive Negotiating Agreement with Tasha and Kenneth Eisner for Assessor Parcel Number 025-201-019 and 025-201-009; and authorize City staff, including the City Manager, the City Planner, and the City Engineer to explore development options for the parcel; the terms of the negotiating agreement will be brought back to Council for consideration.

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

Vote: Ayes: Jones, Mackay, Shull, Scafani, Edgar **Nays:** None **Absent:** None

Motion Summary: Motion Passed

5. Blue Lake Power Lease Agreement Update

Mayor Jones introduces the item and reads the agenda report.

The City Attorney, Ryan Plotz, will provide an update on the status of the Blue Lake Power legal filings. The City Manager will provide an update on the site clean-up and equipment removal activities.

City Attorney: In October 2023, the City filed litigation against Blue Lake Power LLC for both termination of the lease, damages, including unpaid rent, attorney fees, penalties, and interest. The

filing is working its way through the process; once we reach a point of significance, we will agendaize a closed session item to discuss further action.

Mayor Jones: Asks if the City has received any responses to the legal filings.

City Attorney: They have not yet responded to the litigation. States Blue Lake Power is a suspended limited liability company and technically cannot respond to the filings.

Councilmember Edgar: Questions the timeframe to take control of the Blue Lake Power Plant property.

City Attorney: Explains the process and the associated timeframes; the City could know within 45 days what the status is determined to be.

Councilmember Edgar: Clarifies that the City should know within 45 days if they will take possession of the property.

City Manager Mager: The City has explored options for cleaning up the site; the City of Blue Lake has been working with Humboldt County and various agencies who have permits and authority over the site for various reasons. The City of Blue Lake recently made contact with Glen Zane regarding the intent to remove the plant and fuels from the site. Glen Zane is the main spokesperson for the project.

Councilmember Shull: Inquires if Blue Lake Power doesn't respond to the legal filings, then a judgement would go straight to the City of Blue Lake?

City Attorney: If the party does not respond within five days of service, then the City of Blue Lake can file for default judgement.

Councilmember Shull: Asks if the judgement would be inclusive of what the City has filed for.

City Attorney: Initially it will be just for possession of the property; the City will make subsequent filings for damages.

Mayor Jones: Inquires about the response deadline from Blue Lake Power.

City Attorney: Deadline for response is the end of December.

Public Comment:

Kent Sawatzky: Comments on the demolition of Blue Lake Power.

Julie Christie: Comments on Blue Lake Power and the legal process.

6. City of Blue Lake Leash Law Ordinance Update:

Mayor Jones introduces and reads the agenda report.

At the request of the community, the City Council directed staff to update the City's Dog Ordinance to implement a leash law requirement. The City Attorney, Ryan Plotz, will provide an update on the status of the ordinance, including an implementation schedule.

City Attorney: The draft ordinance has been prepared and scheduled for introduction and first reading at the next City Council meeting in January. Ordinances are a two-step process where you introduce it, conduct your first reading, and then go to a subsequent meeting for second reading and adoption; it's effective 30 days after the second reading and adoption.

Mayor Jones: Clarifies the dog park at Perigot Park is exempt from the ordinance.

Councilmember Mackay: Inquires if the levee is considered in the City limits.

City Manager Mager: Yes, the levee has been a quasi-jurisdictional issue. Humboldt County manages the western Levee, but the City of Blue Lake also has some responsibilities and property interests.

City Attorney: States he will look in advance of the next meeting at the LAFCO Municipal Service Review that contains the City's boundary and sphere of influence.

Councilmember Mackay: Inquires who will be enforcing the ordinance.

City Manager Mager: States she assumes the ordinance will be under our animal control contract with Humboldt County and enforceable by the Sheriff.

City Attorney: Concurs with City Manager.

Public Comment:

Kent Sawatzky: Requests that a copy of the draft ordinance be available to the public prior to the meeting.

Julie Christie: States she appreciates Zoom; comments on the leash law update and provides her opinions on the topic.

Dennis Whitcomb: Suggests the trails along the river be excluded from the leash law and that there be a larger dog park, perhaps at the old dump site.

Councilmember Scafani: Addresses Dennis Whitcomb's comment.

City Attorney: States as an enforcement mechanism the ordinance does incorporate the administrative citation process; it's already built into our municipal code that allows code compliance officers to cite and impose fines against violators.

7. Closed Session: Water Tank Negotiation Status Update.

Mayor Jones introduces and reads the agenda report.

The City Attorney, Ryan Plotz, will provide an update on the status of the water tank negotiation with the McClure Family Trust.

Public Comment:

Kent Sawatzky: Comments on water tank negotiations and wishes the City of Blue Lake good luck.

Julie Christie: Comments on closed session and water tank negotiations.

Motion: To go into closed session.

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

Vote: Ayes: Jones, Shull, Scafani, Edgar, Mackay **Nays:** None **Absent:** None

Motion Summary: Motion Passed

Council enters into closed session.

Council reconvenes in open session; Mayor Jones states there are no reportable actions to report.

8. City of Blue Lake Community Visioning Report Review.

Mayor Jones introduces and reads the agenda report.

Council reviews and discusses the 1997 City of Blue Lake Community Visioning Report.

Mayor Jones opens public comment.

Public Comment:

Dennis Whitcomb: Thanks the people that did the original work on the Blue Lake Community Visioning Report.

Julie Christie: Comments on the 1997 Blue Lake Community Visioning Plan.

Erin McClure: Comments on property rights and private landowners' rights.

Kent Sawatzky: Comments on the 1997 Blue Lake Community Visioning Report.

Lisa Hoover: Comments that the general plan should take precedence.

Councilmember Scafani: States she agrees with public comment. Comments on the priority issue of working on the community visioning report and how many hours staff would need. States she is afraid that so many of the projects that are being worked on already are kind of behind and expresses the burden this may bring on staff.

City Manager Mager: States the importance of updating the Blue Lake Community Visioning Report.

Councilmember Shull: Inquires if the 1997 Blue Lake Community Visioning Report can be used in conjunction with the general plan?

City Manager Mager: Yes, it is directly reflective of the general plan.

Mayor Jones: Checks with staff's understanding on updating the Blue Lake Community Visioning document.

The council directs staff to provide an update on the status of identified initiatives and bring back the report to a future meeting for further discussion and direction. The Council anticipates it will take staff several months.

9. Humboldt County Sherriff Law Enforcement Contract Update.

Mayor Jones introduces and reads the agenda report.

City Manager Mager explains that at the request of the Humboldt County Sheriff, the City is in the process of setting up a meeting to discuss contracting options and opportunities. It is anticipated that a meeting will take place in mid January; the City has appointed the City Manager, Mayor Jones and Councilmember Mackay to the negotiating team for the City.

Mayor Jones: Reads public comment from Beckie Hawethorn.

Councilmember Scafani: Inquires if one of the County Supervisors is going to be part of these meetings.

Mayor Jones: The City requested that at least Mike Wilson, our Supervisor, be present at the meeting.

City Manager Mager: States that the City had requested that our representative be in attendance, along with a representative from Trinidad and the CAO's office; the Sheriff stated that they would not be meeting with the City in partnership with Trinidad or any representatives of the County.

Public Comment:

Julie Christie: Thanks, the mayor for reading the public comment.

Kent Sawatzky: Comments on his own communications with the Sheriff's Office.

