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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 27<sup>th</sup>, 2022 ~ 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

Elise Scafani

Angela Shull, Mayor Pro Tem

Elizabeth Mackay

##### **Staff Present:**

Amanda Mager, City Manager/City Clerk

Emily Wood, Economic Development Planner

##### **Public Present:**

Angela Dare

Beckie Thorton

Jason Crews

Lisa Hoover

Winona Pitts

Barbara Mott Siemons

Jeff Landon

Erin McClure

#### **2. Approve Agenda**

**Motion:** To Approve the Agenda as presented

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

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

**Vote: Ayes:** Jones, Shull, Mackay, Scafani **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.*

**Verda Pitts:** On December 12, 2022, my dog was attacked by another dog in my yard; there was no follow up care or help from the City or the Sheriff; the dog was not accounted for; I would like this issue brought back as a future agenda item to discuss the protocol and the development of a better protocol for future issues.

#### **4. Public Hearing: Prop 218 Majority Protest Process Relative to Proposed Increase to Water Rates**

City Manager Mager provides an overview of the rate study and the rationale for the proposed increases.

**Mayor Jones opens the public hearing.**

No public comment is received

Mayor Jones asks the public to submit any written protests; Angela Dare submits a written protest for two properties. Mayor Jones closes the public hearing and directs staff to tally the written protests.

Manager Mager reports that four (4) protests were received.

**Motion: To Adopt Resolution 1204-B**, certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed water rate increase

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

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

**Motion Summary:** Motion Passed

#### **5. Public Hearing: Prop 218 Majority Protest Process Relative to Proposed Increase to Wastewater Rates**

Mayor Jones opens the public hearing.

**Lisa Hoover:** Why were the previous letters and comments not considered as part of this process; perhaps there's a legal reason for starting from scratch?

**Erin McClure:** What are the percentages of increases?

**Barbara Mott Siemens:** Does Blue Lake have a grant writer and are grants being considered as part of the decision process to increase rates?

**Erin McClure:** The horse arena is over-watered; the City pays for this water, correct?

**Mayor Jones closes the public hearing.**

Mayor Jones states that the City Manager is a grant writer and has been successful in bringing grant resources to pay for projects; including the town square project.

Manager Mager provides clarification regarding the public comment; states that the process for conducting the protest process had to start over as the Council chose to reinitiate the 218 process.

Manager Mager clarifies the percentage of increases proposed under the rate proposal and states that the City does have grant writers on staff and as contract employees that are actively pursuing funding opportunities to offset capital expenditure costs. The rate study also includes a capital improvement plan which identifies funding assumptions and loan/grant financing. The City has several pending applications submitted for capital improvement projects related to the water and wastewater systems.

**Motion:** To Adopt **Resolution Number 1205 B**, certifying that the number of valid written protests were not received from property owners representing a majority of the parcels subject to the proposed waste water rate increase and correcting the dates in Resolution 1205 B from 12/20/22 to 12/27/22, and within item number six, changing “sufficient” to “insufficient”

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

**Council comment:**

**Councilmember Scafani:** I’m disappointed at the lack of participation from the public in protesting the rate increase and feels the holidays, weather/earthquake, and travel plans have impacted the ability for many to show up at the meeting tonight. Would like to get more people involved in future agenda items and hearings. States that she hopes people feel they can be involved and get their questions answered and encourages people to continue to come back.

**Angela Dare:** I think it’s terrible that this meeting was not attended well; it could have been publicized better.

**Mayor Jones:** At the first hearing, there was less than 200 votes counted with over 300 needed to protest the vote.

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

**Motion Summary:** Motion Passed

## **6. Public Hearing: Amendment of Section 17.16.111 (Opportunity Zone) of the Municipal Code for the following purposes: (2<sup>nd</sup> Reading)**

1. To allow emergency shelters as a principally permitted use type without discretionary review and subject to objective standards addressing onsite management and security, a limitation on the maximum number of beds, and the distance required between shelters. This use type would allow housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person
2. Revision of some stated purposes of the Opportunity Zone for internal consistency purposes

Mayor Jones reads the staff report

**City Manager Mager:** Provides an overview of the proposed amendments

Mayor Jones opens the public hearing

**Public Comment:**

**Verda Pitts:** Would this regulate homeless encampments at the river?

**Erin McClure:** Is this the start of the City of Blue Lake opening a homeless shelter?

**Verda Pitts:** Is this for the good of the people or because we get a project at the end?

**Erin McClure:** People that are land owners need to be concerned about these issues as it will affect their property values.

