



# 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 #: 3

Date: November 28, 2023

Item Subject: Resolution Number 1222-A Resolution of the City Council of the City of Blue Lake Honoring the Contributions of Community Advocate and Planning Commissioner, Earl Eddy.

Submitted By: Mandy Mager-City Manager

### General Information:

This resolution is written in honor of Earl Eddy, to recognize his many contributions to the City of Blue Lake and our community organizations. At the time of his passing, Earl was serving as the Chairman of the Blue Lake Planning Commission and was an active and engaged community volunteer and advocate.

Background Material Provided: Resolution Number 1222

Fiscal Impact: N/A

Recommended Action: Adopt Resolution Number 1222

<b>Agenda Item Review Information:</b>			
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>
Comments:			
<b>After Action Information:</b>			
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"/>

**Resolution Number 1222**

**A RESOLUTION OF THE CITY OF BLUE LAKE RECOGNIZING THE  
CONTRIBUTIONS OF COMMUNITY ADVOCATE AND  
PLANNING COMMISSIONER EARL EDDY**

**WHEREAS**, Earl Eddy was a resident of Blue Lake; and

**WHEREAS**, Earl Eddy was an active community member, dedicated to the betterment of Blue Lake; and

**WHEREAS**, Earl Eddy was a member of the City of Blue Lake Planning Commission, serving on the commission for over eight years; and at the time of his passing, was serving as the Commission Chairman; and

**WHEREAS**, Earl Eddy was an active and dedicated member of the Blue Lake Community Emergency Response Team, spending countless hours training and preparing to serve his community in the event of a disaster; and

**WHEREAS**, Earl Eddy was an active member and volunteer for many of the Blue Lake community organizations, including the Old Crows and the Mad River Grange; and

**WHEREAS**, Earl Eddy will be greatly missed by the residents of Blue Lake, and the community that he served.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Blue Lake hereby adopts this resolution in honor Earl Eddy, his contributions to the City of Blue Lake and his community spirit.

THIS RESOLUTION DULY PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

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City Clerk-Anali Gonzalez

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Mayor-Adelene Jones



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## AGENDA REPORT

**Item #:** 5

**Date:** November 28, 2023

**Item Subject:** Proclamation Honoring Joan Schirle and Designating February 4<sup>th</sup> as Joan Schirle Day.

**Submitted By:** Mandy Mager, City Manager

**General Information:** The family of Joan Schirle has provided the attached proclamation honoring Joan Schirle's contributions to Blue Lake, Dell'Arte and the greater theatre community.

The family is requesting that the Council adopt the attached proclamation and dedicate February 4<sup>th</sup> as Joan Schirle Day.

**Background Material Provided:** Proclamation

**Fiscal Impact:** N/A

**Recommended Action:** Adopt the the Joan Schirle Day Proclamation, honoring her contributions to the community and designating February 4<sup>th</sup> as Joan Schirle Day.

<b>Agenda Item Review Information:</b>									
City Manager Review:	<input checked="" type="checkbox"/>	Legal Review:	<input type="checkbox"/>	Planner Review:	<input type="checkbox"/>	Engineer Review:	<input type="checkbox"/>		
Comments:									
<b>After Action Information:</b>									
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"/>

# Joan Schirle Day Proclamation

Whereas Joan Schirle was a gifted actor whose performances delighted audiences in Blue Lake and around the world, and

Whereas Joan Schirle was a talented playwright who, among other characters, created and performed as the iconic private eye, Scar Tissue, and

Whereas Joan Schirle was instrumental in developing Dell'Arte's Theater of Place tradition which has preserved and enriched Blue Lake and Humboldt County history, and

Whereas Joan Schirle was a gifted teacher, director, and life coach to the many students who attended Dell'Arte or workshops she conducted elsewhere in the world, and

Whereas Joan Schirle was a warm, wise and thoughtful friend who enriched the lives of many people within the broader Humboldt community,

Whereas Joan Schirle boldly and courageously stood up to the evils that degrade the heart by specifically making work about her own community and its local issues with pride and ferociousness,

Whereas Joan Schirle made it her life's work to share her incredible talents with the people of Blue Lake,

Whereas Joan Schirle was deeply committed to the preservation and protection of our natural environment in Blue Lake and Humboldt County,

Whereas Joan Schirle, the Queen of Blue Lake, served her community in so many ways, from the renovation of the Logger Bar to the pancake breakfasts at the Grange,

Whereas Joan Schirle was the living embodiment of a citizen and an artist,

Now, therefore, be it resolved that the City of Blue Lake award Joan Schirle the honorary title of Leading Lady of Blue Lake, and hence forth officially celebrate February 4 as Joan Schirle Day.



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## AGENDA REPORT

**Item #:** 6

**Date:** November 28, 2023

**Item Subject:** Public Safety Commission Application Review and Appointment

**Submitted By:** Mandy Mager, City Manager

**General Information:** The Public Safety Commission has two vacancies; Kim Warvi, Blue Lake resident, Daniel Flores, Blue Lake resident and Theodore Hales, West End Road resident, have applied for appointment. Their respective applications are available for Council's consideration.

**Background Material Provided:** Commission applications.

**Fiscal Impact:** N/A

**Recommended Action:** Per Council's recommendation.

<b>Agenda Item Review Information:</b>	
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/> Planner Review: <input type="checkbox"/> Engineer Review: <input type="checkbox"/>
Comments:	
<b>After Action Information:</b>	
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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NOV 22 2023

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## City of Blue Lake Commission Application

Commission That You Are Applying For: Public Safety	
Name: Theodore Hales	
Residence Address:	
Primary Phone No.:	Alternate Phone No.:
Email Address:	
Educational Background (Last Year Completed): 1 year college	
Length of Time Living/Working in Blue Lake: 6 years	
Present Employer: Retired	
Job Title: N/A	
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?*

1. What Community organizations are you currently involved with?

I am the Secretary for the Mad River Grange. Member at Large of Veterans of Foreign Wars since 2005. President of the Humboldt Highlanders Pipe Band, an educational non-profit.

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

I served 24 years active duty with the California Army National Guard in various positions with units of the 49<sup>th</sup> Military Police Brigade, with experience in law enforcement, law enforcement operations, Basic Military Police Training and assistance to civil authorities training throughout my career. I served a total of 17 of those years here in Humboldt County which allowed me to develop relationships with many people still involved in local law enforcement within the Eureka Police Department and Humboldt County Sheriffs office.

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

The purpose of the Commission is to advise the City Council and Management on matters relating to all areas of public safety; police, fire, emergency response, etc. in accordance with the goals of the Council, City management and directives of city ordinances.

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

I can be expected to give factual advise based on real world public safety experience guided by City ordinances and City Council and Management plans, keeping in mind the restraints of local resources.



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## Council/Commission/Committee Application

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

Name: Kimberly Narvi (Kim)

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Educational Background (Last Year Completed): High School Graduate

Length of time in Blue Lake: 38 yrs.

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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NOV 21 2023

## City of Blue Lake Commission Application

Commission That You Are Applying For:	
Name: Daniel Flores	
Residence Address:	
Primary Phone No.:	Alternate Phone No.:
Email Address:	
Educational Background (Last Year Completed): Fire Academy	
Length of Time Living/Working in Blue Lake: 5 years	
Present Employer: CalFire	
Job Title: Firefighter	
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?*

Dan Flores

Blue Lake Resident

Captain, Blue Lake Volunteer Fire Department

**1. What community organizations are you currently involved with?**

I have been an active member of the Blue Lake Volunteer Fire Department for 4 years; my current rank is Captain. Prior to moving to my new apartment, I was the department's resident firefighter.

I serve many roles in the department, including trainer and duty officer. I am currently employed by CalFire, and I am a certified EMT.

I routinely volunteer for community events, including the local recreation and school events where our department provides emergency response services. I am very familiar with the community, the businesses and our local facilities. As a first responder, I spend a lot of time engaging with the community and have a good understanding of the local infrastructure. I am also familiar with our local law enforcement entities and routinely work with HCSO and CHP on incident response.

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

As a first responder, I am very familiar with emergency management structure and incident response. I have professional training in the Incident Management System and can evaluate situations from a resource and needs based perspective.

As a member of the Blue Lake Volunteer Fire Department, I can bring a perspective to the commission that reflects the needs of the community from a fire/emergency medical response perspective, along with the opportunity to broaden the communication capacity between the City and the Fire District.

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

The Public Safety Commission is an advocate for the needs of the community, while at the same time balancing the capacity of the government. The commission should reflect various perspectives in the community and can assist the government in conducting outreach at the community level. The commission should be able to bring to the Council ideas, perspectives and options for consideration.

**4. What contributions can you make to the goal/purpose of the commission?**

As a first responder, I can bring my skills in evaluation and emergency management to the commission. As an active member of the community, I can bring enthusiasm and the ability to communicate with residents, visitors and businesses. I am happy to connect the commission with the fire department and can assist in creating new collaborations and opportunities for community education and outreach.



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## AGENDA REPORT

**Item #:** 7

**Date:** November 28, 2023

**Item Subject:** Exclusive Negotiating Agreement with Kenneth and Tasha Eisner for City-Owned Assessor Parcel Number(s): 025-201-019 and 025-201-009.

