

(707) 668-5655

Fax: (707) 668-5916

www.bluelake.ca.gov



**CITY OF BLUE LAKE**

**CALIFORNIA**

111 Greenwood Road

P.O. Box 458

## Blue Lake City Council Agenda

Tuesday, May 28, 2024 ~ 6:30 p.m. ~Regular Council Meeting  
Skinner Store-111 Greenwood Road, Blue Lake California

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

**Public Input can be given to the Council by emailing [citymanager@bluelake.ca.gov](mailto:citymanager@bluelake.ca.gov) until 4:30 p.m. on Tuesday May 28, 2024.**

PLEASE NOTE that live meeting logistics will be prioritized. The quality of the Zoom teleconference meeting cannot be guaranteed. Technical challenges experienced by either the participant or the City will not interrupt or halt the progress of the meeting.

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

<https://us02web.zoom.us/j/88237439166?pwd=cjdZbmRIUmdBdDA5eHVWTDJpakRtQT09>

Meeting ID: 882 3743 9166

Passcode: 092156

1. **Call to Order**
2. **Pledge of Allegiance and Establish a Quorum of the Council**
3. **Approval of Agenda**
4. **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.*
5. **Alzheimer's Month Proclamation-Action**
6. **Resolution Number 1229-A Resolution of the City Council Approving a Parcel Map and Accepting a Dedication of an Easement and Authorizing the City Manager to Take Any Further Acts that May be Necessary-Action**
7. **Greenwood Truck Route Construction Contract Award-Action**
8. **Public Hearing: Consideration of Resolution Number 1228: A Resolution Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments thereto from the 2019-2020 Funding Year of the State CDBG Program for Accessibility Improvements to the Library-Action**
9. **Contract with the County of Humboldt and the Humboldt County Sheriff for the Provision of Law Enforcement Services in the City of Blue Lake-Discussion/Action**

**10. Discussion Regarding Retail Cannabis Operations in the City of Blue Lake and Potential Changes to the City's Cannabis Ordinance-Discussion/Direction**

**11. Council Correspondence**

**12. Consent Agenda:**

- a. February 22, 2024 Regular Council Meeting Minutes
- b. Warrants and Disbursements
- c. Authorize the City Manager to Negotiate a Lease Agreement with Sjaaks Organic Chocolates for the Use of City-Owned Property (APN: 025-201-007)
- d. Authorize the City Manager to Negotiate and Execute a Memorandum of Understanding with Providence Redwood Memorial Hospital for the Continued Use and Operation of the Skinner Store.

**13. Reports of Council and Staff**

- a. City Manager Report

**14. Future Agenda Items**

**15. Adjourn**

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



# CITY OF BLUE LAKE

Post Office Box 458  
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525  
Fax 707.668.5916

## AGENDA REPORT

**Item #:** 5  
**Date:** May 28, 2024  
**Item Subject:** Alzheimer’s Month Proclamation-June 2024  
**Submitted By:** Mandy Mager, City Manager

**General Information:** The Alzheimer’s Association has invited the City of Blue Lake to participate in the “Longest Day” on June 21<sup>st</sup> in recognition of the impacts that Alzheimer’s has on individuals, families and communities. During the “Longest Day,” the City and our residents are encouraged to participate in a fundraising activity in support of Alzheimer’s awareness and/or to wear purple as a visible show of support.

As part of this request, the Alzheimer’s Association has presented the City Council with a Proclamation to proclaim the month of June as National Alzheimer's and Brain Awareness Month.

**Background Material Provided:** Proclamation-National Alzheimer's and Brain Awareness Month

**Fiscal Impact:** N/A

**Recommended Action:** Proclaim June 2024 as National Alzheimer's and Brain Awareness Month

<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"/>



# NATIONAL ALZHEIMER'S AND BRAIN AWARENESS MONTH

**WHEREAS**, there are more than 7 million Americans living with Alzheimer's dementia today, a figure that is expected to grow to as many as 14 million by 2050 if scientists do not develop a cure or effective treatment; and

**WHEREAS**, 1 in 3 seniors dies with Alzheimer's or another dementia. It kills people more than breast cancer and prostate cancer combined. Between 2000 and 2021, deaths from heart disease have decreased 2.1% while deaths from Alzheimer's disease have increased 141%; and

**WHEREAS**, the lifetime risk for Alzheimer's at age 45 is 1 in 5 for women, and 1 in 10 for men; and

**WHEREAS**, more than 11 million Americans provide unpaid care for people with Alzheimer's or other dementias. In 2023, these caregivers provided more than 18 billion hours of care valued at nearly \$347 billion; and

**WHEREAS**, Alzheimer's disease is a local issue. Our friends and neighbors need access to support services and resources to lessen the disease's impacts. In Humboldt County, it is estimated that 3,384 people currently live with Alzheimer's and related dementias. There are another 7,600 caregivers who are caring for a loved one with Alzheimer's; and

**WHEREAS**, fewer than 1 in 5 Americans are familiar with mild cognitive impairment (MCI), which can be an early stage of Alzheimer's. 90% of physicians say it's important to diagnose MCI due to Alzheimer's, but over half say they are not fully comfortable making that diagnosis; and

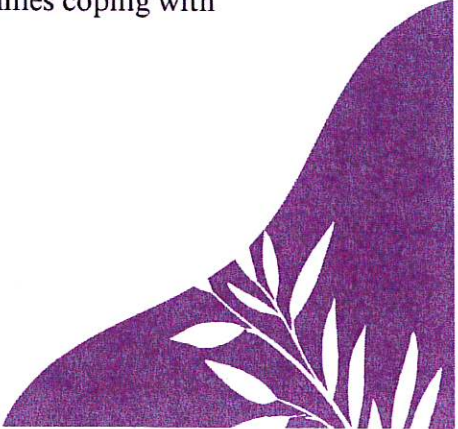
**WHEREAS**, during June, the Alzheimer's Association invites Humboldt County residents to participate in The Longest Day® on June 21st. Held annually on the summer solstice, The Longest Day invites participants to fight the darkness of Alzheimer's through a fundraising activity of their choice or by wearing purple.

**NOW, THEREFORE, BE IT PROCLAIMED** by the City Council of the City of Blue Lake recognizes June 2024 as ALZHEIMER'S AND BRAIN AWARENESS MONTH. The Council thanks the Alzheimer's Association for providing services to people and families coping with dementia.

Dated: May 28, 2024

---

Adelene Jones  
Mayor





# CITY OF BLUE LAKE

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

#6

DATE: May 28, 2024

FROM: Garry Rees, City Planner

TO: Blue Lake City Council

**RE: Agenda Item 6: Approval of Parcel Map and Acceptance of the Offers of Dedication for the Eliason Minor Subdivision (Application #025-101-023/2016)**

At the June 10, 2019 Planning Commission meeting, the Commission approved a Tentative Parcel Map (TPM) for Casey & Stacia Eliason for a Minor Subdivision of parcel 025-101-023 (no address assigned) to create three new lots. The applicant has prepared the Parcel Map and it was reviewed by the City Engineer and approved by the Planning Commission at their May 20, 2024 meeting. The applicant has also begun construction of the improvements for the subdivision per the Subdivision Improvement Agreement with the City. Prior to recording of the Parcel Map, the City Council needs to review and approve the Parcel Map and accept the offers of dedication to the City of Blue Lake that are shown on the Parcel Map (see **Attachment 1**), which include the following:

- Parcel “J” – An easement for ingress, egress, and public utilities along the east 2 feet of the subdivided property

This item is scheduled for the May 28, 2024 City Council meeting for the Council to review and approve the Parcel Map and accept the offers of dedication through the adoption of Resolution No. 1229 (see **Attachment 2**), a Resolution of the City Council of the City of Blue Lake Approving a Parcel Map and Accepting Dedication of an Easement and Authorizing the City Manager to Take any Further Acts that May be Necessary.

## **RECOMMENDATION:**

Staff recommends that the Planning Commission:

- 1) Receive a staff report concerning the Parcel Map and offers of dedication to the City for the Eliason Minor Subdivision.
- 2) Open the item for public comment.
- 3) Close the item for public comment.
- 4) Adopt Resolution No. 1229.

# Attachment 1

## Parcel Map for Eliason Minor Subdivision

OWNERS STATEMENT

That the undersigned, being the parties having a record title interest in the real property being subdivided by this map, do hereby consent to the preparation and recordation of this map and to the dedication of the easements for the purposes shown herein.

For: Oak Knob, LLC, a California Limited Liability Corporation

Cassy Ellison and Stacie Ellison, Trustees of the Casey Ellison and Stacie Ellison Revocable Trust of 2014, and the other holders of that certain Deed of Trust recorded as Document # 2022-006500, in Humboldt County, California.

BY: Casey Ellison

BY: Stacie Ellison

Dated: \_\_\_\_\_

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of \_\_\_\_\_ County of \_\_\_\_\_ On \_\_\_\_\_ before me, \_\_\_\_\_ Notary Public, who personally appeared \_\_\_\_\_ (whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. Witness my hand and official seal.

Printed name \_\_\_\_\_ Signature \_\_\_\_\_ My principal place of business is in \_\_\_\_\_ County \_\_\_\_\_ Official seal not required

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of \_\_\_\_\_ County of \_\_\_\_\_ On \_\_\_\_\_ before me, \_\_\_\_\_ Notary Public, who personally appeared \_\_\_\_\_ (whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. Witness my hand and official seal.

Printed name \_\_\_\_\_ Signature \_\_\_\_\_ My principal place of business is in \_\_\_\_\_ County \_\_\_\_\_ Official seal not required

EASEMENTS CREATED BY THIS MAP

- PARCEL "A" IS A NON-EXCLUSIVE 30' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 2 & 3 CREATED BY THIS MAP.
PARCEL "B" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 2 & 3 CREATED BY THIS MAP.
PARCEL "C" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 1 & 3 CREATED BY THIS MAP.
PARCEL "D" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES AND DRAINAGE EASEMENT, APPURTENANT TO PARCELS 1 & 2 CREATED BY THIS MAP.
PARCEL "E" IS A NON-EXCLUSIVE 20' WIDE PUBLIC & PRIVATE UTILITIES EASEMENT FOR PARCELS 1, 2 & 3 CREATED BY THIS MAP.
PARCEL "F" IS A DETENTION BASIN EASEMENT FOR PARCELS 1, 2, & 3 CREATED BY THIS MAP.
PARCEL "G" IS AN "OPEN SPACE" EASEMENT OVER WHICH THE PLACEMENT OF BUILDINGS IS PROHIBITED.
PARCEL "H" IS A NON-EXCLUSIVE EASEMENT FOR THE TURNING AROUND OF EMERGENCY VEHICLES.
PARCEL "I" IS A WETLAND MITIGATION AREA.
PARCEL "J" IS AN EASEMENT FOR INGRESS, EGRESS, AND PUBLIC UTILITIES ALONG THE EAST 2 FEET OF THE SUBDIVIDED PROPERTY, AS SHOWN ON SHEET 2 OF 2, DEDICATED TO THE CITY OF BLUE LAKE PER THIS MAP.

EASEMENTS OF RECORD

PER PRELIMINARY TITLE REPORT ISSUED BY HUMBOLDT AND TITLE COMPANY, DATED FEBRUARY 24, 2024 (4887), THE FOLLOWING EASEMENTS ARE SHOWN OR REFERENCED HEREON. SIGNATURES BY OWNERS OF INTERESTS BELOW ARE NOT REQUIRED PER SECTIONS 6408.6(a)(1) & 6409.6(a) OF THE GOVERNMENT CODE.

Table with columns: LD #, OWNER OF INTEREST, PURPOSE, DOCUMENT NO. & NOTES. Rows include MARY A. BALDWIN (ROW FOR 8-INCH PIPE OR TILING FOR SEWER AND/OR DRAINAGE PURPOSES), CITY OF BLUE LAKE (STORM DRAIN), CITY OF BLUE LAKE (10' WIDE PUBLIC & PRIVATE UTILITIES EASEMENT), CSEH (30' WIDE PRIVATE INGRESS/EGRESS & UTILITIES EASEMENT), CITY OF BLUE LAKE (PERPETUAL EASEMENT FOR ODORS BLAMFECT EASEMENT).

TAX COLLECTORS CERTIFICATE

I, Amy Christensen, Tax Collector of Humboldt County, California, hereby certify that according to the records of the Office of the Assessor-Recorder, Humboldt County, California, which this subdivision or parcel description, described as Assessor's Parcel No(s) 025-101-023, for any unpaid county taxes or special assessments.

I further certify that taxes or assessments which will become a lien on the property, but which are not yet currently due, are estimated at \$ \_\_\_\_\_ and deposited with this office on behalf of the Board of Supervisors.

Amy Christensen Humboldt County Tax Collector

By \_\_\_\_\_ Deputy Dated \_\_\_\_\_ Print Name \_\_\_\_\_

CITY CLERKS CERTIFICATE

I, Amanda Mager, City Clerk and Ex-officio Clerk of the City of Blue Lake, County of Humboldt, State of California, hereby certify that at the public city council at a meeting held on \_\_\_\_\_, 2024, the city council accepted on behalf of the public those parcels shown hereon as Parcel "J"

Amanda Mager City Clerk Date \_\_\_\_\_

PLANNING COMMISSION CERTIFICATE

I, Robert Chapman, Chairman of the Planning Commission of the City of Blue Lake, County of Humboldt, State of California, hereby certify that the said Parcel 2024-022022-3 recommended approval and acceptance of the Parcel Map by Resolution No. \_\_\_\_\_

Robert Chapman, Chairman Date \_\_\_\_\_

SURVEYORS STATEMENT

This map was prepared by me or under my direction, and is based on the survey information and information with the requirement of the Subdivision Map Act, and I hereby certify that this parcel map complies with the requirements of the Subdivision Map Act, and I hereby state that this parcel map substantially conforms to the conditionally approved tentative map.

DRAFT 4/24/24

DYLAN L. KOLSTAD PLS 8152

DATED: \_\_\_\_\_



CITY SURVEYORS STATEMENT

I hereby state that I have examined this map; that the subdivision as shown is substantially the same as it appeared on the tentative map and any approved alterations thereof; that all provisions of the Subdivision Map Act and of any local subdivision ordinances of the City of Blue Lake applicable at the time of preparation of the tentative map, have been complied with; and that I am satisfied that this map is technically correct.

THOMAS M. HERMAN, PLS 4805 CITY OF BLUE LAKE SURVEYOR

DATE \_\_\_\_\_



COUNTY RECORDERS STATEMENT

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, AT \_\_\_\_\_ M. IN BOOK \_\_\_\_\_ OF MAPS AT PAGE(S) \_\_\_\_\_ HUMBOLDT COUNTY RECORDS AT THE REQUEST OF DYLAN L. KOLSTAD.