10. Council Correspondence

Mayor Jones reads correspondence from Kent Sawatzky.

11. Consent Agenda

Mayor Jones would like to pull the September 2023 Meeting minutes.

Motion: to approve item 11 B warrants and disbursements.

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

Vote: Ayes: Jones, Shull, Scafani, Edgar, Mackay **Nays:** None **Absent:** None

Motion Summary: Motion Passed

Mayor: Item 11a, bottom of page four, the Ayes needs to include Elizabeth Mackay. Page six, Ayes need to include Shull and Mackay.

Councilmember Scafani: Page six, would like to have the statement "Regardless of skill set it's an issue of personality." States she did not make statement. States she reviewed the video and did not find any statement that may have sounded anything like that.

Mayor Jones: States the main concern in meeting minutes is motions, seconds, and votes.

Councilmember Scafani: Page seven would like to insert "income to the City." and "to the City" to her statements on page seven of the September meeting minutes.

11a. Motion: To approve September meeting minutes with corrections.

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

Vote: Ayes: Jones, Shull, Scafani, Edgar, Mackay **Nays:** None **Absent:** None

Motion Summary: Motion Passed

Public Comment:

Kent Sawatzky: Comments on meeting minutes.

12. Reports from Staff

Councilmember Edgar: Attended Blue Lake Public Safety Meeting.

Councilmember Scafani: Blue Lake Park and Recreation meeting cancelled. Provides a small update on City website.

Mayor Jones: HWMA does not meet in the month of December; reports on tree lighting event.
HCAOG meeting on December 21st.

Councilmember Shull: No December RRDEC meeting. The Blue Lake Chamber of Commerce met with new president Emily Wood. Justin Noydb is the new secretary for the Blue Lake Chamber of Commerce.

Councilmember Mackay: Nothing to report.

The City Manager Report is included in the agenda packet.

Public Comment:

Kent Sawatzky: Comments on ADA parking requirements and water tank.

13. Future Agenda Items

- First Reading of the ordinance for the Leash Law
- Sheriff contract update
- Presentation from RCEA for power and battery storage

Public Comment:

Julie Christie: Comments on community events.

Kent Sawatzky: Comments on agendizing a downtown redevelopment project.

Motion: To adjourn 9:18pm

Motion By: Councilmember Mackay **Second by:** Councilmember Edgar.

Vote: Ayes: Jones, Shull, Scafani, Edgar, Mackay **Nays:** None **Absent:** None

Motion Summary: Motion Passed

(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, January 16, 2024~ 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 6:30 PM

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

Council Members Present: ~~06~~

Adelene Jones, Mayor

Angela Shull, Mayor Pro-Tem

Elise Scafani

Christopher Edgar

Council Members Absent:

Elizabeth Mackay,

Staff Present:

Amanda Mager, City Manager/City Clerk

Jordan Ludtke, Staff Engineer (SHN)

Mike Foget, City Engineer (SHN)

Public Present:

Kent Sawatzky, Mardi Granger, Jean Lynch, Beckie Thornton, Julie Christie, Justin Noydb, Ron Perry, Lori Ponte, Kim Warvi

2. Approval of the Agenda

Motion: To Approve agenda as presented

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

Public Comment: None

Vote: Ayes: Jones, Shull, Scafani, Edgar **Nays:** None **Absent:** Mackay

Motion Summary: Motion Passed

3. Public Comment:

Kent Sawatzky: Comments on municipal code and Arts and Heritage Commission; comments on the General Plan and where people can ride bikes.

Public Comment Closed.

4. **Resolution Number 1225-** *A Resolution of the City Council of the City of Blue Lake Approving the Expansion of the Greenwood Avenue Right-of-Way Adjacent to City Property Located at 111 Greenwood Avenue (Assessor Parcel Number: 025-101-005)*

Mayor Jones introduces and reads the staff report.

Council Discussion:

Mayor Jones: Asks staff about the status of undergrounding the utility poles.

Mike Foget, City Engineer: Explains that the project does not include undergrounding the utility poles; the project budget is not adequate and Pacific Gas and Electric expressed no interest in taking on the project. The design for the Greenwood includes the utility poles in their current locations but improves and expands the sidewalks to give clear pathways around the poles.

No further Council discussion.

Public Comment:

Kent Sawatzky: Comments on design concerns for Greenwood improvement project.

Councilmember Edgar: Asks for point of order; Mr. Sawatzky is commenting on the next agenda item.

Public Comment Closed.

Motion: To Adopt Resolution Number 1225-Approving the Expansion of the Greenwood Avenue Right-of-Way Adjacent to City Property Located at 111 Greenwood Avenue

Motion by: Councilmember Scafani **Second:** Councilmember Shull

Vote: Ayes: Jones, Shull, Scafani, Edgar **Nays:** None **Absent:** Mackay

Motion Summary: Motion Passed

5. **Greenwood Avenue Truck Route Improvement Project Design Approval and Authorization to Release for Bidding Upon Final Authorization by the California Transportation Commission**

Mayor Jones introduces the item and reads the staff report.

Councilmember Shull: Asks staff about the project design and the construction schedule.

Councilmember Scafani: Asks if Taylor Way will be part of the overall truck route design.

Councilmember Edgar: Ask how will residents be notified about parking restrictions.

Mike Foget, City Engineer: Explains the construction schedule, answers design questions and states that the contractor will be required to submit a traffic plan that includes road closures and notification requirements. Improvements to Taylor Way are not part of the overall design of the truck route, but the intersection of Taylor Way and Hatchery Road is part of the project design.

Mayor Jones: Asks if the water laterals will be replaced as part of the Greenwood construction project.

Mike Foget: Explains that the lateral are being proposed as a separate project that will take place prior to construction on Greenwood Avenue.

City Manager Mager: Comments that the lateral replacement project will be presented to Council for consideration at the regular Council meeting in January.

Mike Foget: Provides an overview of the lateral replacement project and why it's recommended to take place prior to the Greenwood Avenue construction project.

Councilmember Scafani: Questions the design features that are in bold on the plans.

Mike Foget: Explains the highlighted design features.

Councilmember Scafani: Questions the E Street portion of the project and the idea to make it one-way.

Mike Foget: Addresses the question and explains that the City can continue to make improvements to this street and intersection outside of the Greenwood Avenue construction project.

Councilmember Scafani: Questions the bulb-outs and walk-behind features.

Mike Foget: Explains that the bulb-outs and walk behind features are necessary to facilitate the power poles and guy wires.

Public Comment:

Kent Sawatzky: Comments that only a cat has been killed on Greenwood Avenue and there have been no kids killed that he's aware of; don't fix something that isn't broken.

Julie Christie: Comments on impacts to school parking.

Jean Lynch: Thanks Mike Foget for meeting with her and her husband to explain the project; they are much more satisfied with the process; questions impacts to the fire department with the bulb-outs.

Councilmember Edgar: Explains that the bulb-outs are the same width as a vehicle; fire trucks won't have access issues as they're smaller than a normal vehicle that could be parked in that space.

Mike Foget: Explains that they modeled the turn radius(s) and reviewed the needs of the industrial truck route users with the company representatives.

Councilmember Scafani: Asks Mike Foget to explain what changes occurred between the December presentation and the meetings with the industrial representatives, including Kernan Construction.

Mike Foget: Explains that a meeting was held with the industrial representatives, and that additional changes were made to accommodate entry onto Greenwood Avenue.