**Submitted By:** Mandy Mager-City Manager

**General Information:** Tasha and Kenneth Eisner have contacted the City regarding the potential purchase of the parcel commonly referred to as the City Corporation Yard. The Eisner's have met with the City Manager to review the zoning for the parcel and the related appraisal documents.

The Eisners are proposing to enter into an Exclusive Negotiating Agreement with the City of Blue Lake to further explore development options for the parcel. The Exclusive Negotiating Agreement is a mechanism by which the owner and the potential developer can explore development opportunities exclusively for a designated period of time.

Any future proposal to purchase the property from the City would be brought forward to the Council for consideration. The ENA does not bind the City to a future sale, but does require that the City negotiate in good faith with the potential developer in the event that they present a project and offer that meet the objectives of the Council and the related zoning standards.

**Background Material Provided:** Draft Exclusive Negotiating Agreement

**Fiscal Impact:** Consideration and cost recovery actions are identified in the ENA

**Recommended Action:** Authorize the City Manager, and the City Attorney, to negotiate an Exclusive Negotiating Agreement with Tasha and Kenneth Eisner for Assessor Parcel Number(s): 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 parcels.

<b>Agenda Item Review Information:</b>				
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input checked="" type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>	
Comments:				
<b>After Action Information:</b>				
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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## AGENDA REPORT

Item #: 8

Date: November 28, 2023

Item Subject: Blue Lake Power Legal Filing Update

Submitted By: Amanda Mager, City Manager

**General Information:** The City of Blue Lake has filed a complaint against Blue Lake Power, LLC for Rent and Damages, Breach of Commercial Lease Agreement and Return of Possession. The complaint has been filed with the Humboldt County Superior Court and the City Attorney is managing the filing.

**Background Material Provided:** None

**Fiscal Impact:** The City is asking the court to award the City the past due lease payments, past due utility payments, damages and possession of the property.

**Recommended Action:** No action; status update only.

<b>Agenda Item Review Information:</b>				
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>	
Comments:				
<b>After Action Information:</b>				
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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## AGENDA REPORT

**Item #:** 9

**Date:** November 28, 2023

**Item Subject:** Staff Recommendation to Consider Termination of the Existing Contract with the Humboldt County Sheriff Department and Exercise the Option to Enter into Renegotiations for Law Enforcement Services.

**Submitted By:** Amanda Mager, City Manager

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**General Information:** On June 10, 2023, the City was notified in writing that the Sheriff was increasing the City's contract for basic law enforcement services from \$145,000 to \$315,000, with no increase in service levels, starting July 1, 2023.

The contract between the City of Blue Lake and Humboldt County allows the Sheriff to conduct a yearly computation of expenses and to propose an increase based upon actual costs. The contract language encourages both parties to discuss potential increases and to reach an agreeable and equitable number; the contract also allows the City to appeal the cost proposal in the event that the City does not agree to the final number.

The City was not notified of the potential increase prior to receiving the letter, nor was the City invited to discuss the increase prior to receiving the letter. The City made several attempts to meet with the Sheriff to discuss the increase, but the Sheriff has been unwilling to actively engage in any type of negotiation.

The Sheriff is basing the increase on a per capita calculation for services; to date, the Sheriff has not provided the City with a breakdown of costs associated with this calculation, nor is this increase supported by the call data provided to the City by the Sheriff's office.

At the October Council meeting, Sheriff Honsal made a presentation to the Council and the community; he stated that the City of Blue Lake consistently has over 2000 calls for service per year. This number is not accurate as it includes the calls for service in the City of Blue Lake, along with a "sphere of influence" that includes the Rancheria/Casino, Fieldbrook, Essex, Glendale, Highway 299, Redwood Valley, Chezem Road, Maple Creek, West End Road, and several miles past the Redwood Creek Bridge on Highway 299.

In reviewing the call data, staff was able to extrapolate the calls associated with the City of Blue Lake only; using the last 6 months of call data, the City of Blue Lake generated less than 250 “incidents.” These “incidents” include calls that were transferred to the fire department, patrol checks when deputies drive through town, public assists, warnings, accidental dials, billable alarm calls, and only 3 citations, and 4 arrests. These numbers clearly show that the City of Blue Lake has a minimal crime rate and the burden on the Sheriff to respond to the City of Blue Lake does not warrant a doubling of the contract amount.

It is also important to note that the Sheriff has increased the contract for basic law enforcement services for the City of Trinidad. Trinidad’s contract has increased to over \$200,000.00, but their contract computation was based upon the cost of a deputy and overhead costs associated with various departments within the Sheriff department. This calculation is not consistent with the calculation used for the City of Blue Lake’s increase.

The City of Blue Lake operates a small municipal budget; the cost increase proposed by the Sheriff is approximately 1/3 of the City’s overall budget. This amount is not sustainable based upon current revenue projections, and staff does not feel that it is warranted based upon the level of service provided by the Sheriff, or the call volume for the City.

Staff is recommending that the City Council consider terminating the contract with the Sheriff and make a formal request to enter into negotiations for a new contract. Staff further recommends that the Council formally request that this contract issue be brought before the Humboldt County Board of Supervisors and that Supervisors Wilson and Madrone be part of the negotiating process. As the Board of Supervisors is the entity that approves the contract on behalf of the County, it is appropriate that this contract issue be elevated to their level.

Staff further recommends that the City Council formally request that the Board of Supervisors consider freezing any increases until fair and equitable negotiations can take place, and that the first quarterly payment made to the Sheriff be applied against a future contract amount.

**Background Material Provided:**

- Current Law Enforcement Contract
- Call Log Provided by the Sheriff’s Office
- Call Data for Calls Located in the City of Blue Lake Only

**Fiscal Impact:** The proposed increase will result in a budget deficit of approximately \$160,000.00 and will require the City to adopt a budget amendment and utilize General Fund revenue to make up the shortfall.

**Recommended Action:**

1. Direct staff to draft a letter to the Humboldt County Board of Supervisors requesting that the increase to the City’s contract be brought before the board for discussion, and that the Board of Supervisors consider appointing Supervisors Madrone and Wilson to a negotiating team to work

with the Sheriff and the City to reach a negotiated contract amendment that is agreeable to all parties.

2. Council to consider exercising the City's right to terminate the agreement with the Sheriff and exercise the option to enter into negotiations for a new contract.

<b>Agenda Item Review Information:</b>	
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/> Planner Review: <input type="checkbox"/> Engineer Review: <input type="checkbox"/>
Comments:	
<b>After Action Information:</b>	
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 Contract**

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

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

#### **Term of Agreement**

1. Basic Term. The term of this AGREEMENT shall commence November 1, 2021 and continue through June 30, 2024, a thirty-one (31) month four (4) week term, expiring June 30, 2024, unless sooner terminated pursuant to Section 18.
2. Extended Term. The term of this AGREEMENT may be extended for successive periods of one (1) year if the legislative bodies of both parties determine to so extend the term and written notice of such renewal is given to the other party at least three (3) months prior to expiration. The extended terms shall be referred to as first Extended Term, Second Extended Term, etc.

#### **WITNESSETH:**

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

#### **NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:**

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

Personnel shall be supported by an appropriate number of Sheriff's supervisory and management personnel, as deemed necessary by the COUNTY. This service will include regular, random patrol, as available, of the City of Blue

Lake during all hours of service. It will also include providing the citizens of Blue Lake access to report and or file a police report or anonymous complaint online, and access to crime mapping.

2. The law enforcement services to be provided by the COUNTY to the CITY within the CITY 's incorporated area shall include:
  - A. Enforcement of State Statutes;
  - B. Enforcement of ordinances of CITY (excluding animal control, building and construction);
  - C. Police protection of the type provided by the Sheriff;
  - D. Traffic and DUI enforcement, with the exception or such traffic enforcement as may be provided by the California Highway Patrol on any freeway traversing the CITY or as required by statute;
  - E. All detective, juvenile and other specialized services provided by the Sheriff in the unincorporated areas of the COUNTY, such as homicide, child abuse investigations and narcotics enforcement;
  - F. Abandon Vehicle Abatement;
  - G. When requested by the CITY, via the City Manager, a representative of the Sheriff's Office at the rank of Lieutenant or higher shall meet quarterly with the public, either in a special meeting or at a council meeting to discuss CITY policing issues;
  - H. All other law enforcement services of the type provided by the Sheriff within the unincorporated areas of the COUNTY;

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

3. The Sheriff shall give prompt consideration to all requests of the City Manager regarding the delivery of general law enforcement services, including staffing assignments, and make every reasonable effort to comply with requests consistent with good law enforcement practices and other provisions of this AGREEMENT. To facilitate the timely exchange of such information between the CITY and the COUNTY, the Parties hereto shall meet from time to time to discuss performance issues under this AGREEMENT and the attendees shall include the City Manager, the Operations Division Commander, the McKinleyville Station Lieutenant, and a designated city council member.
4. For the purposes of performing services and functions pursuant to this AGREEMENT, and only to give official status to such performance, every COUNTY Deputy or employee shall be deemed to be an ex-officio officer of the CITY while engaged in performing any such service or function which is a municipal function falling within the scope of this AGREEMENT.
5. The CITY shall have the right to discuss with the COUNTY issues of concern related to matters covered under this AGREEMENT. However, the manner or

rendition of services, the standard of performance, the discipline of employees and other matters incident to the performance of services, including control of personnel so employed, shall remain under the exclusive control of the Sheriff. The Sheriff shall, however, give consideration to requests of the City Manager, which may relate to the performance of services under this AGREEMENT. In the event of a dispute between the parties as to the duties and functions to be rendered or the manner of their performance, determinations by the Sheriff shall be final and conclusive as between the parties.