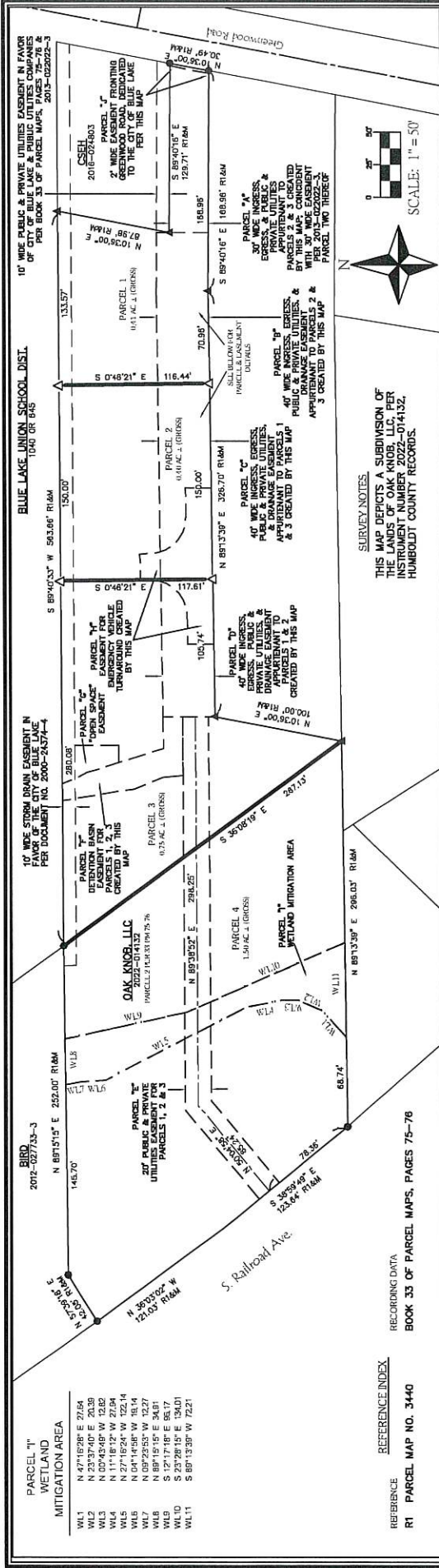
JUAN P. CERVANTES HUMBOLDT COUNTY RECORDER DEPUTY BY: \_\_\_\_\_ FEE: \_\_\_\_\_ INSTRUMENT NO. \_\_\_\_\_

PARCEL MAP NO. \_\_\_\_\_ FOR \_\_\_\_\_

OAK KNOB, LLC CITY OF BLUE LAKE STATE OF CALIFORNIA

BEING A SUBDIVISION OF THAT LAND DESCRIBED BY INSTRUMENT NO. 2024-022022-3, PARCELS OF HUMBOLDT COUNTY, AND LOCATED WITHIN \_\_\_\_\_

SE/4 OF SECTION 19 TOWNSHIP 6 NORTH, RANGE 2 EAST, HUMBOLDT MERIDIAN KOLSTAD LAND SURVEYORS PO BOX 964 BAYSIDE, CA 95924 VOICE (707) 822-2716 WWW.KOLSTADPLS.COM APN 025-101-023 DECEMBER, 2023 JOB No. 2014-023 SHEET 1 OF 2



**REFERENCE INDEX**  
**REFERENCE**  
**R1** PARCEL MAP NO. 3440

**RECORDING DATA**  
**BOOK 33 OF PARCEL MAPS, PAGES 75-78**

**SURVEY NOTES**  
 THIS MAP DEPICTS A SUBDIVISION OF THE LANDS OF OAK KNOB, LLC, PER INSTRUMENT NO. 2022-07432, HUMBOLDT COUNTY RECORDS.

**LEGEND**

3/4" IRON PIPE W/ PLASTIC BULB, STAMPED "KOLSTAD LS 6192" TO BE SET BY END OF 2025

FOUND 1/2" IRON PIPE W/ PLASTIC BULB, STAMPED "KOLSTAD LS 6192" PER R1, ACCEPTED THIS SURVEY

FOUND SURVEY MONUMENT PER R1 AS NOTED

MEASURED DATA PER THIS SURVEY RECORD DATA PER R1 WHICH MAY NOT AGREE WITH THIS SURVEY BOUNDARY LINES CREATED BY THIS SUBDIVISION

EXISTING EXTERIOR BOUNDARY LINES OF SUBDIVIDED PROPERTY

ADJACENT BOUNDARY LINES NOT ESTABLISHED THIS SURVEY

LAND OWNER & DEED REFERENCE

OAK KNOB, LLC  
 2022-07432

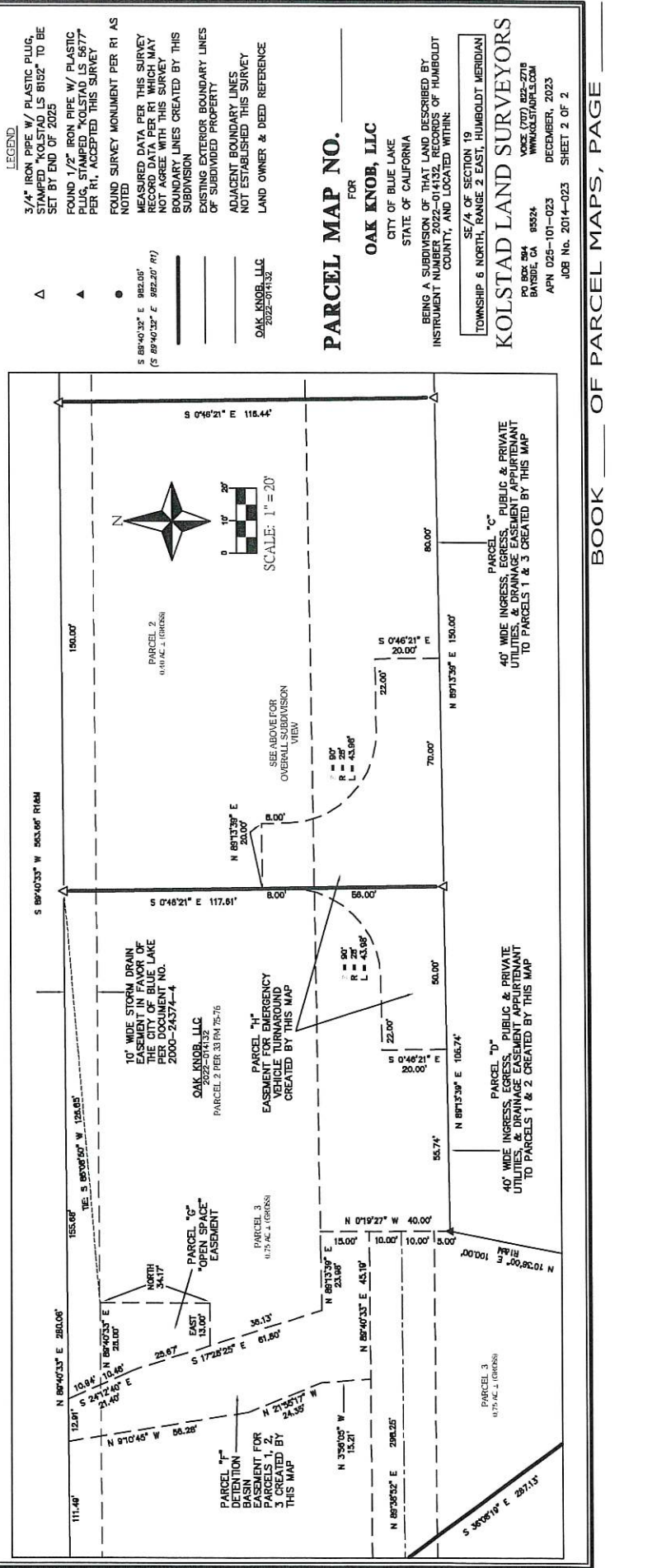
**PARCEL MAP NO.**  
 FOR  
**OAK KNOB, LLC**  
 CITY OF BLUE LAKE  
 STATE OF CALIFORNIA

BEING A SUBDIVISION OF THAT LAND DESCRIBED BY INSTRUMENT NUMBER 2022-04132, RECORDS OF HUMBOLDT COUNTY, AND LOCATED WITHIN:

SE 1/4 OF SECTION 19  
 TOWNSHIP 6 NORTH, RANGE 2 EAST, HUMBOLDT MERIDIAN

**KOLSTAD LAND SURVEYS**  
 PO BOX 94  
 BAYSIDE, CA 95824  
 VOICE (707) 822-2718  
 WWW.KOLSTADLAND.COM

APN 025-101-023 DECEMBER, 2023  
 JOB No. 2014-023 SHEET 2 OF 2



**PARCEL 1**  
 0.10 AC ± (GROSS)

**PARCEL 2**  
 0.10 AC ± (GROSS)

**PARCEL 3**  
 0.15 AC ± (GROSS)

**PARCEL 4**  
 1.50 AC ± (GROSS)

**PARCEL 5**  
 0.15 AC ± (GROSS)

**PARCEL 6**  
 0.15 AC ± (GROSS)

**PARCEL 7**  
 0.15 AC ± (GROSS)

**PARCEL 8**  
 0.15 AC ± (GROSS)

**PARCEL 9**  
 0.15 AC ± (GROSS)

**PARCEL 10**  
 0.15 AC ± (GROSS)

**PARCEL 11**  
 0.15 AC ± (GROSS)

**PARCEL 12**  
 0.15 AC ± (GROSS)

**PARCEL 13**  
 0.15 AC ± (GROSS)

**PARCEL 14**  
 0.15 AC ± (GROSS)

**PARCEL 15**  
 0.15 AC ± (GROSS)

**PARCEL 16**  
 0.15 AC ± (GROSS)

**PARCEL 17**  
 0.15 AC ± (GROSS)

**PARCEL 18**  
 0.15 AC ± (GROSS)

**PARCEL 19**  
 0.15 AC ± (GROSS)

**PARCEL 20**  
 0.15 AC ± (GROSS)

**PARCEL 21**  
 0.15 AC ± (GROSS)

**PARCEL 22**  
 0.15 AC ± (GROSS)

**PARCEL 23**  
 0.15 AC ± (GROSS)

**PARCEL 24**  
 0.15 AC ± (GROSS)

**PARCEL 25**  
 0.15 AC ± (GROSS)

**PARCEL 26**  
 0.15 AC ± (GROSS)

**PARCEL 27**  
 0.15 AC ± (GROSS)

**PARCEL 28**  
 0.15 AC ± (GROSS)

**PARCEL 29**  
 0.15 AC ± (GROSS)

**PARCEL 30**  
 0.15 AC ± (GROSS)

**PARCEL 31**  
 0.15 AC ± (GROSS)

**PARCEL 32**  
 0.15 AC ± (GROSS)

**PARCEL 33**  
 0.15 AC ± (GROSS)

**PARCEL 34**  
 0.15 AC ± (GROSS)

**PARCEL 35**  
 0.15 AC ± (GROSS)

**PARCEL 36**  
 0.15 AC ± (GROSS)

**PARCEL 37**  
 0.15 AC ± (GROSS)

**PARCEL 38**  
 0.15 AC ± (GROSS)

**PARCEL 39**  
 0.15 AC ± (GROSS)

**PARCEL 40**  
 0.15 AC ± (GROSS)

**PARCEL 41**  
 0.15 AC ± (GROSS)

**PARCEL 42**  
 0.15 AC ± (GROSS)

**PARCEL 43**  
 0.15 AC ± (GROSS)

**PARCEL 44**  
 0.15 AC ± (GROSS)

**PARCEL 45**  
 0.15 AC ± (GROSS)

**PARCEL 46**  
 0.15 AC ± (GROSS)

**PARCEL 47**  
 0.15 AC ± (GROSS)

**PARCEL 48**  
 0.15 AC ± (GROSS)

**PARCEL 49**  
 0.15 AC ± (GROSS)

**PARCEL 50**  
 0.15 AC ± (GROSS)

**PARCEL 51**  
 0.15 AC ± (GROSS)

**PARCEL 52**  
 0.15 AC ± (GROSS)

**PARCEL 53**  
 0.15 AC ± (GROSS)

**PARCEL 54**  
 0.15 AC ± (GROSS)

**PARCEL 55**  
 0.15 AC ± (GROSS)

**PARCEL 56**  
 0.15 AC ± (GROSS)

**PARCEL 57**  
 0.15 AC ± (GROSS)

**PARCEL 58**  
 0.15 AC ± (GROSS)

**PARCEL 59**  
 0.15 AC ± (GROSS)

**PARCEL 60**  
 0.15 AC ± (GROSS)

**PARCEL 61**  
 0.15 AC ± (GROSS)

**PARCEL 62**  
 0.15 AC ± (GROSS)

**PARCEL 63**  
 0.15 AC ± (GROSS)

**PARCEL 64**  
 0.15 AC ± (GROSS)

**PARCEL 65**  
 0.15 AC ± (GROSS)

**PARCEL 66**  
 0.15 AC ± (GROSS)

**PARCEL 67**  
 0.15 AC ± (GROSS)

**PARCEL 68**  
 0.15 AC ± (GROSS)

**PARCEL 69**  
 0.15 AC ± (GROSS)

**PARCEL 70**  
 0.15 AC ± (GROSS)

**PARCEL 71**  
 0.15 AC ± (GROSS)

**PARCEL 72**  
 0.15 AC ± (GROSS)

**PARCEL 73**  
 0.15 AC ± (GROSS)

**PARCEL 74**  
 0.15 AC ± (GROSS)

**PARCEL 75**  
 0.15 AC ± (GROSS)

**PARCEL 76**  
 0.15 AC ± (GROSS)

**PARCEL 77**  
 0.15 AC ± (GROSS)

**PARCEL 78**  
 0.15 AC ± (GROSS)

**PARCEL 79**  
 0.15 AC ± (GROSS)

**PARCEL 80**  
 0.15 AC ± (GROSS)

**PARCEL 81**  
 0.15 AC ± (GROSS)

**PARCEL 82**  
 0.15 AC ± (GROSS)

**PARCEL 83**  
 0.15 AC ± (GROSS)

**PARCEL 84**  
 0.15 AC ± (GROSS)

**PARCEL 85**  
 0.15 AC ± (GROSS)

**PARCEL 86**  
 0.15 AC ± (GROSS)

**PARCEL 87**  
 0.15 AC ± (GROSS)

**PARCEL 88**  
 0.15 AC ± (GROSS)

**PARCEL 89**  
 0.15 AC ± (GROSS)

**PARCEL 90**  
 0.15 AC ± (GROSS)

**PARCEL 91**  
 0.15 AC ± (GROSS)

**PARCEL 92**  
 0.15 AC ± (GROSS)

**PARCEL 93**  
 0.15 AC ± (GROSS)

**PARCEL 94**  
 0.15 AC ± (GROSS)

**PARCEL 95**  
 0.15 AC ± (GROSS)

**PARCEL 96**  
 0.15 AC ± (GROSS)

**PARCEL 97**  
 0.15 AC ± (GROSS)

**PARCEL 98**  
 0.15 AC ± (GROSS)

**PARCEL 99**  
 0.15 AC ± (GROSS)

**PARCEL 100**  
 0.15 AC ± (GROSS)



# Attachment 2

**City Council Resolution No. 1229**

**RESOLUTION NO. 1229**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE  
APPROVING A PARCEL MAP AND ACCEPTING A DEDICATION OF AN  
EASEMENT AND AUTHORIZING THE CITY MANAGER TO TAKE ANY  
FURTHER ACTS THAT MAY BE NECESSARY**

**WHEREAS**, Government Code Section 27281 governs the procedures for conveyance of an interest in real estate to government agencies; and

**WHEREAS**, Government Code Section 27281 provides that a governmental agency, by a general resolution, may authorize one or more officers to accept and consent to such deeds or grants of real estate; and

**WHEREAS**, the Planning Commission approved the Tentative Parcel Map on June 10, 2019 and Parcel Map on May 20, 2024 for a subdivision of that land described by Instrument No. 2022-014132 in the Official Records of Humboldt County by Oak Knob, LLC; and

**WHEREAS**, the project is subject to environmental review pursuant to the California Environmental Quality Act (CEQA). A Mitigated Negative Declaration was prepared with respect to said project and notice was sent to the State Clearinghouse, responsible and trustee agencies, and posted for public review for a period of 30 days as required by the CEQA Guidelines. The Mitigated Negative Declaration was adopted by the Planning Commission through Resolution No. 6-2019 on June 10, 2019.

