



# 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: July 23, 2024

Item Subject: City of Blue Lake General Plan Presentation

Submitted By: Mandy Mager, City Manager

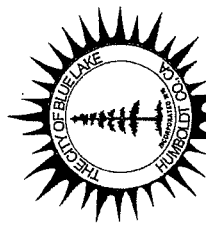
**General Information:** Garry Rees, City Planner, will make a presentation on the City's General Plan, along with providing updated information on the various elements associated with the plan.

**Background Material Provided:** N/A

**Fiscal Impact:** N/A

**Recommended Action:** No action recommended

<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"/>



# Blue Lake General Plan

Presentation to the Blue Lake  
City Council  
July 23, 2024



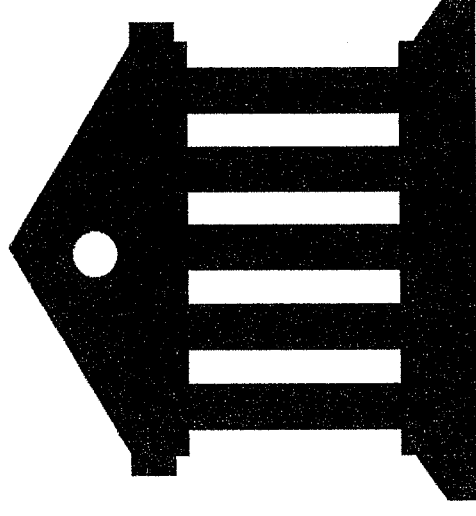
Image © 2024 Airbus

# What is a General Plan?

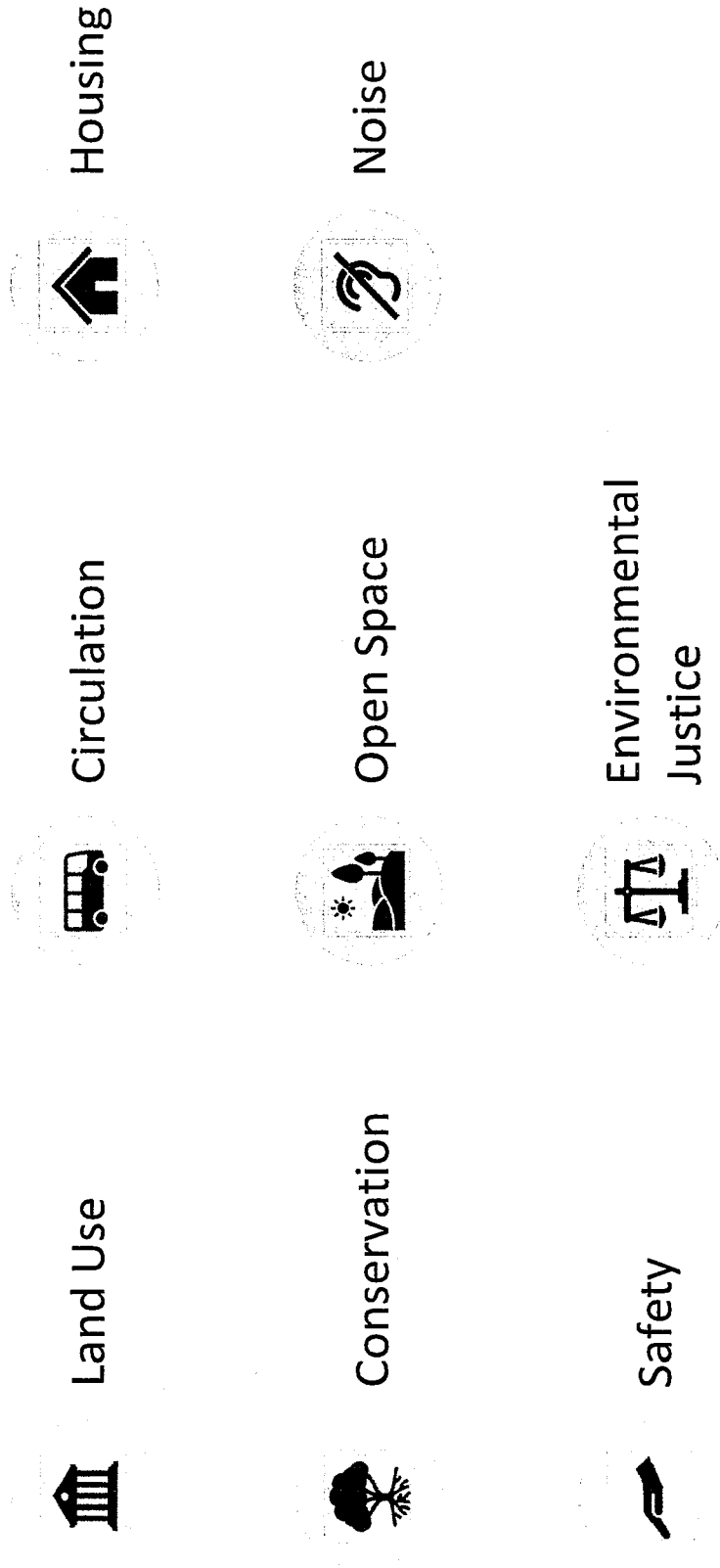
The Governor's Office of Planning and Research (OPR) is the State's Comprehensive Planning Agency

OPR defines a General Plan as:

- The City's blueprint for meeting the community's long-term vision for the future
- Establishes a consistent citywide vision and direction for existing and future development
- Reflects community priorities, values, and includes supporting goals, policies, and implementation measures to achieve the community's vision

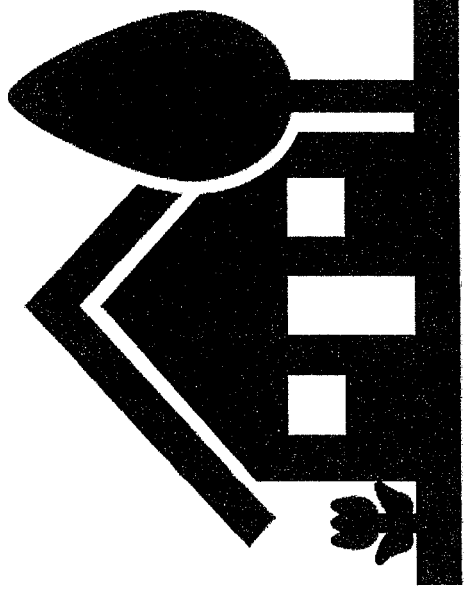


# Required General Plan Elements



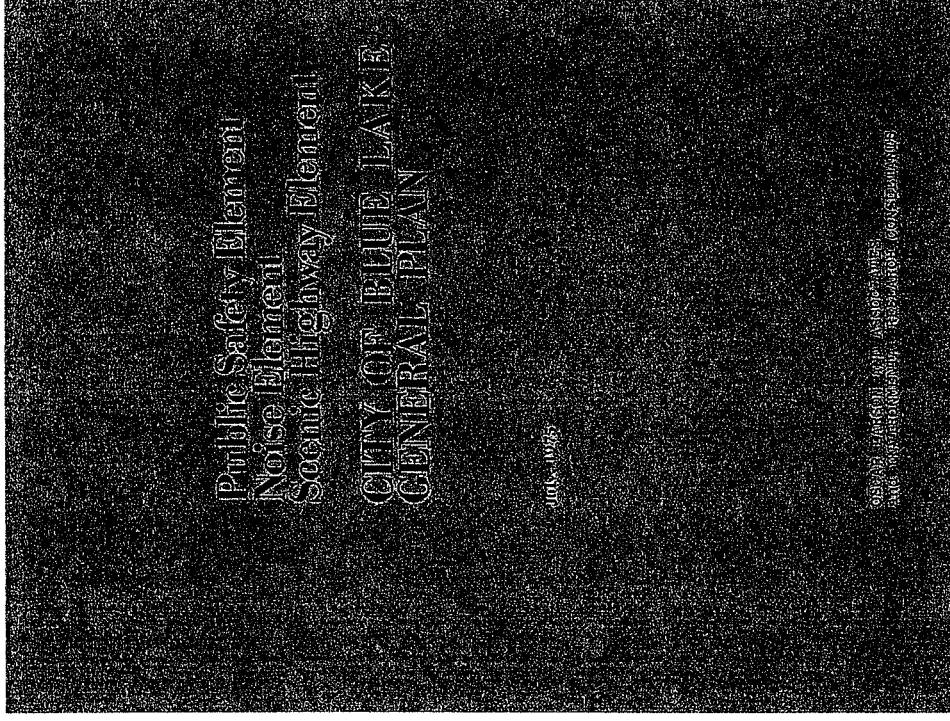
## Blue Lake General Plan

- Land Use Element (Amended 2021)
  - Includes Open Space & Conservation Elements
- Circulation Element (1986)
- Housing Element (Amended 2009)
  - Required to be updated every 8 years
  - Update in process
- Safety Element (1975)
- Noise Element (1975)
- Scenic Highway Element (1975; optional)
- Downtown Element (1986; optional)



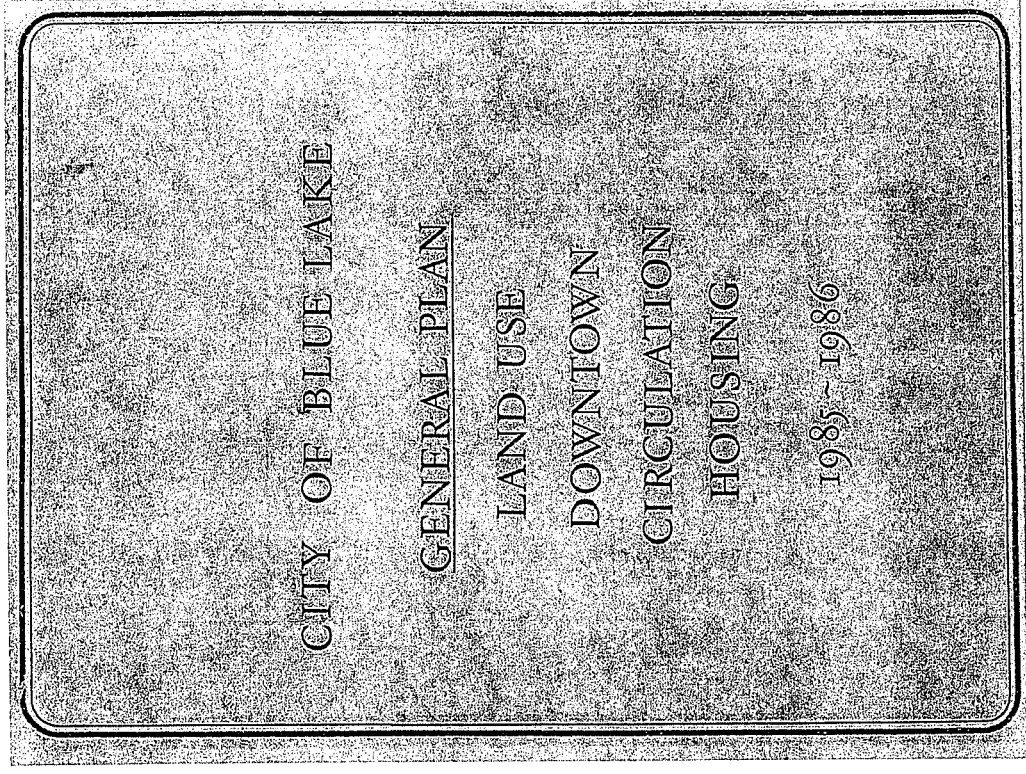
# General Plan Elements - 1970s

- Public Safety
- Noise
- Scenic Highway



# General Plan Elements - 1980s

- Land Use
  - Includes Open Space & Conservation
- Circulation
- Downtown
- Housing



# General Plan Buildout

Land Use Element (1986) considered:

- Available vacant land at the time
- Potential increase in population
  - 1940 = 503 to 1950 = 824 (↑64%)
  - 1950 to 1960 = 1,234 (↑50%)
  - 1960 to 1970 = 1,100 (↓11%)
  - 1970 to 1980 = 1,201 (↑9%)
  - 1980 to 1985 = 1,243 (↑4%)
- Plan for Industrial Park
- Plan for Downtown
- Western side of City & PDR zone
  - PDR (Planned Development Residential)
  - Cluster residential to preserve resources