Jordan Ludtke: Explains that the improvements have also been designed to create a sense of community, while at the same time slowing down traffic to improve safety. The bulb-outs are designed to be planted with trees and plants where appropriate.

Councilmember Scafani: Comments on the road improvements by the school and the future plans that the school has to change their parking and access.

Mike Foget: Explains that the project cannot make improvements to the school property; the school has a tentative plan for improvements, but the project is not designed and funding has not been secured. The Greenwood project has considered their future ideas and has worked with the school to make adjustments to meet their needs.

Ron Perry: Comments that he's an avid cyclist and lives on Greenwood, across from the school; thinks this project is a great idea; we're a car oriented society but that's changing. Greenwood is a raceway now and this plan will help slow traffic; bulb-outs are very helpful; and the cycling community is getting bigger.

Mardi Granger: Questions if cars will be able to park on Greenwood; how do parents get their kids to school?

Councilmember Edgar: Explains that drop off won't be affected.

Mike Foget: Explains the limitations of the existing right-of-way to make improvements; didn't feel comfortable putting in a bike lane next to truck traffic; feels that expanding the sidewalks to incorporate a bike lane is the safest option and buffers kids on bikes from vehicles and large trucks.

Jean Lynch: Questions the B Street crosswalk; will it be a flashing crosswalk?

Mike Foget: Yes, the flashing hardware will be installed.

Councilmember Scafani: She heard from a Caltrans worker that the 15 MPH designation on Greenwood isn't legal; is that true?

City Manager Mager: Answers that school zones have special designations for reduced speeds.

Lori Ponte: Questions school drop-off; calming traffic is great; would like it extended; how do we accommodate large events; where will they park?

Mike Foget: The City is looking at options to increase parking, including implementation of diagonal parking areas.

Public Comment Closed.

Motion: To approve the Greenwood Avenue Truck Route Improvement Project design and authorize the City Manager to accept the funding award and to release the project out to bid for construction.

Motion by: Councilmember Shull **Second:** Councilmember Edgar

Vote: Ayes: Jones, Shull, Scafani, Edgar **Nays:** None **Absent:** Mackay

Motion Summary: Motion Passed

6. Reports of Council and Staff:

Councilmember Edgar: Nothing to report.

Councilmember Scafani: Attended Public Safety Commission Meeting; the commission is analyzing call data from the Sheriff Department.

Mayor Jones: Attended the HWMA meeting; the City of Fortuna is seeking membership; they extended their legal contract with Nancy Diamond.

Councilmember Shull- Nothing to report.

Public Comment:

Julie Christie: Comments on Access Humboldt and using Zoom for commission meetings.

7. Meeting Adjournment

Motion: To adjourn

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

There were no comments from the Council

Vote: Ayes: Jones, Scafani, Shull, Edgar **Nays:** None **Absent:** Mackay

Motion Summary: Motion Passed



City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 1/1/2024 Through 1/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
11552	1/2/2024	AT&T	12/20/23 Statment	62.86
11553	1/2/2024	Allac	12/28/2023 Invoice 389989	344.34
11554	1/2/2024	Advanced Security Systems	1/1/2024 Invoice #674686	367.50
11555	1/2/2024	Access Humboldt	12/29/2023 Inv #2065	112.50
11556	1/2/2024	B & B Portable Toilet Co.	12/9/2023 Inv #'s 173250 & 173251	167.32
11557	1/2/2024	Harold D. Burris	Annual Boot Allowance Hal Burris	132.73
11558	1/2/2024	SWRCB Accounting Office	Water System Annual Fees 7/1/23-6/30/24	2,271.60
11559	1/2/2024	CA State Disbursement Unit	12/15/23 & 12/29/23 PR Deduction	184.60
11560	1/2/2024	Independent Business Forms Inc	FY 23/24 A&M Trail Project	0.00
11561	1/2/2024	SWRCB Accounting Office	FY 23/24 A&M Trail Project	0.00
11562	1/2/2024	State Water Res. Control Board	FY 23/24 A&M Trail Project	2,509.00
11563	1/2/2024	State Water Res. Control Board	FY 23/24 P.C Foot Bridge	2,509.00
11564	1/2/2024	Coastal Business Systems Inc.	12/27/23 Inv# 35599110	476.78
11565	1/2/2024	GreatAmerica Financial Svcs.	12/18/23 Inv# 35529104	204.00
11566	1/2/2024	Hinderliter, de Lamas & Assoc	12/27/23 Inv# SIN034171	87.22
11567	1/2/2024	Humboldt Co. Sheriff's Office	Animal Shelter Q1 FY 23/24 Holds	1,288.00
11568	1/2/2024	Liebert Cassidy Whitmore	Annual Membership 1/1/24-12/31/24	405.00
11569	1/2/2024	Reyes Coca-Cola Bottling, I.L.C	12/13/23 Inv#38983366027	1,946.74
11570	1/2/2024	Redwood Petroleum	12/18/23 Inv#137	728.19
11571	1/2/2024	SIN Consulting	12/2/23 Inv#119818 Library	2,692.90
11572	1/2/2024	SHN Consulting	12/20/23 Inv#119792 Truck Route	21,912.58
11573	1/2/2024	SHN Consulting	12/20/23 Inv #119794	2,933.75
2354	1/4/2024	Bailey A. Perry	Deposit Refund #30451101 Perry	27.75
2355	1/4/2024	City of Blue Lake	Utilities paid from Deposits 1/1/24 Billing	139.25
11574	1/5/2024	Arcata Stationers	1/1/2024 Statement	608.34
11575	1/5/2024	Eureka Oxygen Co.	12/18/23 Inv #490728	840.69
11576	1/5/2024	Humboldt Co. Sheriff's Office	Jan 2024 Animal Shelter Service	721.00
11577	1/5/2024	Humb. Bay Municipal Water Dist	Billing Period Dec. 1-29, 2023	18,213.67
11578	1/5/2024	The Mitchell Law Firm, LLP	11/30/23 Inv #2398	325.50
11579	1/5/2024	Miller Farms Nursery, Inc.	12/31/23 Statement	118.67
11580	1/5/2024	Mendes Supply Company	1/1/24 Statement	489.81
11581	1/5/2024	Optimum	Billing Period 1/1-1/31 2024	445.72
11582	1/5/2024	Pierson Building Center	12/31/23 Statement	633.21
11583	1/5/2024	Statewide Traffic Safety	12/8/23 Inv#09009378	97.14
11584	1/5/2024	Thrifty Supply Company	12/31/23 Statement	134.07
11585	1/5/2024	Tensor IT	12/15/23 Statement	2,753.27
11586	1/5/2024	Thomas Home Center	12/31/23 Statement	30.88
11587	1/5/2024	U. S. Postal Service	Water Sewer Trust	1,200.00
11588	1/5/2024	Verizon Wireless	Bill Summary 11/22/23-12/21/23	329.19
11589	1/5/2024	Elise G. Seafani	Dec 2023 Council Stipend	50.00
11590	1/5/2024	Christopher B. Edgar	Dec 2023 Council Stipend	50.00
11591	1/5/2024	Adelene Jones	Dec 2023 Council Stipend	50.00
11592	1/5/2024	Elizabeth Mackay	Dec 2023 Council Stipend	50.00
11593	1/5/2024	Angela Shull	Dec 2023 Council Stipend	50.00
11594	1/5/2024	RREDC	Town Square Loan Pmt Due 2/1/24	1,236.87
11595	1/5/2024	National Rural Water Assoc.	SCADA Loan Pmt Due 2/1/24	965.00
11596	1/5/2024	D & R Janitorial Service	1/2/24 Statement	295.00
11598	1/5/2024	Redwood Curtain Design	1/1/24 Inv #1249	180.00
11600	1/11/2024	AT&T	4-1/4/2024 Cal Net 3 Bills	327.96
11601	1/11/2024	City of Blue Lake	water/sewer payments 1/1/2024	2,397.67
11602	1/11/2024	Eureka Broadcasting Co., Inc.	12/31/2023 Statement	425.00
11603	1/11/2024	FRMS	Billing Period: 86 02/01/2024 to 02/29/2024	15,284.13
11604	1/11/2024	Hensel's Ace Hardware	12/31/2023 Statement	322.23
11605	1/11/2024	Hey Juan Burritos	1/3/2024 Inv# QSG2Y + CM#QSG3Y	1,395.00
11606	1/11/2024	Les Schwab Tire Center	12/30/23 Statement	20.00
11607	1/11/2024	McKinleyville Ace Hardware	12/31/2023 Statement	270.96