**WHEREAS**, as part of the above-described subdivision, the subdivider intends to dedicate to the City of Blue Lake a two (2) foot wide easement fronting Greenwood Road for ingress, egress, and public utilities, as more particularly described and identified as Parcel “J” in said Parcel Map (see **Exhibit “A”**); and

**WHEREAS**, by way of this Resolution, the City Council desires to accept said dedication upon recordation of the Parcel Map and conclusion of all processes and approval required by law for the subdivision.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Blue Lake hereby approves the Parcel Map for recordation and, upon recordation, accepts the dedication by Oak Knob, LLC of an approximately two (2) foot wide easement fronting Greenwood Road for ingress, egress, and public utilities, as more particularly described and identified as Parcel “J” in the Parcel Map for the subdivision of that land described by Instrument No. 2022-014132 in the Official Records of Humboldt County and authorizes the City Manager to execute the any documents that may be necessary to effect such dedication.

**PASSED AND ADOPTED this 28th day of May, 2024, by the following role call vote:**

**AYES:**

**NOES:**

**ABSTAIN:**

\_\_\_\_\_  
**Adelene Jones, Mayor**

**Attest:**

\_\_\_\_\_  
City Clerk

# Exhibit "A" to Resolution No. 1229

## OWNERS STATEMENT

That the undersigned, being the parties having a record title interest in the real property being subdivided by this map, do hereby consent to the preparation and recordation of this map and to the dedication of the easements for the purposes shown hereon.

For: Oak Knob, LLC, a California Limited Liability Corporation  
 Dated: \_\_\_\_\_

By: Casey Eliason  
 Casey Eliason and Stacia Eliason, Trustees of the Casey Eliason and Stacia Eliason Revocable Trust of 2014, under the provisions of a trust agreement dated September 24, 2014, current owners and holders of that certain Deed of Trust recorded as Document # 2022-008500, in Humboldt County, California.

## NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of \_\_\_\_\_ before me,  
 County of \_\_\_\_\_ who proved to me personally appeared \_\_\_\_\_  
 (name) is/are subscribed to the within instrument and acknowledged to me that he/she/it/they executed the same for the purposes and consideration therein expressed. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.  
 Signature \_\_\_\_\_  
 My principal place of business is in \_\_\_\_\_ County  
 Official seal not required

## EASEMENTS CREATED BY THIS MAP

- PARCEL "A" IS A NON-EXCLUSIVE 30' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 2 & 3 CREATED BY THIS MAP.
- PARCEL "B" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 2, 3 & 3 CREATED BY THIS MAP.
- PARCEL "C" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES APPURTENANT TO PARCELS 1 & 3 CREATED BY THIS MAP.
- PARCEL "D" IS A NON-EXCLUSIVE 40' WIDE EASEMENT FOR INGRESS, EGRESS, PUBLIC AND PRIVATE UTILITIES AND DRAINAGE EASEMENT, APPURTENANT TO PARCELS 1 & 2 CREATED BY THIS MAP.
- PARCEL "E" IS A NON-EXCLUSIVE 20' WIDE PUBLIC & PRIVATE UTILITIES EASEMENT FOR PARCELS 1, 2 & 3 CREATED BY THIS MAP.
- PARCEL "F" IS A DETENTION BASIN EASEMENT FOR PARCELS 1, 2, & 3 CREATED BY THIS MAP.
- PARCEL "G" IS AN "OPEN SPACE" EASEMENT OVER WHICH THE PLACEMENT OF BUILDINGS IS PROHIBITED
- PARCEL "H" IS A NON-EXCLUSIVE EASEMENT FOR THE TURNING AROUND OF EMERGENCY VEHICLES
- PARCEL "I" IS A WETLAND MITIGATION AREA
- PARCEL "J" IS AN EASEMENT FOR INGRESS, EGRESS AND PUBLIC UTILITIES ALONG THE EAST 2 FEET OF THE SUBDIVIDED PROPERTY, AS SHOWN ON SHEET 2 OF 2, DEDICATED TO THE CITY OF BLUE LAKE PER THIS MAP.

## EASEMENTS OF RECORD

PER PRELIMINARY TITLE REPORT ISSUED BY HUMBOLDT LAND TITLE COMPANY, DATED FEBRUARY 2024, ORDER #8627400000, THE FOLLOWING EASEMENTS ARE SHOWN OR REFERENCED HEREON. SIGNATURES BY OWNERS OF INTERESTS BELOW ARE NOT REQUIRED PER SECTIONS 6462, 6463(a) & 6464 (6) OF THE EXAMINER'S CLERK

ID.#	OWNER OF INTEREST	PURPOSE	DOCUMENT NO. & NOTES
#6	MARY A. BALDWIN	ROW FOR 6-INCH PIPE OR TILING FOR SEWER AND/OR DRAINAGE PURPOSES	NOVEMBER 16, 1905 BK. 93 OF DEEDS, PAGE 436
#7	CITY OF BLUE LAKE	STORM DRAIN SLOWS	NOVEMBER 15, 2000 INST. NO. 2000-24374-4 & 33 PM 75-76
#8	CITY OF BLUE LAKE	10' WIDE PUBLIC & PRIVATE UTILITIES EASEMENT	BOOK 33 OF PARCEL MAPS, PAGES 75-76
#9 & #10	CSEH	DOES NOT AFFECT PROPERTY EASEMENT	BOOK 33 OF PARCEL MAPS, PAGES 75-76 & INST. NO. 2013-022022-3
#9	CITY OF BLUE LAKE	PERPETUAL EASEMENT FOR DOORS BLANKET EASEMENT	SEPTEMBER 25, 2007 INST. NO. 2007-28840-6

## TAX COLLECTOR'S CERTIFICATE

I, Amy Christensen, Tax Collector of Humboldt County, California, hereby certify that according to the records of this Office, as of this date, there are no tax liens currently due against the land within this subdivision or parcel description, described as Assessor's Parcel No(s), 025-101-023, for any unpaid county taxes or special assessments.

I further certify that taxes or assessments which will become a lien on the property, but which are not yet currently due, are estimated at \$\_\_\_\_\_ and that a bond in this amount has been collected and deposited with this office on behalf of the Board of Supervisors.

Amy Christensen  
 Humboldt County Tax Collector  
 By \_\_\_\_\_ Deputy Dated \_\_\_\_\_

## CITY CLERK'S CERTIFICATE

I, Amanda Moger, City Clerk and Es-officio Clerk of the City of Blue Lake, Humboldt County, California, hereby certify that on \_\_\_\_\_, 2024, at which a quorum was present, approved this subdivision and accepted on behalf of the public these parcels shown hereon as Parcel "J"

Amanda Moger  
 City Clerk  
 Print Name \_\_\_\_\_  
 Date: \_\_\_\_\_

## PLANNING COMMISSION CERTIFICATE

I, Robert Chapman, Chairman of the Planning Commission of the City of Blue Lake, Humboldt County, California, hereby certify that the said 2024, recommended approval and acceptance of the Parcel Map by Resolution No. \_\_\_\_\_

Robert Chapman, Chairman  
 Date: \_\_\_\_\_

## SURVEYOR'S STATEMENT

This map was prepared by me or under my direction, and is based upon a field survey, in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of Casey Eliason, on December 5, 2023. I hereby state that this parcel map substantially conforms to the conditionally approved tentative map.

Dylan L. Kolstad  
 DRAFT 4/24/24  
 PLS 8152



## CITY SURVEYOR'S STATEMENT

I hereby state that I have examined this map; that the subdivision as shown is substantially the same as it appeared on the tentative map and only approved alterations thereof, and that I am satisfied that this map is technically correct.

Thomas M. Herman, PLS 4805  
 City of Blue Lake Surveyor  
 Date: \_\_\_\_\_



## COUNTY RECORDERS STATEMENT

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, AT \_\_\_\_\_ HUMBOLDT COUNTY RECORDS AT THE REQUEST OF DYLAN L. KOLSTAD.

Juan P. Cervantes  
 Humboldt County Recorder  
 BY: \_\_\_\_\_ DEPUTY  
 FEE: \_\_\_\_\_  
 INSTRUMENT NO. \_\_\_\_\_

## PARCEL MAP NO. \_\_\_\_\_

FOR

OAK KNOB, LLC  
 CITY OF BLUE LAKE  
 STATE OF CALIFORNIA

BEING A SUBDIVISION OF THAT LAND DESCRIBED BY INSTRUMENT NUMBER 2022-014132, RECORDS OF HUMBOLDT COUNTY, AND LOCATED WITHIN:

TOWNSHIP 6 NORTH, RANGE 2 EAST, HUMBOLDT MERIDIAN

## KOLSTAD LAND SURVEYORS

PO BOX 964  
 BAYSIDE, CA 95824  
 VOICE (707) 822-2718  
 WWW.KOLSTAD.COM  
 APN 025-101-023 DECEMBER, 2023  
 JOB No. 2014-023 SHEET 1 OF 2





# 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 #:** 7

**Date:** May 28, 2024

**Item Subject:** Greenwood Truck Route Construction Contract Award

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

**General Information:** The City has concluded the open bidding process for the Greenwood Road Truck Route Improvement Construction project. The City received five bids, with the lowest responsive bidder determined to be RAO Construction, Inc.

RAO's bid and qualifications were evaluated by the City's engineer and determined to be a qualified bid within the construction budget allocated for the project. The City Engineer is recommending that RAO Construction, Inc. be awarded the bid and that the City Manager proceed with the execution of the Notice of Award and subsequent contracting documents.

The contracting documents will be reviewed by the City Attorney and will be signed by the City Manager upon the attorney's review and approval. Construction activities are scheduled to start in June; this project is funded by the California Transportation Department's STIP program. The recommended contract award amount is \$1,155,903.00.

### **Background Material Provided:**

**Fiscal Impact:** This project is funded by the State of California's Department of Transportation's STIP program.

**Recommended Action:** Authorize the City Manager to execute the construction contract with RAO Construction, Inc. for the Greenwood Road Truck Route Improvement Project, and authorize the City Manager to authorize and execute additional project change orders, as necessary and appropriate, within the total construction budget of \$1,340,179.00.

<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 checked="" 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

## *Technical Memorandum*

Reference: 020008  
Date: May 15, 2024  
To: Amanda Mager, City Manager  
From: Jordan Ludtke, Assistant City Engineer  
Subject: **Truck Route Improvements Greenwood Phase Notice of Award Recommendation**

---

SHN has reviewed the construction bid submissions for the Truck Route Improvements Greenwood Phase Project and provides the following Notice of Award recommendation.

Bids were submitted by RAO Construction, Inc.; Kernen Construction; Mercer Fraser Company; Hooven & Co, Inc.; and GR Sundberg, Inc. RAO Construction Inc. (RAO) was the apparent low bidder, and their bid was, therefore, reviewed and verified for the following items:

- Bid forms are completely filled out.
- Contractor's Class "A" license is current and active.
- Designation of subcontractors is complete, and subcontractors' licenses are current and active.
- Addendum acknowledgement form is complete (there was no addendum).
- Bid forms are properly filled out, and unit costs and sums match what was submitted.

RAO has successfully completed similar projects for the City of Blue Lake, and other local municipalities. RAO is determined to be the qualified low bidder, and their bid is within the City's project budget. SHN, therefore, recommends sending RAO a Notice of Award for their total bid amount.

RAO's bid is included in Attachment 1, and a Bid Summary is included in Attachment 2.

Attachments: 1. RAO Bid  
2. Bid Summary

RAO Bid

1



**PART III**  
**PROPOSAL AND CONTRACT FORMS**  
**BID FORM**

TO: **City of Blue Lake**  
**Amanda Mager, City Manager**  
**P.O. Box 458**  
**Blue Lake, CA 95525**

The undersigned, having become completely familiar with all the conditions affecting the cost of the work at the place where the work is to be done, and with the Plans, Specifications, Contract Documents, and Addenda thereto, prepared and issued therefore, hereby proposes and agrees to perform everything required to be performed and to provide and furnish any and all required labor, materials, tools, equipment, supervision, and all utility and transportation services necessary to complete in a workmanlike manner the: **Truck Route Improvements Greenwood Avenue** project, for the following unit prices and or lump sums with the price for the Total Project Bid written in both words and figures:

<b>Bid Schedule</b>					
<b>Truck Route Improvements – Greenwood Avenue Project</b>					
Item No.	Construction Item	Unit	Approx. Quantity	Unit Price	Total Item Price
1	Mobilization/Demobilization	LS	1	\$ 50,000. <sup>00</sup>	\$ 50,000. <sup>00</sup>
2	Traffic Control & Construction Signage	LS	1	\$ 30,000. <sup>00</sup>	\$ 30,000. <sup>00</sup>
3	Survey/Staking	LS	1	\$ 10,000. <sup>00</sup>	\$ 10,000. <sup>00</sup>
4	Erosion and Sediment Control	LS	1	\$ 3,000. <sup>00</sup>	\$ 3,000. <sup>00</sup>
5	Grind and Remove Asphalt 0.2'	SY	1,700	\$ 7.50	\$ 12,750. <sup>00</sup>
6	Grind and Remove Asphalt 0.3'	SY	3,350	\$ 8.50	\$ 28,475. <sup>00</sup>
7	Demolition and Removal – Concrete Sidewalks, Driveways, Islands, Curb Ramps, Valley Gutters, Curbs, and Gutters	SF	19,000	\$ 5. <sup>00</sup>	\$ 95,000. <sup>00</sup>
8	Demolition and Removal – Raised Crosswalks	SY	38	\$ 100. <sup>00</sup>	\$ 3,800. <sup>00</sup>
9	Remove Drain Inlet (DI) and backfill	EA	1	\$ 3,000. <sup>00</sup>	\$ 3,000. <sup>00</sup>
10	Miscellaneous Demo – Trash Can, Metal Drains, Crossing Strips	LS	1	\$ 2,000. <sup>00</sup>	\$ 2,000. <sup>00</sup>
11	Fence Relocation	LS	1	\$ 2,500. <sup>00</sup>	\$ 2,500. <sup>00</sup>
12	Asphalt Overlay 0.2', 0.3'	TON	900	\$ 195. <sup>00</sup>	\$ 175,500. <sup>00</sup>
13	Asphalt Full – Raised Crosswalk	EA	2	\$ 6,000. <sup>00</sup>	\$ 12,000. <sup>00</sup>
14	Concrete Curb (0.5') and Gutter (2') – Type A2	LF	2,263	\$ 49. <sup>00</sup>	\$ 110,887. <sup>00</sup>
15	Concrete – Sidewalk (4")	SF	11,609	\$ 12. <sup>00</sup>	\$ 139,308. <sup>00</sup>
16	Concrete – Curb Ramps and Driveways	SF	3,609	\$ 26. <sup>00</sup>	\$ 93,834. <sup>00</sup>
17	Concrete – Valley Gutter	LF	217	\$ 70. <sup>00</sup>	\$ 15,190. <sup>00</sup>
18	Truncated Domes	SF	282	\$ 49. <sup>00</sup>	\$ 13,818. <sup>00</sup>
19	Planter Bulbout & Strips – Vertical Curb – Type A1	LF	276	\$ 70. <sup>00</sup>	\$ 19,320. <sup>00</sup>
20	Planter Bulbout – Curb and Gutter (3')	LF	389	\$ 80. <sup>00</sup>	\$ 31,120. <sup>00</sup>
21	Planter Bulbout - Landscaping	LS	1	\$ 45,000. <sup>00</sup>	\$ 45,000. <sup>00</sup>
22	Steel Through Drains	LF	283	\$ 225. <sup>00</sup>	\$ 63,675. <sup>00</sup>
23	Mountable Vehicular Concrete – Cobble Stamped	SF	190	\$ 60. <sup>00</sup>	\$ 11,400. <sup>00</sup>
24	Stamped and Dyed Vehicular Concrete – Brick Median	SF	72	\$ 80. <sup>00</sup>	\$ 5,760. <sup>00</sup>