**Verda Pitts:** Does this have any connection to the homeless hotels in Valley West; when they can't hold it together they'll want to come to Blue Lake and to the river.

### **Mayor Jones closes the public hearing**

**Motion:** To adopt Ordinance 542 by title only

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

### **Council discussion:**

**City Manager Mager:** This does not mean the City will be building a shelter, nor do we have a plan for one. The City is however mandated by the State to have zoning that allows for this emergency shelter if needed. The Powers Creek District is the last remaining area in the community that's not influenced by high density residential development and was therefore identified as the most logical location. The City has no plans to operate a shelter; in the event that the need for a shelter was identified, it would most likely be the function of a non-profit or other agency that specializes in the development and operation of emergency shelters.

**Councilmember Scafani:** Adjusting the O Zone is needed to proceed with mandated housing requirements; although it doesn't mean we will have the shelter come to fruition.

**Councilmember Mackay:** What would this building be used for if there are no tenants?

**City Manager Mager:** This wouldn't be built without a need; and likely Blue Lake will not have a pressing need for this development in the foreseeable future.

**Mayor Jones:** There is no preparation being made on Blue Lake's behalf for developments going onto Giuntoli Lane. Staff and commissions will evaluate whether there is a need for action as these developments take shape.

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

**Motion Summary:** Motion Passed

## **7. Blue Lake Public Safety Commission Work Plan Presentation – Presentation/Action**

Public Safety Commission Chair Jason Crews presents the Public Safety's Work Plan; work plan items include Wildfire Preparedness, Community Surveillance and Neighborhood Watch Programs, Tabletop Exercises and Community Outreach. Commissioner Chair Crews explains the work of the commission and their efforts to engage the community; this includes inviting neighborhoods to attend meetings by hanging invitations at residences. Commissioner Crews provides a description of a tabletop exercise. City Manager Mager provides additional details on the exercise and how it can benefit emergency response.

### **Public Comment:**

**Lisa Hoover:** What neighborhoods has the Public Safety Commission invited to the meetings; doesn't remember receiving an invite.

**Commissioner Crews:** We have a map of the City that breaks it into quadrants; we use this map to identify neighborhoods.

**Verda Pitts:** I would like to be considered for a set of cameras based on my vantage point; I have a good location to see cars going out of town.

**The City Council accepts the Commissions work plan and thanks Commissioner Crews for their work.**

**8. Public Hearing:** City of Blue Lake Permanent Local Housing Allocation Work Plan (PLHA):

Approving activities associated with the pre-development, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low, very low, low, or moderate-income households, including necessary operating subsidies.

**City Manager Mager:** Provides an overview of the PLHA program and how the funds can be used. The City of Blue Lake is entitled to funding through this program in support of affordable housing. The funding can be used to support housing in the Powers Creek District, including the proposed DANCO project. The funding can be used for gap financing, development costs, or for a new project altogether. The application does not require the City to identify a specific project at this time, only specific activities.

**Mayor Jones opens the public hearing**

**Public Comment:**

**Verda Pitts:** Can the money be used for the DANCO project?

**Lisa Hoover:** It sounds like the only activity that is approved is for gap financing; I would recommend that the project go through a public process so the public has a forum outside of a City Council meeting to develop criteria for what the public wants to see.

**Jeff Landon:** The map guys have a project to sell market rate; does every development have to be low income housing? Does all development have to be a percentage of low income housing?

**Mayor Jones closes the public hearing and asks the City Manager to provide answers to the public comment**

**City Manager Mager:** Yes, the funding could be used for the DANCO project. It would be up to the City Council to determine what kind of forum they want to have to discuss project options.

**Councilmember Scafani:** I don't understand all of the categories or what it could be used for.

**City Manager Mager:** This funding could be used for gap financing, infrastructure improvements, acquisition of housing, rehabilitation of older multifamily units, or work in conjunction with another housing development.