6. An inventory of furnishings and fixtures contributed by the CITY and the COUNTY for purposes of supplying the station shall be maintained throughout this AGREEMENT. Each party will continue to bear their own costs of such items and upon termination of this AGREEMENT, said items of like kind shall be returned to the respective agency that had original ownership.
7. COUNTY shall provide the necessary supplies, equipment, services and materials required for performing its duties under this AGREEMENT, including vehicle acquisition, maintenance, fuel and replacements.
8. COUNTY and CITY shall determine where such law enforcement quarters are to be located within the CITY. It is expressly understood that the COUNTY may use such quarters in connection with the performance of its duties beyond the scope of services previously outlined in sections 1-4 and in connection with the performance of its duties in territory outside the CITY and adjacent territory, provided, however, that the performance of such non-city duties shall be at no additional cost to the CITY.
9. At the time of execution of this AGREEMENT, the charge to the CITY for the services and functions to be performed by the COUNTY at the level of service agreed upon by the CITY is \$122,876 annually.  
The total cost charged to the CITY does not include expenses attributable to services or facilities normally provided to all cities within the COUNTY as part of enforcement duties and functions performed by the Sheriff under the ordinances and regulations of the COUNTY and the statutes of the State of California.
10. The CITY shall render to COUNTY the amount of \$30,719 on a quarterly basis payable on the following dates: first (1<sup>st</sup>) payment due October 1, second (2<sup>nd</sup>) payment due January 1, third (3<sup>rd</sup>) payment due April 1, and fourth (4<sup>th</sup>) payment due July 1. Any extended term shall follow this quarterly payment schedule. The COUNTY shall, 30 days prior to the payment due date, provide to the CITY an invoice which will reflect the amount due by CITY for services rendered by COUNTY under this AGREEMENT during the previous quarter. If such payment is not received by COUNTY within thirty (30) days of the due date, COUNTY shall be entitled to recover interest at a rate of seven (7%) percent per annum and the COUNTY may terminate this AGREEMENT immediately, and without any further notice take such steps as may be necessary to enforce

payment.

11. Re-computation of General Law Enforcement Services. Except as otherwise specified hereinafter, the total amount charged for General Law Enforcement Services, as defined in Section 2, shall be recomputed annually on or before June 1 of each calendar year for the following fiscal year, with the fiscal year defined as July 1 through June 30. The re-computation calculation shall be determined by the COUNTY based upon estimated additional costs of providing General Law Enforcement Services described in Section 2. The total contract amount for the applicable fiscal year will be effective July 1 of that fiscal year, subject to appeal by CITY. Staff representatives of the COUNTY and CITY are advised to meet during the calculation process and prior to any formal presentation before their respective governing bodies. At the request of either party, cost increases will be formally addressed at any time within the term of this AGREEMENT.
12. The CITY, its officers and employees, shall not assume by this AGREEMENT any liability for the direct payment of any salary, wages, or other compensation to any officer or employee of COUNTY that is performing services hereunder for the CITY, or for any other liability other than that provided for in this AGREEMENT.
13. CITY shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney fees and other costs of litigation, arising out of, or in connection with, CITY's performance of, or failure to comply with, any of the obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.  
  
The CITY and its insurer, or self-insured pool, shall provide evidence of general and automobile liability insurance with limits no less than \$2,000,000.00 per occurrence. The CITY shall provide an endorsement from its insurer or self-insured pool naming the County of Humboldt, its officials, employees, and volunteers as additional insured.
14. It is expressly understood between the parties to this AGREEMENT that no employer/employee relationship is intended; the relationship of COUNTY to CITY being that of an independent contractor and CITY and COUNTY retain sole and independent liability for the actions of the employees of each.
15. CITY, through its City Manager, shall have access to non-privileged and non-confidential reports and other documents pertaining to the services provided hereunder and within the scope of the Public Records Act (Government Code Section 6250 et seq.). COUNTY shall transmit monthly, to the City Manager statistical reports on crime occurrence, traffic incidents, and other

contract services within the CITY.

16. All work performed hereunder is subject to limitations of Section 23008 of the Government Code or the State of California, and in accordance therewith, before any work is performed or services rendered pursuant hereto, an amount equal to the cost to the CITY must be reserved by the CITY from its funds to ensure payment for work, service, or materials provided by COUNTY hereunder.
17. **COMPLIANCE WITH NUCLEAR FREE ORDINANCE:** In recognition of the Humboldt County Nuclear Free Ordinance, the CITY certifies by its signature below that it is not a nuclear weapons contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Ordinance in Humboldt County. CITY agrees to notify COUNTY via HCSO immediately if it becomes a nuclear weapons provider, as defined above. CITY acknowledges that, per the terms of the Humboldt County Nuclear Free Ordinance, COUNTY via HCSO may immediately terminate this AGREEMENT if it determines that the foregoing certification is false or if CITY becomes a nuclear weapons provider.
18. This AGREEMENT shall take effect on \_\_\_\_\_, or at such sooner time as the parties may agree in writing, and, unless sooner terminated as provided herein, shall terminate on **June 30, 2024**. Either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs.
19. Notices given to parties under this AGREEMENT shall be deemed given when personally delivered or sent and delivered by United States certified mail, postage prepaid, return receipt requested and addressed as follows:

**TO THE COUNTY**

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

**TO THE CITY**

Office of the City Manager  
City of Blue Lake  
PO Box 458  
Blue Lake, CA 95525

20. No waiver with respect to one covenant, term or condition shall be deemed to constitute a waiver of any other covenant, term, or condition herein, or a waiver of any prior or subsequent failure to perform such covenant, term, or condition.
21. The provisions of this AGREEMENT shall be binding upon and shall inure to the benefit of the parties hereto and their respective governing boards,

successors, assigns, and legal representatives.

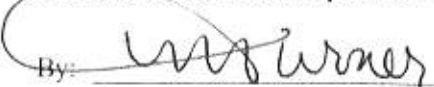
22. This AGREEMENT contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be given effect, and this AGREEMENT may only be amended by a writing signed by the parties.
23. The invalidity of any provision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

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


ATTEST:  
City Clerk


By:  \_\_\_\_\_

ATTEST:  
Clerk of the Board of Supervisors

By:  \_\_\_\_\_

APPROVED AS TO CONTENT AND  
RECOMMENDED

By:  \_\_\_\_\_  
City Manager  
City of Blue Lake

By:  \_\_\_\_\_  
William F. Honsal, Sheriff  
County of Humboldt

By: Adrienne L. Jones  
Mayor  
City of Blue Lake

By: Virginia Bero  
Chair  
Board of Supervisors  
County of Humboldt

**APPROVED AS TO FORM**

By: [Signature]  
City Attorney  
City of Blue Lake

By: [Signature]  
Office of County Counsel  
County of Humboldt

By: Zachary O'Hanen  
Risk Manager  
County of Humboldt



# HUMBOLDT COUNTY SHERIFF'S OFFICE

WILLIAM F. HONSAL, SHERIFF/CORONER

CIVIL/COURTS  
(707) 445-7335

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

CUSTODY SERVICES  
(707) 441-5159

May 20, 2022

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

Regarding: Agreement to Provide Law Enforcement Services

Dear City of Blue Lake,

Section 11 of the Agreement to Provide Law Enforcement Services between the County of Humboldt and the City of Blue Lake allows for an annual computation of costs to provide services on or before June 1 of each calendar year to be effective July 1. The cost to provide services to the City of Blue Lake has increased due to the recent equity increases for law enforcement salaries negotiated in the Memorandum of Understanding between the County of Humboldt and the Humboldt Deputy Sheriff's Organization and increases to health insurance expenses.

In accordance with section 11 of the Agreement, the county is providing you notice that the rate will increase to \$146,450.00 annually effective July 1, 2022. In accordance with section 10 of the Agreement, this shall be payable on a quarterly basis in the amount of \$36,612.50.

