

Obituary for Nancy Ann Brunson

Nancy Ann Brunson, age 85, passed away peacefully at home on July 14, 2024. She was born on May 22, 1939, in Longview, WA. Nancy lived a life filled with love and dedication to her family, church, and community.

Nancy was raised by her caring parents, Prudence (Brundin) and Rodger Comstock, who instilled in her strong values and work ethic. She graduated from Humboldt State University and pursued a teaching career. Nancy joined Beta Sigma Phi, here she made amazing friends. She married Ronald Brunson in 1958, and together they raised two talented sons.

Nancy was a proud member of both the Yurok and Tolowa tribes. She and her cousin, Gene Brundin, loved telling stories about their family heritage.

She had a remarkable career as a Home Economics teacher, where she was known for her professionalism and dedication. Her colleagues and students admired her not just for her skills, but for her genuine care and concern for those she worked with. She inspired many students with her passion for cooking and sewing. Her quilts, bags, and embroidery were works of art. She continued to work at Boyd's Sewing after she retired from teaching, sharing her talent with others.

Outside of her professional life, Nancy had a variety of interests. Nancy loved to sew, cook, play the piano, and garden. She enjoyed traveling, often visiting Lake County and Washington State to spend time with relatives.

Nancy was a woman of faith, treasuring the many friends she made in The Church of Jesus Christ of Latter Day Saints. She also enjoyed singing in the church choir. Her strong beliefs brought her much comfort throughout her life.

Nancy, and her husband Ron, were instrumental in establishing the skating rink in Blue Lake, a place that brings joy and activity to the community. Nancy was an active member of the Mad River Grange. She spent many evenings playing dominoes with her friends at the grange. She also cherished the time spent camping with Ron and their sons, Randy and Kevin, creating lasting memories in nature.

Nancy is survived by her sister, Jean Martin (Wes); her brother, Charlie Comstock; her sister-in-law, Joanne Comstock; and numerous nieces, nephews, cousins, and dear friends. She was preceded in death by her beloved spouse, Ronald Brunson; her sons, Randal Brunson and Kevin Brunson; and her brother, Peter Comstock.

Her family would like to extend their gratitude to all of the caregivers, especially Todd Martin, and the medical staff who provided her with excellent care.

A memorial service to celebrate Nancy's life will be held on August 1, 2024, at 3:00 pm, at The Church of Jesus Christ of Latter Day Saints, 1660 Heartwood Dr, McKinleyville. All are welcome.



CITY OF BLUE LAKE

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

AGENDA REPORT

Item #: 6
Date: August 27, 2024
Item Subject: City of Blue Lake Commission Appointments
Submitted By: Mandy Mager, City Manager

General Information:

The City of Blue Lake has received applications for open positions on the Parks and Recreation Commission, the Planning Commission, and the Arts & Heritage commission. Jeff Bird has applied for the Parks position and Elaine Hogan and Matthew Schang are reapplying for the open seats on the Planning Commission. Former council member Elizabeth Mackay applied for the Arts & Heritage commission.

Jeff Bird has served as a Parks Commissioner in past years. Elaine Hogan is a former Councilmember and current member of the Planning Commissioner. Matthew Schang is also currently serving on the Planning Commission. Elizabeth Mackay is a former Councilmember. All four applicants have been active commission participants and have demonstrated knowledge in their areas of application.

Background Material Provided: Commissioner applications.

Fiscal Impact: N/A

Recommended Action: Appoint Elaine Hogan and Matthew Schang to the Planning Commission and Jeff Bird to the Parks and Recreation Commission.

Review Information:

City Manager Review: Legal Review: Planner Review: Engineer:

Comments:



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AUG 12 2024

City of Blue Lake Commission COPY Application

Commission That You Are Applying For: Parks n Rec Council	
Name: Jeff Bird	
Residence Address: [REDACTED]	
Primary Phone No.:	Alternate Phone No.:
Email Address: birdman95525@gmail.com	
Educational Background (Last Year Completed): Masters	
Length of Time Living/Working in Blue Lake: 12 years	
Present Employer: Eureka City Schools	
Job Title: Teacher	
Position Applying for:	Commissioner: <input type="checkbox"/> Advisory Member: <input checked="" type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

1. What community organizations are you currently involved with?
Sports, schools, Parks n rec
2. What unique skills or qualifications do you bring to the position?
Good communication
3. What do you view as the main goal/purpose of the Commission?
Improve our town
4. What contribution(s) can you make to the goal/purpose of the Commission?
Good decision making