Bid Schedule					
Truck Route Improvements – Greenwood Avenue Project					
25	Stamped and Dyed Vehicular Concrete – Brick Crosswalk	SF	432	\$ 65.00	\$ 28,080.00
26	Stamped and Dyed Minor Concrete – Brick	SF	287	\$ 42.00	\$ 12,054.00
27	New Signage – Pedestrian Crossing (Flashing)	EA	4	\$ 13,750.00	\$ 55,000.00
28	Remove and Salvage Signage, Dispose of Post	EA	16	\$ 600.00	\$ 9,600.00
29	Install New Sign Posts and Sleeves	EA	12	\$ 750.00	\$ 9,000.00
30	Striping – Center Line (6" Dashed Yellow, CT Detail 1)	LF	1,380	\$ 4.00	\$ 5,520.00
31	Striping – Lane Edge Markings (6" Solid White, CT Detail 39)	LF	2,030	\$ 3.00	\$ 6,090.00
32	Striping - Cross Walk (12" Solid White) & Limit Lines	SF	635	\$ 8.00	\$ 5,080.00
33	Striping – Road Markings (Lettering and Symbols)	SF	244	\$ 18.00	\$ 4,392.00
34	Blue Reflective Pavement Markers (Hydrant Locations)	EA	5	\$ 30.00	\$ 150.00
35	Remove and Reinstall Salvaged Utility Covers and Survey Monuments Boxes with Concrete Collar	EA	18	\$ 900.00	\$ 16,200.00
36	Install New Water Meter Boxes	EA	17	\$ 200.00	\$ 3,400.00
37	Remove and Replace - Drain Inlets (DI) - G0 & G1 (5' deep or less)	EA	4	\$ 6,000.00	\$ 24,000.00
Total Project Bid In Words:			Total Project Bid In Figures:		
One million one hundred fifty-five thousand nine hundred three dollars & no cents.			1,155,903.00		

Where the "Figures" shown under "Total Bid" disagree with the summation of the "Total Item Prices," the "Total Item Prices" shall govern.

Where the "Figures" shown under "Total Item Prices" disagree with the extension of the "Unit Prices," the "Unit Prices" shall govern.

In case of discrepancy between words and figures, the words shall prevail.

The above lump sum and unit prices shall include all labor, materials, equipment, mobilization, shoring, clean-up, supervision, overhead, profit, insurance, etc., to cover the finished work of the several kinds called for.

The Owner intends to award the Contract to the lowest qualified Bidder. Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding at Owner's sole option and discretion.

The Owner reserves the right to remove individual Bid Items from contract award at the Owner's sole option and discretion.

Bidder acknowledges receipt of the following Addendum:

ADDENDUM NUMBER

DATE

\_\_\_\_\_

\_\_\_\_\_

The bidder agrees that this bid is good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.

In accordance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure an advantage against the public body awarding the Contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted its bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of the Noncollusion Affidavit.

The undersigned is aware of California Business and Professions Code 7028.15(e) and hereby states that all representations made herein are made under penalty of perjury.

Respectfully submitted:

5/12/2024  
Date

PO Box 28  
Address

Cutten, CA 95534

(707) 443-2118  
Telephone Number

335066  
Contractor's License #

RAD Construction Co., Inc.  
Bidder's Name

Rick Olson  
Authorized Signature

President  
Title

Corporation  
Type of Organization  
(Individual Partnership, or Corporation)

2/28/2026  
Date of License Expiration

## DESIGNATION OF SUBCONTRACTORS

The undersigned certifies that they have used the sub-bids of the following listed subcontractors in making up his/her bid, and that the subcontractors listed will be used for the work for which they bid, subject to the approval of the Engineer, and in accordance with the applicable provisions of these Specifications and Plans.

Item No.	Subcontractor	Address & Tel No.	State License No.
21	Miller Farms	1828 Central Ave. Marysville, CA (707) 839-1571	365302
30-34	Darren Taylor Construction	19672 N Hirsch Ct. Anderson CA (530) 378-2211	903262
5-6 & 12-13	Mercer Fraser Company	PO Box 1056 Eureka, CA (707) 443-6371	105709
27	Heaven & Reese	3445 Central Ave. Marysville, CA (707) 839-1291	1078205

5/9/2024  
Date

RAD Construction Co., Inc.  
Bidder's Name

PO Box 28 Cullen, CA 95534  
Address

*Rick Olson*  
Authorized Signature

(707) 443-2118  
Telephone Number

Corporation  
Type of Organization  
(Individual, Partnership, or Corporation)

**Bid Summary**

**2**



City of Blue Lake  
Truck Route Greenwood Phase  
SHN Reference: 020008  
5/9/2024

**Blue Lake Truck Route  
Greenwood Phase Bid Summary**

Item #	Description	Quantity	Units	Engineer's Estimate		Apparent Low Bidder		Hooven & Co., Inc.		Mercer-Fraser Company		Kern Construction		GR Sundberg, Inc.	
				Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
1	1 Mobilization/DeMobilization	1	LS	\$ 42,718.00	\$ 42,718.00	\$ 50,000.00	\$ 50,000.00	\$ 19,000.00	\$ 19,000.00	\$ 126,474.50	\$ 126,474.50	\$ 23,270.00	\$ 23,270.00	\$ 37,375.00	\$ 37,375.00
2	2 Traffic Control & Construction Signage	1	LS	\$ 42,718.00	\$ 42,718.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 50,000.00	\$ 50,000.00	\$ 32,320.00	\$ 32,320.00	\$ 204,000.00	\$ 204,000.00
3	3 Survey/Striking	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,500.00	\$ 11,500.00	\$ 5,000.00	\$ 5,000.00	\$ 25,500.00	\$ 25,500.00	\$ 52,900.00	\$ 52,900.00
4	4 Erosion and Sediment Control	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 3,000.00	\$ 3,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 17,820.00	\$ 17,820.00	\$ 11,000.00	\$ 11,000.00
5	5 Grind and Remove Asphalt 0.2"	1,700	SY	\$ 4.75	\$ 8,075.00	\$ 7.50	\$ 12,750.00	\$ 6.75	\$ 11,475.00	\$ 6.00	\$ 10,200.00	\$ 4.50	\$ 7,650.00	\$ 6.00	\$ 10,200.00
6	6 Grind and Remove Asphalt 0.3"	3,350	SY	\$ 5.25	\$ 17,587.50	\$ 8.50	\$ 28,475.00	\$ 5.00	\$ 16,750.00	\$ 6.50	\$ 21,775.00	\$ 5.70	\$ 19,095.00	\$ 6.00	\$ 20,100.00
7	7 Demolition and Removal - Concrete Sidewalk, Driveways, Islands & Curb Ramps, Valley Gutter, Curb & Gutter	19,000	SF	\$ 6.90	\$ 131,100.00	\$ 5.00	\$ 95,000.00	\$ 2.50	\$ 47,500.00	\$ 10.00	\$ 190,000.00	\$ 6.00	\$ 114,000.00	\$ 6.00	\$ 114,000.00
8	8 Demolition and Removal - Raised Crosswalks	38	SY	\$ 7.00	\$ 266.00	\$ 3,800.00	\$ 3,800.00	\$ 53.00	\$ 2,014.00	\$ 60.00	\$ 2,280.00	\$ 84.00	\$ 3,192.00	\$ 192.00	\$ 7,296.00
9	9 Remove Drain Inlet (DI) and backfill	1	EA	\$ 1,850.00	\$ 1,850.00	\$ 3,000.00	\$ 3,000.00	\$ 2,100.00	\$ 2,100.00	\$ 3,500.00	\$ 3,500.00	\$ 6,845.00	\$ 6,845.00	\$ 1,725.00	\$ 1,725.00
10	10 Miscellaneous Demo - Trash Con, Metal Drains, Miscellaneous Strips	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 3,800.00	\$ 3,800.00	\$ 5,500.00	\$ 5,500.00	\$ 2,980.00	\$ 2,980.00	\$ 21,000.00	\$ 21,000.00
11	11 Fence Relocation	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 3,800.00	\$ 3,800.00	\$ 5,500.00	\$ 5,500.00	\$ 3,820.00	\$ 3,820.00	\$ 5,000.00	\$ 5,000.00
12	12 Asphalt Overlay 0.2" 0.3"	900	TON	\$ 185.50	\$ 166,950.00	\$ 195.00	\$ 175,500.00	\$ 216.00	\$ 194,400.00	\$ 188.00	\$ 169,200.00	\$ 139.00	\$ 125,100.00	\$ 228.00	\$ 205,200.00
13	13 Asphalt - Raised Crosswalk	2	EA	\$ 8,750.00	\$ 17,500.00	\$ 6,000.00	\$ 12,000.00	\$ 4,500.00	\$ 9,000.00	\$ 5,500.00	\$ 11,000.00	\$ 6,320.00	\$ 12,640.00	\$ 8,400.00	\$ 16,800.00
14	14 Concrete - Curb (0.5) and Gutter (2) - Type A2	2,263	LF	\$ 45.50	\$ 102,966.50	\$ 49.00	\$ 110,887.00	\$ 75.00	\$ 169,725.00	\$ 49.00	\$ 110,887.00	\$ 70.00	\$ 158,410.00	\$ 69.00	\$ 156,147.00
15	15 Concrete - Sidelwalk (A")	11,609	SF	\$ 17.00	\$ 197,353.00	\$ 12.00	\$ 139,308.00	\$ 12.00	\$ 139,308.00	\$ 11.00	\$ 127,699.00	\$ 15.00	\$ 174,135.00	\$ 14.00	\$ 162,526.00
16	16 Concrete - Curb Ramps and Driveways	3,609	SF	\$ 29.70	\$ 107,187.30	\$ 25.00	\$ 90,225.00	\$ 36.00	\$ 129,924.00	\$ 36.00	\$ 129,924.00	\$ 48.00	\$ 172,320.00	\$ 40.00	\$ 144,360.00
17	17 Concrete - Valley Gutter	217	LF	\$ 91.00	\$ 19,747.00	\$ 70.00	\$ 15,190.00	\$ 97.00	\$ 21,049.00	\$ 70.00	\$ 15,190.00	\$ 51.00	\$ 11,178.00	\$ 132.00	\$ 28,644.00
18	18 Truncated Domes	282	SF	\$ 35.00	\$ 9,870.00	\$ 49.00	\$ 13,818.00	\$ 39.00	\$ 10,998.00	\$ 49.00	\$ 13,818.00	\$ 91.00	\$ 25,662.00	\$ 62.00	\$ 17,484.00
19	19 Planter/Bulbous - Vertical Curb - Type A1	276	LF	\$ 37.00	\$ 10,212.00	\$ 70.00	\$ 19,320.00	\$ 81.00	\$ 22,356.00	\$ 70.00	\$ 19,320.00	\$ 80.00	\$ 22,080.00	\$ 141.00	\$ 38,916.00
20	20 Planter/Bulbous - Curb and Gutter (3")	389	LF	\$ 47.50	\$ 18,477.50	\$ 80.00	\$ 31,120.00	\$ 76.00	\$ 29,564.00	\$ 80.00	\$ 31,120.00	\$ 66.00	\$ 25,674.00	\$ 191.00	\$ 74,299.00
21	21 Planter/Bulbous - Landscaping	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 45,000.00	\$ 45,000.00	\$ 62,000.00	\$ 62,000.00	\$ 41,839.00	\$ 41,839.00	\$ 61,420.00	\$ 61,420.00	\$ 48,000.00	\$ 48,000.00
22	22 Steel Through Drains	283	LF	\$ 238.50	\$ 67,495.50	\$ 225.00	\$ 63,675.00	\$ 137.00	\$ 38,771.00	\$ 225.00	\$ 63,675.00	\$ 202.00	\$ 57,166.00	\$ 700.00	\$ 198,100.00
23	23 Mountable Vehicular Concrete - Cobble Stamped	190	SF	\$ 40.00	\$ 7,600.00	\$ 60.00	\$ 11,400.00	\$ 59.49	\$ 11,304.00	\$ 60.00	\$ 11,400.00	\$ 87.00	\$ 16,530.00	\$ 50.00	\$ 9,500.00
24	24 Median	72	SF	\$ 70.00	\$ 5,040.00	\$ 80.00	\$ 5,760.00	\$ 117.00	\$ 8,424.00	\$ 80.00	\$ 5,760.00	\$ 128.00	\$ 9,216.00	\$ 132.00	\$ 9,504.00
25	25 Stamped and Dyeed Vehicular Concrete - Brick	432	SF	\$ 50.00	\$ 21,600.00	\$ 65.00	\$ 28,080.00	\$ 50.00	\$ 21,600.00	\$ 60.00	\$ 25,920.00	\$ 48.50	\$ 20,952.00	\$ 43.00	\$ 18,576.00
26	26 Stamped and Dyeed Minor Concrete - Brick	287	SF	\$ 32.50	\$ 9,377.50	\$ 42.00	\$ 12,054.00	\$ 50.00	\$ 14,350.00	\$ 40.00	\$ 11,480.00	\$ 52.00	\$ 14,924.00	\$ 33.00	\$ 9,471.00
27	27 New Signage - Pedestrian Crossing (Flashing)	4	EA	\$ 12,000.00	\$ 48,000.00	\$ 13,750.00	\$ 55,000.00	\$ 22,500.00	\$ 90,000.00	\$ 12,106.00	\$ 48,424.00	\$ 15,370.00	\$ 61,480.00	\$ 14,000.00	\$ 56,000.00
28	28 Remove and Salvage Signage, Dispose of Post	16	EA	\$ 500.00	\$ 8,000.00	\$ 600.00	\$ 9,600.00	\$ 150.00	\$ 2,400.00	\$ 300.00	\$ 4,800.00	\$ 302.00	\$ 4,832.00	\$ 155.00	\$ 2,480.00
29	29 Install New Sign Posts and Sleeves	12	EA	\$ 500.00	\$ 6,000.00	\$ 750.00	\$ 9,000.00	\$ 590.00	\$ 7,080.00	\$ 750.00	\$ 9,000.00	\$ 748.00	\$ 8,976.00	\$ 328.00	\$ 3,936.00
30	30 Stripping - Center Line (6" Dashed Yellow, CT Detail)	1,380	LF	\$ 2.65	\$ 3,657.00	\$ 4.00	\$ 5,520.00	\$ 5.00	\$ 6,900.00	\$ 3.25	\$ 4,485.00	\$ 3.25	\$ 4,485.00	\$ 4.00	\$ 5,520.00
31	31 Stripping - Lane Edge Markings (6" Solid White, ST Detail 39)	2,030	LF	\$ 4.25	\$ 8,627.50	\$ 3.00	\$ 6,090.00	\$ 4.30	\$ 8,729.00	\$ 2.75	\$ 5,582.50	\$ 2.75	\$ 5,582.50	\$ 3.00	\$ 6,090.00
32	32 Stripping - Cross Walk (12" Solid White) & Limit Lines	635	SF	\$ 15.90	\$ 10,096.50	\$ 8.00	\$ 5,080.00	\$ 12.00	\$ 7,620.00	\$ 8.00	\$ 5,080.00	\$ 16.00	\$ 9,904.00	\$ 10.00	\$ 6,350.00
33	33 Stripping - Road Markings (Lettering & Symbols)	244	SF	\$ 26.50	\$ 6,466.00	\$ 18.00	\$ 4,392.00	\$ 24.50	\$ 5,978.00	\$ 16.00	\$ 3,904.00	\$ 28.00	\$ 6,880.00	\$ 20.00	\$ 4,880.00
34	34 Blue Reflective Pavement Walkers (Hydrant Locations)	5	EA	\$ 30.00	\$ 150.00	\$ 30.00	\$ 150.00	\$ 60.00	\$ 300.00	\$ 28.00	\$ 140.00	\$ 28.00	\$ 140.00	\$ 50.00	\$ 250.00
35	35 Remove and Reinstall Salvaged Utility Covers and Survey Monuments Boxes with Concrete Collar	18	EA	\$ 1,025.00	\$ 18,450.00	\$ 900.00	\$ 16,200.00	\$ 376.00	\$ 6,788.00	\$ 150.00	\$ 2,700.00	\$ 1,365.00	\$ 24,570.00	\$ 800.00	\$ 14,400.00
36	36 Install New Water Meter Boxes	17	EA	\$ 500.00	\$ 8,500.00	\$ 200.00	\$ 3,400.00	\$ 676.00	\$ 11,492.00	\$ 200.00	\$ 3,400.00	\$ 1,360.00	\$ 23,120.00	\$ 900.00	\$ 15,300.00
37	37 Remove and Replace - Drain Inlet (DI) - GO & G1 (5" deep or less)	4	EA	\$ 4,200.00	\$ 16,800.00	\$ 6,000.00	\$ 24,000.00	\$ 6,000.00	\$ 24,000.00	\$ 5,000.00	\$ 20,000.00	\$ 8,800.00	\$ 35,200.00	\$ 6,000.00	\$ 24,000.00
	<b>Total</b>			\$ 1,190,887.80	\$ 1,190,887.80	\$ 1,155,903.00	\$ 1,155,903.00	\$ 1,210,979.00	\$ 1,210,979.00	\$ 1,278,278.00	\$ 1,278,278.00	\$ 1,345,720.50	\$ 1,345,720.50	\$ 1,761,329.00	\$ 1,761,329.00

% Over Engineer's Estimate

-2.94%

1.69%

7.34%

12.75%

47.90%



## Greenwood Truck Route Project Budget

City of Blue Lake

Truck Route Greenwood Phase

Contract Amount for RAO Construction Co.