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

Sincerely,

**APPROVED**

*By Regina Fuller at 3:45 pm, May 20, 2022*

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

cc: Monika Fridley, HCSO Business Manager

MCKINLEYVILLE STATION  
(707) 839-6800

GARBerville STATION  
(707) 923-2761

CORONER'S OFFICE  
(707) 445-7242

ANIMAL CONTROL  
(707) 840-9132

TRINITY RIVER STATION  
(530) 629-1025



Type of Incident	11/06/23-11/12/23	10/30/23-11/5/23	10/23/23-10/29/23	10/16/23-10/22/23	10/09/23-10/15/23	9/25/23-10/1/23	9/18/23-9/24/23	8/27/23-9/3/23	7/31/23-7/27/23	7/3/23-7/9/23	6/19/23-6/25/23	6/12/23-6/18/23	Total by Incident Type
	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents	# of Incidents
Public Assst	3	0	1	0	0	2	0	0	0	2	1	0	11
Report Taken	1	0	2	0	2	2	2	1	1	1	0	2	14
CAD Documentation	2	3	4	6	6	3	4	0	3	2	3	3	43
Scheduled Incident Created	2	1	0	1	0	0	0	0	0	0	0	0	4
Warned	2	5	2	4	2	5	4	2	3	0	0	4	33
UTL	1	1	0	2	0	0	0	0	4	0	0	0	8
Accidental Dial	1	0	0	0	1	0	2	1	1	0	0	1	7
Transferred to Medical	2	0	0	0	1	1	0	1	1	0	1	0	7
Canceled Per RP	0	1	0	0	0	0	2	0	1	0	1	1	6
Previously Investigated	1	0	0	0	0	1	0	0	1	0	0	0	3
Field Interview	2	1	0	0	0	1	1	3	2	1	1	1	17
OT on Arrival	0	0	0	0	0	1	0	0	0	1	0	0	2
No Report	2	2	2	3	0	0	2	1	3	4	2	0	25
Phone Malfunction	2	0	0	0	0	0	0	0	0	0	0	1	3
Xler to CHIP	1	1	1	0	0	0	0	0	0	0	0	0	3
Pending Recontact RP	1	0	1	1	0	0	2	0	0	0	0	0	7
Not as Reported	0	0	0	0	0	0	1	0	0	0	0	0	2
Advised to Move Along	0	1	0	4	0	0	0	1	0	0	0	0	8
Chief	0	0	2	0	0	0	0	1	0	0	0	0	3
Arrest Made	0	1	0	0	0	0	2	0	0	0	0	1	4
Duplicate Call	0	0	1	0	0	0	0	0	0	0	0	0	3
Supplemental Taken	0	0	1	0	0	0	0	0	0	0	0	0	3
Marked for Abatement	0	0	0	1	0	1	0	0	0	0	0	0	3
Xler to Fire	0	0	0	2	0	0	1	0	16	2	0	2	23
Accomplished	0	0	0	0	1	0	0	0	0	0	0	0	2
Good Service	0	0	0	1	0	0	0	1	0	0	0	0	2
Agency Assst	0	0	0	1	0	0	1	0	1	1	1	0	6
Civil Problem	0	0	0	1	0	1	0	1	0	1	0	0	4
Merged CFS	0	0	0	0	0	0	0	0	0	0	0	0	2
Same on Arrival	0	0	0	0	0	0	0	0	0	1	0	1	3
Non Essential Response	0	0	0	0	1	0	0	0	0	1	0	0	2
Negative Service/Contact	0	0	0	0	0	0	0	0	0	0	0	0	0
Billable Alarm	1	0	0	1	0	1	1	1	2	0	0	0	7
Briefing Information	0	0	0	0	0	0	0	1	0	0	0	0	1
Online Report	0	0	0	0	0	0	0	0	1	0	0	0	2
Unreported	0	0	0	0	0	0	0	0	0	1	0	0	1
	24	18	17	29	22	27	24	19	41	18	11	21	271



# 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 #:** 10

**Date:** November 28, 2023

**Item Subject:** Council Meeting Frequency

**Submitted By:** Elise Scafani, Councilmember

**General Information:** Councilmember Scafani has requested a discussion regarding the number of Council meetings per month and the option to add an additional meeting on the second Tuesday.

Currently, the Council meets once a month on the fourth Tuesday but has reserved the option to have a second meeting on the second Tuesday if there are items that need to be addressed earlier in the month, or if there are too many items to be addressed on a single agenda.

**Background Material Provided:** None

**Fiscal Impact:** The addition of a second meeting requires staff to allocate time and resources to prepare agendas and meeting minutes. With a small staff, it can be burdensome to take on a second monthly meeting.

**Recommended Action:** Staff recommends utilizing the second monthly meeting on an as needed basis.

<b>Agenda Item Review Information:</b>			
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>
Comments:			
<b>After Action Information:</b>			
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

Post Office Box 458  
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525  
Fax 707.668.5916

## AGENDA REPORT

**Item #:** \ \

**Date:** November 28, 2023

**Item Subject:** December City Council Meeting Schedule

**Submitted By:** Mandy Mager, City Manager

**General Information:** Due to the December holidays, Council may consider adjusting their December meeting dates.

**Background Material Provided:** None

**Fiscal Impact:** N/A

**Recommended Action:** Adjust meeting dates as the discussion directs.

<b>Agenda Item Review Information:</b>	
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/> Planner Review: <input type="checkbox"/> Engineer Review: <input type="checkbox"/>
Comments:	
<b>After Action Information:</b>	
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

Post Office Box 458  
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525  
Fax 707.668.5916

## AGENDA REPORT

**Item #:** 12

**Date:** November 28, 2023

**Item Subject:** Council Liaison, Board and Committee Assignments

**Submitted By:** Mandy Mager, City Manager

**General Information:** At the October Council meeting, the Council asked to place a discussion/action item on the November agenda to discuss the current Council assignments, scheduling conflicts, and potential reassignments as necessary.

**Background Material Provided:** Staff has provided the current Council assignment list for review and discussion/action.

**Fiscal Impact:** N/A

**Recommended Action:** Adjust assignments as discussion directs.

<b>Agenda Item Review Information:</b>										
City Manager Review:	<input checked="" type="checkbox"/>	Legal Review:	<input type="checkbox"/>	Planner Review:	<input type="checkbox"/>	Engineer Review:	<input type="checkbox"/>			
Comments:										
<b>After Action Information:</b>										
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  
City Council Assignments-2023**

Agency	Meeting Day/Time	Adelene	Angela	Elizabeth	Elise	Chris
<b>RREDC - Redwood Regional Economic Development</b> 520 E St. Eureka	4th Monday @ 6:30 pm 445-9652		P			A
<b>HCAOG - Humboldt County Association of Governments - 2nd Floor Eureka City Hall</b>	3rd Thursday @ 4:00 pm 444-8208	P	A			
<b>HWMA - Humboldt Waste Management Authority - 2nd Floor Eureka City Hall</b>	2nd Thursday @ 5:30 pm 268-8680	P				A
<b>Indian Gaming Grant Funds Commission - County Building - BL Rancheria Liaison</b>	As Needed	A				P
<b>Water Task Force (HBMWD) - Humboldt Bay Municipal Water District - 828 7th St. Eureka</b>	As Needed 443-5018			A	P	
<b>RCEA - Redwood Coast Energy Authority - 517 15th Street, Eureka</b>	3rd Monday @ 3:30 pm 269-1700		A		P	
<b>Blue Lake Chamber of Commerce Liaison</b>	2nd Monday @ 5:30 p.m. at Skinner Store		P	A		
<b>BL Public Safety Commission - Sheriff's Department Liaison</b>	1st Monday @ 6:00 p.m at Skinner Store		A			P
<b>BL Fire Department Liaison</b>	3rd Monday @ 6:30 p.m.			A		P
<b>BL Parks and Recreation Commission Liaison - Skinner Store</b>	1st Wednesday @ 6:30 p.m at Skinner Store				P	A
<b>BL Economic Development Commission Liaison</b>	2nd Tuesday @ 4:30 p.m. @ Skinner Store	A		P		
<b>Mad River Alliance</b>	Quarterly		P	A		
<b>League of CA Cities</b>	Quarterly		A	P		
<b>Mayor Select Committee</b>	As Needed	P	A			
<b>Arts and Heritage Commission</b>	3rd Wednesday at 6:00 PM at Skinner Store or City Hall	A		P		