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 1/1/2024 Through 1/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
11608	1/11/2024	The Mill Yard	12/31/2023 Statement	141.88
11609	1/11/2024	O'Reilly Auto Parts	12/28/2023 Statement	282.64
11610	1/11/2024	Paradise Cay Publications	12/18/2023 Inv #JNS78745	103.31
11611	1/11/2024	SHN Consulting	12/21/23 Inv#119835 REAP	297.50
11612	1/11/2024	SHN Consulting	12/21/2023 Inv #119833 Planning	6,603.75
11613	1/11/2024	SHN Consulting	11/30/23 Inv #119554 Planning	12,127.50
11614	1/11/2024	US Bank Corp. Payment Systems	11/22/23 Statement	2,336.94
11615	1/12/2024	Harold D. Burris	Employee: burrish; Pay Date: 1/12/2024	2,316.03
11616	1/12/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 1/12/2024	787.85
11617	1/12/2024	Michael D. Downard	Employee: downwardm; Pay Date: 1/12/2024	851.63
11618	1/12/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 1/12/2024	131.62
11619	1/12/2024	Kierlyn V. Guynup	Employee: guynupk; Pay Date: 1/12/2024	313.70
11620	1/12/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/12/2024	1,420.92
11621	1/12/2024	Charles K. Mager	Employee: magerc; Pay Date: 1/12/2024	585.30
11622	1/12/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 1/12/2024	246.09
11623	1/12/2024	Sarah K. Morais	Employee: morais; Pay Date: 1/12/2024	179.25
240112A01	1/12/2024	Christopher A. Ball	Employee: ballc; Pay Date: 1/12/2024	351.52
240112A02	1/12/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/12/2024	2,090.37
240112A03	1/12/2024	Charis A. Bowman	Employee: bowmane; Pay Date: 1/12/2024	382.52
240112A04	1/12/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 1/12/2024	433.50
240112A05	1/12/2024	Skyler A. Coke	Employee: cokes; Pay Date: 1/12/2024	871.12
240112A06	1/12/2024	Melissa M. Combs	Employee: combsm; Pay Date: 1/12/2024	465.09
240112A07	1/12/2024	Blake W. Corse	Employee: corseb; Pay Date: 1/12/2024	306.22
240112A08	1/12/2024	Adeline L. Esh	Employee: esha; Pay Date: 1/12/2024	126.97
240112A09	1/12/2024	Anali E. Gonzalez	Employee: gonzalez; Pay Date: 1/12/2024	1,622.86
240112A10	1/12/2024	Austin R. Jones	Employee: jonesa; Pay Date: 1/12/2024	1,217.82
240112A11	1/12/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 1/12/2024	261.42
240112A12	1/12/2024	Amanda L. Mager	Employee: magera; Pay Date: 1/12/2024	1,825.43
240112A13	1/12/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 1/12/2024	414.52
240112A14	1/12/2024	Jacob P. Meng	Employee: mengj; Pay Date: 1/12/2024	1,014.47
240112A15	1/12/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 1/12/2024	1,328.23
240112A16	1/12/2024	Quinn Sousa	Employee: sousaq; Pay Date: 1/12/2024	575.16
240112A17	1/12/2024	Emily P. Wood	Employee: woode; Pay Date: 1/12/2024	1,381.19
240112EFT-01	1/12/2024	U. S. Department of Treasury	EFTPS federal tax pmt 1/12/24 PR	6,883.15
240112EFT-02	1/12/2024	Employment Development Dept.	DE88 state tax pmt 1/12/24 PR	1,586.73
240112EFT-03	1/12/2024	Cal PERS	PERS retirement pmt 1/12/24 PR	3,686.14
240112EFT-04	1/12/2024	Freedom Voice	Freedom voice 1/1/24 statement	119.87
11624	1/17/2024	B & B Portable Toilet Co.	1/6/24 Inv# 175082 & 175083	167.32
11625	1/17/2024	CA State Disbursement Unit	1/12/24 PR Decuction	92.30
11626	1/17/2024	CA Building Standards Comm.	CBSC Qrly fees Oct-Dec 2023	7.20
11627	1/17/2024	Intedata Systems	12/31/2023 Statement	315.00
11628	1/17/2024	Austin Jones	1/4/24 Supplies Reimb. A Jones	14.31
11629	1/17/2024	North Coast Laboratories LTD.	12/31/2023 Statement	1,025.00
11630	1/17/2024	Pacific Gas and Electric	12/31/2023 Statement	9,663.24
11631	1/17/2024	Terminix International	1/15/24 Inv #'s 441849146 & 441841067	0.00
11632	1/17/2024	US Bank Corp. Payment Systems	12/22/23 Statement	4,754.31
11633	1/26/2024	Harold D. Burris	Employee: burrish; Pay Date: 1/26/2024	2,535.83
11634	1/26/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 1/26/2024	788.12
11635	1/26/2024	Michael D. Downard	Employee: downwardm; Pay Date: 1/26/2024	955.32
11636	1/26/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 1/26/2024	131.61
11637	1/26/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 1/26/2024	1,750.44
11638	1/26/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 1/26/2024	164.32
240126A01	1/26/2024	Christopher A. Ball	Employee: ballc; Pay Date: 1/26/2024	115.97
240126A02	1/26/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 1/26/2024	2,183.58
240126A03	1/26/2024	Charis A. Bowman	Employee: bowmane; Pay Date: 1/26/2024	411.30
240126A04	1/26/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 1/26/2024	567.01