erial Photograph of Blue Lake, 1988

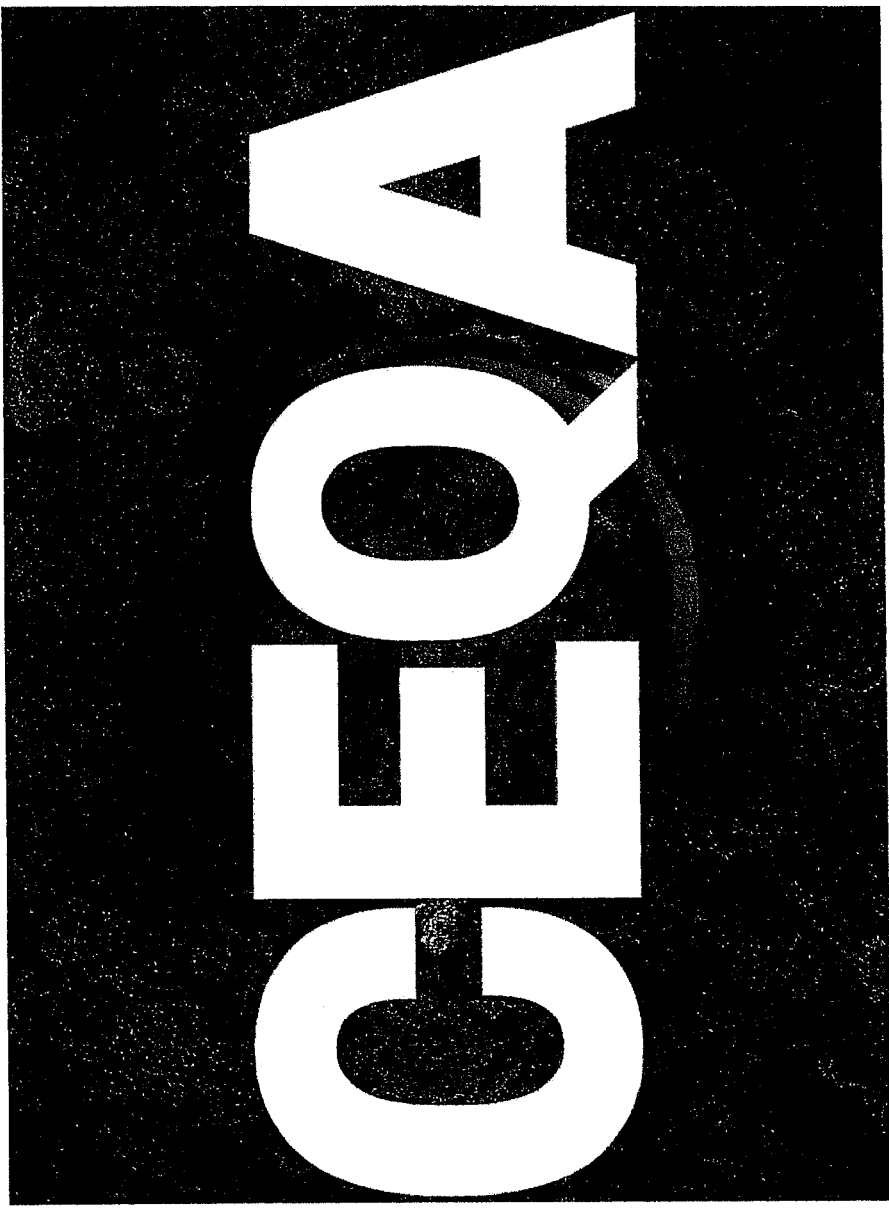




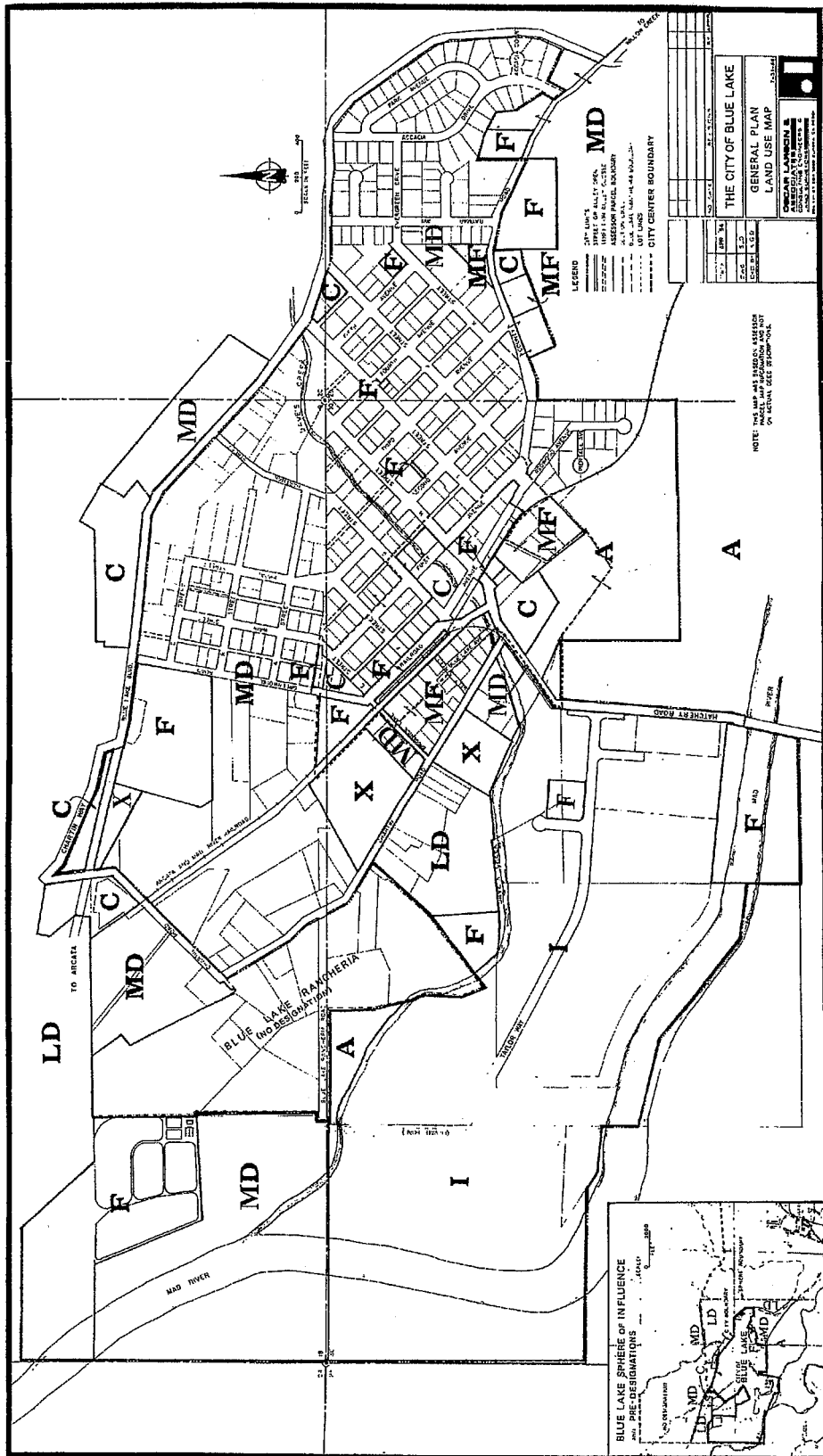
# General Plan EIR

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- Analyzed projected buildout under the General Plan
- Inherently a Cumulative Impact analysis
- 1982 EIR for Industrial Park Development



# General Plan Land Use Designation Map - 1980s



# General Plan implementation over time



Industrial Park did not provide revenue needed



Downtown lost businesses and converted to residential



Transition to "Bedroom Community"



Population decreased



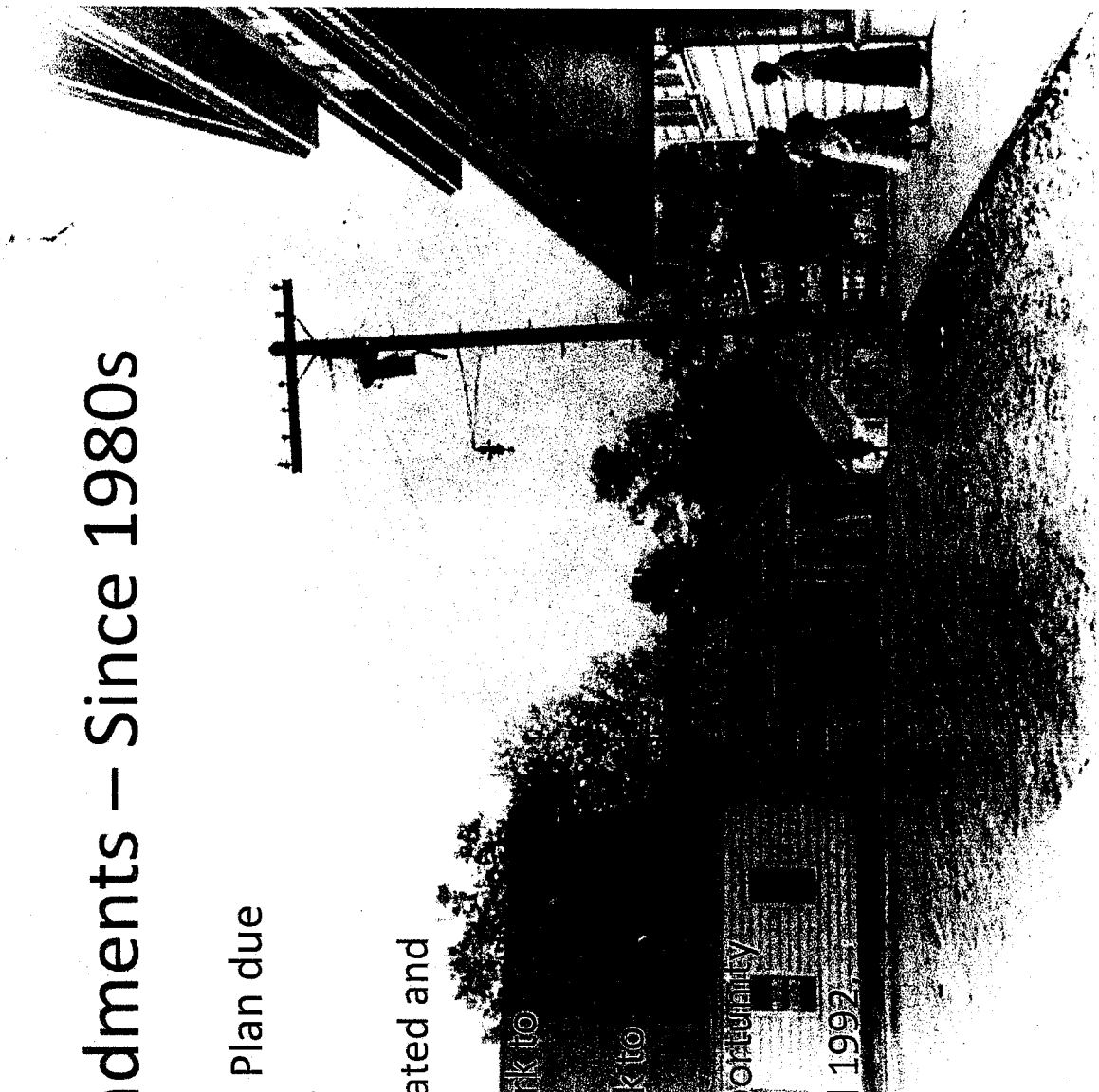
City in precarious financial position



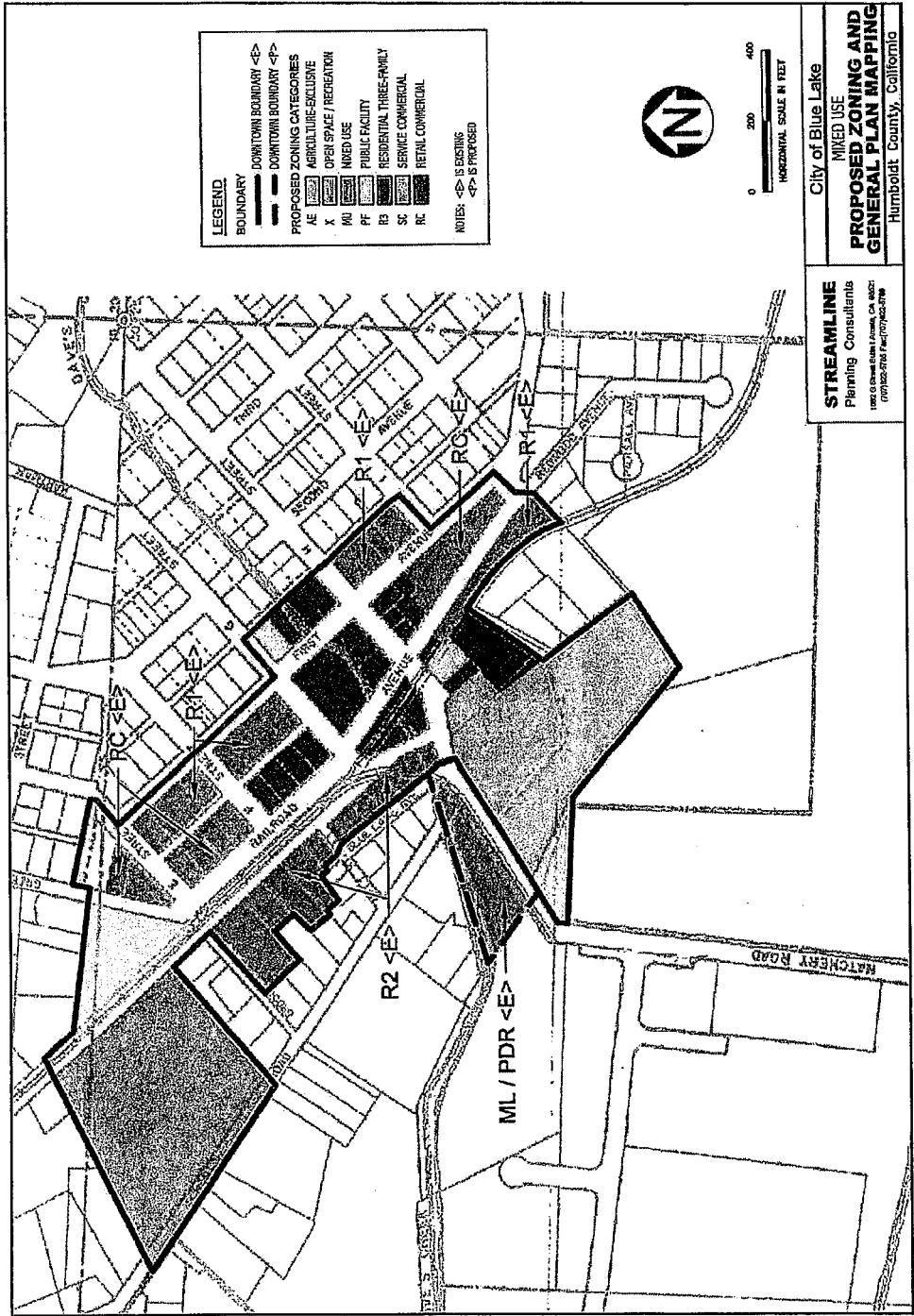
Aerial Photograph of Blue Lake, 1997

# General Plan Amendments – Since 1980s

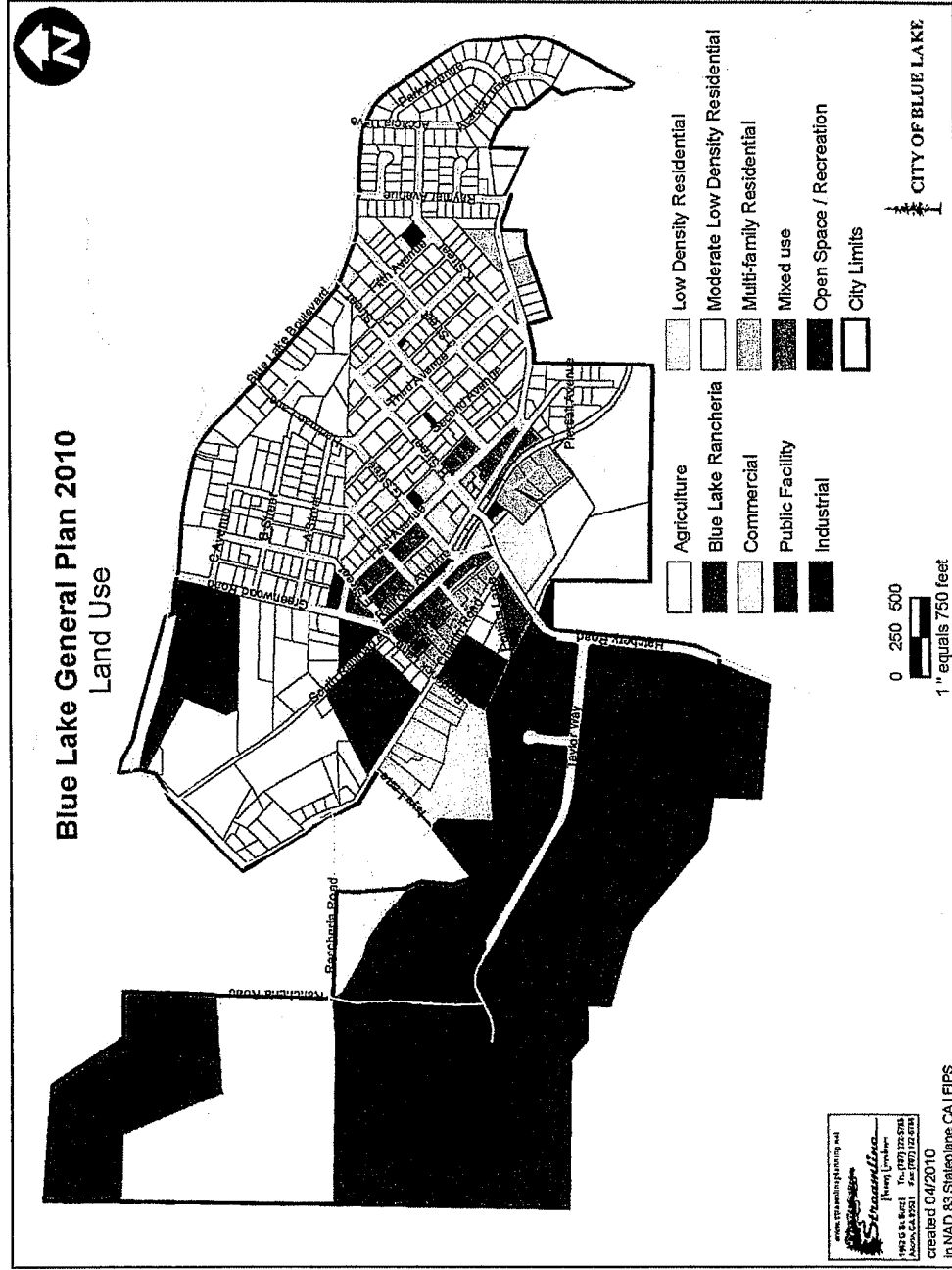
- City incrementally amended General Plan due to changing community sentiment & community visioning efforts
  - Mixed-Use designation and zone created and applied to Downtown in mid-2000s
  - 2009-2011 transitioned Industrial Park to Business Park
  - 2017-2021 transitioned Business Park to Power's Creek District (PCD)
  - Added Mixed Use designation & Opportunity zone to PCD
  - Housing Element Updates (Amended 1992, 2004, and 2009; update in process)