Mayor: Adelene Jones  
Mayor Pro-Tem: Angela Shull



City of Blue Lake  
November 28, 2023 Council Meeting

**Consent Items:**

- Warrants and Disbursements
- Financial Statement and Accountant Report



**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 10/1/2023 Through 10/31/2023

Check Number	Check Date	Payee	Check Description	Check Amount
11291	10/6/2023	Harold D. Burris	Employee: burrish; Pay Date: 10/6/2023	1,740.61
11292	10/6/2023	Daniel L. Dimick	Employee: dimickd; Pay Date: 10/6/2023	975.07
11293	10/6/2023	Michael D. Downard	Employee: downardm; Pay Date: 10/6/2023	873.41
11294	10/6/2023	Grace D. Griffith	Employee: griffithg; Pay Date: 10/6/2023	131.91
11295	10/6/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 10/6/2023	1,611.04
11296	10/6/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 10/6/2023	56.15
231006A01	10/6/2023	Christopher A. Ball	Employee: ballc; Pay Date: 10/6/2023	632.91
231006A02	10/6/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 10/6/2023	1,791.60
231006A03	10/6/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 10/6/2023	601.84
231006A04	10/6/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 10/6/2023	554.02
231006A05	10/6/2023	Skyler A. Coke	Employee: cokes; Pay Date: 10/6/2023	918.02
231006A06	10/6/2023	Melissa M. Combs	Employee: combsm; Pay Date: 10/6/2023	657.94
231006A07	10/6/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 10/6/2023	220.74
231006A08	10/6/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 10/6/2023	202.10
231006A09	10/6/2023	Adeline L. Fish	Employee: esha; Pay Date: 10/6/2023	172.16
231006A10	10/6/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 10/6/2023	1,626.87
231006A11	10/6/2023	Lisa M. Honzik	Employee: honzilk; Pay Date: 10/6/2023	34.13
231006A12	10/6/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 10/6/2023	243.27
231006A13	10/6/2023	Austin R. Jones	Employee: jonesa; Pay Date: 10/6/2023	1,218.74
231006A14	10/6/2023	Amanda L. Mager	Employee: magera; Pay Date: 10/6/2023	1,933.61
231006A15	10/6/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 10/6/2023	430.40
231006A16	10/6/2023	Jacob P. Meng	Employee: mengj; Pay Date: 10/6/2023	1,017.26
231006A17	10/6/2023	Ross A. Nash	Employee: nashr; Pay Date: 10/6/2023	262.23
231006A18	10/6/2023	Quinn Sousa	Employee: sousaq; Pay Date: 10/6/2023	377.05
231006A19	10/6/2023	Emily P. Wood	Employee: woode; Pay Date: 10/6/2023	1,385.15
231006EFT-01	10/6/2023	U. S. Department of Treasury	EFTPS federal tax pmt 10/6/23 PR	6,290.87
231006EFT-02	10/6/2023	Employment Development Dept.	DE88 state tax pmt 10/6/23 PR	966.62
231006EFT-03	10/6/2023	Cal PERS	PERS retirement pmt 10/6/23 PR	3,777.88
231006EFT-04	10/6/2023	Freedom Voice	Freedom Voice 10/1/23 statement	120.59
2345	10/9/2023	Michael Earhart	Deposit Refund #10092001 Earhart	88.68
2346	10/9/2023	Charisse Connolly	Deposit Refund #30451301 Connolly	35.88
2347	10/9/2023	City of Blue Lake	Utilities paid from Deposits 10/1/23 Billing	403.44
11297	10/10/2023	Almquist Lumber Co.	9/30/23 Statement	12.73
11298	10/10/2023	Court-Ordered Debt Collections	Sep. 2023 PR Deduction- Final	66.42
11299	10/10/2023	CA State Disbursement Unit	9/22/23 PR Deduction	92.30
11300	10/10/2023	Kernco Construction	9/15/2023 Statement	4,809.70
11301	10/10/2023	Mendes Supply Company	10/01/2023 Statement	861.88
11302	10/10/2023	North Coast Laboratories LTD.	8/31/2023 Statement	1,255.00
11303	10/10/2023	Pierson Building Center	9/30/23 Statement	915.13
11304	10/10/2023	Restif Cleaning Service	8/24/23 Inv #132392	290.00
11305	10/10/2023	Almquist Lumber Co.	9/30/23 Statement	0.00
11306	10/10/2023	Verizon Wireless	Bill Summary 8/22/23-9/21/23	327.18
11307	10/10/2023	Emily P. Wood	P&R grant workshop 9/25-9/27/23 Wood & Jones	983.12
11308	10/10/2023	Thomas Home Center	9/30/23 Statement	626.64
11309	10/12/2023	Aflac	09/25/2023 Inv#334294	229.56
11310	10/12/2023	CA State Disbursement Unit	10/6/2023 PR Deduction	92.30
11311	10/12/2023	Coastal Business Systems Inc.	09/26/23 Inv#34969753	421.96
11317	10/12/2023	SHN Consulting	8/18/23 #118452 & 9/29/23 #118849	8,539.70
11318	10/12/2023	SHN Consulting	9/22/23 INV#118738 Truck Route	8,670.23
11319	10/12/2023	SHN Consulting	9/22/23 Inv #118740 Engineering	1,533.75
11320	10/12/2023	SHN Consulting	9/18/23 Inv 118693 Library	4,256.50
11321	10/12/2023	SHN Consulting	9/29/23 Inv#118845 LEAP	5,895.00
11322	10/12/2023	SHN Consulting	9/29/23 Inv#11848 REAP	855.00
11323	10/12/2023	Thrifty Supply Company	9/30/23 Statement Incl. \$79.99 Credit	672.98
11325	10/17/2023	AT&T	2-9/20/23 Statements	63.02
11326	10/17/2023	Advanced Security Systems	10/4/2023 Inv#662008	342.75

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 10/1/2023 Through 10/31/2023

Check Number	Check Date	Payee	Check Description	Check Amount
11327	10/17/2023	Humb. Bay Municipal Water Dist	Sep 1-29 Billing Period	17,363.59
11328	10/17/2023	Humboldt Co. Sheriff's Office	Oct 2023 Animal Shelter Service	721.00
11329	10/17/2023	Elise G. Scatani	Sep 2023 council stipend	50.00
11330	10/17/2023	Christopher B. Edgar	Sep 2023 council Stipend	50.00
11331	10/17/2023	Adelene Jones	Sep 2023 Council Stipend	50.00
11332	10/17/2023	Elizabeth Mackay	Sep 2023 Council Stipend	50.00
11333	10/17/2023	Angela Shull	Sep 2023 Council Stipend	50.00
11335	10/17/2023	Wahlund Construction, Inc.	9/12/2023 Inv# 2306501	2,875.09
11336	10/17/2023	Dazey's Arcata	9/30/2023 Statement	721.95
11338	10/17/2023	CA Building Standards Comm.	CHSC Fee's Jul - Sep 2023	21.22
11339	10/17/2023	Humboldt Fasteners and Tools	10/01/2023 Statement	316.27
11340	10/17/2023	Emily P. Wood	10/4/2023 Supplies Reimburse - Wood	332.02
11341	10/17/2023	Kermen Construction	9/29/2023 Inv #26117	12,680.00
11342	10/17/2023	O'Reilly Auto Parts	9/28/2023 Statement	92.43
11343	10/17/2023	Pape Machinery, Inc.	9/30/2023 Statement	512.18
11344	10/17/2023	Pacific Gas and Electric	09/28/2023 Statement	10,422.63
11345	10/17/2023	Redwood Petroleum	10/10/23 INV #134 & 135 - FUEL	1,892.99
11346	10/17/2023	Tehama Tire Service	9/26/2023 Statement	139.48
11347	10/17/2023	US Bank Corp. Payment Systems	2-9/20/23 Statements	4,071.66
11348	10/19/2023	Arcata Stationers	10/2/2023 Statement	124.55
11349	10/19/2023	AT&T	4-10/4/2023 Cal Net Bills	303.30
11350	10/19/2023	Access Humboldt	9/29/2023 Inv #2029	112.50
11351	10/19/2023	Ahava Unlimited, LLC	Sep 29, 2023 Inv 09282023	300.00
11352	10/19/2023	City of Blue Lake	water/sewer payments 10/1/2023	3,428.64
11353	10/19/2023	Cal Plumbing & Fire Supp., Inc	09/25/2023 Inv #2246	2,306.07
11354	10/19/2023	Dell Arte	8/27/2023 Inv 3379	1,800.00
11355	10/19/2023	D & R Janitorial Service	10/2/2023 Statement	295.00
11356	10/19/2023	Hensel's Ace Hardware	9/30/2023 Statement	1,067.14
11357	10/19/2023	Humboldt County Health Dept.	10/1/2023 Annual HAZ MAT Corp Yard/WWTP	917.31
11358	10/19/2023	G.L.J. Construction	Oct 5, 2023 Inv #3196	317.71
11359	10/19/2023	Intedata Systems	9/30/2023 Statement	435.00
11360	10/19/2023	The Mill Yard	9/30/2023 Statement	58.73
11361	10/19/2023	McKinleyville Ace Hardware	9/30/2023 Statement	319.22
11362	10/19/2023	The Mitchell Law Firm, LLP	9/30/2023 Inv #1559	241.00
11363	10/19/2023	National Rural Water Assoc.	SCADA Loan Pmt Due 11/1/2023	965.00
11364	10/19/2023	Redwood Curtain Design	10/1/23 #1126 & 10/2/23 #1171	1,457.82
11365	10/19/2023	RREDC	Town Square Loan Pmt Due 11/1/2023	1,236.87
11366	10/19/2023	Schweigert Electric	10/2/2023 Inv #150	5,891.00
11368	10/19/2023	Department of Justice	Oct 4, 2023 Inv #687678	32.00
11369	10/19/2023	Tim McCaffrey	9/11/2023 Inv#0911202301	350.00
11370	10/19/2023	U. S. Postal Service	600 Count 1st Class Postage Stamps	396.00
11371	10/20/2023	Harold D. Burris	Employee: burrish; Pay Date: 10/20/2023	1,650.56
11372	10/20/2023	Daniel L. Dimick	Employee: dimickd; Pay Date: 10/20/2023	914.55
11373	10/20/2023	Michael D. Downard	Employee: downardm; Pay Date: 10/20/2023	969.39
11374	10/20/2023	Grace D. Griffith	Employee: griffithg; Pay Date: 10/20/2023	589.30
11375	10/20/2023	Vicki L. Hutton	Employee: huttonv; Pay Date: 10/20/2023	1,548.15
11376	10/20/2023	Charles K. Mager	Employee: magerc; Pay Date: 10/20/2023	119.76
11377	10/20/2023	Francesca I. Messina	Employee: messinaf; Pay Date: 10/20/2023	116.02
11378	10/20/2023	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 10/20/2023	187.13
20231020EFT...	10/20/2023	U. S. Department of Treasury	EFTPS federal tax pmt 10/20/23 PR	6,597.13
20231020EFT...	10/20/2023	Employment Development Dept.	DE88 state tax pmt 10/20/23 PR	1,035.87
20231020EFT...	10/20/2023	Cal PERS	PERS retirement pmt 10/20/23 PR	3,715.82
231020A01	10/20/2023	Christopher A. Ball	Employee: ballc; Pay Date: 10/20/2023	428.64
231020A02	10/20/2023	Glenn R. Bernald	Employee: bernaldg; Pay Date: 10/20/2023	1,764.14
231020A03	10/20/2023	Charis A. Bowman	Employee: bowmanc; Pay Date: 10/20/2023	807.93
231020A04	10/20/2023	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 10/20/2023	576.79