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 1/1/2024 Through 1/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
240126A05	1/26/2024	Skyler A. Coke	Employee: cokes; Pay Date: 1/26/2024	1,066.05
240126A06	1/26/2024	Melissa M. Combs	Employee: combm; Pay Date: 1/26/2024	520.90
240126A07	1/26/2024	Adeline L. Esh	Employee: esha; Pay Date: 1/26/2024	52.29
240126A08	1/26/2024	Anali E. Gonzalez	Employee: gonzalez; Pay Date: 1/26/2024	1,623.40
240126A09	1/26/2024	Kanao K. Jones	Employee: jonesk; Pay Date: 1/26/2024	212.86
240126A10	1/26/2024	Austin R. Jones	Employee: jonesa; Pay Date: 1/26/2024	1,090.92
240126A11	1/26/2024	Amanda L. Mager	Employee: magera; Pay Date: 1/26/2024	1,948.68
240126A12	1/26/2024	Jacob P. Meng	Employee: mengj; Pay Date: 1/26/2024	1,109.41
240126A13	1/26/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 1/26/2024	1,325.19
240126A14	1/26/2024	Quinn Sousa	Employee: sousaq; Pay Date: 1/26/2024	162.36
240126A15	1/26/2024	Emily P. Wood	Employee: woode; Pay Date: 1/26/2024	1,392.98
240126EFT-01	1/26/2024	U. S. Department of Treasury	EFTPS federal tax pmt 1/26/24 PR	6,669.98
240126EFT-02	1/26/2024	Employment Development Dept.	DE88 state tax pmt 1/26/24 PR	1,581.71
240126EFT-03	1/26/2024	Cal PERS	PERS retirement pmt 1/26/24 PR	3,678.97
240130EFT-01	1/30/2024	Harland Clarke	TCBK Regular Checking Deposit Slip Order	54.21
Report Total				195,616.89



City of Blue Lake

City Manager Report

February 2024

Sheriff Contract Negotiations

The City's appointed ad-hoc committee continues to work with the Sheriff's administration staff to develop a new law enforcement contract with a revised contract amount. The committee has successfully negotiated a revised cost proposal and has worked with the administration staff to develop a cost allocation methodology that can be used in subsequent years to evaluate and estimate future increases or decreases. The ad-hoc anticipates receiving a revised contract which will be presented to the Council for further review and consideration.

The revised cost proposal represents a \$45,000 increase to the current contract amount. The City has submitted a funding request to the Measure Z Committee for \$35,000 to aid in filling the funding gap for the first year of implementation. This new cost proposal represents a significant reduction as compared to the original proposal received in June.

Parks and Recreation

- State Park Per Capita Grant-\$177,000: The majority of work under this grant has been completed. Remaining work includes the installation of a new roof on Prash Hall. The roof will be funded partially by the State Park Grant, facility improvement funds and COVID relief dollars. Work on the roof will take place in the spring of 2024.-**On-Going Project**

Staff is in the process of closing out the State Park Per Capita Grant for the work items that have been completed; a reimbursement request for the majority of the work has been submitted and approved by the funding agency.

- Town Square Grant: The town square construction project will begin in the Spring of 2024; the City is contracting with Sequoia Industries to complete the work.
- Bike Park: The City has started work on the dirt track portion of the bike park. Work includes moving dirt from the two larger piles to the various feature locations and then utilizing small equipment and manpower to build and compact the dirt as identified in the design. The City has winterized the site and work will continue as weather permits.

City staff are scheduling several fundraising activities to support the construction of the bike park.-On-Going

- Library Improvements: The library project is at the 90% mark; remaining work includes replacement of the door to City Hall and final concrete work to meet ADA inspection standards. The library project was inspected by the County's ADA inspector; the final report may require additional work to a section of the concrete to ensure that the proper grade is met. The contractor is aware of the issues and a plan is being put together to remediate the remaining issues.-On-Going

This project is funded through the City's Community Development Block Grant Program Income funding. Work under this project is budgeted at \$200,000.00; this includes design, engineering, bid management, inspections, project & grant management and construction.

City Infrastructure

- Truck Route Study, Design & Construction: Work continues on the truck route project; the City has a draft plan that is being used to conduct environmental and cultural studies for the full truck route. The first phase of the project has been funded for construction and the City has submitted final plans and specifications to the CTC for final award.

The City is projecting a June construction date for the improvements to Greenwood Avenue; the work will be coordinated with the elementary school's summer break schedule. The City will continue to pursue funding for additional improvements to the truck route as the design progresses.

As part of the first phase of the project, the City will be replacing the water laterals along Greenwood Avenue. This work is being done in order to make in-ground

improvements prior to the new paving and sidewalks being installed as part of the truck route improvement project.

- Taylor Way Improvements: 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 has completed an initial assessment of Taylor Way, along with a review of proposed development scenarios; he has compiled a preliminary design which is being reviewed by our engineering and planning staff. The design incorporates speed control measures, a gateway installation, raised crosswalks, on-street parking, and turnaround options for the end of Taylor Way. Staff will be presenting these ideas when they are in a more refined state of dissemination. -On-Going
- FEMA Water Tanks Funding: The City submitted a funding request to the FEMA Hazard Mitigation Program to replace the City's two redwood water tanks. The City has received notice that the phase 1 award has been approved; this will fund the design portion of the project. The City is in the process of working with FEMA and CalOES to finalize the funding agreement.-On-Going
- Housing Element Update: Staff have completed the final draft of the housing element and submitted it to the State for review. The State has received the final submittal and directed the City to pursue adoption. The City Planner is working on the environmental review and will be presenting the plan to the Planning Commission and the City Council for review and consideration of adoption.

Staff is working closely with our HCD representatives to address implementation of various initiatives; having a compliant housing element allows the City to participate in a range of programs and funding opportunities. -On-Going

City of Blue Lake Staff Report

To: Honorable Mayor and City Council
From: Jackson & Eklund Accounting, Contract Accountant
Through: Amanda Mager, City Manager/Finance Director
Date: 2/23/2024
Subject: Unaudited Financial Report 7/01/2023 to 1/31/2024

Attached are the following unaudited financial reports:

- Revenues and Expenditures by Fund - shows the financial results of operations for the period 7/01/2023 to 1/31/2024 and reflects actual year-to-date revenues and expenses/expenditures (including transfers-in/out from fund balance) in comparison to total budgeted amounts for the fiscal year. Additionally, the actual year-to-date as a percentage of the total fiscal year budget is presented.
- Cash Balance by Fund - shows the cash balance by fund and the change from 12/31/2023 to 1/31/2024.

The **budget-to-date percentage** through 1/31/2024 is **58%**.

Financial Highlights

General Fund (Fund 10 only)

General Government:

- Expenditures/transfers-out exceeded revenues/transfers-in by \$14,213 as revenues lag expenditures with majority of the lag related to property taxes and State grant revenues.
- Revenues/transfers-in are at 46% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 71% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for general government departments are all within expected budget parameters to date (58% of total fiscal year budget) except for the following departments which are over the budget-to-date as follows:
 - General Government - \$11,874 or 8.6%. Primarily due to CalPERS annual lump sum retirement payment that happens once during the fiscal year.
 - Planning - \$15,099 or 49.6%. Primarily due to street related costs which are expected to be reimbursed by PG&E.
 - Building - \$7,398 or 44.8%. Due to dual staffing related to Building Official training during the first quarter of the fiscal year. Cost should flatten the remainder of the fiscal year.
 - Law Enforcement - \$5,619 or 108.4%. Primarily due to CalPERS annual lump sum retirement payment that happens once during the fiscal year.
 - Animal Control - \$1,158 or 22.4%. Primarily due to incident related costs.

City of Blue Lake Staff Report

- Public Works - Streets – \$59,653 or 100.2%. Primarily due to seasonal street maintenance that is expected to taper-off as the fiscal year moves forward along with some unexpected sidewalk improvements.