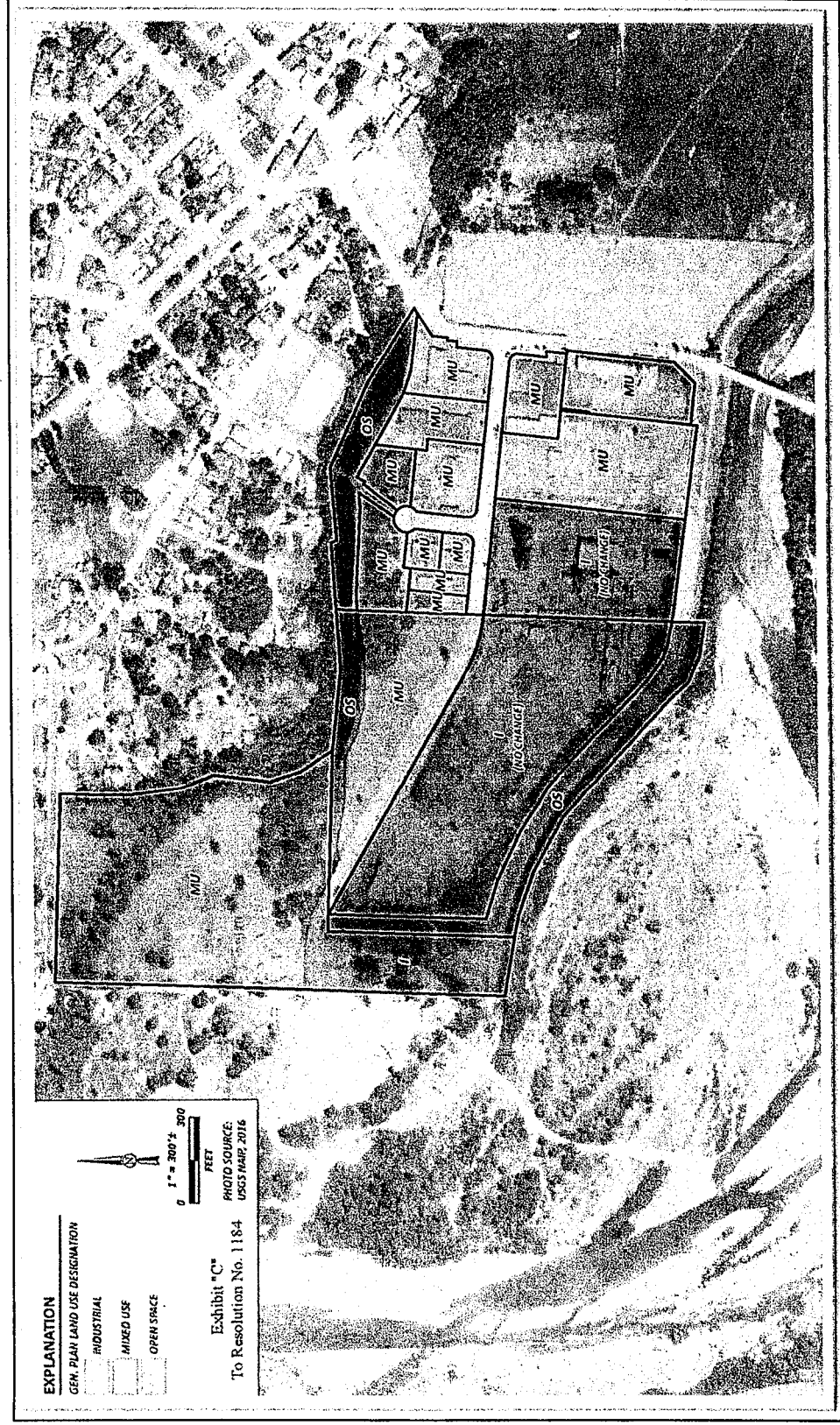
# Mixed-Use Designation/Zone



# General Plan Land Use Designation Map 2010

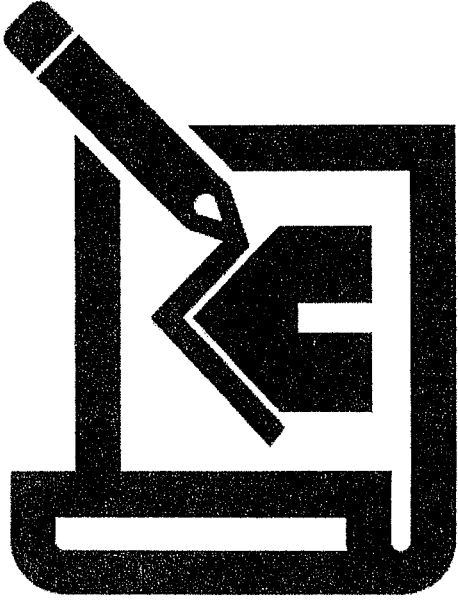


# Power Creek District Redesignation/Rezoning



## Where are we now?

- Vision for Power's Creek District (PCD)
- Transitioning away from Industrial
- Focus on Mixed-Use and Recreation
- Subdivision of PCD to prepare sites for development
- Reasonably foreseeable projects
  - Submitted applications and/or ENAs
- Housing Element Update for 6<sup>th</sup> cycle
- Potential population growth for build-out under General Plan
  - Plan for up to 2,000 population
  - Population = 1,166 (2024) vs. 1,234 (1985)

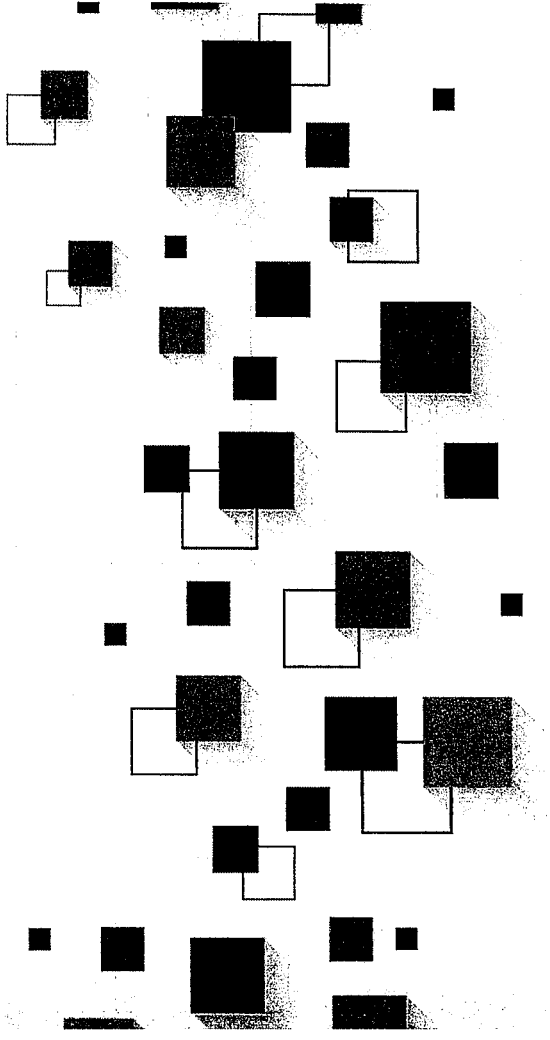




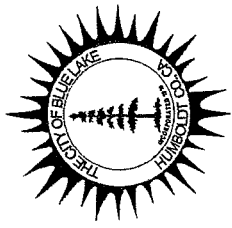
# Modernization of General Plan

Purpose: To make the General Plan easier to review by the public and City staff

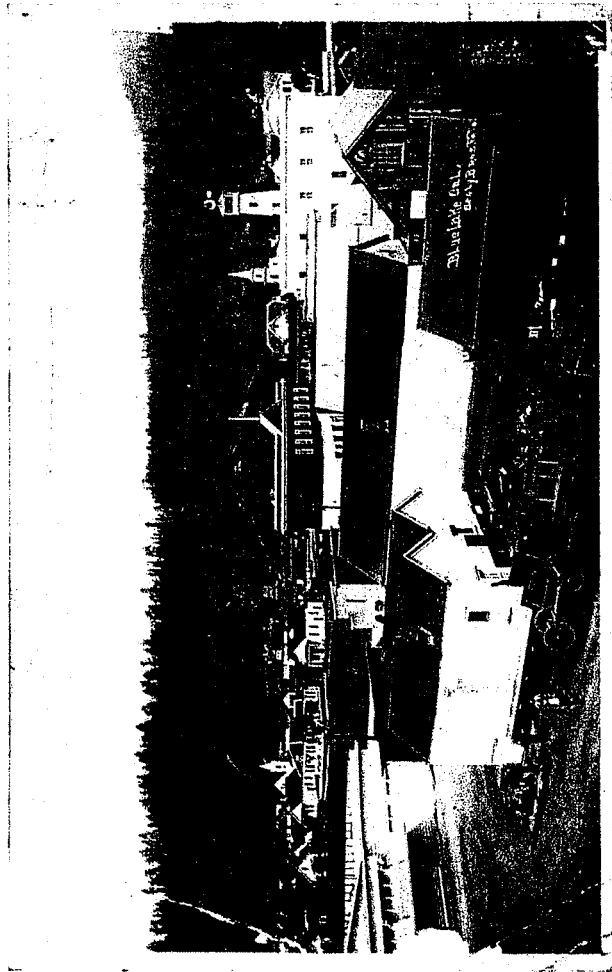
- Use text recognition software to transfer scanned versions of the elements into a word processing program
- Create individual pdfs of each element and a table of contents
- Upload to the City's website for easy access by the public



# Questions?



Aerial Photograph of Blue Lake, 1953





# CITY OF BLUE LAKE

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## AGENDA REPORT

**Item #:** 6

**Date:** July 23, 2024

**Item Subject:** Prioritizing Essential Services in an Era of Natural Disasters

**Submitted By:** Stephanie Boers, County Administrative Office

**General Information: (Statement by Humboldt County):** *Over the past three decades Sacramento has taken over \$500 million in revenue from Humboldt County's budget. The combination of unfunded mandates and state takeaways is costing us more than \$25 million each year, and, with the State's current budget deficit, more takeaways are on the way. We need additional, guaranteed sources of local funding just for Humboldt County—that cannot be taken by Sacramento. We want to share the magnitude of the issues we see facing Humboldt County and hear your top priorities in advance of what is going to be a challenging budget cycle.*

**Background Material Provided:** None.

**Fiscal Impact:** N/A

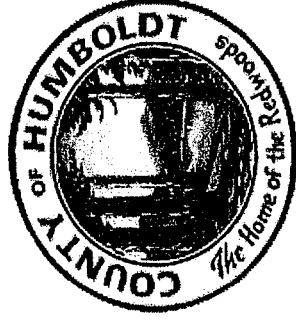
**Recommended Action:** No staff recommendation; Council may take action as the discussion directs

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

**Humboldt County** California's Redwood Coast

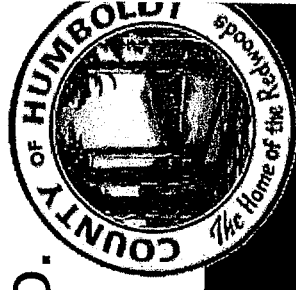
# **Disaster Preparedness, 9-1-1 Response Times & Road Needs**

**Summer 2024**



## What's the Issue?

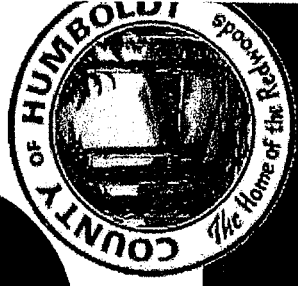
- Over the past three decades, Sacramento has taken over \$500 million in revenue from Humboldt County's budget.
- Each and every year, the combination of unfunded mandates and state takeaways is costing us more than \$25 million.
- With the State's current budget deficit, more takeaways are on the way.
- As we explore our budget, it becomes clear that we need additional, guaranteed sources of local funding just for Humboldt County, that cannot be taken by Sacramento.



## Civil Grand Jury Report

**Not Adequately Prepared': Civil Grand Jury Says Humboldt County Must Improve Its Disaster Planning**

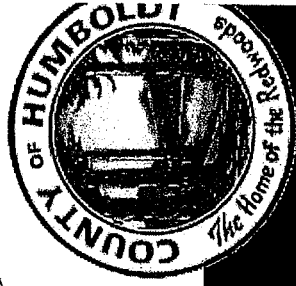
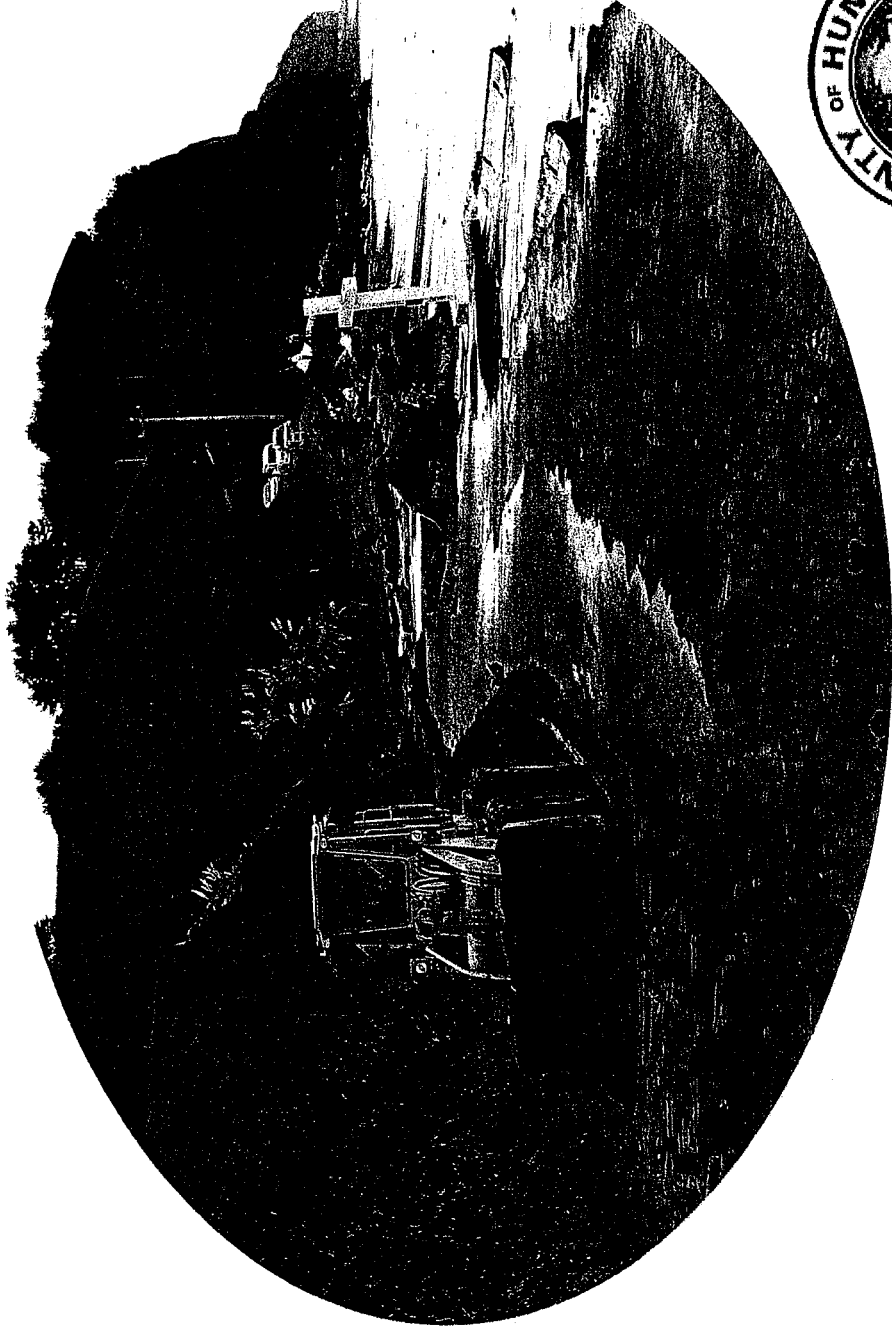
The report notes that communities in our region are especially susceptible to such catastrophes given the extreme weather fluctuations, wildfire risk, tectonic activity and steep, erosive topography.