**Councilmember Scafani:** Are these funds available immediately?

**City Manager Mager:** I don't know the exact timeframe for funding allocation.

**Councilmember Scafani:** I would like the PLHA to be simplified to be more easily understood.

**9. Resolution 1210:** A Resolution Authorizing the Application to the State of CA Permanent Local Housing Allocation Program

**Motion:** To Adopt Resolution 1210- A Resolution Authorizing the Application to the State of CA Permanent Local Housing Allocation Program

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

**There were no comments from the Council**

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

**Motion Summary:** Motion Passed

**10. State of CA Transaction and Use Tax Agreement Package – Measure R:**

**A. Resolution Number 1211:** A Resolution Authorizing the City Manager to Execute Agreements with the California Department of Tax and Fee Administration for Implementation of a Local Transactions and Use Tax

Mayor Jones reads the staff report.

**Public Comment:** No comments received

**Motion:** To Adopt Resolution 1211: A Resolution Authorizing the City Manager to Execute Agreements with the California Department of Tax and Fee Administration for Implementation of a Local Transactions and Use Tax

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

**Public Comment:** No Public Comment.

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

**Motion Summary:** Motion Passed

**B. Resolution Number 1212:** A Resolution Authorizing Examination of the Sales or Transactions and Use Taxes Records

**Public Comment:** No comments received

**Motion:** To Adopt Resolution 1212: A Resolution Authorizing Examination of the Sales or Transactions and Use Taxes Records

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

**Public Comment:** No Public Comment.

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

**Motion Summary:** Motion Passed

**C. Agreement Authorizations:** Authorize the City Manager to Execute the Agreement Authorizations required by the State of California to Implement the City of Blue Lake Sales and Use Tax (Measure R)

**Motion:** To authorize the City Manager to execute relevant agreements to implement the City of Blue Lake Sales and Use Tax

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

**Public Comment:** No Public Comment.

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

**Motion Summary:** Motion Passed

**11. City of Blue Lake Wastewater Treatment Plant Solar Installation Contract Award**

City Manager Mager provides an overview of the item; including a description of the project scope and the funding source.

**Councilmember Mackay:** Can we change the scope of work because we were funded for a generator but are not proposing to install solar?

**City Manager Mager:** Yes, the City has verified with our funding agency that the change from a generator to a solar project is allowable.

**Councilmember Mackay:** Is this project going out to bid?

**City Manager Mager:** Yes, the City has already gone out to bid; we had several contractor attend our pre-bid walkthrough, but we ended up only receiving one bid for the project. It may be due to the scope of the project and that there is only one local contractor with the equipment necessary to install the type of ground mount system that we require. The contractor we are recommending has worked with Redwood Coast Energy Authority and the City feels confident that the contractor is qualified to complete the project.

**Councilmember Scafani:** Is the money already there?

**City Manager Mager:** The money was received in 2019. The City has conducted an engineering analysis to determine load requirements and has been working with RCEA to develop a scope of work that is feasible under our current funding source. The project is designed to accommodate future upgrades as funding becomes available.

**Public Comment: No Public Comment.**

**Motion:** To Authorize the City Manager to award the contract to the lowest responsive bidder

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

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

**Motion Summary:** Motion Passed

## **12. Consent Agenda:** No items

## **13. Reports of Council and Staff:**

**Mayor Jones:** Attended HCAOG Meeting; discussed the 101 Corridor project. Construction will begin in Spring of 2023. The State is asking electric vehicle owners to participate in a program to track their mileage; this data will be used to evaluate impacts to the gas tax program and to develop programs for electric vehicles as they do not pay gas taxes to support road improvements.

**Mayor Pro-Tem Shull:** Nothing to Report

**Councilmember Mackay:** Attempted to visit Arts & Heritage Commission meeting — will attend next months meeting.

**Councilmember Scafani:** Nothing to Report. Would like to attend the Parks & Recreation meeting on Jan 8<sup>th</sup> at 6:30pm.

### **Staff Report:**

City Manager Mager provides an update on the skating program and the renovations taking place at Prasch Hall and throughout the park facilities and grounds. A written report was included in the Council packet.

## **14. Future Agenda Items**

1. City of Blue Lake Ordinance dealing with nuisance dogs
2. Working sessions for Council Members
3. Council Applications due 1/20/22. Staff will revise and report.
4. Councilmember Mackay would like to attend the CA League of Cities training from 1/18-1/21.
5. Councilmember Mackay would like to know the status of the City Clerk position.
6. Councilmember Scafani would like to see an organizational chart of the City and who managers what.

## **15. Adjourn**

**Motion: To Adjourn at 8:51pm**

**Motion:** Mackay; **Second:** Shull

**Public Comment: No Public Comment.**

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

**Motion Summary:** Motion Passed