Parks & Recreation:

- Expenditures/transfers-out exceeded revenues/transfers-in by \$157,586.
- Revenues/transfers-in are at 51% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 65% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for Parks & Recreation are all within expected budget parameters to date (58% of total fiscal year budget) except for the following departments which are over the budget-to-date as follows:
 - Recreation - \$36,917 or 27.0%. Primarily due to increased staffing related to the summer recreation program and

Total general fund cash decreased by \$9,229 from \$815,766 at 12/31/2023 to \$806,537 at 1/31/2024.

Water Operating Fund (Fund 60 only)

- Revenues exceeded expenses (excluding depreciation) by \$33,697.
- Revenues exceeded expenses (including depreciation) by \$11,969.
- Revenues are at 58% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 54% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 58% of total budgeted expenses for the fiscal year.
- Cash increased by \$11,073 from \$797,930 at 12/31/2023 to \$809,003 at 1/31/2024.

Sewer Operating Fund (Fund 70 only)

- Revenues exceeded expenses (excluding depreciation) by \$70,635.
- Revenues exceeded expenses (including depreciation) by \$20,032.
- Revenues/transfers-in are at 63% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 54% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 64% of the total budgeted expenses for the fiscal year.
- Cash balance equaled \$0 at 12/31/2023 and 1/31/2024. The cash balance is expected to increase as the City realizes the impact of its sewer rate increase.

Overall Cash Balance (all funds)

Overall, the City's cash balance increased \$50,983 from \$4,000,445 at 12/31/2023 to \$4,051,428 at 1/31/2024. The 1/31/2024 cash balance was comprised of the following: Checking - \$361,502, Public Funds Savings - \$6,993, LAIF - \$3,606,056, Utility Deposits - \$74,147, Petty Cash and Change Funds - \$2,730.

CITY OF BLUE LAKE

FINANCIAL REPORT

7/01/2023 – 1/31/2024

(Unaudited Numbers)

**City of Blue Lake
Financial Report
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City of Blue Lake
Statement of Revenues and Expenditures - Actual to Budget
10 - General Fund
From 7/01/2023 Through 1/31/2024

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<u>GENERAL GOVERNMENT</u>				
REVENUES & TRANSFERS				
Taxes	75,337	206,894	(131,557)	36.41%
Licenses, Permits & Fees	35,096	89,440	(54,344)	39.24%
Rents	4,443	5,180	(737)	85.77%
State Revenues	105,818	421,796	(315,978)	25.09%
County Revenues	3,870	11,500	(7,630)	33.65%
Charges for Services	94,214	19,206	75,008	490.54%
Other Revenues	26,795	26,820	(25)	99.91%
Interest	11,822	16,000	(4,178)	73.89%
Transfers In	58,629	101,588	(42,959)	57.71%
Total REVENUES & TRANSFERS	416,024	898,424	(482,400)	46.31%
EXPENDITURES & TRANSFERS				
Mayor and City Council	1,565	3,800	(2,235)	41.18%
Legal	2,273	6,040	(3,767)	37.63%
General Government	150,087	236,936	(86,849)	63.34%
Planning	45,548	52,198	(6,650)	87.26%
Building	23,927	28,336	(4,409)	84.44%
Law Enforcement	10,805	8,890	1,915	121.54%
Animal Control	6,335	8,875	(2,540)	71.38%
Public Works - Streets	119,185	102,055	17,130	116.79%
Capital Outlay	70,511	158,512	(88,001)	44.48%
Total EXPENDITURES & TRANSFERS	430,236	605,642	(175,406)	71.04%
TOTAL GENERAL GOVERNMENT	(14,212)	292,782	(306,994)	-4.85%
<u>PARKS & RECREATION</u>				
REVENUES & TRANSFERS				
Facility Rents	9,901	15,580	(5,679)	63.55%
Recreation Fees & Donations	96,130	192,595	(96,465)	49.91%
Total REVENUES & TRANSFERS	106,031	208,175	(102,144)	50.93%
EXPENDITURES & TRANSFERS				
Facilities & Grounds	89,989	170,551	(80,562)	52.76%
Recreation	173,628	234,362	(60,734)	74.09%
Total EXPENDITURES & TRANSFERS	263,617	404,913	(141,296)	65.10%
TOTAL PARKS & RECREATION	(157,586)	(196,738)	39,152	80.10%
TOTAL GENERAL FUND	(171,798)	96,044	(267,842)	-178.87%

City of Blue Lake
Statement of Revenues and Expenditures
36 - Powers Creek District Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Rents	12,073	33,250	(21,177)	36.31%
State Revenues	219,421	570,000	(350,579)	38.49%
Interest	0	1,100	(1,100)	0.00%
Total REVENUES & TRANSFERS	<u>231,494</u>	<u>604,350</u>	<u>(372,856)</u>	<u>38.30%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	10,497	16,949	(6,452)	61.93%
Contracted Professional Services	2,107	3,610	(1,503)	58.35%
Other Contracted Services	200	330	(130)	60.54%
Interest Expense	6,255	1,800	4,455	347.49%
Other Expenses	1,421	2,010	(589)	70.71%
Repairs & Maintenance	164	340	(176)	48.20%
Supplies	0	35	(35)	0.00%
Capital Expenditures	6,340	385,000	(378,660)	1.64%
Debt Principal Repayment	2,403	185,000	(182,597)	1.29%
Total EXPENDITURES & TRANSFERS	<u>29,386</u>	<u>595,074</u>	<u>(565,688)</u>	<u>4.94%</u>
TOTAL	<u>202,108</u>	<u>9,276</u>	<u>192,832</u>	<u>2,178.82%</u>

City of Blue Lake
Statement of Revenues and Expenditures
38 - CDBG Non-Program Income Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2023-24 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Other Revenues	1,400	2,500	(1,100)	56.00%
Interest	922	885	37	104.12%
Transfers In	0	<u>20,682</u>	<u>(20,682)</u>	0.00%
Total REVENUES & TRANSFERS	<u>2,322</u>	<u>24,067</u>	<u>(21,745)</u>	<u>9.65%</u>
TOTAL	<u>2,322</u>	<u>24,067</u>	<u>(21,745)</u>	<u>9.64%</u>