**Humboldt County** California's Redwood Coast

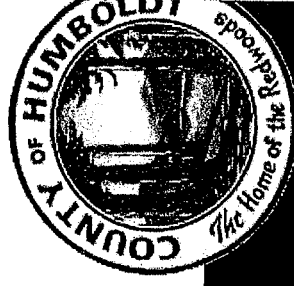
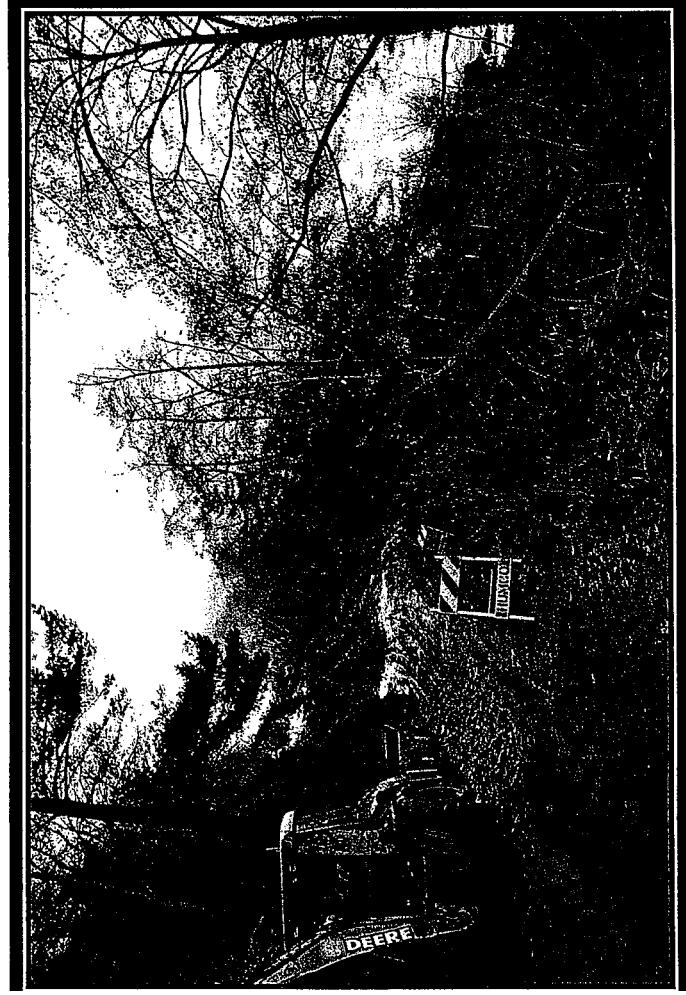
## Disaster Preparedness

Natural disasters have become a fact of everyday life, and Humboldt County needs to be better prepared.



## Disaster Preparedness Needs

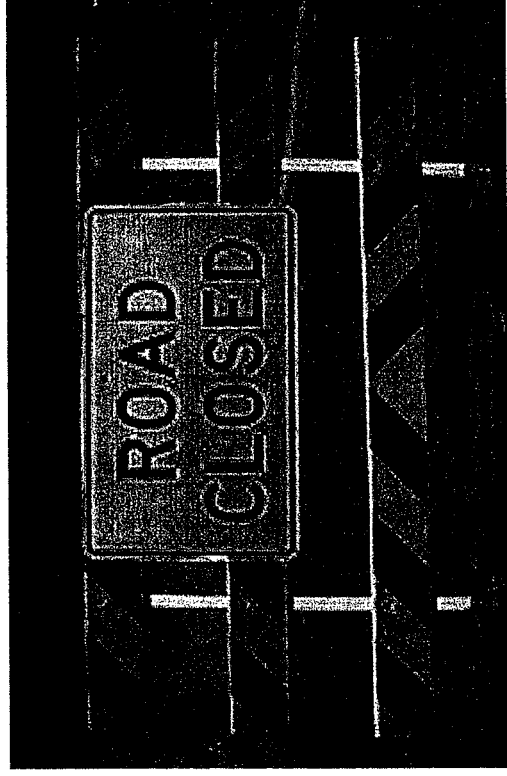
We need to harden, repair, and upgrade our roads, and public infrastructure, so that we can ensure that in the case of an earthquake, fire, snow, or flooding, residents can stay safe and evacuate quickly.







# Impact of road conditions or 9-1-1 response times



**'We need gas and food': Rains obliterate Redwood Valley roads, trapping residents**



# Late Federal and State Reimbursements harm Normal Maintenance

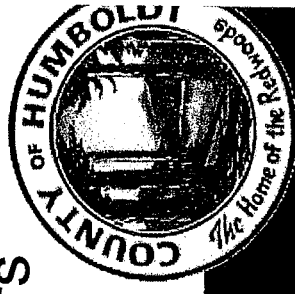
Average 3 years to get approvals

Typically 6-10 years to get reimbursement

-\$10 million - amount of road maintenance funds waiting on reimbursement by

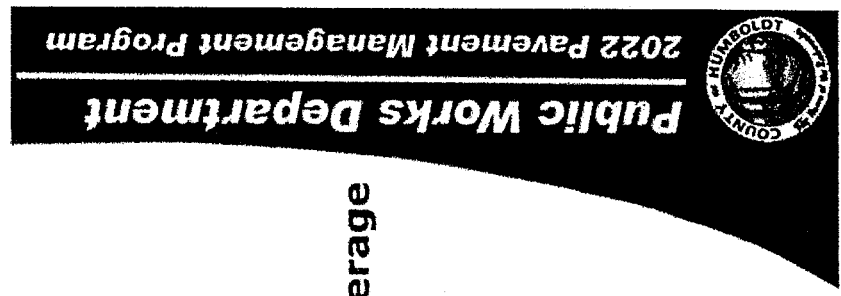
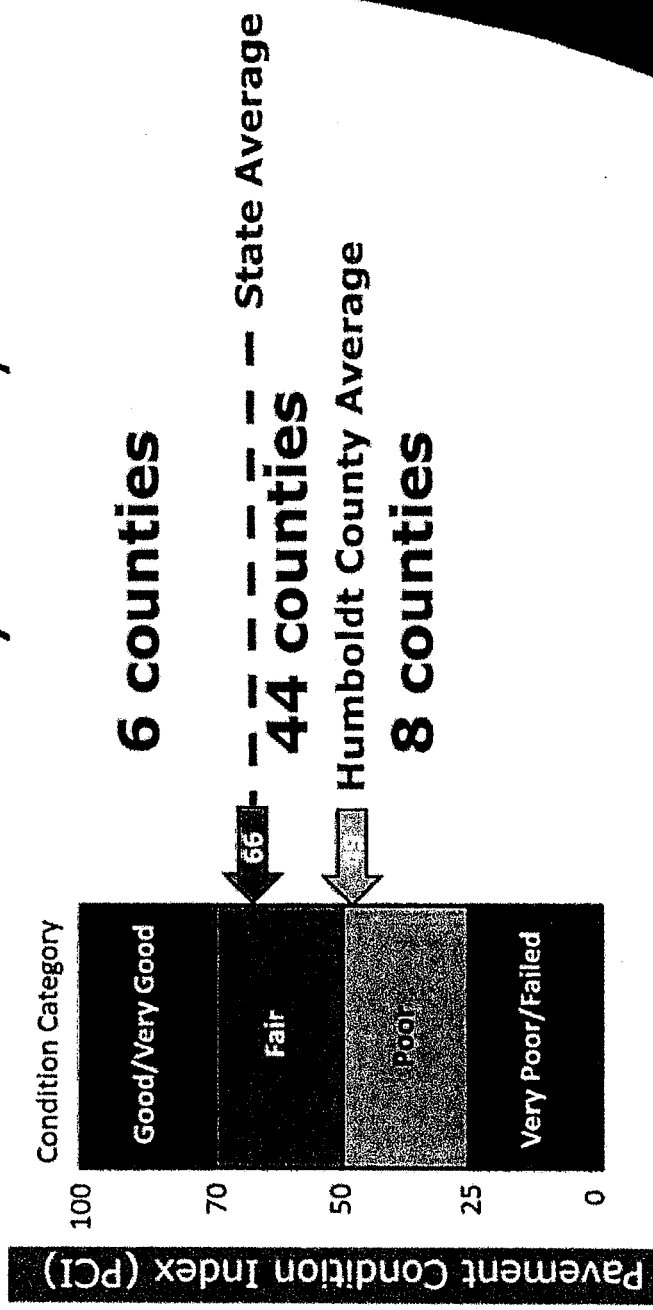
Federal/State, going back 7+ years

Late,  
unpredictable  
and not  
guaranteed



## Humboldt County has some of the worst pavement conditions in the state

PCI by County



At current levels of funding, most County roads will be rated as "failed" by 2033.

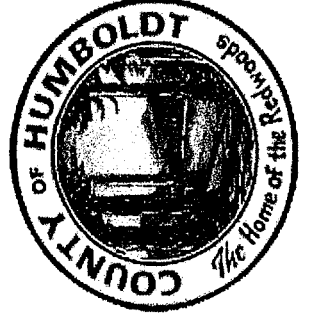
# Humboldt County California's Redwood Coast



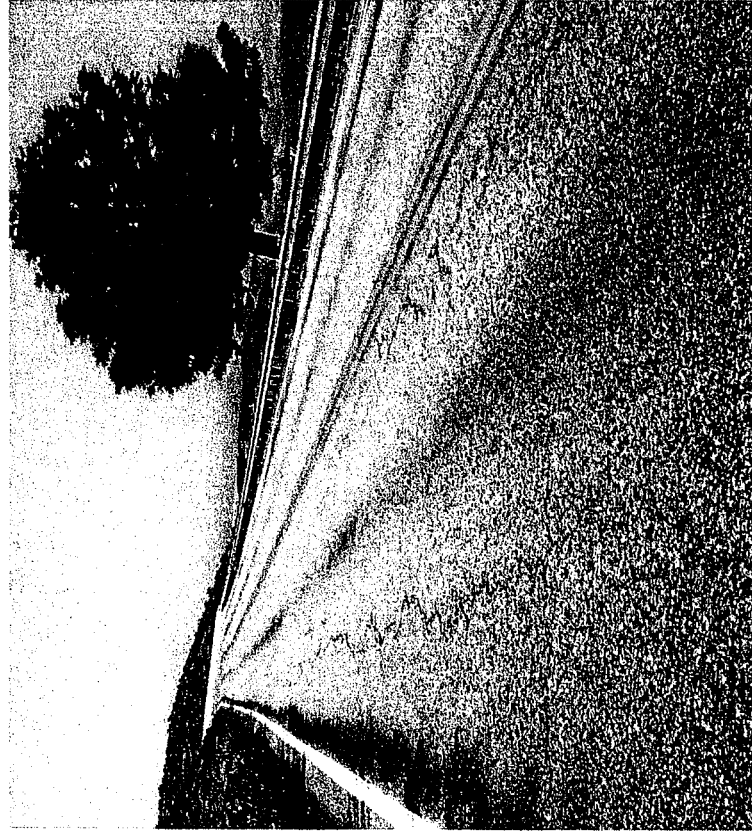
**PCI = 100**



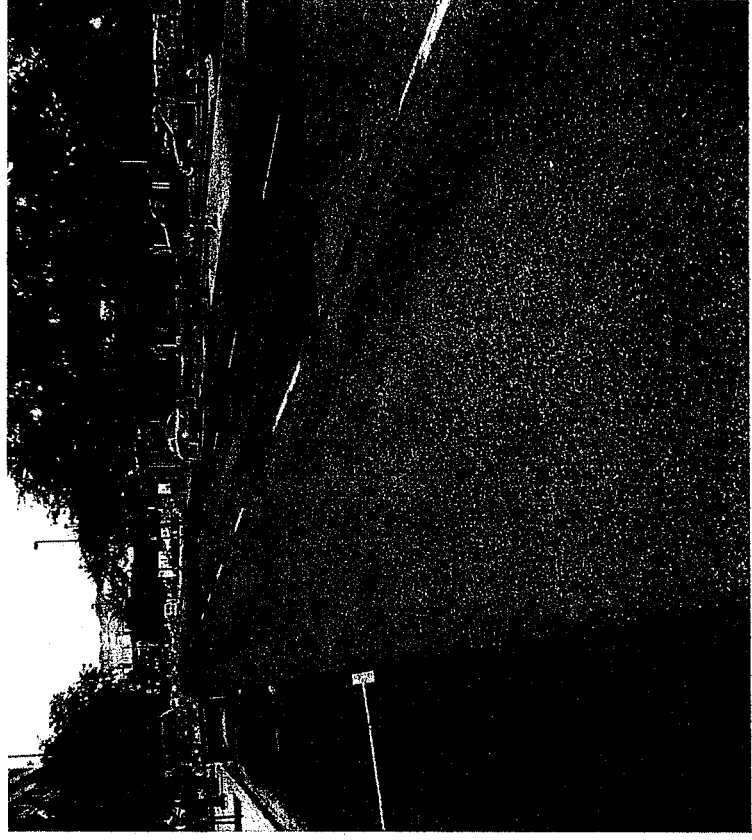
**PCI = 100**



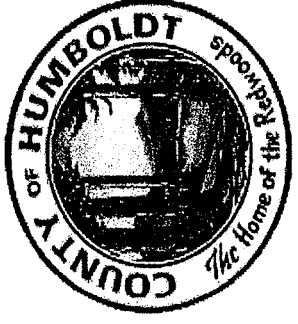
# Humboldt County California's Redwood Coast