**City of Blue Lake**  
**Check/Voucher Register - City Council Check Report**  
**From 10/1/2023 Through 10/31/2023**

Check Number	Check Date	Payee	Check Description	Check Amount
231020A05	10/20/2023	Skyler A. Coke	Employee: cokes; Pay Date: 10/20/2023	817.30
231020A06	10/20/2023	Melissa M. Combs	Employee: combsm; Pay Date: 10/20/2023	553.68
231020A07	10/20/2023	Blake W. Corse	Employee: corseb; Pay Date: 10/20/2023	232.05
231020A08	10/20/2023	Stella M. Drobnick-Sochovka	Employee: drobnicks; Pay Date: 10/20/2023	143.07
231020A09	10/20/2023	Irene O. Erickson	Employee: ericksoni; Pay Date: 10/20/2023	59.89
231020A10	10/20/2023	Adeline L. Fish	Employee: esha; Pay Date: 10/20/2023	112.28
231020A11	10/20/2023	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 10/20/2023	1,626.88
231020A12	10/20/2023	Austin R. Jones	Employee: jonesa; Pay Date: 10/20/2023	1,216.77
231020A13	10/20/2023	Kanoa K. Jones	Employee: jonesk; Pay Date: 10/20/2023	336.83
231020A14	10/20/2023	Amanda L. Mager	Employee: magera; Pay Date: 10/20/2023	1,826.50
231020A15	10/20/2023	Aislin N. McKinney	Employee: mckinneya; Pay Date: 10/20/2023	239.52
231020A16	10/20/2023	Jacob P. Meng	Employee: mengj; Pay Date: 10/20/2023	1,017.25
231020A17	10/20/2023	Antoinette M. Quigley	Employee: quigleya; Pay Date: 10/20/2023	1,323.48
231020A18	10/20/2023	Quinn Sousa	Employee: sousaq; Pay Date: 10/20/2023	523.41
231020A19	10/20/2023	Emily P. Wood	Employee: woode; Pay Date: 10/20/2023	1,385.15
11379	10/30/2023	Humboldt Co. Sheriff's Office	Law enforcement services Jul-Sep 2023	78,914.00
11380	10/30/2023	Aflac	10/25/23 Inv #686208	229.56
11381	10/30/2023	AT&T	2-10/20/23 statements	62.86
11382	10/30/2023	Blue Lake Rancheria	10/11/23 #B23-288 & 10/16/23 #B23-293	2,750.00
11383	10/30/2023	Blue Lake Garbage Co.	10/12/23 Inv#10GWEVNT greenwaste	1,650.00
11384	10/30/2023	B & B Portable Toilet Co.	10/14/23 Inv#170123 & 170124	167.32
11385	10/30/2023	Charis Bowman	9/19/23-10/13/23 mileage reimb.-Bowman	208.29
11386	10/30/2023	Jay D. Collins	8/31/23 Invoice - skate 10	300.00
11387	10/30/2023	CA State Disbursement Unit	10/20/23 PR deduction	92.30
11388	10/30/2023	PRMS	billing period:83 - 11/1/23 to 11/30/23	14,351.31
11389	10/30/2023	GreatAmerica Financial Svcs	10/18/23 Inv#35115699	204.00
11390	10/30/2023	Humboldt County Tax Collector	property tax FY 23/24 springline	54.82
11391	10/30/2023	The Hilliker Company	10/18/23 Inv#70438	507.07
11392	10/30/2023	JJACPA, Inc.	10/25/23 Inv#0266 21/22 audit	17,500.00
11393	10/30/2023	S. Shaun Johanson DDS	10/11/23 dental pmt - Hutton	300.00
11394	10/30/2023	North Coast Laboratories LTD.	9/30/23 statement	1,025.00
11395	10/30/2023	Antoinette M. Quigley	10/18/23 livescan reimb.-Quigley	20.00
11396	10/30/2023	Riedell Shoes, Inc.	9/30/23 statement - skates	7,081.04
11397	10/30/2023	Shred Aware	10/18/23 Inv#53969	49.44
11398	10/30/2023	Tensor IT	10/15/23 statement	912.14
11399	10/30/2023	Terminix International	3-Sep 2023 statements	167.80
11400	10/30/2023	USA Bluebook	10/6/23 INV00157078	309.17
11401	10/30/2023	Valley Pacific Petroleum	10/11/23 INV 23-724364	2,029.78
<b>Report Total</b>				<b>309,253.55</b>

## 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: 11/22/23  
Subject: Unaudited Financial Report 7/01/2023 to 10/31/2023

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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 10/31/2023 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 9/30/2023 to 10/31/2023.

The **budget-to-date percentage** through 10/31/2023 is **33%**.

### Financial Highlights

#### General Fund (Fund 10 only)

##### General Government:

- Expenditures/transfers-out exceeded revenues/transfers-in by \$109,045 as revenues lagged expenditures with majority of the lag related to property taxes and State grant revenues.
- Revenues/transfers-in are at 18% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 44% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for general government departments are all within expected budget parameters to date (33% of total fiscal year budget), except for the following departments which are over the budget-to-date as follows:
  - General Government - \$18,709 or 23.7%. Primarily due to CalPERS annual lump sum retirement payment that happens once during the fiscal year.
  - Planning - \$27,641 or 158.9%. Primarily due to street related costs which are expected to be reimbursed by PG&E.
  - Building - \$6,139 or 65.0%. Due to dual staffing related to Building Official training during the first quarter of the fiscal year.
  - Law Enforcement - \$5,115 or 172.6%. Due to CalPERS annual lump sum retirement payment that happens once during the fiscal year.
  - Public Works (Streets) – \$63,665 or 187.1%. Primarily due to seasonal street maintenance that is expected to taper-off as the fiscal year moves forward.

## City of Blue Lake Staff Report

### **Parks & Recreation:**

- Expenditures/transfers-out exceeded revenues/transfers-in by \$85,492.
- Revenues/transfers-in are at 33% of the total budgeted revenues/transfer-in for the fiscal year.
- Expenditures/transfers-out are at 38% of the total budgeted expenditures/transfers-out for the fiscal year.
- Expenditures for Parks & Recreation are all outside the expected budget parameters to date (33% of total fiscal year budget) as follows:
  - Recreation - \$36,876 or 47.2%. Primarily due to increased staffing related to the summer recreation program.

Total general fund cash decreased by \$124,989 from \$691,975 at 9/30/2023 to \$566,986 at 10/31/2023. The cash balance is expected to increase as the City receives reimbursements related to grant funded projects.

### **Water Operating Fund (Fund 60 only)**

- Revenues exceeded expenses (excluding depreciation) by \$33,059.
- Revenues exceeded expenses (including depreciation) by \$22,643.
- Revenues are at 34% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 29% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 31% of total budgeted expenses for the fiscal year.
- Cash decreased by \$7,250 from \$809,981 at 9/30/2023 to \$802,731 at 10/31/2023.

### **Sewer Operating Fund (Fund 70 only)**

- Revenues exceeded expenses (excluding depreciation) by \$72,049.
- Revenues exceeded expenses (including depreciation) by \$43,133.
- Revenues/transfers-in are at 36% of total budgeted revenues for the fiscal year.
- Expenses (excluding depreciation) are at 24% of total budgeted expenses for the fiscal year while expenses (including depreciation) are at 30% of the total budgeted expenses for the fiscal year.
- Cash balance equaled \$0 at 9/30/2023 and 10/31/2023. 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 decreased \$125,511 from \$3,990,502 at 9/30/2023 to \$3,864,991 at 10/31/2023. The 10/31/2023 cash balance was comprised of the following: Checking - \$213,258, Public Funds Savings - \$6,992, LAIF - \$3,570,191, Utility Deposits - \$71,820, Petty Cash and Change Funds - \$2,730.