SHN Reference: 020008

Item #	Description	Quantity	Units	Unit Cost	Total
1	Mobilization/Demobilization	1	LS	\$ 50,000.00	\$ 50,000.00
2	Traffic Control & Construction Signage	1	LS	\$ 30,000.00	\$ 30,000.00
3	Survey/Staking	1	LS	\$ 10,000.00	\$ 10,000.00
4	Erosion and Sediment Control	1	LS	\$ 3,000.00	\$ 3,000.00
5	Grind and Remove Asphalt 0.2'	1,700	SY	\$ 7.50	\$ 12,750.00
6	Grind and Remove Asphalt 0.3'	3,350	SY	\$ 8.50	\$ 28,475.00
7	Demolition and Removal - Concrete Sidewalk, Driveways, Islands & Curb Ramps, Valley Gutter, Curb & Gutter	19,000	SF	\$ 5.00	\$ 95,000.00
8	Demolition and Removal - Raised Crosswalks	38	SY	\$ 100.00	\$ 3,800.00
9	Remove Drain Inlet (DI) and backfill	1	EA	\$ 3,000.00	\$ 3,000.00
10	Miscellaneous Demo - Trash Can, Metal Drains, Crossing Strips	1	LS	\$ 2,000.00	\$ 2,000.00
11	Fence Relocation	1	LS	\$ 2,500.00	\$ 2,500.00
12	Asphalt Overlay 0.2', 0.3'	900	TON	\$ 195.00	\$ 175,500.00
13	Asphalt - Raised Crosswalk	2	EA	\$ 6,000.00	\$ 12,000.00
14	Concrete - Curb (0.5') and Gutter (2') - Type A2	2,263	LF	\$ 49.00	\$ 110,887.00
15	Concrete - Sidewalk (4")	11,609	SF	\$ 12.00	\$ 139,308.00
16	Concrete - Curb Ramps and Driveways	3,609	SF	\$ 26.00	\$ 93,834.00
17	Concrete - Valley Gutter	217	LF	\$ 70.00	\$ 15,190.00
18	Truncated Domes	282	SF	\$ 49.00	\$ 13,818.00
19	Planter/Bulbout - Vertical Curb - Type A1	276	LF	\$ 70.00	\$ 19,320.00
20	Planter/Bulbout - Curb and Gutter (3')	389	LF	\$ 80.00	\$ 31,120.00
21	Planter/Bulbout - Landscaping	1	LS	\$ 45,000.00	\$ 45,000.00
22	Steel Through Drains	283	LF	\$ 225.00	\$ 63,675.00
23	Mountable Vehicular Concrete - Cobble Stamped	190	SF	\$ 60.00	\$ 11,400.00
24	Stamped and Dyed Vehicular Concrete - Brick Median	72	SF	\$ 80.00	\$ 5,760.00
25	Stamped and Dyed Vehicular Concrete - Brick Crosswalk	432	SF	\$ 65.00	\$ 28,080.00
26	Stamped and Dyed Minor Concrete - Brick	287	SF	\$ 42.00	\$ 12,054.00
27	New Signage - Pedestrian Crossing (Flashing)	4	EA	\$ 13,750.00	\$ 55,000.00
28	Remove and Salvage Signage, Dispose of Post	16	EA	\$ 600.00	\$ 9,600.00
29	Install New Sign Posts and Sleeves	12	EA	\$ 750.00	\$ 9,000.00
30	Striping - Center Line (6" Dashed Yellow, CT Detail 1)	1,380	LF	\$ 4.00	\$ 5,520.00
31	Striping - Lane Edge Markings (6" Solid White, ST Detail 39)	2,030	LF	\$ 3.00	\$ 6,090.00
32	Striping - Cross Walk (12" Solid White) & Limit Lines	635	SF	\$ 8.00	\$ 5,080.00
33	Striping - Road Markings (Lettering & Symbols)	244	SF	\$ 18.00	\$ 4,392.00
34	Blue Reflective Pavement Markers (Hydrant Locations)	5	EA	\$ 30.00	\$ 150.00
35	Remove and Reinstall Salvaged Utility Covers and Survey Monuments Boxes with Concrete Collar	18	EA	\$ 900.00	\$ 16,200.00
36	Install New Water Meter Boxes	17	EA	\$ 200.00	\$ 3,400.00
37	Remove and Replace - Drain Inlets (DI) - G0 & G1 (5' deep or less)	4	EA	\$ 6,000.00	\$ 24,000.00
<b>Construction Contract Amount</b>					<b>\$ 1,155,903.00</b>
<b>Contingency 16%</b>					<b>\$ 184,276.00</b>
<b>Construction Engineering 12%</b>					<b>\$ 160,821.00</b>
<b>Funding Total</b>					<b>\$ 1,501,000.00</b>



# CITY OF BLUE LAKE

Post Office Box 458  
Phone 707.668.5655

111 Greenwood Road

Blue Lake, CA 95525  
Fax 707.668.5916

## AGENDA REPORT

**Item #:** 8

**Date:** May 28, 2024

**Item Subject:** Resolution Number 1228-Community Development Block Grant Project Amendment

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

**General Information:** City staff is requesting authorization to amend our current CDBG Library Access Improvement Project by adding additional work and funding to the project. During the recent ADA inspection by the County, it was noted that additional work, beyond what was originally designed, is required to meet the new ADA standards.

The additional work is estimated to cost approximately \$30,000.00 and staff is recommending amending the project budget to include additional funds for inspections and project management. The City's Program Income Fund has adequate funds to support the activity and the project meets the requirements and regulations of the program.

**Background Material Provided:** Resolution Number 1228

**Fiscal Impact:** Reduce Program Income Fund by \$35,000.00

**Recommended Action:** Conduct the Public Hearing and Approve the Adoption of Resolution Number 1228 and authorize the City Manager to execute all required documentation.

<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"/>



## **Notice of Public Hearing on the City of Blue Lake's Request to Allocate Additional Program Income Funds to an Existing Accessibility Improvement Project**

NOTICE IS HEREBY GIVEN that the City of Blue Lake will hold a public hearing on May 28, 2024 at 6:30 P.M. at the Skinner Store, located behind City Hall at 111 Greenwood Avenue. The purpose of the hearing will be to consider authorization of Resolution Number 1228, amending the City of Blue Lake's current project budget for the removal of accessibility barriers at the public library. Additional funds are necessary to address additional barriers identified by the State Accessibility inspector.

The City is recommending the addition of \$35,000.00 to the existing project budget, along with an extension of the contract close-out date to July 31, 2024. Funds will come from the City of Blue Lake's Program Income Fund.

The project is being funded through a Community Development Block Grant provided by the California Housing and Community Development Authority.

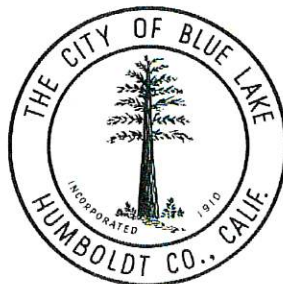
The following information related to the project is available at City Hall, located at 111 Greenwood Avenue, between the hours of 9am-12noon and 1pm-4pm, Monday –Friday or by emailing [citymanager@bluelake.ca.gov](mailto:citymanager@bluelake.ca.gov).

- A. Project progress/status of completion and expected timeframe to completion
- B. Funds expended, balance of funds available, and budget expectations to completion.

All persons interested in the status of funding, or the progress of the project are welcome to attend this meeting. Written comments can be directed to the City of Blue Lake, at PO Box 458, Blue Lake, CA 95525, or you may contact Mandy Mager, City Manager, by telephone or email at 707-668-5655/[citymanager@bluelake.ca.gov](mailto:citymanager@bluelake.ca.gov), no later than 4:30PM on May 28, 2024 to ensure placement in the official record of the hearing.

The City of Blue Lake does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identify, age, religion or disability. If you require specific accommodations to participate in the public hearing, please contact Anali Gonzalez, City Clerk, at least 24 hours prior to the scheduled hearing.

Please contact City Hall at 707-668-5655 for any additional questions, or concerns.



## RESOLUTION NO. 1228

### A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2019-2020 FUNDING YEAR OF THE STATE CDBG PROGRAM

**BE IT RESOLVED** by the City Council of the City of Blue Lake as follows:

**SECTION 1:**

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, \$235,000.00 for the following CDBG activities, pursuant to the January 2020 CDBG NOFA:

**Public Improvement-Blue Lake Library Accessibility Improvement Project**

Activity	Dollar Amount Being Requested for the Activity
Accessibility Improvements	\$235,000.00

**SECTION 2:**

The City hereby approves the use of Program Income in an amount not to exceed \$235,000.00 for the CDBG activities described in Section 1.

**SECTION 3:**

The City acknowledges compliance with all state and federal public participation requirements in the development of its application.

**SECTION 4:**

The City hereby authorizes and directs the City Manager to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.

**SECTION 5:**

If an application is approved, the City Manager is authorized to enter into, execute and deliver the grant agreement (i.e. Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

**SECTION 6:**

If an application is approved, the City Manager is authorized to sign Funds Requests and all required reporting forms and other documentation as may be required by the State of California



# 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 #:** 9

**Date:** May 28, 2024

**Item Subject:** Humboldt County Sheriff Contract for Law Enforcement Services

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

**General Information:** The County of Humboldt and the Humboldt County Sheriff have provided the City with a new contract for the provision of law enforcement services in the City of Blue Lake. The new contract includes a new cost proposal, along with a revised methodology for cost calculations.

The new contract is a result of the many meetings and discussions held between the County, the Sheriff and the City’s Ad-Hoc committee, and reflects a price structure that is accountable and reflective of actual costs associated with the provision of services in Blue Lake.

City staff is recommending that the Council accept the terms of the agreement and direct staff to finalize the contract. The staff has provided the contract to the City Attorney for review; if substantial changes are recommended, the City Manager will bring the contract back to Council for review and consideration.

**Background Material Provided:** Draft Contract for Services

**Fiscal Impact:** The proposed contract will increase the current contract amount by approximately \$45,000.00; this increase will be accounted for in the 2024/2025 budget presentation.

**Recommended Action:** Direct staff to finalize the contract for law enforcement services with the County of Humboldt and the Humboldt County Sheriff and authorize the Mayor and the City Manager to sign the final contract documents.

<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: Legal review is in process.									
<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 July 2024 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").

### WITNESSETH:

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

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

1. Term of Agreement. Basic Term. The term of this AGREEMENT shall commence July 1, 2024 and continue through June 30, 2029, a sixty (60) month term, unless sooner terminated pursuant to Section 18.
2. 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, supervisory, 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.

3. The law enforcement services to be provided by the COUNTY to the CITY within the CITY's incorporated area shall include:
  - A. Enforcement of State Statutes;
  - B. Enforcement of ordinances of CITY (excluding animal control, building and construction);
  - C. Police protection of the type provided by the Sheriff;
  - D. Traffic and DUI enforcement, with the exception of such traffic enforcement as may be provided by the California Highway Patrol on any freeway traversing the

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

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

- 4. 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.
- 5. 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.
- 6. 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.
- 7. 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.
- 8. 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.

9. 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.
10. 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 outlined in Exhibit A – Charges for Services. 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.
11. The CITY shall render to COUNTY one-fourth of the annual charges 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. 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.
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 occurrences, 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. Either party may terminate this contract upon sixty (60) days written notice, which notice shall take effect at the end of the sixty (60) day notice period. Compensation shall be prorated for the fiscal quarter in which the termination occurs.
19. Notices given to parties under this AGREEMENT shall be deemed given when personally delivered or sent and delivered by United States certified mail, postage prepaid, return receipt requested and addressed as follows:

**TO THE COUNTY**

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

**TO THE CITY**

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

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

22. This AGREEMENT contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be given effect, and this AGREEMENT may only be amended by a writing signed by the parties.
23. The invalidity of any provision of this AGREEMENT as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.
24. This AGREEMENT shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.
25. Time is hereby expressly declared to be of the essence of this AGREEMENT and each and every provision herein.
26. This AGREEMENT, and any amendments hereto, may be executed in one (1) or more counterparts, each of which shall be deemed to be an original and all of which, when taken together, shall be deemed to be one (1) and the same agreement. This AGREEMENT, and any amendments hereto, may be signed by manual or electronic signatures in accordance with any and all applicable local, state and federal laws, regulations and standards, and such signatures shall constitute original signatures for all purposes. A signed copy of this AGREEMENT, and any amendments hereto, transmitted by email or by other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this AGREEMENT and any amendments hereto.
27. Each person executing this AGREEMENT represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this AGREEMENT. Each party represents and warrants to the other that the execution and delivery of this AGREEMENT and the performance of such party's obligations hereunder have been duly authorized.

[Signatures on following page.]



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

**ATTEST:**  
City Clerk

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

**ATTEST:**  
Clerk of the Board of Supervisors

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

**APPROVED AS TO CONTENT AND  
RECOMMENDED**

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

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

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

By: \_\_\_\_\_  
Chair  
Board of Supervisors  
County of Humboldt

**APPROVED AS TO FORM**

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

By: \_\_\_\_\_  
Office of County Counsel  
County of Humboldt

By: \_\_\_\_\_  
Risk Manager  
County of Humboldt

## **Exhibit A – Charges for Services**

### **Annual Computation:**

The Sheriff's Office ("SO") shall prepare an annual computation utilizing the prior fiscal years financial data and present the computation to the CITY Manager and designated CITY council member by email on or before February 15<sup>th</sup> of each year. In the event the SO is unable to provide the computation by February 15<sup>th</sup> due to delays in the annual financial data being completed, then the CITY Manager and designated council member will be notified by email of an updated timeline.