**PCI = 63**



**PCI = 62**

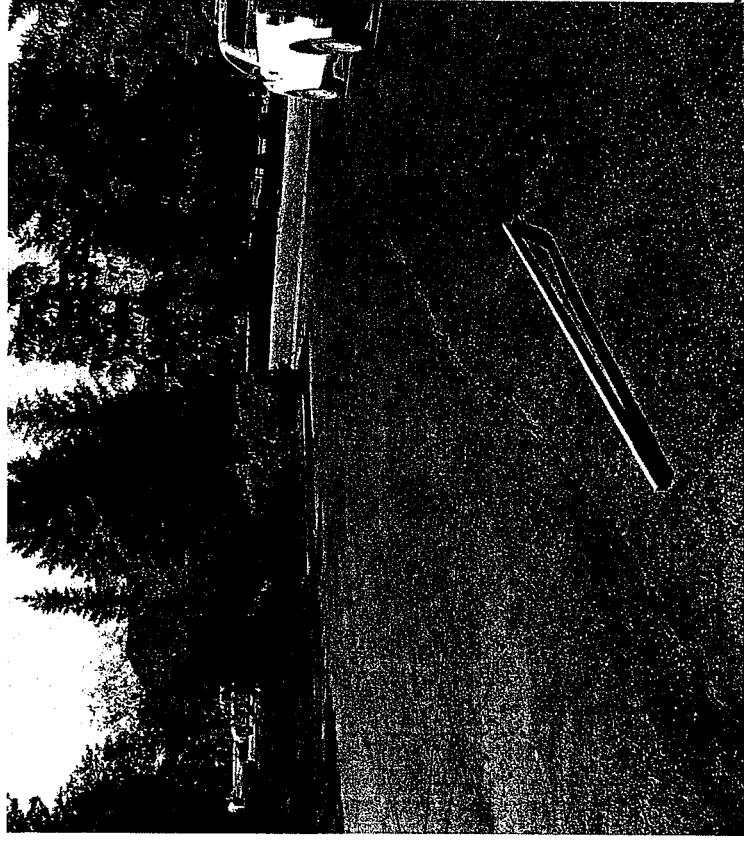


# Humboldt County California's Redwood Coast

**Humboldt County Avg PCI = 49**



**PCI = 45**



**PCI = 42**



## **\$500 million in road pavement needs**

- Humboldt County has \$500 million in need for road pavement over the next 10 years.
- Delaying maintenance will only increase costs in the long run



# Humboldt County California's Redwood Coast

**At current levels of funding, most County roads will be rated as "failed" by 2033.**

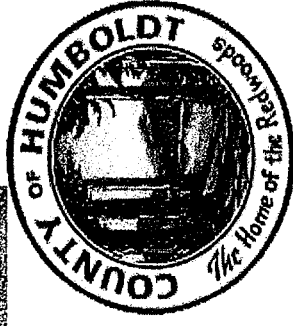


**PCI = 10**



**PCI = 5**

6-10x more expensive to repair than a road graded 70+

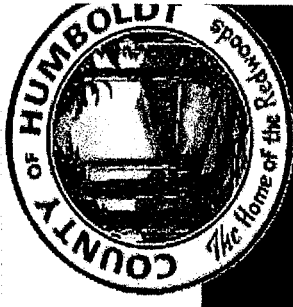




## Community Priorities

A recent independent community survey showed top community priorities are:

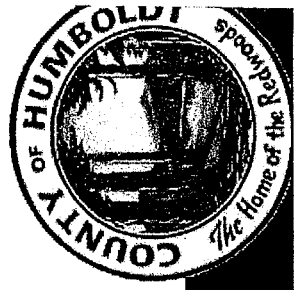
- Preparing for natural disasters
- Maintaining 911 emergency response times
- Providing communications services for medical and first responders after natural disasters such as earthquakes or tsunamis
- Maintaining and expanding bus services for seniors, low-income and people with disabilities
- Becoming eligible for additional state and federal matching funds for road repair (Redwood Drive)
- Repairing deteriorating county roads
- Providing services to address homelessness
- Climate action including transit
- Maintaining local streets and roads



## Where Can I Get More Information?

- The County will continue to update the community about Humboldt County's essential services needs and fiscal condition.

□ Get more information at:  
[humboldtgov.org/Roads911](http://humboldtgov.org/Roads911)





# CITY OF BLUE LAKE

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## AGENDA REPORT

Item #: 7

Date: July 23, 2024

Item Subject: Resolution Number 1231-A Resolution of the City Council Adopting the Fiscal Year 2023-2024 Budget Amendment

Submitted By: Mandy Mager, City Manager

**General Information:** The City Accountant will present Resolution Number 1231; this resolution is a budget amendment for Fiscal Year 2023-2024. The budget amendment will revise the adopted Fiscal Year 2023-2024 Budget to more accurately reflect actual and projected revenues and expenditures.

**Background Material Provided:** Resolution Number 1231 with supporting documentation

**Fiscal Impact:** Adoption of Resolution Number 1231 will revise the current year's budget to more accurately reflect actual and project revenues and expenditures.

**Recommended Action:** To Adopt Resolution Number 1231

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

**RESOLUTION NO. 1231**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLUE LAKE  
ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR BEGINNING JULY  
1, 2023 AND ENDING JUNE 30, 2024 AND FINDING THE BUDGET TO BE WITHIN  
THE APPROPRIATIONS LIMIT REQUIRED BY ARTICLE XIII B OF THE  
CALIFORNIA CONSTITUTION**

**WHEREAS**, the City Council of the City of Blue Lake, previously adopted a budget for Fiscal Year 2023-2024, through Resolution Number 1222, on June 27, 2023; and,

**WHEREAS**, the City budget is based upon various projections and assumptions; and,

**WHEREAS**, the City has experienced increased revenues from various funding sources and programs; and

**WHEREAS**, the City Accountant has prepared a budget amendment to more accurately reflect the City's fiscal year 2023-2024 expenditures and revenues;

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Blue Lake hereby approves the budget amendment as presented in the attached schedule titled "*City of Blue Lake Budget Amendment Number 1-Fiscal Year 2023-2024.*"

INTRODUCED, PASSED AND ADOPTED by the City Council of the City of Blue Lake, State of California this 23rd day of July 2024, by the following vote:

Ayes:

Nays:

Abstention:

Absent:

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Adelene Jones-Mayor

---

Anali Gonzalez, City Clerk



# CITY OF BLUE LAKE

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## AGENDA REPORT

Item #: 8

Date: July 23, 2024

Item Subject: California Governor's Office of Emergency Services Authorizing Resolution

Submitted By: Mandy Mager, City Manager

**General Information:** In order for the City of Blue Lake to conduct business/activities with CalOES and FEMA, we must have an updated resolution designating and authorizing the signatory authorities for grant applications and fund requests.

This resolution must be updated every three (3) years, and it is now time for the City of Blue Lake to update our authorizing resolution. Staff recommends designating the City Manager and the Mayor as the designated signatory authorities and the attached resolution reflects this recommendation.

**Background Material Provided:** N/A

**Fiscal Impact:** The authorizing resolution allows the City to conduct business with CalOES/FEMA, including submitting and receiving fund requests and reimbursements.

**Recommended Action:** Adopt Resolution Number 1234, designating the City Manager and the Mayor as the authorized signatory authorities for the City of Blue Lake

<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"/>



Cal OES ID No: \_\_\_\_\_

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES**

*Resolution No. 1234*

BE IT RESOLVED BY THE *City Council* OF THE *City of Blue Lake*  
 (Governing Body) (Name of Applicant)

THAT *City Manager*, OR  
 (Title of Authorized Agent)

*Mayor*, OR  
 (Title of Authorized Agent)

\_\_\_\_\_  
 (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the *City of Blue Lake*,  
 (Name of Applicant)

a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM)**, under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the *City of Blue Lake*, a public entity established under the  
 (Name of Applicant)

laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.



**Please check the appropriate box below**

- This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.
- This is a disaster/grant specific resolution and is effective for only disaster/grant number(s): \_\_\_\_\_

Passed and approved this 23 day of July, 2024

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

\_\_\_\_\_  
 (Name and Title of Governing Body Representative)

**CERTIFICATION**

I, \_\_\_\_\_, duly appointed and \_\_\_\_\_ of  
 (Name) (Title)

\_\_\_\_\_, do hereby certify that the above is a true and  
 (Name of Applicant)

correct copy of a resolution passed and approved by the \_\_\_\_\_  
 (Governing Body)

of the \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 (Name of Applicant)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)



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### Cal OES Form 130 Instructions

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted resolution is older than three (3) years from the last date of approval, is invalid, or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on pages 1 and 2. The blanks are to be filled in as follows:

#### Resolution Section:

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California.

Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Services regarding grants for which they have applied. There are two ways of completing this section:

1. **Titles Only:** The titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by either a cover letter naming the Authorized Agents by name and title, or the Cal OES AA Names document. The supporting document can be completed by any authorized person within the Agency (e.g., administrative assistant, the Authorized Agent, secretary to the Director). It does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document, or their title changes.





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**Checking Universal or Disaster-Specific Box:** A Universal resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents. A minimum of three (3) approving board members must be listed. If less than three are present, meeting minutes must be attached in order to verify a quorum was met.

**Certification Section:**

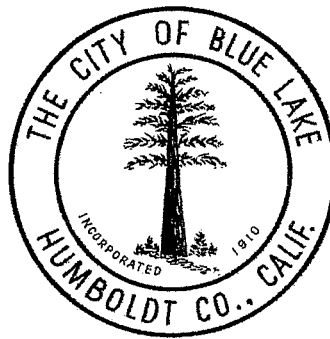
**Name and Title:** This is the individual in attendance who recorded the creation and approval of this resolution.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member. If a person holds two positions (such as City Manager and Secretary to the Board) and the City Manager is to be listed as an Authorized Agent, then that person could sign the document as Secretary to the Board (not City Manager) to eliminate "Self-Certification."

City of Blue Lake  
June 25, 2024  
**Regular Council Meeting**

**Consent Agenda Items:**

- a. Meeting Minutes:
  - May 28, 2024-Regular
  - June 11, 2024-Special
- b. Warrants and Disbursements



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

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

## Blue Lake City Council Minutes

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

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

1. **Meeting Called to Order at 6:30 PM**
2. **Pledge of Allegiance and Establish a Quorum of the Council**

**Council Members Present:**

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

**Council Members Absent:**

**Staff Present:**

Amanda Mager, City Manager/City Clerk  
Garry Rees, City Planner (SHN)  
Anali Gonzalez, Administrative Assistant/City Clerk  
Tonie Quigley, Office Assistant

**Public Present:**

Jean Lynch  
Kent Sawasky  
Lori Ponte  
Marty Graham  
Scott Frazer  
Erin McClure  
Rhonda  
Justin

3. **Approval of the Agenda**  
**Public Comment:**

**Lori Ponte-** would like to add to her council correspondence. Hands out copies of her council correspondence.

**Public comment ended.**

**Motion:** To Approve agenda as presented

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

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

**Motion Summary:** Motion Passed

4. **Public Comment:**

**Kent:** commented how later in meeting would be addressing the way staff time is allocated, that he has a new website where he renames people, starting with the City Manager, the hiring of a city employee that resides on the council.

**Becky:** comment on her concerns of council member being employed by the city, major conflict of interest, unethical and that Chris Edgar should step down

**Julie:** commented that Zoom is user friendly, but a planning meeting Zoom was not being recorded

**Scott:** commented to Council Member Chris that budget decisions effects employees, that your service will be a detriment to the city, should consider stepping down.

**Marty:** commented that she does not feel good about the city hiring a council member to be on staff.

**Public Comment Closed.**

5. **Alzheimer's Month Proclamation-**

Mayor Jones introduces and reads the agenda report.

**Council Discussion:**

**No further Council discussion.**

**Public Comment:**

**Kent:** commented that he has friends and family with this condition

**Julie:** comments thanking council for proclamation. Lost grandma to Alzheimer's.

**Justin:** comments that normally does not make public comment but felt need to speak up as lost grandma recently, however not to Alzheimer's, but to COPD.

**Rhonda:** thanks Mayor and council for participating. Lost husband to Alzheimer's.

**Public Comment Closed.**

**Motion:** To proclaim June 2024 as National Alzheimer's and Brain Awareness Month.

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

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

**Motion Summary:** Motion Passed

**Mayor Jones reads the National Alzheimer's and Brain Awareness Proclamation.**

6. **Resolution Number 1229- A Resolution of the City Council Approving a Parcel Map and Accepting a Dedication**

**Council discussion:**

**Councilmember Mackay recused herself. Potential conflict of interest.**

**City Planner Garry Rees-** Provides background information on the project. Reviewed at the Planning commission on May 20, 2024. Parcel J requested by the city. Final action by the city council reviewing and approving the parcel map and accepting the offer of dedication.

**Councilmember Scafani-** asks if there is a substantial difference between the current parcel map and the parcel map from 2019.

**City Planner Rees-** No substantial difference.

**Mayor Jones opens Public Comment:**

**Julie Christie:** Thanks Council Member Scafani for her attention to detail.

**Kent Sawatzky:** comments on how he supports Planning commission. At the Planning Commission meeting two members recused themselves but stayed at table, and one voted. Conflict of interest as one allowed to vote. Not legal, consult your attorney.

**Public Comment Closed.**

**Motion:** To receive staff, report and adopt Resolution Number 1229.

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

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

**Motion Summary:** Motion Passed

7. **Greenwood Truck Route Construction Contract Award-**

Mayor Jones introduces agenda item and reads agenda report.

**Council Discussion:**

**Mayor Pro Tem Shull-** Pleased to have local contractors for the Greenwood Truck Route Construction Project.

**Councilmember Mackay-** comments on mobilization and demobilization Costs.

**Councilmember Scafani-** Asks about RAO's bid. Requests staff to add certain documents to the packet. Hard to read.

**Mayor Jones opens Public Comment:**

**Kent Sawatzky:** comments that he supports Council Member Shull, nice to have local contractors. Further comments on Engineering management Make sure not to discount public needs.

**Julie Chistie:** comments that information needs to be out to public in advance, possible conflict with summer events

**Jean Lynch:** appreciate the effort to slow traffic on GRNWD. Shaking my house when big trucks go by, would like to have someone come look at this, traffic at 7am, come and watch.

**Public comment closed.**

Councilmember Scafani-Asks about difference between bid and the full budget is about 200,000.00 dollars what additional items may be rebuilt with that money.

City Manager Mager-Safety features that could be added, additional amenities, benches, a host of items.

Councilmember Scafani-Inquires if power poles can be moved.

City Manager Mager- No.

**Motion:** To 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.

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

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

**Motion Summary:** Motion Passed

**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 2019-2020 Funding Year of the State CDBG Program for Accessibility Improvements to the Library-**

Mayor Jones introduces agenda item and reads agenda report.

**City Manager Mager-** Don't know if the state will accept the amendment. If not, we will continue the project as when the plans were stamped. May have to go for a second project if the state does not approve.

**Mayor Pro-Tem Shull-** Even though the project was stamped, and the codes changed we must go by the new codes not the codes in which it was stamped.

**City Manager Mager-** The City can't pass the inspection; landing is off by a small amount.

**Mayor Jones opens public comment:**

**Scott Frazer-** commented that he recalls being at a meeting where this was discussed. Two Questions: 1) how much is a little bit? 2) Why was the city manager and engineer not aware?

**Kent Sawatzky-** comments that he is aware of ADA Compliance. It is expensive. Further comments that he has never had any problems with access being off. Public wants to know what the redo is.

**Julie Christie-** Concurs with prior two public comments.

**Public comment closed.**

**Council Discussion:**

**Councilmember Scafani-** Curious about the dimensions asks staff to clarify.

**City Manager Mager-** Minor problems. The City Engineer knows the specifics.

**Council discussion ends.**

**Motion:** To conduct the Public Hearing and Approve the Adoption of Resolution Number 1228 and authorize the City Manager to execute all required documentation.