City of Blue Lake
Statement of Revenues and Expenditures
25 - Highway Users Tax Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	32,773	67,823	(35,050)	48.32%
Interest	762	600	162	126.96%
Total REVENUES & TRANSFERS	33,534	68,423	(34,889)	49.01%
EXPENDITURES & TRANSFERS				
Transfers Out	44,629	68,423	(23,794)	65.22%
Total EXPENDITURES & TRANSFERS	44,629	68,423	(23,794)	65.23%
TOTAL	(11,094)	0	(11,094)	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
30 - TDA Street Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	0	22,343	(22,343)	0.00%
Interest	108	0	108	0.00%
Total REVENUES & TRANSFERS	108	22,343	(22,235)	0.48%
EXPENDITURES & TRANSFERS				
Transfers Out	5,000	22,343	(17,343)	22.37%
Total EXPENDITURES & TRANSFERS	5,000	22,343	(17,343)	22.38%
TOTAL	(4,892)	0	(4,892)	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
34 - Regional Surface Transportation Program Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
State Revenues	0	10,922	(10,922)	0.00%
Interest	0	50	(50)	0.00%
Total REVENUES & TRANSFERS	<u>0</u>	<u>10,972</u>	<u>(10,972)</u>	<u>0.00%</u>
EXPENDITURES & TRANSFERS				
Transfers Out	9,000	10,972	(1,972)	82.02%
Total EXPENDITURES & TRANSFERS	<u>9,000</u>	<u>10,972</u>	<u>(1,972)</u>	<u>82.03%</u>
TOTAL	<u>(9,000)</u>	<u>0</u>	<u>(9,000)</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
11 - Recreation Economic Analysis Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS				
Contracted Professional Services	8,184	0	8,184	0.00%
Other Contracted Services	<u>2,800</u>	<u>0</u>	<u>2,800</u>	<u>0.00%</u>
Total EXPENDITURES & TRANSFERS	<u>10,984</u>	<u>0</u>	<u>10,984</u>	<u>0.00%</u>
TOTAL	<u>(10,984)</u>	<u>0</u>	<u>(10,984)</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
12 - American Rescue Plan - Covid Relief Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
EXPENDITURES & TRANSFERS				
Other Contracted Services	800	0	800	0.00%
Other Expenses	1,800	6,000	(4,200)	30.00%
Supplies	587	5,000	(4,413)	11.74%
Capital Expenditures	52,989	79,837	(26,848)	66.37%
Small Business Grants	0	9,000	(9,000)	0.00%
Total EXPENDITURES & TRANSFERS	<u>56,176</u>	<u>99,837</u>	<u>(43,661)</u>	<u>56.27%</u>
TOTAL	<u>(56,176)</u>	<u>(99,837)</u>	<u>43,661</u>	<u>56.26%</u>

City of Blue Lake
Statement of Revenues and Expenditures
1.3 - State Park Per Capita Program Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
State Revenues	0	177,885	(177,885)	0.00%
Total REVENUES & TRANSFERS	<u>0</u>	<u>177,885</u>	<u>(177,885)</u>	<u>0.00%</u>
EXPENDITURES & TRANSFERS				
Capital Expenditures	10,520	29,955	(19,435)	35.11%
Total EXPENDITURES & TRANSFERS	<u>10,520</u>	<u>29,955</u>	<u>(19,435)</u>	<u>35.12%</u>
TOTAL	<u>(10,520)</u>	<u>147,930</u>	<u>(158,450)</u>	<u>(7.11)%</u>

City of Blue Lake
Statement of Revenues and Expenditures
31 - TDA Purchased Transportation Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Taxes	0	32,375	(32,375)	0.00%
Total REVENUES & TRANSFERS	0	32,375	(32,375)	0.00%
EXPENDITURES & TRANSFERS				
Transit Services	8,250	32,375	(24,125)	25.48%
Total EXPENDITURES & TRANSFERS	8,250	32,375	(24,125)	25.48%
TOTAL	(8,250)	0	(8,250)	0.00%

City of Blue Lake
Statement of Revenues and Expenditures
32 - AB-939 Solid Waste/Recycling Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
State Revenues	1,789	12,255	(10,466)	14.59%
Interest	337	640	(303)	52.71%
Total REVENUES & TRANSFERS	<u>2,126</u>	<u>12,895</u>	<u>(10,769)</u>	<u>16.49%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	9,527	24,544	(15,017)	38.81%
Other Contracted Services	3,066	3,874	(808)	79.13%
Other Expenses	1,305	6,600	(5,295)	19.77%
Supplies	0	4,000	(4,000)	0.00%
Total EXPENDITURES & TRANSFERS	<u>13,898</u>	<u>39,018</u>	<u>(25,120)</u>	<u>35.62%</u>
TOTAL	<u>(11,772)</u>	<u>(26,123)</u>	<u>14,351</u>	<u>45.06%</u>

City of Blue Lake
Statement of Revenues and Expenditures
33 - Supplemental Law Enforcement Services Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2023-24 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
State Revenues	0	157,033	(157,033)	0.00%
Interest	0	50	(50)	0.00%
Total REVENUES & TRANSFERS	<u>0</u>	<u>157,083</u>	<u>(157,083)</u>	<u>0.00%</u>
EXPENDITURES & TRANSFERS				
Other Contracted Services	78,914	146,523	(67,609)	53.85%
Total EXPENDITURES & TRANSFERS	<u>78,914</u>	<u>146,523</u>	<u>(67,609)</u>	<u>53.86%</u>
TOTAL	<u>(78,914)</u>	<u>10,560</u>	<u>(89,474)</u>	<u>(747.29)%</u>

City of Blue Lake
Statement of Revenues and Expenditures
42 - CDBG Program Income-Holding Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Loan Repayments	11,969	20,570	(8,601)	58.18%
Interest	674	800	(126)	84.23%
Total REVENUES & TRANSFERS	<u>12,643</u>	<u>21,370</u>	<u>(8,727)</u>	<u>59.16%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	0	623	(623)	0.00%
Other Contracted Services	60	65	(5)	92.30%
Transfers Out	0	20,682	(20,682)	0.00%
Total EXPENDITURES & TRANSFERS	<u>60</u>	<u>21,370</u>	<u>(21,310)</u>	<u>0.28%</u>
TOTAL	<u>12,583</u>	<u>0</u>	<u>12,583</u>	<u>0.00%</u>

City of Blue Lake
Statement of Revenues and Expenditures
44 - CDBG Program Income-Revolving Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	6,373	6,507	(134)	97.94%
Total REVENUES & TRANSFERS	6,373	6,507	(134)	97.95%
EXPENDITURES & TRANSFERS				
Capital Expenditures	102,091	140,000	(37,909)	72.92%
Total EXPENDITURES & TRANSFERS	102,091	140,000	(37,909)	72.92%
TOTAL	<u>(95,718)</u>	<u>(133,493)</u>	<u>37,775</u>	<u>71.70%</u>

City of Blue Lake
Statement of Revenues and Expenditures
60 - Water Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Current Service Charges	327,636	577,607	(249,971)	56.72%
Other Revenues	9,227	8,985	242	102.68%
Interest	13,210	16,000	(2,790)	82.56%
Total REVENUES & TRANSFERS	<u>350,072</u>	<u>602,592</u>	<u>(252,520)</u>	<u>58.09%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	141,853	268,735	(126,882)	52.78%
Contracted Professional Services	7,152	28,815	(21,663)	24.82%
Other Contracted Services	6,762	9,585	(2,823)	70.55%
Insurance	8,781	16,240	(7,459)	54.07%
Interest Expense	393	945	(552)	41.57%
Other Expenses	8,649	11,650	(3,001)	74.24%
Repairs & Maintenance	3,365	1,675	1,690	200.87%
Supplies	5,279	7,670	(2,391)	68.82%
Utilities	113,063	217,897	(104,834)	51.88%
Depreciation	21,728	0	21,728	0.00%
Transfers Out	21,079	21,079	0	100.00%
Total EXPENDITURES & TRANSFERS	<u>338,103</u>	<u>584,291</u>	<u>(246,188)</u>	<u>57.87%</u>
TOTAL	<u>11,969</u>	<u>18,301</u>	<u>(6,332)</u>	<u>65.39%</u>

City of Blue Lake
Statement of Revenues and Expenditures
61 - Water Connection Fee Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	3,606	4,000	(394)	90.16%
Connection Fees	0	10,000	(10,000)	0.00%
Total REVENUES & TRANSFERS	<u>3,606</u>	<u>14,000</u>	<u>(10,394)</u>	<u>25.76%</u>
TOTAL	<u>3,606</u>	<u>14,000</u>	<u>(10,394)</u>	<u>25.76%</u>