The CITY shall have fourteen (14) days from date of delivery of the computation email to notify the SO if a meeting is needed to discuss the updated charges for services or if the new computed amount is acceptable.

Provided a meeting is needed to review and discuss the charges, both the CITY and SO shall make every effort to meet and confer with the intent to finalize the new rate by March 30<sup>th</sup>, so that both parties can plan accordingly for their annual budget. The participants in the meeting to review the charges for services shall include the City Manager, a designated city council member, the SO Operations Division Commander, and the SO Finance Director.

For the period of July 1, 2024 through June 30, 2025, the CITY and SO have met and agreed that the charges for services rate will be \$190,685.00 for fiscal year (FY) 2024-25.

For all subsequent fiscal years, the new rate shall be agreed to by both parties by an amendment to the agreement effective July 1<sup>st</sup> of each year.

### **Methodology for the Annual Computation:**

The SO shall use the following methodology for assessing the charges for services for the CITY.

A) The SO will calculate its Total Net Expenses to provide law enforcement services to the county. The methodology for calculating Total Net Expenses is as follows:

1) The below SO charges shall NOT be included in the Total Net Expenses:

- Internal Service Fund Information Technology Charges
- Internal Service Fund Purchasing & Disposition Charges
- Internal Service Fund ADA Charges
- Internal Service Fund Communications/Radio Infrastructure Charges
- COUNTY General Liability, Property, or Bond Insurance
- COUNTY Cost Plan Charges (aka A87 Charges)
- Fixed Assets
- Grants
- Locations of the SO that do not support the CITY. As of FY2024-25 those locations are as follows:

Garberville Station	Willow Creek Station
---------------------	----------------------

Myrtle Avenue Annex	Patrol Allocation of Main Station
---------------------	-----------------------------------

- Divisions of the SO that provide services to the entire county and/or divisions that provide services unrelated to the services being contracted for in this agreement. As of FY2024-25 those divisions to be excluded include the following:

Airport Security	Inmate Welfare
Animal Shelter/Animal Control	Jail Based Competency Program
CCW	Marijuana Enforcement Team
Civil	Mobile Field Force
Coroner Office	Office of Emergency Services
Correctional Facility	Public Administrator
Courts	Search & Rescue
Crisis Negotiation Team	Sheriff's Work Alternative Program
Drug Task Force	Special Services
EOD Team (Bomb Squad)	SWAT Team

2) The below SO charges shall be included in the Total Net Expenses:

- Interfund Expenditures. These are charges to the SO from other county departments (ie. Public Works) for direct services and/or supplies.
- Divisions and locations of the SO that provide services that are being contracted for in this agreement. The SO Indirect Costs that are allocated to these divisions/locations will also be included.

As of FY2024-25 those divisions/locations include the following:

Abandoned Vehicle Abatement	McKinleyville Station
Body Worn Camera Program	Patrol
Deputy FTO/Recruit Program	Patrol Vehicle Costs
Dispatch	Property Evidence
K9 Program	Records
Major Crimes Division (MCD)	

As of FY2024-25 the SO indirect cost centers include the following:

Administration	Main Station
Armory	Operations Command Team
Backgrounds/Recruitment	Training
Deputy Sheriff/CSO Shared Costs	

- 3) Revenue for fees, services, reimbursements, donations, and Measure Z revenue will be included in calculating the Total Net Expenses.

B) The CITY will pay its pro-rata share of the Total Net Expenses based on population.

1) Data from the US Census 2020 will be used for calculating population and is as follows:

<b>Total Population of Humboldt County</b>	<b>136,463</b>
Arcata	18,857
Eureka	26,512
Ferndale	1,398
Fortuna	12,516
Rio Dell	3,379
Trinidad	307
Blue Lake	1,208
<b>Total Incorporated City Population</b>	<b>64,177</b>
<b>Remaining Unincorporated County</b>	<b>72,286</b>

2) The City of Trinidad has a US Census 2020 population of 307. Trinidad has a higher proportion of short term rentals compared to other incorporated cities in our area and therefore Trinidad has agreed to a population adjustment of an additional 120 to account for this. That brings the total remaining population covered by the SO to 73,921 resulting in the below pro-rata share for each contract city.

<b>City</b>	<b>Census</b>	<b>%</b>
Blue Lake	1,208	1.63%
Trinidad	427	0.58%
Unincorporated County	72,286	97.79%
<b>Total:</b>	<b>73,921</b>	<b>100.00%</b>



# 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:** May 28, 2024

**Item Subject:** Retail Cannabis Ordinance Discussion

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

**General Information:** At the April Council meeting, the Council discussed modifications to the City’s Cannabis Ordinance to allow limited retail options. Staff provided the Council with a sample ordinance and recommended bringing the item back to the May meeting for future discussions.

Staff was also tasked with conducting additional research regarding permitting, inspections and compliance structures that may impact City resources.

**Background Material Provided:** City of Weed-Retail Cannabis Ordinance

**Fiscal Impact:** N/A

**Recommended Action:** As discussion directs.

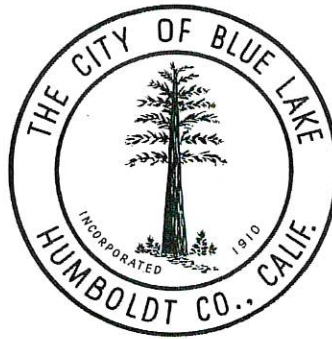
<b>Agenda Item Review Information:</b>			
City Manager Review: <input checked="" type="checkbox"/>	Legal Review: <input type="checkbox"/>	Planner Review: <input type="checkbox"/>	Engineer Review: <input type="checkbox"/>
Comments:			
<b>After Action Information:</b>			
Date Action Taken:		Notes:	
Action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

May 28, 2024

**Regular Council Meeting**

# **Council Correspondence**



*PO Box 458 - 111 Greenwood Ave.  
Blue Lake, CA 95525  
(707)668-5655 ext. 100*

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

Sat, May 18, 2024 at 8:51 AM

Anali, I appreciate You providing 2.04.020 "Agenda Preparation and Posting;" Item D. states "Any member of the public may request an item be placed on the agenda". It further states "However since many matters may be resolved or satisfied by City staff the public should contact city staff first to determine if the specific issue needs or even requires action by the City Council." A fair legal argument can be made that should a member of the public not feel that a specific issue has been resolved by City staff, and that it falls within the purview of the City Council, it shall be put on the agenda. This is the case regarding The following request to have an item put on the next Blue Lake City Council meeting.

Should staff clarify why City Staff should bill 2/3 of their pay role expenses to the sewer and water funds rather than reflecting actual time spent on the many funds the City has. And why the City Manager bills ¾ of their pay role expenses to the sewer and water funds rather than reflecting actual time spent on the many funds the City has, I could understand not putting the topic on the agenda. Should staff decide to attempt to clarify, please have them do so by Email prior to the cutoff date and time for items being placed on the agenda. Therefore, we will all have a record. Clearly the required accounting accuracy, and a failure to do so by the City staff falls within the purview of the Blue Lake City Council.

The item I wish to put on the agenda is as follows;

Discussion and potential action regarding how the City staff pay role expenses are distributed amongst the Cities fund accounts.

Please acknowledge receipt of this request, and forward it to appropriate City Staff for comments or clarification.

I also request this be read into the record at the next Blue Lake City Council meeting as correspondence to the Council

Kent Sawatzky

---

**From:** Anali Gonzalez <adminasst@bluelake.ca.gov>  
**Sent:** Friday, May 17, 2024 3:28 PM  
**To:** Kent Sawatzky <kentsawatzky@hotmail.com>  
**Subject:**

[Quoted text hidden]

---

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

Mon, May 20, 2024 at 9:05 AM

Good morning Kent,  
I received your requests.

Kind regards,  
**Anali Gonzalez**  
Administrative Assistant  
*City of Blue Lake  
PO Box 458 - 111 Greenwood Ave.  
Blue Lake, CA 95525*

**(no subject)**

3 messages

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

Fri, May 17, 2024 at 3:28 PM

Good afternoon Kent,  
I wanted to share with you an excerpt of the Blue Lake code in regards to Agenda preparation and posting.

§ 2.04.020 **Agenda Preparation and Posting.**

- A. The City Clerk, in cooperation with the City Manager and/or delegated Councilperson shall prepare an agenda for each regular and special meeting of the City Council of Blue Lake.
- B. The City Clerk shall post the agenda on the last business day ("Posting Day") preceding a regular City Council meeting that allows for full compliance with the posting requirements of Government Code Section 54954.2. (For a regular City Council meeting held on a Tuesday, the Posting Day will be the preceding Friday.)
- C. Any Councilperson can have an item placed on the agenda by contacting the City Clerk no later than noon on the business day preceding the Posting Day. The Councilmember shall make every reasonable effort to provide the City Clerk with 10 copies of supporting documents by noon on the Posting Day. Supporting documents and copies not submitted by that time may not be included in the City Council packet, depending on the work load of the City Clerk and staff.
- D. Any member of the public may request an item be placed on the agenda of a regularly scheduled meeting of the Blue Lake City Council. However, since many matters may be resolved or satisfied by City staff, the public should contact City staff first to determine if the specific issue needs or even requires action by the City Council.
  1. The request must be in writing and submitted to the City Clerk with supporting documents and information, if any, by noon of the second business day preceding the Posting Day.
  2. Any matter of business that legally must be discussed by the City Council in closed session will not be accepted under this chapter.
- E. The agenda will include all matters on which there may be discussion and/or action by the Council. The agenda shall be posted conspicuously for public review at City Hall and if possible, at other suitable locations within the City at least 72 hours before the time of all regular meetings in accordance with Government Code Section 54954.2.

Kind regards,  
Anali Gonzalez  
Administrative Assistant  
*City of Blue Lake*



---

**Re: City Council Zoom meetings**

1 message

**Adelene Jones** <ajones@bluelake.ca.gov>

Thu, Apr 25, 2024 at 4:17 PM

To: DAVID PONTE &lt;pontept@sbcglobal.net&gt;

Cc: Amanda Mager &lt;citymanager@bluelake.ca.gov&gt;, Anali Gonzalez &lt;adminasst@bluelake.ca.gov&gt;, Ryan Plotz

&lt;rplotz@mitchelllawfirm.com&gt;, Angela Shull &lt;ashull@bluelake.ca.gov&gt;

Hi Dave and Lori,

Thank you for your email. It's been over a year that the Governor of California has ended the mandate for Zoom meetings. Many entities have discontinued this service.

Between recording our meetings and providing Zoom accessibility, it's been very challenging for our staff to ensure all technology will be perfect. We do everything we can to make this happen but glitches do occur and they do not indicate any lack of transparency on the Council's behalf.

We have a disclaimer on our agendas that "live meeting logistics will be prioritized. The quality of the Zoom teleconference meeting cannot be guaranteed. Technical challenges experienced by either the participant or the City will not interrupt or halt the progress of the meeting."

This disclaimer has been reviewed by our attorney and deemed appropriate.

Again, thanks for your email.

Sincerely,

Blue Lake Mayor Adelene Jones

On Wed, Apr 24, 2024, 2:24 PM DAVID PONTE <pontept@sbcglobal.net> wrote:

Hello all,

After not being able to physically attend last night's City Council meeting and attempting to participate via the Zoom link, I felt it was important enough to send a note of concern.

While I try to attend meetings in person as much as possible, I appreciate the option to attend virtually through Zoom. The audio from Council members to those in the room, amongst themselves and to video participants was inaudible - garbled and when this was brought to the attention of Council, not much effort was made to "fix" the problem that many were complaining about. One person cited the Brown Act, so I thought I should look into it myself.

I have attached a copy for you to look at, in particular under 1. Basic Provisions section e., the last line clearly reads " It requires the public hear all council deliberations", which would include all items on the agenda and discussions.

I believe everyone who wants to participate in City government using all the tools available, should have that opportunity. It appears the Brown Act also supports this. I ask that before the next meeting, an effort is made by the Council or City staff to ensure all meetings meet the requirements for teleconferencing under the Brown Act.

Thank you,

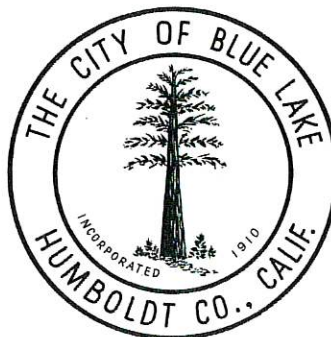
Lori Ponte

Please include this correspondence in your next Council meeting minutes.

City of Blue Lake  
May 28, 2024  
**Regular Council Meeting**

**Consent Agenda Items:**

- Meeting Minutes:  
*February 22, 2024*
- Warrants and Disbursements
- Sjaaks Organic Chocolates Lease
- Providence Redwood Memorial Hospital MOU



(707) 668-5655

Fax: (707) 668-5916

www.bluelake.ca.gov



**CITY OF BLUE LAKE**  
**CALIFORNIA**

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

**Blue Lake City Council Minutes**

Tuesday, February 27, 2024~ 6:30 p.m. ~Special Council Meeting  
Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

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

**Meeting Called to Order at 6:30 PM**

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

**Council Members Present:** ~~OBJ~~

Adelene Jones, Mayor

Angela Shull, Mayor Pro-Tem

Elizabeth Mackay, Councilmember

Elise Scafani, Councilmember

Chris Edgar, Councilmember

**Council Members Absent:**

**Staff Present:**

Amanda Mager, City Manager

Anali Gonzalez, Administrative Assistant

Tonie Quigley, Office Assistant

**Public Present:**

Erin McClure, Angela Dare, Jean Lynch, Kent Sawatzky, Lynn Glenn, Mardi Granger, Julie Christie, Wynona Pitts, Justin Noyb

**2. Approval of the Agenda**

**Motion:** To Approve agenda as presented

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

**Public Comment:** None

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

**Motion Summary:** Motion Passed

Councilmember Scafani arrives at the meeting after the approval of the agenda.

**3. Public Comment:**

**Kent Sawatzky-** commented on the flood incident and that he is on the list to be notified of emergencies, and letter received from attorney.

**Julie Christie-** requested that the commission meetings be offered as a zoom meeting(s).

**Public Comment Closed.**

4. **Blue Lake Commissioner Application review and Appointments-**

Mayor Jones introduces and reads the agenda report.

**Council Discussion:**

**Councilmember Shull-** Asked about Kim Warvi's appointment to the Public Safety Commission in 2023.

**No further Council discussion.**

**Public Comment:**

**Kent Sawatzky-** Commented on criteria for applying such as residence and length of time in city, and that he recommends trying to stagger vacancies/terms.

**Julie Christie-** generate more help for help. Create an opportunity for people to meet and see what the community is about.

**Mayor Jones-** Asked staff about the residency requirements for commissions.

**Councilmember Scafani** requested staff to utilize the same commission application format for all commissions.

**Public Comment Closed.**

**Motion:** To Appoint commissioners as presented.

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

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

**Motion Summary:** Motion Passed

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

Mayor Jones introduces and reads the agenda report.

**Public Comment**

**Kent Sawatzky-** commented on enforcement of the new ordinance.

**Julie Christie-**commented on posting signage for new ordinance.

**Wynona Pitts-** commented on her support for the ordinance.

**Public Comment Closed.**

**Mayor Jones conducts the second reading of Section 6.04.035 which amends Title 6 Chapter 6.04.**

**Motion:** To conduct the second reading of Section 6.04.035 and adopt by title only.

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

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

**Motion Summary:** Motion Passed

6. **City of Blue Lake January 2024 Flood Event Discussion:**

Mayor Jones introduces and reads the agenda report.