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

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

**Motion Summary:** Motion Passed

**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.**

Mayor Jones introduces agenda item and reads agenda report.

**Council discussion:**

**Councilmember Edgar-** Asks about any major changes to law enforcement services.

**City Manager Mager-** Changes include updated contracting language and cost methodology. Much better contract.

**Councilmember Shull-** Sheriff office will capture data and provide the data to the city?

**City Manager Mager-** Yes, and I appreciate Regina Fuller and Brian Quenell for meeting with the Ad Hoc committee. Hard process. Adversarial process. Caught substantial costs that we were able to remove from the process.

**Mayor Jones opens public comment:**

**Kent Sawatzky:** comments that he had communication, and that we may be sharing a deputy with Trinidad.

**Erika Dykehouse:** thank you for working with Sheriff. No mention of animal control, is that separate?

**Julie Christie:** comments that need to prioritize public safety and infrastructure. Need to think about public safety for community.

**Public comment closed.**

**Motion:** To 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 pending approval of the City Attorney.

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

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

**Motion Summary:** Motion Passed

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

**Councilmember Mackay-**Corresponded with the Rio Dell City Manager regarding tax revenue from dispensaries. Rio Dell currently has two dispensaries in 21/22 the city received 59,961.49 in tax revenue. In 22/23 Rio Dell received \$54,847.11 in tax revenue. In 23/24 Rio Dell received \$43,876.00.

**Mayor Jones-** Northwest flower company. Tour at the CA league of Cities meeting in May. Huge operation. That is not something we want to get into.

**Councilmember Shull-** Asks if any indication of an increase of arrests or drug issues.

**Councilmember Mackay-** I did ask those questions and I haven't heard back.

**Councilmember Scafani-** did some research and cannabis sales have gone down in the last three years. Looked at stats from Arcata and Eureka.

**City Manager Mager-** discussions have revolved around small retail businesses. Zoning I am looking to you guys for the second step. Not a high priority but staff needs direction for further analysis.

**Councilmember Scafani-** shares she talked to two cannabis dispensaries owners and discussed the feasibility of this type of business in Blue Lake. Before we spend more time and money on this topic suggest having a working session with cannabis dispensary business owners.

**Councilmember Shull-** I wonder if someone could come in and talk to the council about questions and concerns regarding cannabis retail businesses.

**Mayor Jones opens public comment.**

Mayor reads a public comment from Andrew Jones.

**Lori Ponte:** comments that she would like to watch this zoom presentation. Doesn't see purpose. Smoking is not allowed; a cannabis café seems odd. Would like further discussion, knowing the council

is desperate for revenue, but we have to leave BL to do most all things. You need to pump the breaks. Doesn't think cannabis needs to be a part of it.

**Erin McClure-** 100% agrees with Lori Ponte's comment.

**Kent Sawatzky:** Comments not to waste time. Has been tracked, Walmart and CVS will be able to get it. When borders are open, prices will change.

**Julie Christie-** this was visited 8 years ago, decisions were made, do not continue

**Becky Thornton:** Blue Lake too small. Must have a small business plan.

**Public comment closed.**

**Mayor Jones-** asks about the economic development agenda.

**City Manager Mager-** EDC can do additional work and bring back to council.

**Mayor Jones-** directs staff to add this item to the EDC agenda for June 11, 2024.

## 11. Council Correspondence

Mayor Jones reads council correspondence from Kent Sawatzky.

Mayor Jones reads council correspondence from the Ponte's.

Councilmember Edgar-points out the teleconferencing under the brown act applies to councilmembers remote into a council meeting. City attorney response in email chain.

**Public comment:**

**Lori Ponte:** does not appreciate the fact the mayor read the council correspondence backwards. Facial expression is obvious on zoom. The Brown Act isn't flexible. Pretty standard and needs to be followed in a public meeting. Appreciates the audible through zoom.

**Erica Dykehouse:** requests the agenda be amended to include Lori Ponte's correspondence.

**Julie Christie:** Kent's item should be added to next month's agenda. States that staff was messing with zoom audio until Justin took over.

**Kent Sawatzky:** outstanding PRA, requesting payroll expenses.

**Public comment closed.**

## 12. Consent Agenda:

- a. February 22, 2024 Regular Council Meeting Minutes
- b. Warrants and Disbursements
- c. Authorize the City Manager to Negotiate a Lease with Sjaaks Organic Chocolates
- d. Authorize the City Manager to Negotiate and Execute

**Motion:** approve consent agenda.

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

**Public Comment-**

**Julie Christie-** concerned about minutes only up to February, this is May. Where are others?

**Kent Sawatzky-** concerned about amount paid for inspection of water tank

**Public Comment Closed.**

**Council member Scafanni-** asks about Eureka Broadcasting on warrants and disbursements.

**City Manager Mager-** Marketing campaign for city events. Second year working with Eureka Broadcasting.

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



**Motion Summary:** Motion Passed

13. **Reports of Council and Staff**

**Councilmember Edgar-** nothing to report.

**Councilmember Scafani-** Attended the Blue Lake Parks and Rec Meeting and RCEA meeting.

**Mayor Jones-** May 3, 2024, the League of Cities met in Rio Dell. Tour of the cannabis farm. Attended HWMA meeting approved their budget. Attended the Chamber of Commerce meeting. 18 vendors for Annie and Mary weekend so far. Attended the HCAOG meeting discussed unmet transit needs. Attended the Blue Lake Economic Development meeting. Discussed the sports complex development process, Townsquare project, container village concept, Powers Creek Restoration Project update.

**Mayor Pro Tem Shull-** Cancelled REDEC meeting. Attended the Blue Lake Chamber of Commerce meeting.

**Councilmember Mackay-** Attended League of Cities in Rio Dell. Speaker Nick Crawford. Attended the Blue Lake Arts and Heritage meeting. Powers Creek District Master plan slideshow discussed switching the Arts and Heritage meeting time and date.

Mayor Jones reads over the written City Manager report.

**Public comment:**

**Julie Christie-** comments that we need full managers report.

**Kent Sawatzky-** FEMA portion on the City Manager Report. Why design plan if no access to the property. If someone can't get along with City manager I would not be engaging with the City.

**Erin McClure-** Concurs with Kent Sawatzky comment, cart before the horse. Trespassing on her property. People say city owns the property.

**Public comment Closed.**

Announcements from Mayor Jones

Annie and Mary day July 14, 2024.

Saturday August 17, 2024, Blue Lake City wide yard sale.

**Councilmember Shull-** requests staff to provide a written document from the city attorney approving the hire of a council member.

**City Manager Mager-** Yes, I will forward the email to council.

**Future Agenda Items-**

- FY 24/25 Budget Adoption
- Regular city council meeting on June 25, 2024

**Public comment:**

Kent Sawatzky- document for a council member to leave office to be employed by the city.

**Public comment closed.**

14. **Meeting Adjournment**

**Motion:** To adjourn 9:03 pm.

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

**There were no comments from the Council**

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

**Motion Summary:** Motion Passed

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**CITY OF BLUE LAKE**  
CALIFORNIA

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

## Blue Lake City Council Minutes

Tuesday, June 11, 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

Elise Scafani

Christopher Edgar

##### Council Members Absent:

Elizabeth Mackay

##### Staff Present:

Amanda Mager, City Manager

Scott Gordon, City Accountant

Anali Gonzalez, City Clerk

##### Public Present:

Kent Sawatzky, Julie Christie, Lisa Hoover, Jean Lynch, Justin, Beckie Thornton

#### 2. Approval of the Agenda

**Motion:** To Approve agenda as presented

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

**Public Comment:** None

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

**Motion Summary:** Motion Passed

#### 3. Public Comment:

**Lisa Hoover:** requested a General Plan presentation at the next City Council meeting.

**Kent Sawatzky:** Comments on Humboldt County supervisor meeting.

**Julie Christie:** Thanks, Justin, for his help with facilitating zoom meetings. Comments on uploading council meetings to Humboldt Access.

**Winona Pitts:** notifies staff the zoom audio is on mute.

**Public comment closed.**

4. **Fiscal Year 2024/2025 Draft Budget Presentation- Discussion**

Scott Gordon City Accountant introduces himself and goes over the summary of the preliminary Budget FY 2024-25 included in the agenda packet. Reviews revenues and expenditures with the council.

**Public Comment-**

**Kent Sawatzky:** concerns and questions. Suggests council has no consideration for low-income folks. Major concern with how the city bills legal expenses. Strongly request the packet be available 10 days before a meeting. City will owe for prior Sheriff contract.

**Julie Christie:** Thanks, the council and Jackson and Ecklund. Recommends staff and council prepare agenda packet ahead of time. Kent is well versed.

**Jean Lynch:** comments on Park and Recreation funds.

**Lisa Hoover:** makes a public comment.

**Kent Sawatzky:** comments on page 6 of the draft budget.

**Public Comment Closed.**

5. **Council Correspondence-**

Kent Sawatzky written council correspondence.

6. **Consent Agenda- None**

7. **Reports of Council and Staff**

**Councilmember Edgar-** nothing to report.

**Councilmember Scafani-** Attended public safety commission and park and recreation commission for the City of Blue Lake.

**Mayor Jones-** Arts and Heritage meeting cancelled. Economic Development meeting cancelled. Attended the Blue Lake Chamber of Commerce meeting.

**Councilmember Shull-** Will be attending the RRDEC meeting this month.

**Public comment-**

**Lisa Hoover:** meeting minutes on the city website.

**Kent Sawatzky:** comments on city website.

**Public comment closed.**

8. **Future Agenda Items-**

- **FY 24/25 Budget**

**Public comment:**

**Kent Sawatzky:** comments on future agenda items.

**Julie Christie:** comments on future agenda items.

9. **Meeting Adjournment**

**Motion:** To adjourn at 8:05 p.m.

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

**There were no comments from the Council**

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

**Motion Summary:** Motion Passed

DRAFT

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 6/1/2024 Through 6/30/2024

Check Number	Check Date	Payee	Check Description	Check Amount
11988	6/3/2024	B & B Portable Toilet Co.	5/25/24 Inv #181009 & 181008	167.32
11989	6/3/2024	Jay D. Collins	5/23/24 Adult Skate DJ	300.00
11990	6/3/2024	Christopher B. Edgar	Apr & May Council Stipend	100.00
11991	6/3/2024	Justin Goad	Movie Screen Rental 5/20/24	125.00
11992	6/3/2024	Helmets R Us	5/29/24 Inv #68632	839.90
11993	6/3/2024	Adelene Jones	Apr & May 2024 Council Stipend	100.00
11994	6/3/2024	Elizabeth Mackay	Apr & May 2024 Council Stipend	100.00
11995	6/3/2024	PG&E CFM/PPC Department	5/13/24 Contract #50102934 V1 Town Square	1,617.31
11996	6/3/2024	LCC-Redwood Empire Division	LCC-RED Meetings 5/3/24 Jones & 5/8/24 McKay	110.00
11997	6/3/2024	RecDesk LLC	1/10/24 Inv #14402	1,767.00
11998	6/3/2024	Revolution Bicycles	5/13/24 Inv #4	1,000.00
11999	6/3/2024	Angela Shull	Apr & May 2024 Council Stipend	100.00
12000	6/3/2024	Elise G. Scafani	April & May Council Stipend	100.00
12001	6/3/2024	Storyland Studios	4/25/2024 Inv #34539	10,000.00
12002	6/3/2024	SHN Consulting	3/18/24 Inv #120672 Planning	6,340.00
12003	6/3/2024	SHN Consulting	5/14/24 Inv #121183 Planning	7,717.50
2374	6/3/2024	Daria Savvateeva	Deposit Refund #10119001 Savvateeva	71.57
2375	6/3/2024	City of Blue Lake	Utilities paid from Deposits 6/1/24 Billing	520.43
12004	6/6/2024	AT&T	2- 5/20/24 Statements	63.14
12005	6/6/2024	Aflac	5/25/2024 Inv #116952	344.34
12006	6/6/2024	Albee & Buck	5/31/24 Inv #96711	623.91
12007	6/6/2024	City of Blue Lake	water/sewer payments 6/1/2024	2,482.51
12008	6/6/2024	CA State Disbursement Unit	5/31/2024 PR Deduction	92.30
12009	6/6/2024	Coastal Business Systems Inc.	5/27/24 Inv # 36654186	443.11
12010	6/6/2024	D & R Janitorial Service	5/31/24 Statement	295.00
12011	6/6/2024	G.L.J. Construction	5/15/24 Inv #'s 3342 & 3358	522.39
12012	6/6/2024	Humboldt Co. Sheriff's Office	June 2024 Animal Shelter Service	721.00
12013	6/6/2024	Humb. Bay Municipal Water Dist	Billing Period: May 1 - 31, 2024	16,960.77
12014	6/6/2024	Keenan Supply	5/28/2024 Statement	295.14
12015	6/6/2024	The Mill Yard	5/31/24 Statement	152.56
12016	6/6/2024	Miller Farms Nursery, Inc.	5/31/24 Statement	101.52
12017	6/6/2024	National Rural Water Assoc.	SCADA loan pmt due 7/1/24	965.00
12018	6/6/2024	Optimum	Billing Period 6/1/24 -6/30/24	467.87
12019	6/6/2024	Arcata Stationers	6/3/24 Statement	141.86
12020	6/6/2024	Redwood Petroleum	5/6/24 Inv #142 & 6/3/24 Inv #143	1,822.39
12021	6/6/2024	Sunnybrae Ace Hardware	5/31/24 Statement	92.73
12022	6/6/2024	US Bank Corp. Payment Systems	5/22/24 Statement	2,600.06
12023	6/6/2024	Valley Pacific Petroleum	5/22/24 iNV #2789772	2,204.90
12024	6/6/2024	Verizon Wireless	4/22/24-5/21/24 Bill Summary	332.36
12025	6/14/2024	Harold D. Burrish	Employee: burrish; Pay Date: 6/14/2024	1,847.42
12026	6/14/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 6/14/2024	694.62
12027	6/14/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 6/14/2024	279.70
12028	6/14/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/14/2024	1,625.14
12029	6/14/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 6/14/2024	395.85
12030	6/14/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 6/14/2024	114.86
12031	6/14/2024	Katlyn M. Minnis	Employee: minnisk; Pay Date: 6/14/2024	123.21
20240614EFT...	6/14/2024	U. S. Department of Treasury	EFTPS federal tax pmt 6/14/24 PR	6,958.75
20240614EFT...	6/14/2024	Employment Development Dept.	DE88 state tax pmt 6/14/24 PR	1,210.03
20240614EFT...	6/14/2024	Cal PERS	PERS retirement 6/14/24 PR	4,784.55
20240614EFT...	6/14/2024	Freedom Voice	Freedom Voice 6/1/24 statement	118.45
20240614EFT...	6/14/2024	Square	Square subscription 6/1/24-7/1/24 (ACH)	58.00
240614A01	6/14/2024	Christopher A. Ball	Employee: ballc; Pay Date: 6/14/2024	124.20
240614A02	6/14/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/14/2024	2,167.51
240614A03	6/14/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 6/14/2024	130.85
240614A04	6/14/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 6/14/2024	523.90
240614A05	6/14/2024	Skyler A. Coke	Employee: cokes; Pay Date: 6/14/2024	871.34