City of Blue Lake
Statement of Revenues and Expenditures
62 - Water Capital Reserve Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	243	268	(25)	90.60%
Total REVENUES & TRANSFERS	243	268	(25)	90.61%
TOTAL	243	268	(25)	90.60%

City of Blue Lake
Statement of Revenues and Expenditures
64 - Turbidity Reduction Facility Reserve Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Turbidity Reduction Fees	4,922	13,382	(8,460)	36.78%
Current Service Charges	1	0	1	0.00%
Transfers In	21,079	21,079	0	100.00%
Total REVENUES & TRANSFERS	<u>26,002</u>	<u>34,461</u>	<u>(8,459)</u>	<u>75.45%</u>
EXPENDITURES & TRANSFERS				
Other Expenses	18	0	18	0.00%
Turbidity Reduction Costs	6,472	13,382	(6,910)	48.36%
Total EXPENDITURES & TRANSFERS	<u>6,490</u>	<u>13,382</u>	<u>(6,892)</u>	<u>48.50%</u>
TOTAL	<u>19,512</u>	<u>21,079</u>	<u>(1,567)</u>	<u>92.56%</u>

City of Blue Lake
Statement of Revenues and Expenditures
70 - Sewer Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2023-24 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Current Service Charges	323,509	519,150	(195,641)	62.31%
Other Revenues	9,226	8,985	241	102.68%
Interest	0	500	(500)	0.00%
Total REVENUES & TRANSFERS	<u>332,735</u>	<u>528,635</u>	<u>(195,900)</u>	<u>62.94%</u>
EXPENDITURES & TRANSFERS				
Salaries, Wages & Benefits	150,890	286,263	(135,373)	52.71%
Contracted Professional Services	12,851	42,815	(29,964)	30.01%
Other Contracted Services	11,478	23,190	(11,712)	49.49%
Insurance	9,783	17,940	(8,157)	54.53%
Other Expenses	36,613	39,395	(2,782)	92.93%
Repairs & Maintenance	1,769	2,965	(1,196)	59.65%
Supplies	6,371	11,470	(5,099)	55.54%
Utilities	32,346	60,916	(28,570)	53.09%
Depreciation	50,603	0	50,603	0.00%
Total EXPENDITURES & TRANSFERS	<u>312,704</u>	<u>484,954</u>	<u>(172,250)</u>	<u>64.48%</u>
TOTAL	<u>20,032</u>	<u>43,681</u>	<u>(23,649)</u>	<u>45.85%</u>

City of Blue Lake
Statement of Revenues and Expenditures
71 - Sewer Connection Fee Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Interest	5,750	6,100	(350)	94.26%
Connection Fees	0	10,000	(10,000)	0.00%
Total REVENUES & TRANSFERS	<u>5,750</u>	<u>16,100</u>	<u>(10,350)</u>	<u>35.71%</u>
TOTAL	<u>5,750</u>	<u>16,100</u>	<u>(10,350)</u>	<u>35.71%</u>

City of Blue Lake
Statement of Revenues and Expenditures
72 - Sewer Capital Reserve Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	<u>Actual YTD</u>	<u>FY 2023-24 Budget</u>	<u>Over (Under) Budget</u>	<u>Actual YTD As a % of Budget</u>
REVENUES & TRANSFERS				
Interest	24,959	26,564	(1,605)	93.95%
Total REVENUES & TRANSFERS	<u>24,959</u>	<u>26,564</u>	<u>(1,605)</u>	<u>93.96%</u>
EXPENDITURES & TRANSFERS				
Other Expenses	103	0	103	0.00%
Total EXPENDITURES & TRANSFERS	<u>103</u>	<u>0</u>	<u>103</u>	<u>0.00%</u>
TOTAL	<u>24,856</u>	<u>26,564</u>	<u>(1,708)</u>	<u>93.56%</u>

City of Blue Lake
Statement of Revenues and Expenditures
80 - Dental/Vision Trust Fund
From 7/1/2023 Through 1/31/2024
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Dental/Vision Charges to Operations	4,800	7,380	(2,580)	65.04%
Interest	657	720	(63)	91.22%
Total REVENUES & TRANSFERS	<u>5,457</u>	<u>8,100</u>	<u>(2,643)</u>	<u>67.37%</u>
EXPENDITURES & TRANSFERS				
Dental/Vision Claims	2,707	7,340	(4,633)	36.87%
Total EXPENDITURES & TRANSFERS	<u>2,707</u>	<u>7,340</u>	<u>(4,633)</u>	<u>36.88%</u>
TOTAL	<u><u>2,750</u></u>	<u><u>760</u></u>	<u><u>1,990</u></u>	<u><u>361.86%</u></u>

CITY OF BLUE LAKE
Cash Balance by Fund
1/31/2024

		<u>Balance</u> <u>1/31/2024</u>	<u>Balance</u> <u>12/31/2023</u>	<u>Increase</u> <u>(Decrease)</u>
General Funds				
10	General Fund (Net of Special Revenue or Capital Project Fund Deficits)	542,388	549,946	(7,558)
36	Powers Creek District Fund	210,168	212,523	(2,355)
38	CDBG Non-Program Income Fund	53,981	53,297	684
Total		<u>806,537</u>	<u>815,766</u>	<u>(9,229)</u>
Gas Tax and Street Funds				
25	Highway User Tax Fund	37,988	32,608	5,380
30	TDA Street Fund	4,631	4,589	42
34	Regional Surface Transportation Program Fund	-	-	-
Total		<u>42,619</u>	<u>37,197</u>	<u>5,422</u>
Special Revenue Funds				
11	Recreation Economic Analysis Fund	-	-	-
12	American Rescue Plan COVID Relief Fund	42,920	42,920	-
13	State Park Per Capita Program Fund	-	-	-
31	TDA Purchased Transportation Fund	-	-	-
32	AB-939 Solid Waste/Recycling Fund	14,956	14,856	100
33	Supplemental Law Enforcement Services Fund	-	-	-
Total		<u>57,876</u>	<u>57,776</u>	<u>100</u>
CDBG Funds				
42	CDBG Program Income Holding Fund	34,999	32,978	2,021
44	CDBG Program Income Revolving Fund	301,633	301,292	341
Total		<u>336,632</u>	<u>334,270</u>	<u>2,362</u>
Water Funds				
60	Water Fund (Net of Turbidity Reduction Facility Reserve Fund Deficit)	809,003	797,930	11,073
61	Water Connection Fee Fund	208,564	206,681	1,883
62	Water Capital Reserve Fund	14,043	13,916	127
64	Turbidity Reduction Facility Reserve Fund	-	-	-
Total		<u>1,031,610</u>	<u>1,018,527</u>	<u>13,083</u>
Sewer Funds				
70	Sewer Fund	-	-	-
71	Sewer Connection Fee Fund	332,524	329,521	3,003
72	Sewer Capital Reserve Fund (Net of Sewer Fund Deficit)	1,383,895	1,348,638	35,257
Total		<u>1,716,419</u>	<u>1,678,159</u>	<u>38,260</u>
Trust Funds				
80	Dental/Vision Trust Fund	39,735	38,750	985
82	Self-Insured Retention Reserve Fund	20,000	20,000	-
Total		<u>59,735</u>	<u>58,750</u>	<u>985</u>
Total Cash Balance		<u><u>4,051,428</u></u>	<u><u>4,000,445</u></u>	<u><u>50,983</u></u>