**City Manager Mager-** provides a after action report to City Council. States the city is not emergency responders our role is making sure city infrastructure is functioning and protected. Future action steps stockpiling supplies, weather notifications, opening lines of communication, cross training and tabletop exercises that can benefit the city to be prepared for an emergency. One business impacted by the flood event (Wallace and Heinz.)

**Councilmember Shull-** Asks about Cal Oes after action report.

**City Manager Mager-** Yes, the City always does a hot wash.

**Mayor Jones-** Asks if the County Culvert played a role in the flood event.

**City Manager Mager-** A lot of debris came down from the County Culvert.

**Mayor Jones-** Ask if there has been any mitigation to that situation so things can flow into the Mad River.

**City Manager Mager-** The state Culvert is a new culvert it comes down the hill of 299 and then it comes into the private Culvert that's owned on the property by the Patriot and then that culvert flows into the county Culvert which is the big cement triangle culvert above the school and runs along States what happened was when everything came down into the private culvert that couldn't handle what was coming down and got plugged up.

**Councilmember Scafani-** Asks about the Culvert above the school and where does that empty.

**City Manager Mager-** Not sure. Storm drains system and some of it might go into the City system. That culvert system can handle the water.

**Councilmember Scafani-** Is the drainage coming off the freeway.

**City Manager Mager-** Yes. It's the big new culvert off the 299 installed last year some time.

**Councilmemebr Scafani-** Inquires about the Blue Lake Rancheria.

**City Manger Mager-** No. Staffing issues at the Blue Lake Rancheria.

**Councilmember Scafani-** Comments on Rancheria flooding. Lost one home potentially more. Comments on background material in the City Council packet. PG&E debris catchers were still there and impacted the flooding in her neighborhood. Neighbors and councilmember Scafani helped remove debris catchers. Asks what triggers sand and sandbags at City Hall.

**City Manager Mager-** States sand was available the night before.

**Councilmember Scafani-** Asks how this is being communicated with the public.

**City Manager Mager-** The City usually has sand at the Corp yard. The sand was placed in a prominent location for the public.

**Councilmember Mackay-**Suggests the public have sandbags available for future flooding.

**Councilmember Edgar-** Mentions Facebook communication on sandbag location.

**Councilmember Scafani-** proposes the City have an official communication when resources are available to the public.

**Councilmemebr Mackay-** Thanks staff and CERT member for their efforts during the flood event.

**Councilmember Scafani-** Suggests the City have at least 1000 sandbags on hand.

**Public Comment:**

**Lynn Glenn-**from CERT talked about CERT's role in an event like this. Could use more CERT members, do have some community members i.e. Old Crows that do come out and help. Wondered about stream maintenance to help with flow.

**Kent Sawatzky-** commented on lack of communication and need for training.

**Julie Christie-** commented on the flood event, bigger discussion that what can happen tonight, but needed.

**Public comment closed.**

**Council discussion:**

**Mayor Jones-** Thanks staff and CERT members for their efforts during the flood event. Mentions Julie Christie's donation of sandbags.

**Councilmember Scafani-** Asks if the council has a role in emergency preparedness.

**Mayor Jones-** Mentions her experience through out the years and the different scenarios that have taken place i.e. going door to door and assisting the public with their emergency needs.

**City Manager Mager-** Disaster Management has changed dramatically. Incident Command System which is a coordinated command system. That is how incidents are now managed. Old school system on a PA system isn't going to work anymore. Staff trains through the ICS and mentions she has a higher level of training. What is important during an emergency is that we don't overwhelm the system. The City does not respond door to door. The City's role is to make sure the City's infrastructure is protected and protocols are in place. Everyone has a role to play, including the council in an emergency. Mutual aid agreements with all our partner agencies.

**Councilmember Scafani-Did the flood trigger the ICS.**

**City Manager Mager-** No, it was not beyond the capacity of a local response.

**Councilmember Scafani-** Asks the City Manager if staff didn't feel the need to let the council know or ask for more help.

**City Manager Mager-** Isolated event and managing the event well.

**Councilmember Scafani-** Inquires about a tabletop exercise.

**City Manger Mager-** Plans on scheduling a Blue Lake tabletop. Tabletop exercises are amazing and can learn a lot from them. Stressful but a great tool to learn.

**Councilmember Scafani-** Suggests staff schedule a Blue Lake tabletop exercise without OES in the meantime.

**Councilmember Shull-** States finding an outside agency facilitating the tabletop exercise makes it a cleaner process.

**City Manger Mager-** Explains the tabletop exercises and what they consist of.

**Councilmemembr Scafani-** Suggests having a weekend meeting (City sponsored) in conjunction with CERT about emergency preparedness.

**City Manager Mager-** Emergency preparedness fair? The Public Safety Commission does a yearly event.

**Mayor Jones-** Directs staff to add this topic to the public safety Agenda.

**7. Powers Creek Gravel Remediation-**

Mayor Jones introduces and reads the agenda report.

**Councilmember Edgar-** States the City has a Power Creek restoration program in place.

**Councilmember Mackay-** Asks if this is affecting the flow of the creek in any way.

**City Manager Mager-** The creek has a huge sediment loading issue that's part of the program to remove invasive vegetation and put back native plants.

**Councilmember Shull-**Any other agencies that the city is working with on the Powers Creek Restoration Project.

**Councilmember Scafani-**Who is the lead agency?

**City Manager Mager-**Badwat watershed council and the City of Blue Lake.

**Councilmember Scafani-** Asks about the start date of the Powers Creek Restoration Project?

**City Manager Mager-** Working on the implementation schedule. Various staff members are working on the Powers Creek Restoration Project. Coordinated efforts. Badwat watershed council is contracting with SHN engineering to do the design and permitting, engineer work and Northern Hydrology is part of the SHN team.

**Mayor Jones-** opens public comment.

**Public Comment:**

**Kent Sawatzky-** commented on the project, his concerns on bridge design and water flow under his building.

**Julie Christie-** commented on the project concern about condition of the creek and sediment. Important to look at what we have done.

**Public comment closed.**

8. **Humboldt County Sheriff Law Enforcement Contract Update.**

Mayor Jones reads the agenda report.

**City Manager Mager-** the City applied for and submitted Measure Z application. Emphasizes the cost increase start in Fiscal year 24/25 due to timing of the submission of a final proposal. The intent of Measure Z is not to provide a forever funding gap. The city wrote a proposal asking for a single year funding gap to allow a year for the city to continue to build our capacity to attract additional sales tax revenue and adjust our budget to be able to manage the contract cost increase. The City asked for 35,000 dollars.

**Mayor Jones-** asks about the Measure Z application process and directs staff to update council of the status of the Measure Z application.

**City Manager Mager-** explains the process of the Measure Z application. Process can be very cutthroat. Hard process.

**Councilmember Scafani-** asks if the City is proposing a new contract or an extension of the existing contract.

**City Manger Mager-** the City is proposing a new contract. Base contract is fine but there are areas of the existing contract that need to be cleaned up and reassessed. County council will review.

**Councilmember Scafani-** contacted the County to clarify the amount of contract and who is authorized to increase contract amount.

**City Manager Mager-** sheriff could recompute the cost and make the cost proposal but the county of board supervisors put a cap on the amount that he can propose to increase. The cost increase the Sheriff proposed were well beyond that authority.

**Councilmember Scafani-** states concern and bothered by the proposal of the City to start new costs for next year. Believes it's fair to the sheriff's department and makes good relationship sense.

**Public Comment-**

**Kent Sawatzky:** commented that city is double dipping on Measure Z, most likely will not get it.

**Julie Kristie:** commented that she agrees with Councilmember Scafani that we owe sheriff back pay on contract, that we were asked to be prepared for budget, and instead we were prepared for battle.

**Public Comment Closed.**

**Council Member Scafani-** asked when the Measure Z application was submitted.

**City Manager Mager-** measure Z application submitted on Friday February 23, 2024.

9. **Formation of Ad-Hoc Committee to Conduct City Manager Performance Evaluation**

**Mayor reads agenda report.**

**Councilmember Scafani-** what is the interview process like?

**Mayor Jones-** Explains the City Manger's Performance Evaluation process.

**Mayor Jones-** Stated she would like to be part of the Ad-Hoc committee.

**Councilmember Mackay-** states she would like to be a part of the Ad-Hoc committee.

**Councilmember Scafani-** states she would like to be a part of the Ad-Hoc committee.

**Councilmember Shull-** Asks if the mayor is required to be on the Ad-Hoc committee.

**Motion made by** councilmember Edgar to appoint councilmember Mackay and Councilmember Scafani to the ad-hoc committee and direct them to complete the necessary interviews and document compilation.

**Mayor Jones-** opens public comment.

**Public Comment-**

**Julie Kristie:** supports motion to form committee.

**Kent Sawatzky:** supports motion to form committee, feels that staff should be on committee as they have to work day today with city manager.

**Public comment closed.**

**Back to Council.**

**Motion:** Appoint councilmember Mackay and Councilmember Scafani to the ad-hoc committee and direct them to complete the necessary interviews and document compilation.

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

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

**Vote: Ayes:** Scafani, Shull, Mackay Edgar **Nays:** Jones **Absent:**

**Motion Summary:** Motion Passed

10. **Council Correspondence:** reads council correspondence.

11. **Consent Agenda:**

Councilmember Scafani makes a motion to pull all the consent agendas. Second by councilmember Mackay.

**Vote: Ayes:** Scafani, Shull, Mackay Edgar, Jones **Nays:** **Absent:**

**Motion Summary:** Motion Passed



a. November 28, 2023, minutes

Councilmember Mackay- correction on page 4.

Councilmember Edgar-strike the word amount on page on page four.

The council directs staff to make corrections and bring meeting minutes back to council.

b. December 19, 2023, Regular Council Meeting Minutes

**Motion to** approve the December 19, 2023, Regular Council Meeting Minutes.

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

**Vote: Ayes:** Scafani, Shull, Mackay Edgar, Jones **Nays: Absent:**

**Motion Summary:** Motion Passed

c. January 16, 2024, Special Meeting Minutes

**Motion to:** approve the January 16, 2024, Special Meeting Minutes.

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

**Vote: Ayes:** Scafani, Shull, Mackay Edgar, Jones **Nays: Absent:**

**Motion Summary:** Motion Passed

d. Warrants and Disbursements

Councilmember Scafani requests more information on the SHN invoices.

Councilmember Shull questions check number 11560 and 11561 don't have amounts.

Anali Gonzalez reads an email into the record from the City's Finance Director to clarify councilmember's Shull questions on check number 11560 and 11561.

**Motion to** accept the warrants and disbursements.

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

**Vote: Ayes:** Scafani, Shull, Mackay Edgar, Jones **Nays: Absent:**

**Motion Summary:** Motion Passed

12. **Reports of Council and Staff**

Councilmember Edgar- nothing to report.

Councilmember Scafani- Attended RCEA meeting. Discusses annual hosting fee invoice from Redwood Curtain Design. City will be invoiced in March. Future agenda item Redwood Curtain Design Contract update.

Mayor Jones- attended HWMA and HCAOG meetings.

Councilmember Shull- attended REDEC and chamber of commerce.

Councilmember Mackay- nothing to report.

a. **City Manger Report**

b. **Financial Report**

13. **Future Agenda Items-**

- City Website Contract
- Amending Blue Lake City Cannabis Ordinance
- Trash and Recycling Bin labeling.
- Moment of Silence for Larry Kight.
- First Amendment Audit
- Agenda Review Committee Meeting Times

14. **Meeting Adjournment**

**Motion:** To adjourn 9:35pm.

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

**There were no comments from the Council**

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

**Motion Summary:** Motion Passed

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 4/1/2024 Through 4/30/2024

Check Number	Check Date	Payee	Check Description	Check Amount
11818	4/1/2024	Aflac	3/25/2024 Inv # 431259	229.56
11819	4/1/2024	AT&T	2-3/20/24 Statements	63.14
11820	4/1/2024	California Franchise Tax Board	3/22/2024 Payroll Deduction	335.50
11821	4/1/2024	CA State Disbursement Unit	3/22/2024 Payroll Deduction	92.30
11822	4/1/2024	GreatAmerica Financial Svcs.	3/18/24 Inv #36160947	204.00
11823	4/1/2024	Pacific Gas and Electric	3/1/2024 Statement	12,009.01
11824	4/1/2024	Coastal Business Systems Inc.	3/27/2024 Inv# 36231743	21.15
11825	4/1/2024	Rhode Island Novelty	3/21/24 Inv #IN4508090	1,991.15
2366	4/4/2024	Devon Burg	Deposit Refund #20366401 Burg	31.06
2367	4/4/2024	Erica Van Emmerik	Deposit Refund #60675001 Van Emmerik	22.43
2368	4/4/2024	City of Blue Lake	Utilities paid from Deposits 4/1/24 Billing	282.51
11826	4/5/2024	Harold D. Burriss	Employee: burrish; Pay Date: 4/5/2024	1,745.79
11827	4/5/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 4/5/2024	632.29
11828	4/5/2024	Michael D. Downard	Employee: downardm; Pay Date: 4/5/2024	899.02
11829	4/5/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 4/5/2024	263.24
11830	4/5/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 4/5/2024	1,433.48
11831	4/5/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 4/5/2024	198.01
240405A01	4/5/2024	Christopher A. Ball	Employee: ballc; Pay Date: 4/5/2024	246.43
240405A02	4/5/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 4/5/2024	2,029.92
240405A03	4/5/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 4/5/2024	379.47
240405A04	4/5/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 4/5/2024	601.09
240405A05	4/5/2024	Skyler A. Coke	Employee: cokes; Pay Date: 4/5/2024	870.41
240405A06	4/5/2024	Melissa M. Combs	Employee: combsm; Pay Date: 4/5/2024	562.78
240405A07	4/5/2024	Irene O. Erickson	Employee: ericksoni; Pay Date: 4/5/2024	59.75
240405A08	4/5/2024	Adeline L. Esh	Employee: esha; Pay Date: 4/5/2024	273.09
240405A09	4/5/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 4/5/2024	1,166.56
240405A10	4/5/2024	Austin R. Jones	Employee: jonesa; Pay Date: 4/5/2024	1,172.61
240405A11	4/5/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 4/5/2024	489.46
240405A12	4/5/2024	Amanda L. Mager	Employee: magera; Pay Date: 4/5/2024	1,839.72
240405A13	4/5/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 4/5/2024	178.21
240405A14	4/5/2024	Jacob P. Meng	Employee: mengj; Pay Date: 4/5/2024	773.92
240405A15	4/5/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 4/5/2024	1,349.17
240405A16	4/5/2024	Quinn Sousa	Employee: sousaq; Pay Date: 4/5/2024	352.46
240405A17	4/5/2024	Emily P. Wood	Employee: woode; Pay Date: 4/5/2024	1,465.81
240405EFT-01	4/5/2024	U. S. Department of Treasury	EFTPS federal tax pmt 4/5/24 PR	6,389.94
240405EFT-02	4/5/2024	Employment Development Dept.	DE88 state tax pmt 4/5/24 PR	1,104.73
240405EFT-03	4/5/2024	Cal PERS	PERS retirement pmt 4/5/24 PR	4,273.43
240405EFT-04	4/5/2024	Freedom Voice	Freedom Voice 4/5/24 statement	119.46
11834	4/10/2024	CA Alcoholic Beverage Control	ABC Permit 4/18/24 Karaoke	50.00
11835	4/10/2024	Jay D. Collins	2/29/24 Invoice-Skate DJ	300.00
11836	4/10/2024	D & R Janitorial Service	Statement 4/1/2024	370.00
11837	4/10/2024	Dog Waste Depot	2/29/2024 Inv#595896	512.39
11838	4/10/2024	Anali Gonzalez	Dental Pmt. 3/12/24 Gonzalez	228.00
11839	4/10/2024	Humb. Bay Municipal Water Dist	Billing Period: March 1-29, 2024	17,008.00
11840	4/10/2024	Thomas Home Center	Statement 3/31/2024	38.88
11841	4/10/2024	Optimum	Billing Period 04/01/24-04/30/24	467.87
11842	4/10/2024	Verizon Wireless	Bill Summary 2/22/24-3/21/24	332.48
11843	4/10/2024	Pacific Gas and Electric	Statement 3/31/2024	12,191.43
11844	4/11/2024	Access Humboldt	3/29/24 Inv# 2109	112.50
11845	4/11/2024	Advanced Security Systems	4/1/24 Inv#685172	375.00
11846	4/11/2024	B & B Portable Toilet Co.	3/30/24 Inv# 178630 & 178631	167.32
11847	4/11/2024	Dazey's Arcata	Statement 3/31/24	45.24
11848	4/11/2024	Eureka Broadcasting Co., Inc.	Statement 3/31/24	3,000.00
11849	4/11/2024	Intedata Systems	Statement 3/31/24	135.00
11850	4/11/2024	Peterson CAT	statement 3/31/24	2,896.97
11851	4/11/2024	Arcata Stationers	Statement 4/1/24	388.41