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 6/1/2024 Through 6/30/2024

Check Number	Check Date	Payee	Check Description	Check Amount
240614A06	6/14/2024	Melissa M. Combs	Employee: combsm; Pay Date: 6/14/2024	613.09
240614A07	6/14/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 6/14/2024	1,421.67
240614A08	6/14/2024	Adeline L. Esh	Employee: esha; Pay Date: 6/14/2024	276.93
240614A09	6/14/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 6/14/2024	1,166.56
240614A10	6/14/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 6/14/2024	464.98
240614A11	6/14/2024	Austin R. Jones	Employee: jonesa; Pay Date: 6/14/2024	1,258.52
240614A12	6/14/2024	Amanda L. Mager	Employee: magera; Pay Date: 6/14/2024	1,840.86
240614A13	6/14/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 6/14/2024	567.46
240614A14	6/14/2024	Jacob P. Meng	Employee: mengj; Pay Date: 6/14/2024	1,109.41
240614A15	6/14/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 6/14/2024	1,235.25
240614A16	6/14/2024	Quinn Sousa	Employee: sousaq; Pay Date: 6/14/2024	139.84
240614A17	6/14/2024	Emily P. Wood	Employee: woode; Pay Date: 6/14/2024	1,465.81
12032	6/17/2024	Abila	6/10/2024 Inv#1050 Annual Renewal-Software Fee	4,702.41
12033	6/17/2024	McKinleyville Ace Hardware	5/31/24 Statement	74.89
12034	6/17/2024	Sunnybrae Ace Hardware	5/31/24 Statement	92.73
12035	6/17/2024	Sydni Avila	Live Scan Reimbursement - Avila	20.00
12036	6/17/2024	Charis Bowman	6/5/24 Supply Reimb - Bowman	0.00
12037	6/17/2024	Jackson & Eklund	6/10/24 Inv #442099	2,992.15
12038	6/17/2024	Microbac Laboratories, Inc.	May 2024 Statement	1,405.00
12039	6/17/2024	Mendes Supply Company	6/1/24 Statement	759.00
12040	6/17/2024	SHN Consulting	5/16/24 Inv #121245 BL Water Greenwood	1,832.50
12041	6/17/2024	SHN Consulting	5/16/24 Inv #121235 Truck Route	12,113.72
12042	6/17/2024	SHN Consulting	5/16/24 Inv #121236Library	2,730.00
12043	6/17/2024	U. S. Postal Service	First Class Postage Stamps	544.00
12044	6/25/2024	AT&T	4-6/24 Cal Net 3 Bills	326.23
12045	6/25/2024	Charis Bowman	Re-issue 6/15/24 Reimb - Bowman	65.00
12046	6/25/2024	CA State Disbursement Unit	06/14/2024 PR Deduction	92.30
12047	6/25/2024	Department of Justice	6/5/2024 In #740783	32.00
12048	6/25/2024	Christopher B. Edgar	6/20/2024 Reimbursement - Edgar	128.95
12049	6/25/2024	FRMS	Billing Period 90 & 91 6/1/24-7/31/24	30,568.26
12050	6/25/2024	Hensel's Ace Hardware	5/31/24 Statement	208.22
12051	6/25/2024	Intedata Systems	5/31/2024 Statement	95.00
12052	6/25/2024	Kernen Construction	5/23/2024 Inv #28589	5,366.27
12053	6/25/2024	Local Mow Man	4/30/24 Inv#10862 & 5/31/24 Inv#11668	448.00
12054	6/25/2024	Katlyn Minnis	Live Scan Reimbursement -Minnis	20.00
12055	6/25/2024	Pacific Gas and Electric	6/4/2024 Statement	7,696.16
12056	6/25/2024	The Mitchell Law Firm, LLP	4/30/24 #3748 & 5/31/24 #4075	3,931.00
12057	6/25/2024	Reyes Coca-Cola Bottling, LLC	6/12/2024 Inv #41772811024	361.20
12058	6/25/2024	SOLO Sports	6/11/2024 Inv #240132	120.00
12059	6/25/2024	SHN Consulting	5/16/2024 Inv#121234 Town Square	2,371.50
12060	6/25/2024	SHN Consulting	1/31/2024 Inv 120202 Town Square	1,468.75
12061	6/25/2024	Trinity Union Elementary	Pvt Skt 6/11/24 Trinidad - Refund	50.00
12062	6/25/2024	United Rentals, Inc.	5/2/24 Inv#233409761 & 5/21/24 Inv#0233730737	901.80
12063	6/25/2024	Elizabeth Werner-Frink	Pvt Skt ~ Werner Fink - Reimburse	400.00
12064	6/28/2024	Sydni J. Avila	Employee: avilas; Pay Date: 6/28/2024	556.88
12065	6/28/2024	Harold D. Burris	Employee: burrish; Pay Date: 6/28/2024	1,937.23
12066	6/28/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 6/28/2024	632.29
12067	6/28/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 6/28/2024	460.67
12068	6/28/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 6/28/2024	1,549.39
12069	6/28/2024	Charles K. Mager	Employee: magerc; Pay Date: 6/28/2024	556.16
12070	6/28/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 6/28/2024	205.40
12071	6/28/2024	Francesca I. Messina	Employee: messinaf; Pay Date: 6/28/2024	229.69
12072	6/28/2024	Sarah K. Morais	Employee: morais; Pay Date: 6/28/2024	488.47
12073	6/28/2024	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 6/28/2024	138.46
12074	6/28/2024	Sequoia Construction Spec.	6/5/24 App #1 Town Square (5/1/24-5/31/24)	101,838.89
12075	6/28/2024	Mercer-Fraser Company	5/21/24 Inv #2101-1 Headworks	118,000.00

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 6/1/2024 Through 6/30/2024

Check Number	Check Date	Payee	Check Description	Check Amount
12076	6/28/2024	Alves Inc.	5/20/24 Inv#53100 PH roof	45,220.00
12077	6/28/2024	Dazey's Arcata	5/31/24 statement	903.70
12078	6/28/2024	Isaiah Kalis	4/21/24-6/2/24 woodbat umpire - Kalis	300.00
12079	6/28/2024	Michael Salmon	4/21/24-6/2/24 woodbat umpire - Salmon	425.00
12080	6/28/2024	Tameson L. Livengood	4/1/24-6/2/24 woodbat umpire - Livengood	100.00
12081	6/28/2024	Jessica B. Parker	4/21/24-6/2/24 woodbat umpire - Parker	1,115.00
12082	6/28/2024	Tensor IT	6/16/24 statement	1,485.95
12083	6/28/2024	Global Industrial	5/22/24 Inv#121927639 bleachers	2,407.71
12084	6/28/2024	Humboldt County Health Dept.	6/1/24 Inv#104193 Annual Permit-CF snack bar	960.00
12085	6/28/2024	SHN Consulting	5/31/24 Inv#121389 Engineering	4,633.75
12086	6/28/2024	Blue Lake Garbage Co.	6/10/24 INV#46GWEVNT Greenwaste	2,379.00
12087	6/28/2024	S. Shaun Johanson DDS	6/19/24 dental pmt - Burriss	311.00
12088	6/28/2024	Christopher B. Edgar	annual safety boot allowance - Edgar	158.40
12089	6/28/2024	BPR Consulting Group	6/10/24 Inv#1659 plan checks	517.50
12090	6/28/2024	Dog Waste Depot	6/5/24 Inv#712440	512.39
12091	6/28/2024	Arcata Stationers	6/12/24 Inv#218543	104.42
12092	6/28/2024	Thrifty Supply Company	6/21/24 #1031774 & 6/27/24 #1031973	1,115.76
12093	6/28/2024	Humboldt Transit Authority	FY 23/24 Purchase Transportation	11,334.00
12094	6/28/2024	Pierson Building Center	5/31/24 statement	134.68
12095	6/28/2024	Amazon Capital Services	6/4/24#1NDK-GRFP-HV4N, 6/10/24#1KHT-HYV9-HWP4	566.42
12096	6/28/2024	JJACPA, Inc.	5/16/24 Inv#0453 (period ending 6/30/23)	16,650.00
12097	6/28/2024	Humboldt Fasteners and Tools	6/1/2024 Statement	499.10
12098	6/28/2024	CA State Disbursement Unit	6/28/2024 PR Deduction	92.30
12099	6/28/2024	GreatAmerica Financial Svcs.	6/17/2024 Inv #36807213	204.00
12100	6/28/2024	Elise G. Scafani	June 2024 Council Stipend	50.00
12101	6/28/2024	Christopher B. Edgar	June 2024 Council Stipend	50.00
12102	6/28/2024	Adelene Jones	June 2024 Council Stipend	50.00
12103	6/28/2024	Elizabeth Mackay	June 2024 Council Stipend	50.00
12104	6/28/2024	Angela Shull	June 2024 Council Stipend	50.00
12105	6/28/2024	Aflac	6/25/2024 Inv #459630	229.56
12106	6/28/2024	Coastal Business Systems Inc.	6/26/2024 Inv# 36878393	443.11
12107	6/28/2024	AT&T	2-6/20/24 Statements	63.14
12108	6/28/2024	Melissa Combs	6/28/24 to Reimburse Business Office Petty Cash	70.25
12109	6/28/2024	B & B Portable Toilet Co.	6/22/24 Inv#'s 182605 & 182606	167.32
12110	6/28/2024	General Code	5/31/24 Inv#PG000036672	370.00
12111	6/28/2024	Humboldt Co. Sheriff's Office	Law Enforcement Services Apr-Jun 2024	36,612.50
12112	6/28/2024	Hooven & Co., Inc.	6/5/24 Application for Payment - Library	26,376.17
12113	6/28/2024	Hooven & Co., Inc.	12/31/23 Application #4 Payment - Library	4,319.09
12114	6/28/2024	Hooven & Co., Inc.	4/30/24 Application #5 Payment - Library	6,667.85
240628A01	6/28/2024	Christopher A. Ball	Employee: ballc; Pay Date: 6/28/2024	436.60
240628A02	6/28/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 6/28/2024	2,082.92
240628A03	6/28/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 6/28/2024	222.46
240628A04	6/28/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 6/28/2024	562.91
240628A05	6/28/2024	Skyler A. Coke	Employee: cokes; Pay Date: 6/28/2024	976.22
240628A06	6/28/2024	Melissa M. Combs	Employee: combsm; Pay Date: 6/28/2024	613.10
240628A07	6/28/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 6/28/2024	1,664.06
240628A08	6/28/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 6/28/2024	1,166.56
240628A09	6/28/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 6/28/2024	130.54
240628A10	6/28/2024	Austin R. Jones	Employee: jonesa; Pay Date: 6/28/2024	1,236.99
240628A11	6/28/2024	Amanda L. Mager	Employee: magera; Pay Date: 6/28/2024	1,948.68
240628A12	6/28/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 6/28/2024	415.83
240628A13	6/28/2024	Jacob P. Meng	Employee: mengj; Pay Date: 6/28/2024	1,109.42
240628A14	6/28/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 6/28/2024	1,145.71
240628A15	6/28/2024	Quinn Sousa	Employee: sousaq; Pay Date: 6/28/2024	656.59
240628A16	6/28/2024	Emily P. Wood	Employee: woode; Pay Date: 6/28/2024	1,465.81

**City of Blue Lake**  
Check/Voucher Register - City Council Check Report  
From 6/1/2024 Through 6/30/2024

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Description</u>	<u>Check Amount</u>
240628EFT-01	6/28/2024	U. S. Department of Treasury	EFTPS federal tax pmt 6.28.24 PR	7,124.63
240628EFT-02	6/28/2024	Employment Development Dept.	DE88 state tax pmt 6.28.24 PR	1,213.72
240628EFT-03	6/28/2024	Cal PERS	PERS retirement pmt 6.28.24	<u>4,793.94</u>
Report Total				<u><u>601,565.98</u></u>





# City of Blue Lake

## City Manager Report

July 2024

### Sheriff Contract Negotiations

The draft contract has been reviewed by legal counsel and our risk management team; contract revisions are being negotiated between County Counsel and the City's risk managers and should be ready for signature by the end of the month.

### 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, installed the concrete slabs, formed, poured and painted the new ADA compliant parking space, and constructed the bathroom enclosure. Upcoming work includes the installation of the splash pad equipment and the final pour of the splashpad, along with final grading of the lawn area and installation of the lighting and landscaping.

North Fork Lumber has committed to donating the lumber for the shade trellis and we are working with their representative to facilitate the delivery. North Fork is evaluating the plans to see if the lumber can be milled to size utilizing their robotic milling operation.

- **Bike Park:** The bike park is fully under construction; currently two jump lines have been constructed and the third is underway. The City and Redwood Coast Mountain Bike

Association have launched fundraising campaigns and the City has received several donations that will go to paying for material and equipment costs. RCMBA volunteered their time to staff the beer booth at Annie and Mary Day; this event brought in over \$2,000.00 which will go towards the on-going construction of the park. The City is also working on the delivery of additional dirt material from the Cal Poly Humboldt apartment project; the City has been allocated several hundred CY's of material that will be utilized to continue construction activities.

- Summer Camp: Summer camp is in full swing.
- Annie & Mary Day: This year's event was a huge success; the car show had the most entries in its history and the parade was the largest in decades. We had a full vendor line-up and all of the food vendors did extremely well. The BLVFD sold out of tri-tip sandwiches and we've received nothing but great reviews from vendors and attendees. The train rides were a huge success and we are very grateful to the Timber Heritage Society and the Blue Lake Chamber of Commerce for all of their hard work.

I would also like to recognize all of the City's staff for their hard work and dedication. Our Public Works crew did an amazing job prepping the City for the event and all of our staff had a hand in the planning and executing of the various activities during the day.