# **CITY OF BLUE LAKE**

## **FINANCIAL REPORT**

**7/01/2023 – 10/31/2023**

**(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 7/1/2023 Through 10/31/2023

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b><u>GENERAL GOVERNMENT</u></b>				
<b>REVENUES &amp; TRANSFERS</b>				
Taxes	34,090	206,894	(172,804)	16.48%
Licenses, Permits & Fees	14,013	89,440	(75,427)	15.67%
Rents - Resource Center	1,321	5,180	(3,859)	25.50%
State Revenues	0	421,796	(421,796)	0.00%
County Revenues	3,870	11,500	(7,630)	33.65%
Charges for Services	47,921	19,206	28,715	249.51%
Other Revenues	14,784	26,820	(12,036)	55.12%
Interest	5,550	16,000	(10,450)	34.69%
Transfers In	37,727	101,588	(63,861)	37.14%
<b>Total REVENUES &amp; TRANSFERS</b>	<b>159,276</b>	<b>898,424</b>	<b>(739,148)</b>	<b>17.73%</b>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Mayor and City Council	790	3,800	(3,010)	20.79%
Legal	574	6,040	(5,466)	9.50%
General Government	97,688	236,936	(139,248)	41.23%
Planning	45,040	52,198	(7,158)	86.29%
Building	15,584	28,336	(12,752)	55.00%
Law Enforcement	8,078	8,890	(812)	90.87%
Animal Control	2,884	8,875	(5,991)	32.50%
Public Works - Streets	97,683	102,055	(4,372)	95.72%
Capital Outlay	0	158,512	(158,512)	0.00%
<b>Total EXPENDITURES &amp; TRANSFERS</b>	<b>268,321</b>	<b>605,642</b>	<b>(337,321)</b>	<b>44.30%</b>
<b>TOTAL GENERAL GOVERNMENT</b>	<b>(109,045)</b>	<b>292,782</b>	<b>(401,827)</b>	<b>-37.24%</b>
<b><u>PARKS &amp; RECREATION</u></b>				
<b>REVENUES &amp; TRANSFERS</b>				
Facility Rents	7,111	15,580	(8,469)	45.64%
Recreation Fees & Donations	61,600	192,595	(130,995)	31.98%
<b>Total REVENUES &amp; TRANSFERS</b>	<b>68,711</b>	<b>208,175</b>	<b>(139,464)</b>	<b>33.01%</b>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Facilities & Grounds	39,206	170,551	(131,345)	22.99%
Recreation	114,997	234,362	(119,365)	49.07%
<b>Total EXPENDITURES &amp; TRANSFERS</b>	<b>154,203</b>	<b>404,913</b>	<b>(250,710)</b>	<b>38.08%</b>
<b>TOTAL PARKS &amp; RECREATION</b>	<b>(85,492)</b>	<b>(196,738)</b>	<b>111,246</b>	<b>43.45%</b>
<b>TOTAL GENERAL FUND</b>	<b>(194,537)</b>	<b>96,044</b>	<b>(290,581)</b>	<b>-202.55%</b>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
36 - Powers Creek District Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Rents	2,990	33,250	(30,260)	8.99%
State Revenues	0	570,000	(570,000)	0.00%
Interest	0	1,100	(1,100)	0.00%
<b>Total REVENUES &amp; TRANSFERS</b>	<u>2,990</u>	<u>604,350</u>	<u>(601,360)</u>	<u>0.49%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Salaries, Wages & Benefits	6,087	16,949	(10,862)	35.91%
Contracted Professional Services	148	3,610	(3,462)	4.09%
Other Contracted Services	133	330	(197)	40.36%
Interest Expense	3,583	1,800	1,783	199.04%
Other Expenses	1,071	2,010	(939)	53.27%
Repairs & Maintenance	162	340	(178)	47.61%
Supplies	0	35	(35)	0.00%
Capital Expenditures	6,340	385,000	(378,660)	1.64%
Debt Principal Repayment	1,365	185,000	(183,635)	0.73%
<b>Total EXPENDITURES &amp; TRANSFERS</b>	<u>18,888</u>	<u>595,074</u>	<u>(576,186)</u>	<u>3.17%</u>
<b>TOTAL</b>	<u>(15,899)</u>	<u>9,276</u>	<u>(25,175)</u>	<u>(171.39)%</u>



**City of Blue Lake**  
Statement of Revenues and Expenditures  
38 - CDBG Non-Program Income Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
REVENUES & TRANSFERS				
Other Revenues	800	2,500	(1,700)	32.00%
Interest	438	885	(447)	49.44%
Transfers In	0	20,682	(20,682)	0.00%
Total REVENUES & TRANSFERS	<u>1,238</u>	<u>24,067</u>	<u>(22,829)</u>	<u>5.14%</u>
 TOTAL	 <u>1,238</u>	 <u>24,067</u>	 <u>(22,829)</u>	 <u>5.14%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
25 - Highway Users Tax Fund  
From 7/1/2023 Through 10/31/2023  
(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>
<b>REVENUES &amp; TRANSFERS</b>				
Taxes	16,319	67,823	(51,504)	24.06%
Interest	<u>362</u>	<u>600</u>	<u>(238)</u>	<u>60.38%</u>
Total REVENUES & TRANSFERS	<u>16,682</u>	<u>68,423</u>	<u>(51,741)</u>	<u>24.38%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Transfers Out	<u>27,727</u>	<u>68,423</u>	<u>(40,696)</u>	<u>40.52%</u>
Total EXPENDITURES & TRANSFERS	<u>27,727</u>	<u>68,423</u>	<u>(40,696)</u>	<u>40.52%</u>
<b>TOTAL</b>	<u>(11,046)</u>	<u>0</u>	<u>(11,046)</u>	<u>0.00%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
30 - TDA Street Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Taxes	0	22,343	(22,343)	0.00%
Interest	66	0	66	0.00%
Total REVENUES & TRANSFERS	<u>66</u>	<u>22,343</u>	<u>(22,277)</u>	<u>0.30%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Transfers Out	5,000	22,343	(17,343)	22.37%
Total EXPENDITURES & TRANSFERS	<u>5,000</u>	<u>22,343</u>	<u>(17,343)</u>	<u>22.38%</u>
<b>TOTAL</b>	<u>(4,934)</u>	<u>0</u>	<u>(4,934)</u>	<u>0.00%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
34 - Regional Surface Transportation Program Fund  
From 7/1/2023 Through 10/31/2023  
(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>
<b>REVENUES &amp; TRANSFERS</b>				
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>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Transfers Out	5,000	10,972	(5,972)	45.57%
Total EXPENDITURES & TRANSFERS	<u>5,000</u>	<u>10,972</u>	<u>(5,972)</u>	<u>45.57%</u>
<b>TOTAL</b>	<u>(5,000)</u>	<u>0</u>	<u>(5,000)</u>	<u>0.00%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
11 - Recreation Economic Analysis Fund  
From 7/1/2023 Through 10/31/2023  
(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>
EXPENDITURES & TRANSFERS				
Contracted Professional Services	<u>8,000</u>	<u>0</u>	<u>8,000</u>	<u>0.00%</u>
Total EXPENDITURES & TRANSFERS	<u>8,000</u>	<u>0</u>	<u>8,000</u>	<u>0.00%</u>
 TOTAL	 <u><u>(8,000)</u></u>	 <u><u>0</u></u>	 <u><u>(8,000)</u></u>	 <u><u>0.00%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
12 - American Rescue Plan - Covid Relief Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>EXPENDITURES &amp; TRANSFERS</b>				
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>
<b>TOTAL</b>	<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  
13 - State Park Per Capita Program Fund  
From 7/1/2023 Through 10/31/2023  
(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>
<b>REVENUES &amp; TRANSFERS</b>				
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>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Capital Expenditures	10,474	29,955	(19,481)	34.96%
Total EXPENDITURES & TRANSFERS	<u>10,474</u>	<u>29,955</u>	<u>(19,481)</u>	<u>34.97%</u>
<b>TOTAL</b>	<u>(10,474)</u>	<u>147,930</u>	<u>(158,404)</u>	<u>(7.08)%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
31 - TDA Purchased Transportation Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