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 4/1/2024 Through 4/30/2024

Check Number	Check Date	Payee	Check Description	Check Amount
11852	4/11/2024	SHN Consulting	3/25/24 Inv# 120711 Truck Route	23,907.72
11853	4/11/2024	SHN Consulting	3/25/24 Inv# 120710 Library	302.50
11854	4/11/2024	SHN Consulting	3/25/24 Inv#120716 Greenwood	11,309.00
11855	4/11/2024	SHN Consulting	3/20/24 Inv#120705 Town Square	1,165.00
11856	4/11/2024	Statewide Traffic Safety	3/18/24 Inv# 09009579	427.29
11857	4/17/2024	City of Blue Lake	Water/Sewer Payments 4/1/2024	2,060.32
11858	4/17/2024	CA State Disbursement Unit	4/5/2024 PR Deduction	92.30
11859	4/17/2024	AT&T	4-4/4/24 Cal Net Bills	327.68
11860	4/17/2024	California Franchise Tax Board	4/5/2024 Payroll Deduction	335.50
11861	4/17/2024	FRMS	Billing Period :89-05/01/2024 to 05/31/2024	15,284.13
11862	4/17/2024	Humboldt Co. Sheriff's Office	April 2024 Animal Shelter Services	721.00
11863	4/17/2024	The Mitchell Law Firm, LLP	3/31/2024 Inv #3482	895.00
11864	4/17/2024	The Mill Yard	3/31/2024 Statement	89.11
11865	4/17/2024	Miller Farms Nursery, Inc.	3/31/2024 Statement	268.21
11866	4/17/2024	The North Coast Journal	3/7/2024 Inv #2024-126521	243.00
11867	4/17/2024	O'Reilly Auto Parts	3/28/2024 Statement	392.22
11868	4/17/2024	Restif Cleaning Service	3/21/2024 Inv# 136794	290.00
11869	4/17/2024	Infobond, Inc.	4/5/24 Inv# 49881SCADA Annual Fee	739.00
11870	4/17/2024	SHN Consulting	3/20/2024 Inv# 120706 Engineering	3,356.25
11871	4/17/2024	Terminix International	4/15/24 Inv#'s 44512-3578/6598	173.00
11872	4/17/2024	Childs Appraisal Service	Appraisal-McClure Water Tank Easement	6,000.00
11873	4/18/2024	Elise G. Scafani	Mar 2024 Council Stipend	50.00
11874	4/18/2024	Christopher B. Edgar	March 2024 Council Stipend	50.00
11875	4/18/2024	Adelene Jones	March 2024 Council Stipend	50.00
11876	4/18/2024	Elizabeth Mackay	March 2024 Council Stipend	50.00
11877	4/18/2024	Angela Shull	March 2024 Council Stipend	50.00
11878	4/18/2024	Cassandra Carlson	3/21/2024 Invoice Karaoke DJ	250.00
11879	4/18/2024	Calif. Building Standards Comm	CBSC Qtrly Fees Jan-Mar 2024	7.20
11880	4/18/2024	S. Shaun Johanson DDS	Dental Pymnt 4/8/2024 Burris	132.00
11881	4/18/2024	LWVHC	LWVCH 4/19/2024 Mackay	75.00
11882	4/18/2024	Paradise Cay Publications	3/13/24 #IN591007 &b 3/26/24 #IN592612	603.57
11883	4/18/2024	National Rural Water Assoc.	SCADA Loan pmt due 5/1/24	965.00
11884	4/18/2024	RREDC	Town Square loan pmt due 5/1/2024	1,236.87
11885	4/18/2024	U. S. Postal Service	water/sewer trust account	1,200.00
11886	4/18/2024	US Bank Corp. Payment Systems	3/22/24 Statement	6,071.94
11887	4/19/2024	Harold D. Burris	Employee: burrish; Pay Date: 4/19/2024	1,745.79
11888	4/19/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 4/19/2024	606.81
11889	4/19/2024	Michael D. Downard	Employee: downardm; Pay Date: 4/19/2024	899.02
11890	4/19/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 4/19/2024	263.25
11891	4/19/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 4/19/2024	1,915.80
11892	4/19/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 4/19/2024	174.25
20240419EFT...	4/19/2024	U. S. Department of Treasury	EFTPS federal tax pmt 4/19/24 PR	6,386.08
20240419EFT...	4/19/2024	Employment Development Dept.	DE88 state tax pmt 4/19/24 PR	1,102.79
20240419EFT...	4/19/2024	Cal PERS	PERS retirement pmt 4/19/24 PR	4,289.71
240419A01	4/19/2024	Christopher A. Ball	Employee: ballc; Pay Date: 4/19/2024	373.26
240419A02	4/19/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 4/19/2024	1,817.46
240419A03	4/19/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 4/19/2024	165.75
240419A04	4/19/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 4/19/2024	570.80
240419A05	4/19/2024	Skyler A. Coke	Employee: cokes; Pay Date: 4/19/2024	976.22
240419A06	4/19/2024	Melissa M. Combs	Employee: combsm; Pay Date: 4/19/2024	645.84
240419A07	4/19/2024	Adeline L. Esh	Employee: esha; Pay Date: 4/19/2024	146.16
240419A08	4/19/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 4/19/2024	1,166.57
240419A09	4/19/2024	Austin R. Jones	Employee: jonesa; Pay Date: 4/19/2024	1,070.51
240419A10	4/19/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 4/19/2024	375.26
240419A11	4/19/2024	Amanda L. Mager	Employee: magera; Pay Date: 4/19/2024	1,948.68
240419A12	4/19/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 4/19/2024	304.94

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 4/1/2024 Through 4/30/2024

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Description</u>	<u>Check Amount</u>
240419A13	4/19/2024	Jacob P. Meng	Employee: mengj; Pay Date: 4/19/2024	967.29
240419A14	4/19/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 4/19/2024	1,073.50
240419A15	4/19/2024	Quinn Sousa	Employee: sousaq; Pay Date: 4/19/2024	686.07
240419A16	4/19/2024	Emily P. Wood	Employee: woode; Pay Date: 4/19/2024	1,465.82
11893	4/30/2024	Cassandra Carlson	4/18/24 Invoice Karaoke DJ	250.00
11894	4/30/2024	State Water Resources Ctl Brd	Wat. Dist. Oper. Cert D2 Burris	60.00
11895	4/30/2024	CA State Disbursement Unit	4/19/2024 PR Deduction	92.30
11896	4/30/2024	California Franchise Tax Board	4/19/2024 Payroll Deduction	142.12
11897	4/30/2024	GreatAmerica Financial Svcs.	4/17/2024 Inv #36379279	204.00
11898	4/30/2024	Hensel's Ace Hardware	3/31/2024 Statement	833.60
11899	4/30/2024	Hooven & Co., Inc.	11/30/23 Application for Payment - Library	34,095.75
11900	4/30/2024	National Band and Tag Co.	3/28/2024 Inv #260623	78.61
11901	4/30/2024	Reyes Coca-Cola Bottling, LLC	4/17/2024 Inv #40877925022	483.11
11902	4/30/2024	SOLO Sports	4/16/2024 Inv #24-0076	440.00
11903	4/30/2024	SHN Consulting	Inv's 2/22/24 #120432 & 3/18/24 #120676 REAP	2,058.75
11904	4/30/2024	Shred Aware	4/24/24 Inv# 57861	50.92
11905	4/30/2024	Tensor IT	4/15/2024 Statement	1,678.10
Report Total				235,546.25



# 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 #:** 129.

**Date:** May 28, 2024

**Item Subject:** Sjaaks Organic Chocolates-Facility Lease (APN: 025-201-007)

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

**General Information:** Sjaaks Organic Chocolates is in the process of purchasing the equipment and business operations from Sonoma Organic Chocolates and is requesting to enter into a lease to continue to operate the chocolate business from the City’s property located in the Powers Creek District.

Sonoma Organics has filed for bankruptcy and as part of that filing, the existing lease with the City of Blue Lake for use of the facility has been terminated. Sjaaks Organic Chocolates was the prior City tenant at the site and the transition of the facility and the fixtures will present a seamless transition and will ensure continued revenue generation for the City.

**Background Material Provided:** N/A

**Fiscal Impact:** The approval of the lease will generate revenue for the City of Blue Lake.

**Recommended Action:** Authorize the City Manager to execute the lease agreement with the owners of Sjaaks Organic Chocolates, upon approval by the City Attorney.

<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 checked="" 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 #:** 12d.

**Date:** May 28, 2024

**Item Subject:** Memorandum of Understanding with Providence Redwood Memorial Hospital for the Continued Use of Skinner Store

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

**General Information:** The memorandum of understanding (MOU) with Providence Redwood Memorial Hospital, for the use of Skinner Store has expired; staff and representatives of Providence have been reviewing the original MOU and have made recommended changes that more accurately reflect current operations and cost structures.

The MOU will be sent to Providence and the City Attorney for final recommendation; this item is being presented to the Council and the City Manager is requesting authorization to execute the MOU upon final approval by Providence and the City Attorney.

**Background Material Provided:** N/A

**Fiscal Impact:** The new MOU will more accurately reflect current costs and establish a maintenance fund for the building.

**Recommended Action:** Authorize the City Manager to execute the MOU upon approval by the City Attorney.

<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 Manager Report

**May 2024**

### **Sheriff Contract Negotiations**

The draft contract for the provision of law enforcement services will be presented at the May 28<sup>th</sup> Council meeting. The draft contract sets a new contract price along with a methodology for computing costs and evaluating future cost increases or decreases. The proposed contract price is \$190,000. The City Manager recommends accepting the terms of the contract upon final review by legal counsel.

### **Parks and Recreation**

- **Town Square Construction Project:** Work is underway on the town square project. To date, the contract has poured new sidewalks, installed the underground utilities, including water, wastewater, electrical and irrigation, and has formed the perimeter of the concrete slab. In coming days, the site will get a final grading and the concrete will be poured for the main area of the square.

The Arts and Heritage Commission chose the color and stamp pattern for the concrete areas, along with choosing a color for the splash fountain feature.

North Fork Lumber has committed to donating the lumber for the shade trellis.

- **Bike Park:** Staff recently conducted a meeting with our bike park stakeholders; the group discussed timelines for work days, fundraising ideas and material needs. Work will



continue on this project as we obtain funding, materials and additional resources.

- Summer Camp: Staff are in the final stages of preparing for Summer Camp. Staff is finalizing employment offers, as well as creating weekly camp activity schedules. Blue Lake School will again hold their own summer camp; this camp is free of charge and efforts are underway to coordinate activities and programming as appropriate.
- Annie & Mary Day: City staff are working to prepare the City for Annie & Mary Day; this includes planning the Bill Nessler Car Show, as well as getting ahead of weed whacking and street and facility cleanup.

**Capital  
Improvements**

- The Greenwood Road Lateral Replacement Project is in progress. The project is projected to continue into June and work is progressing as expected.
- The Greenwood Road Truck Improvement Construction Project has been closed for bidding and a contractor has been recommended. This item is being presented to Council at the May 28<sup>th</sup> meeting. The recommended contractor is RAO Construction, Inc; they have been determined to be the lowest responsive and qualified bidder. The construction bid came in under the Engineer's Estimate and well within the project budget. Work is expected to begin at the end of June on this project and will continue through the summer.
- The wastewater treatment plant headworks installation project has been completed. The work was performed by Mercer Fraser.

	<ul style="list-style-type: none"> <li>Library Improvement Project: The City is requesting a project amendment to add an additional \$35,000.00 to the project budget for the library improvement project. Due to recent changes in ADA code, the City must make additional improvements to the walkway up to the library in order for it to pass inspection. The City is funding the improvements from the City's CDBG Program Income Fund; this fund can only be used for qualifying projects. The City has ample funding in the fund to support the additional work.</li> </ul>
<p><b>Property Negotiations</b></p>	<ul style="list-style-type: none"> <li>The City has entered into an Exclusive Negotiating Agreement for the possible purchase or lease of the City Corporation Yard.</li> <li>City staff are in discussions with Jim Morehouse and James Brown regarding property development/acquisition options for property located in the Powers Creek District. Council has granted authorization to enter into an Exclusive Negotiating Agreement with Morehouse/Brown and staff expects this to be executed in the near future.</li> </ul>
<p><b>Blue Lake Power Plant</b></p>	<ul style="list-style-type: none"> <li>The City has legally obtained control of the former Blue Lake Power Plant site. The City engaged in a legal eviction process to regain control of the property. City staff are in the process of conducting site evaluations to determine recommended next steps.</li> </ul> <p>The City will work with our resource agency partners and permitting agencies to address cleanup issues, along with developing a Request for Proposals for site clean up and demolition. City staff are also engaging in conversations with Redwood Coast Energy Authority to evaluate potential energy storage projects.</p>

**Powers Creek District  
Master Plan and  
Parcel Subdivision**

- Storyland Studios has created a draft master plan for the Powers Creek District. This draft plan is being used to assist the staff in creating a recommendation for a parcel subdivision. The draft plan is being presented to the various City commissions for feedback and will be brought to the Council for review and discussion. This project is funded by the Economic Development Administration.

**Planning &  
Engineering Projects**

- FEMA Water Tanks Funding: The City submitted a funding request to the FEMA Hazard Mitigation Program to replace the City's two redwood water tanks. The City has received Phase 1 funding through the CalOES Program to complete the design, engineering and environmental work. Once this portion of the project is complete, the City will be funded through FEMA for the removal and installation of two new water tanks.-**On-Going**
- Housing Element Update: Staff has completed the final draft of the housing element and submitted it to the State for review. The State has received the final submittal and directed the City to pursue adoption. The City Planner is working on the environmental review and will be presenting the plan to the Planning Commission and the City Council for review and consideration of adoption.-**On-Going**
- Staff is working closely with our HCD representatives to address implementation of various initiatives; having a compliant housing element allows the City to participate in a range of programs and funding opportunities. Staff will be making a recommendation to the Planning Commission regarding the implementation of the RHD Combining Zone, along with a recommendation on parcel application.-**On-Going**