**Capital Improvements**

- The Greenwood Road Lateral Replacement Project is complete.
- The Greenwood Road Truck Improvement Construction Project has started; the contractor has demo'd the

	<p>sidewalks in front of the school and is in the process of pouring the new sidewalks and driveways on the west side of Greenwood. This work will continue for several weeks.</p>
<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. Staff met recently with the representatives and suggested that a development timeline be submitted for Council's further consideration. The timeline would include a proposal for clean up and remediation of the site, along with a phased development proposal. Phasing the project would allow the City to work with the developer to transition the location of the corp yard, while at the same time cleaning both sites and preparing for future development.</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. Conversations are on-going as the developer is looking at additional development options and concepts.</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</p>

	<p>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.-<b>On-Going</b></p>
<p><b>Powers Creek District Master Plan and Parcel Subdivision</b></p>	<ul style="list-style-type: none"> <li>• 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.-<b>On-Going</b></li> </ul>
<p><b>Planning &amp; Engineering Projects</b></p>	<ul style="list-style-type: none"> <li>• <u>FEMA Water Tanks Funding</u>: 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.-<b>On-Going</b></li> <li>• <u>Housing Element Update</u>: 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.-<b>On-Going</b></li> <li>• 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</li> </ul>

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**

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CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

Original Budget      Budget      Amended  
 2023-24      Amendment      Budget 2023-24

**Revenues**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Taxes</b>				
Property tax-secured	135,343	29,673	165,016	Increase to reflect greater than expected property tax revenues.
Property tax-unsecured	5,525	-	5,525	
Property tax-supplemental	1,080	-	1,080	
Property tax-prior years	350	-	350	
Sales and use tax	62,546	99,190	161,736	Increase to reflect greater than expected sales tax revenues.
Real property transfer tax	2,050	-	2,050	
<b>Total Taxes</b>	<b>206,894</b>	<b>128,863</b>	<b>335,757</b>	

**Licenses, Permits, and Franchise Fees**

Franchise fee - cable	12,340	-	12,340	
Franchise fee - PC & E	20,865	-	20,865	
Franchise fee - garbage	13,185	-	13,185	
Business license taxes	17,135	-	17,135	
Animal licenses and fees	1,785	-	1,785	
Building permits and fees	23,935	-	23,935	
Other permits and fees	195	-	195	
<b>Total Licenses, Permits, and Franchise Fees</b>	<b>89,440</b>	<b>-</b>	<b>89,440</b>	

**Interest Income**

Interest earned	16,000	9,000	25,000	Increase to reflect greater than expected interest income earned on invested cash.
<b>Total Interest Income</b>	<b>16,000</b>	<b>9,000</b>	<b>25,000</b>	

**Rents**

Little League	1,000	-	1,000	
Resource center	5,180	-	5,180	
Caretaker cabin	7,920	-	7,920	
Park facilities	6,660	8,140	14,800	Increase to reflect greater than expected revenues related to park facility usage.
<b>Total Rents</b>	<b>20,760</b>	<b>8,140</b>	<b>28,900</b>	

CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>State, County, and Other Grant Revenues</b>				
Motor vehicle in-lieu	130,725	-	130,725	
Other State grants	277,641	35,468	313,109	Increase related to Clean CA Project funded by CalTrans.
Homeowners property tax relief	1,150	-	1,150	
Vehicle code fines	165	-	165	
Prop 172 public safety	12,115	-	12,115	
Other County grants	11,500	-	11,500	
Miscellaneous grants	22,500	-	22,500	
<b>Total State, County, and Grant Revenues</b>	<b>455,796</b>	<b>35,468</b>	<b>491,264</b>	
<b>Current Service Charges</b>				
Zoning and subdivision fees	3,210	-	3,210	
Planning fees	3,545	42,155	45,700	Increase to reflect greater than expected planning cost recovery on projects.
Attorney fees	1,970	-	1,970	
Public works fees	2,231	-	2,231	
Administrative fees	2,020	-	2,020	
Engineering fees	5,050	49,025	54,075	Increase to reflect greater than expected engineering cost recovery on projects.
Other cost recovery fees	1,180	-	1,180	
<b>Total Current Service Charges</b>	<b>19,206</b>	<b>91,180</b>	<b>110,386</b>	
<b>Parks and Recreation Fees</b>				
Skating and party fees	83,855	-	83,855	
Games and vending machines	4,425	-	4,425	
Summer recreation program	45,000	-	45,000	
Parks and recreation fees	27,882	-	27,882	
Concessions	21,433	-	21,433	
Donations	10,000	-	10,000	
<b>Total Parks and Recreation Fees</b>	<b>192,594</b>	<b>-</b>	<b>192,594</b>	

CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
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Other Revenues			
Other revenues	500	-	500
Administrative overhead	3,820	-	3,820
<b>Total Other Revenues</b>	<b>4,320</b>	<b>-</b>	<b>4,320</b>

Transfers-In From Other Funds			
Transfers from other funds	101,588	-	101,588
<b>Total Transfers-In From Other Funds</b>	<b>101,588</b>	<b>-</b>	<b>101,588</b>
<b>Total Revenues and Transfers-In</b>	<b>1,106,599</b>	<b>272,651</b>	<b>1,379,250</b>

Expenditures

Mayor, Council, and City Clerk (Department 100)

Other contracted services	3,000	-	3,000
Supplies	135	-	135
Other expenses	665	-	665
<b>Total Mayor, Council, and City Clerk</b>	<b>3,800</b>	<b>-</b>	<b>3,800</b>

Legal (Department 160)

Contracted professional services	6,040	3,825	9,865
<b>Total Legal</b>	<b>6,040</b>	<b>3,825</b>	<b>9,865</b>

Increase to cover legal services related to BLP tenant eviction.

General Government (Department 180)

Salaries and wages	75,840	4,000	79,840
Employee benefits	77,944	2,500	80,444
Contracted professional services	22,053	5,500	27,553
Other contracted services	12,105	4,500	16,605
Insurance	23,894	4,500	28,394
Repairs and maintenance	2,750	-	2,750
Supplies	8,415	-	8,415
Utilities	7,775	35,468	43,243
Other expenses	6,160	-	6,160
<b>Total General Government</b>	<b>236,936</b>	<b>56,468</b>	<b>293,404</b>

Increase to cover higher than projected staffing levels.  
 Increase to cover higher than projected staffing levels.  
 Increase due to greater than expected need for accounting services.  
 Increase due to greater than expected need for IT services.  
 Increase due to greater than projected insurance premiums.

Increase related to Clean CA Project funded by CalTrans.



CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Planning (Department 220)</b>				
Contracted professional services	51,898	45,000	96,898	Increase due to greater than expected need for planning services related to projects.
Other expenses	300	-	300	
<b>Total Planning</b>	<b>52,198</b>	<b>45,000</b>	<b>97,198</b>	
<b>Building (Department 240)</b>				
Salaries and wages	23,943	5,000	28,943	Increase to cover higher than projected staffing levels.
Employee benefits	2,608	250	2,858	Increase to cover higher than projected staffing levels.
Contracted professional services	1,040	-	1,040	
Other contracted services	330	3,500	3,830	Increase due to greater than expected need for plan check services.
Supplies	20	-	20	
Other expenses	395	-	395	
<b>Total Building</b>	<b>28,336</b>	<b>8,750</b>	<b>37,086</b>	
<b>Law Enforcement (Department 260)</b>				
Employee benefits	8,305	-	8,305	
Contracted professional services	-	2,865	2,865	Increase due to legal services related to law enforcement service negotiations.
Other contracted services	-	13,205	13,205	Increase due to the additional cost of law enforcement services.
Utilities	585	-	585	
<b>Total Law Enforcement</b>	<b>8,890</b>	<b>16,070</b>	<b>24,960</b>	
<b>Animal Control (Department 280)</b>				
Contracted professional services	-	1,369	1,369	Increase due to legal services related to an animal incident.
Other contracted services	8,480	1,460	9,940	Increase primarily due to County of Humboldt animal control services related to animal incident.
Supplies	95	-	95	
Other expenses	300	-	300	
<b>Total Animal Control</b>	<b>8,875</b>	<b>2,829</b>	<b>11,704</b>	

CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Public Works - Streets (Department 320)</b>				
Salaries and wages	33,406	12,500	45,906	Increase due to higher than project staffing to maintain streets and monitor the PG&E street project.
Employee benefits	21,787	3,500	25,287	
Contracted professional services	25,000	35,000	60,000	Increase due to higher than project staffing to maintain streets and monitor the PG&E street project. Increase due to greater than expected need for engineering services related to the PG&E street project.
Other contracted services	150	3,600	3,750	Increase due to use of outside services for emergency tree removal.
Repairs and maintenance	1,585	2,895	4,480	Increase primarily due to use of outside services for street repairs.
Supplies	4,505	6,125	10,630	Increase due to greater than expected need for street supplies.
Utilities	15,155	-	15,155	
Other expenses	466	-	466	
<b>Total Public Works - Streets</b>	<b>102,055</b>	<b>63,620</b>	<b>165,675</b>	
<b>Park Facilities (Department 425)</b>				
Salaries and wages	80,581	-	80,581	
Employee benefits	24,105	-	24,105	
Contracted professional services	810	-	810	
Other contracted services	6,025	-	6,025	
Repairs and maintenance	18,995	-	18,995	
Supplies	6,900	10,000	16,900	Increase due to greater than expected supply consumption related to facility maintenance.
Utilities	26,480	16,500	42,980	Increase to reflect greater than expected water and gas/electric usage and/or rates.
Other expenses	6,655	-	6,655	
<b>Total Park Facilities</b>	<b>170,551</b>	<b>26,500</b>	<b>197,051</b>	

**CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2023-24**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Recreation (Department 445)</b>				
Salaries and wages	170,621	-	170,621	
Employee benefits	30,636	-	30,636	
Contracted professional services	85	-	85	
Other contracted services	10,835	12,000	22,835	Increase to reflect greater than expected usage of outside services related to recreational activities (skate disc jockey and softball umpires).
Repairs and maintenance	1,450	-	1,450	
Supplies	13,100	37,500	50,600	Increase to reflect greater than expected supply consumption related to recreational activities. Includes concession supply-up and the purchase of new skates.
Utilities	2,535	-	2,535	
Other expenses	5,100	5,000	10,100	Increase due to greater than expected recreational promotion efforts.
<b>Total Recreation</b>	<b>234,362</b>	<b>54,500</b>	<b>288,862</b>	
<b>Capital Outlay (Department 900)</b>				
Capital outlay	158,512	84,238	242,750	Increase for sidewalk improvements and truck route project phase 2 which is expected to be completed during FY 2023-24.
<b>Total Capital Outlay</b>	<b>158,512</b>	<b>84,238</b>	<b>242,750</b>	
<b>Total Expenditures</b>	<b>1,010,565</b>	<b>361,800</b>	<b>1,372,365</b>	
<b>Excess (Deficit)</b>	<b>96,044</b>	<b>(89,149)</b>	<b>6,895</b>	

CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
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**CDBG Non-Program Income Fund (Fund 38)**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
<b>Revenues and Transfers-In</b>			
Interest earned	885	-	885
Loan payment revenue	2,500	-	2,500
Transfers from other funds	20,682	20,500	41,182
Total Revenues and Transfers-In	24,067	20,500	44,567
Excess (Deficit)	24,067	20,500	44,567

Increase to reflect additional defederalized funds being transferred to Fund 44.

**Recreation Economic Analysis Fund (Fund 11)**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
<b>Revenues</b>			
Federal Grant Revenues			
Other Federal grants	-	111,392	111,392
Total Federal Grant Revenues	-	111,392	111,392
<b>Expenditures</b>			
Contracted Professional Services	-	111,392	111,392
Total Expenditures	-	111,392	111,392
Excess (Deficit)	-	-	-

Increase due to expansion of the RV Park/Campground Project.

Increase due to expansion of the RV Park/Campground Project.

CITY OF BLUE LAKE  
Budget Amendment #1  
Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
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**Supplemental Law Enforcement Services Fund (Fund 33)**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Revenues</b>				
SLESF grant	157,033	20,397	177,430	Increase to reflect greater than expected law enforcement special revenues.
Interest earned	50	-	50	
<b>Total Revenues</b>	<b>157,083</b>	<b>20,397</b>	<b>177,480</b>	
<b>Expenditures</b>				
Other contracted services	146,523	30,957	177,480	Increase due to the additional cost of law enforcement services.
<b>Total Expenditures</b>	<b>146,523</b>	<b>30,957</b>	<b>177,480</b>	
<b>Excess (Deficit)</b>	<b>10,560</b>	<b>(10,560)</b>	<b>-</b>	

**CODES, NET PROGRAM INCOME FUND (Fund 44)**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Revenues</b>				
Interest earned	6,507	-	6,507	
<b>Total Revenues</b>	<b>6,507</b>	<b>-</b>	<b>6,507</b>	
<b>Expenditures</b>				
Capital Outlay	140,000	35,372	175,372	Increase to equal final library improvement project cost.
Transfers to other funds	-	20,500	20,500	Increase to reflect additional defederalized funds being transferred to Fund 38.
<b>Total Expenditures</b>	<b>140,000</b>	<b>55,872</b>	<b>195,872</b>	
<b>Excess (Deficit)</b>	<b>(133,493)</b>	<b>(55,872)</b>	<b>(189,365)</b>	

CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24
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Water Fund (Fund 60)

Revenues

Water sales	574,237	(22,000)	552,237 Decrease to reflect lower than anticipated water sales.
Water late charges	8,030	-	8,030
Public works fees	335	-	335
Administrative fees	1,380	-	1,380
Services to others	1,655	-	1,655
Miscellaneous grants	955	-	955
Interest earned	16,000	-	16,000
<b>Total Revenues</b>	<b>602,592</b>	<b>(22,000)</b>	<b>580,592</b>

Expenditures and Transfers-Out

Salaries and wages	154,626	12,500	167,126 Increase to cover higher than projected staffing levels.
Employee benefits	114,109	-	114,109
Contracted professional services	28,815	5,000	33,815 Increase to reflect multiple fiscal year financial statement audits being performed during the year.
Other contracted services	9,585	7,500	17,085 Increase primarily due to greater than expected need for IT services and appraisal services related to a water easement.
Insurance	16,240	-	16,240
Interest expense	945	-	945
Repairs and maintenance	1,675	7,500	9,175 Increase primarily due to unexpected facility and equipment repairs.
Supplies	7,670	-	7,670
Utilities	217,897	4,000	221,897 Increase to reflect greater than expected water and gas/electric usage and/or rates.
Other expenses	11,650	-	11,650
Transfer to other funds	21,079	-	21,079
<b>Total Expenditures and Transfers-Out</b>	<b>584,291</b>	<b>36,500</b>	<b>620,791</b>
<b>Excess (Deficit)</b>	<b>18,301</b>	<b>(58,500)</b>	<b>(40,199)</b>

CITY OF BLUE LAKE  
 Budget Amendment #1  
 Fiscal Year 2023-24

Original Budget  
 2023-24

Budget  
 Amendment

Amended  
 Budget 2023-24

**Sewer Fund (Fund 70)**

	Original Budget 2023-24	Budget Amendment	Amended Budget 2023-24	
<b>Revenues</b>				
Sewer service charges	516,000	60,000	576,000	Increase to reflect greater than expected revenues.
Sewer late charges	8,030	-	8,030	
Public works fees	1,770	-	1,770	
Administrative fees	1,380	-	1,380	
Miscellaneous Grants	955	-	955	
Interest earned	500	-	500	
<b>Total Revenues</b>	<b>528,635</b>	<b>60,000</b>	<b>588,635</b>	

**Expenditures**

Salaries and wages	168,168	13,500	181,668	Increase to cover higher than projected staffing levels.
Employee benefits	118,095	-	118,095	
Contracted professional services	42,815	5,000	47,815	Increase to reflect multiple fiscal year financial statement audits being performed during the year.
Other contracted services	23,190	3,500	26,690	Increase primarily due to greater than expected need for IT services.
Insurance	17,940	-	17,940	
Repairs and maintenance	2,965	14,000	16,965	Increase primarily due to unexpected generator repairs.
Supplies	11,470	-	11,470	
Utilities	60,916	-	60,916	
Other expenses	40,395	-	40,395	
<b>Total Expenditures</b>	<b>485,954</b>	<b>36,000</b>	<b>521,954</b>	
<b>Excess (Deficit)</b>	<b>42,681</b>	<b>24,000</b>	<b>66,681</b>	

**CITY OF BLUE LAKE**  
**Capital Improvements Budget Amendment #1**  
**Fiscal Year 2023-24**

	<u>Original Budget</u> 2023-24	<u>Budget</u> Amendment	<u>Amended</u> Budget 2023-24	
<b><u>General Fund</u></b>				
Truck Route Project (Fund 10)	158,512	76,488	235,000	Increase for Truck Route project phase 2 which is expected to be completed during FY 2023-24.
Sidewalk Improvements (Fund 10)	-	7,750	7,750	Increase for sidewalk improvements.
<b><u>Special Revenue Fund</u></b>				
Library Improvements Project (Fund 44)	140,000	35,372	175,372	Increase to equal final library improvement project cost.
<b><u>Water Fund (Fund 60)</u></b>				
Greenwood Infrastructure Improvements	-	180,000	180,000	Increase for Greenwood infrastructure improvements.
<b><u>Sewer Capital Reserve Fund (Fund 72)</u></b>				
Greenwood Infrastructure Improvements	-	120,000	120,000	Increase for Greenwood infrastructure improvements.
Headworks Screen Project	-	118,000	118,000	Increase for Headworks Screen Project.