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



**City of Blue Lake**  
Statement of Revenues and Expenditures  
32 - AB-939 Solid Waste/Recycling Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
State Revenues	0	12,255	(12,255)	0.00%
Interest	186	640	(454)	29.13%
Total REVENUES & TRANSFERS	<u>186</u>	<u>12,895</u>	<u>(12,709)</u>	<u>1.45%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Salaries, Wages & Benefits	4,559	24,544	(19,985)	18.57%
Other Contracted Services	3,066	3,874	(808)	79.13%
Other Expenses	587	6,600	(6,013)	8.89%
Supplies	0	4,000	(4,000)	0.00%
Total EXPENDITURES & TRANSFERS	<u>8,212</u>	<u>39,018</u>	<u>(30,806)</u>	<u>21.05%</u>
<b>TOTAL</b>	<u>(8,025)</u>	<u>(26,123)</u>	<u>18,098</u>	<u>30.72%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
33 - Supplemental Law Enforcement Services Fund  
From 7/1/2023 Through 10/31/2023  
(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>
<b>REVENUES &amp; TRANSFERS</b>				
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>
<b>EXPENDITURES &amp; TRANSFERS</b>				
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>
<b>TOTAL</b>	<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 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Loan Repayments	6,827	20,570	(13,743)	33.18%
Interest	325	800	(475)	40.58%
Total REVENUES & TRANSFERS	<u>7,151</u>	<u>21,370</u>	<u>(14,219)</u>	<u>33.46%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
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>
<b>TOTAL</b>	<u><u>7,091</u></u>	<u><u>0</u></u>	<u><u>7,091</u></u>	<u><u>0.00%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
44 - CDBG Program Income-Revolving Fund  
From 7/1/2023 Through 10/31/2023  
(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>
<b>REVENUES &amp; TRANSFERS</b>				
Interest	3,339	6,507	(3,168)	51.31%
Total REVENUES & TRANSFERS	<u>3,339</u>	<u>6,507</u>	<u>(3,168)</u>	<u>51.32%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Capital Expenditures	4,497	140,000	(135,503)	3.21%
Total EXPENDITURES & TRANSFERS	<u>4,497</u>	<u>140,000</u>	<u>(135,503)</u>	<u>3.21%</u>
<b>TOTAL</b>	<u>(1,158)</u>	<u>(133,493)</u>	<u>132,335</u>	<u>0.86%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
60 - Water Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Current Service Charges	194,991	577,607	(382,616)	33.75%
Other Revenues	4,054	8,985	(4,931)	45.11%
Interest	6,416	16,000	(9,584)	40.09%
Total REVENUES & TRANSFERS	<u>205,460</u>	<u>602,592</u>	<u>(397,132)</u>	<u>34.10%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Salaries, Wages & Benefits	70,071	268,735	(198,664)	26.07%
Contracted Professional Services	6,884	28,815	(21,931)	23.89%
Other Contracted Services	2,933	9,585	(6,652)	30.60%
Insurance	4,804	16,240	(11,436)	29.58%
Interest Expense	238	945	(707)	25.19%
Other Expenses	3,904	11,650	(7,746)	33.50%
Repairs & Maintenance	649	1,675	(1,026)	38.72%
Supplies	3,219	7,670	(4,451)	41.97%
Utilities	56,621	217,897	(161,276)	25.98%
Depreciation	12,416	0	12,416	0.00%
Transfers Out	21,079	21,079	0	100.00%
Total EXPENDITURES & TRANSFERS	<u>182,818</u>	<u>584,291</u>	<u>(401,473)</u>	<u>31.29%</u>
<b>TOTAL</b>	<u><u>22,643</u></u>	<u><u>18,301</u></u>	<u><u>4,342</u></u>	<u><u>123.72%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
61 - Water Connection Fee Fund  
From 7/1/2023 Through 10/31/2023  
(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	1,723	4,000	(2,277)	43.07%
Connection Fees	<u>0</u>	<u>10,000</u>	<u>(10,000)</u>	<u>0.00%</u>
Total REVENUES & TRANSFERS	<u>1,723</u>	<u>14,000</u>	<u>(12,277)</u>	<u>12.31%</u>
 TOTAL	 <u>1,723</u>	 <u>14,000</u>	 <u>(12,277)</u>	 <u>12.30%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
62 - Water Capital Reserve Fund  
From 7/1/2023 Through 10/31/2023  
(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	<u>116</u>	<u>268</u>	<u>(152)</u>	<u>43.28%</u>
Total REVENUES & TRANSFERS	<u>116</u>	<u>268</u>	<u>(152)</u>	<u>43.28%</u>
TOTAL	<u>116</u>	<u>268</u>	<u>(152)</u>	<u>43.28%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
64 - Turbidity Reduction Facility Reserve Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Turbidity Reduction Fees	2,822	13,382	(10,560)	21.09%
Current Service Charges	1	0	1	0.00%
Transfers In	21,079	21,079	0	100.00%
<b>Total REVENUES &amp; TRANSFERS</b>	<u>23,902</u>	<u>34,461</u>	<u>(10,559)</u>	<u>69.36%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Other Expenses	8	0	8	0.00%
Turbidity Reduction Costs	3,236	13,382	(10,146)	24.18%
<b>Total EXPENDITURES &amp; TRANSFERS</b>	<u>3,244</u>	<u>13,382</u>	<u>(10,138)</u>	<u>24.24%</u>
<b>TOTAL</b>	<u>20,659</u>	<u>21,079</u>	<u>(420)</u>	<u>98.00%</u>



**City of Blue Lake**  
Statement of Revenues and Expenditures  
70 - Sewer Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Current Service Charges	183,650	519,150	(335,500)	35.37%
Other Revenues	4,054	8,985	(4,931)	45.11%
Interest	0	500	(500)	0.00%
Total REVENUES & TRANSFERS	<u>187,704</u>	<u>528,635</u>	<u>(340,931)</u>	<u>35.51%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
Salaries, Wages & Benefits	70,166	286,263	(216,097)	24.51%
Contracted Professional Services	8,616	42,815	(34,199)	20.12%
Other Contracted Services	5,187	23,190	(18,003)	22.36%
Insurance	5,590	17,940	(12,350)	31.16%
Other Expenses	4,052	39,395	(35,343)	10.28%
Repairs & Maintenance	1,096	2,965	(1,869)	36.97%
Supplies	4,006	11,470	(7,464)	34.92%
Utilities	16,940	60,916	(43,976)	27.80%
Depreciation	28,916	0	28,916	0.00%
Total EXPENDITURES & TRANSFERS	<u>144,570</u>	<u>484,954</u>	<u>(340,384)</u>	<u>29.81%</u>
<b>TOTAL</b>	<u><u>43,133</u></u>	<u><u>43,681</u></u>	<u><u>(548)</u></u>	<u><u>98.74%</u></u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
71 - Sewer Connection Fee Fund  
From 7/1/2023 Through 10/31/2023  
(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	2,747	6,100	(3,353)	45.03%
Connection Fees	<u>0</u>	<u>10,000</u>	<u>(10,000)</u>	<u>0.00%</u>
Total REVENUES & TRANSFERS	<u>2,747</u>	<u>16,100</u>	<u>(13,353)</u>	<u>17.06%</u>
 TOTAL	 <u>2,747</u>	 <u>16,100</u>	 <u>(13,353)</u>	 <u>17.06%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
72 - Sewer Capital Reserve Fund  
From 7/1/2023 Through 10/31/2023  
(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	<u>11,913</u>	<u>26,564</u>	<u>(14,651)</u>	<u>44.84%</u>
Total REVENUES & TRANSFERS	<u>11,913</u>	<u>26,564</u>	<u>(14,651)</u>	<u>44.85%</u>
EXPENDITURES & TRANSFERS				
Other Expenses	<u>23</u>	<u>0</u>	<u>23</u>	<u>0.00%</u>
Total EXPENDITURES & TRANSFERS	<u>23</u>	<u>0</u>	<u>23</u>	<u>0.00%</u>
TOTAL	<u>11,890</u>	<u>26,564</u>	<u>(14,674)</u>	<u>44.76%</u>

**City of Blue Lake**  
Statement of Revenues and Expenditures  
80 - Dental/Vision Trust Fund  
From 7/1/2023 Through 10/31/2023  
(In Whole Numbers)

	Actual YTD	FY 2023-24 Budget	Over (Under) Budget	Actual YTD As a % of Budget
<b>REVENUES &amp; TRANSFERS</b>				
Dental/Vision Charges to Operations	2,560	7,380	(4,820)	34.68%
Interest	311	720	(409)	43.25%
Total REVENUES & TRANSFERS	<u>2,871</u>	<u>8,100</u>	<u>(5,229)</u>	<u>35.45%</u>
<b>EXPENDITURES &amp; TRANSFERS</b>				
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>
<b>TOTAL</b>	<u>165</u>	<u>760</u>	<u>(595)</u>	<u>21.68%</u>

**CITY OF BLUE LAKE**  
**Cash Balance by Fund**  
**10/31/2023**

	<u>Balance</u> <u>10/31/2023</u>	<u>Balance</u> <u>9/30/2023</u>	<u>Increase</u> <u>(Decrease)</u>	
<b>General Funds</b>				
10	General Fund (Net of Special Revenue or Capital Project Fund Deficits)	514,089	639,716	(125,627)
36	Powers Creek District Fund	-	-	-
38	CDBG Non-Program Income Fund	52,897	52,259	638
	Total	<u>566,986</u>	<u>691,975</u>	<u>(124,989)</u>
<b>Gas Tax and Street Funds</b>				
25	Highway User Tax Fund	38,037	31,572	6,465
30	TDA Street Fund	4,589	4,523	66
34	Regional Surface Transportation Program Fund	2,459	2,459	-
	Total	<u>45,085</u>	<u>38,554</u>	<u>6,531</u>
<b>Special Revenue Funds</b>				
11	Recreation Economic Analysis Fund	-	-	-
12	American Rescue Plan COVID Relief Fund	42,920	54,676	(11,756)
13	State Park Per Capita Program Fund	-	-	-
31	TDA Purchased Transportation Fund	-	-	-
32	AB-939 Solid Waste/Recycling Fund	16,702	19,713	(3,011)
33	Supplemental Law Enforcement Services Fund	-	-	-
	Total	<u>59,622</u>	<u>74,389</u>	<u>(14,767)</u>
<b>CDBG Funds</b>				
42	CDBG Program Income Holding Fund	29,507	26,545	2,962
44	CDBG Program Income Revolving Fund	396,193	397,110	(917)
	Total	<u>425,700</u>	<u>423,655</u>	<u>2,045</u>
<b>Water Funds</b>				
60	Water Fund (Net of Turbidity Reduction Facility Reserve Fund Deficit)	802,731	809,981	(7,250)
61	Water Connection Fee Fund	206,681	204,958	1,723
62	Water Capital Reserve Fund	13,916	13,800	116
64	Turbidity Reduction Facility Reserve Fund	-	-	-
	Total	<u>1,023,328</u>	<u>1,028,739</u>	<u>(5,411)</u>
<b>Sewer Funds</b>				
70	Sewer Fund	-	-	-
71	Sewer Connection Fee Fund	329,521	326,774	2,747
72	Sewer Capital Reserve Fund (Net of Sewer Fund Deficit)	1,357,599	1,349,917	7,682
	Total	<u>1,687,120</u>	<u>1,676,691</u>	<u>10,429</u>
<b>Trust Funds</b>				
80	Dental/Vision Trust Fund	37,150	36,499	651
82	Self-Insured Retention Reserve Fund	20,000	20,000	-
	Total	<u>57,150</u>	<u>56,499</u>	<u>651</u>
<b>Total Cash Balance</b>		<u><u>3,864,991</u></u>	<u><u>3,990,502</u></u>	<u><u>(125,511)</u></u>