COPY

Parks-N-Rec Application

- 1) I'm currently a PE teacher at Zene Middle School. I also coach 7th grade basketball and soccer.
- 2) I'm an excellent hunter, friends with Klay Thompson, and can communicate ~~telepathically~~ telepathically with my dog.
- 3) The main purpose of this position is to keep Blue Lake awesome and active. I have 3 children (2, 7, 10) and love the opportunities Blue Lake provides them. I want to help expand and improve that any way I can.
- 4) I can contribute to Parks 'N Rec by providing insight from a parent and coach's perspective as well as an athlete who participates in the softball



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City of Blue Lake Commission COPY Application

Commission That You Are Applying For: <i>Planning Commission</i>	
Name: <i>Elaine Hogan</i>	
Residence Address: [REDACTED]	
Primary Phone No.: [REDACTED]	Alternate Phone No.:
Email Address:	
Educational Background (Last Year Completed): <i>Master's</i>	
Length of Time Living/Working in Blue Lake: <i>8 years</i>	
Present Employer: <i>Great Redwood Trail Agency</i>	
Job Title: <i>Executive Director</i>	
Position Applying for:	Commissioner: <input checked="" type="checkbox"/> Advisory Member: <input type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

1. *What community organizations are you currently involved with?*
2. *What unique skills or qualifications do you bring to the position?*
City Council + previous planning Commission roles
3. *What do you view as the main goal/purpose of the Commission?* *To ensure development is in line w/ zoning code + general plans + the goals/vision of the city.*
4. *What contribution(s) can you make to the goal/purpose of the Commission?*
I will show up + be present, listen to all information provided, carefully consider the options ask questions + discuss civilly w/

Elaine Hogan
341 1/2 Greenwood Rd.
Blue Lake, CA 95525
(707) 633-8768

Application for Planning Commission

1. What community organizations are you currently involved with?

I work fulltime as a Senior Health Education Specialist in the Healthy Communities division of Public Health. Through my job I am involved with the Safe Routes to School Task Force and the Bike Month Humboldt Coalition. I am bilingual in Spanish and use this skill both in paid freelance interpretation/translation work and also as a volunteer. I am a member of KMUD community radio and I donate platelets several times a year at the blood bank. Other than that, I'm not involved in any community organization in an official capacity.

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

I have a Bachelor of Arts in Political Science from HSU and a Master of Science in International Development Studies from Norway. I'm a returned Peace Corps volunteer from Honduras and I've traveled to about 25 countries so far. Questions of how communities develop and the ways in which government policies affect everything from the landscape to people's daily lives and their interactions with each other fascinate me. I enjoy working in a team. I am a fast learner and a good listener. I come from a family of civil engineers where topics of infrastructure design and construction were a part of regular dinner table discussion. Additionally, my Dad serves on the Planning Commission in my home town of Loomis in the foothills of Sacramento so I have some secondhand experience in this realm.

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

I believe the main goal of the Planning Commission is to foster development in Blue Lake that is consistent with the general plan and the vision residents have for our town's future. The built environment plays a large role in our daily lives and has important implications for our health, happiness and well-being. The planning commission guides development both by weighing in on individual land use changes parcel by parcel and also by enacting policies that encourage the type of development we wish to see as residents of Blue Lake.

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

I came to Humboldt County 14 years ago to study at HSU. I knew immediately that it was where I wanted to be. Since having had that realization I have traveled

Elaine Hogan

Blue Lake, CA 95525

hogan.eb@gmail.com

EDUCATION

- Norwegian University of Life Sciences
Master of Science in International Development Studies
- Humboldt State University
Bachelor of Arts in Political Science with a Minor in Geography

QUALIFICATIONS

- Bilingual in Spanish
- Returned Peace Corps Volunteer, Honduras 2008 - 2010
- Extensive experience working in cross-cultural settings
- Strong written and oral communication skills
- Detail oriented with excellent organization skills

EMPLOYMENT

Humboldt County Department of Public Health *Senior Health Education Specialist*

October 2015 – Present
Eureka, California

- Plan, implement and evaluate four health education programs in the Healthy Communities Division of Public Health: Tobacco Free Humboldt, Older Adult Falls Prevention, Childhood Lead Poisoning Prevention, and Safe Routes to School. Supervision of four program staff.

Northcoast Children's Services *Bilingual Family Service Specialist*

October 2010 – June 2013
Arcata, California

- Assisted low income Spanish speaking families whose children were enrolled in Head Start Preschools in meeting their basic needs by facilitating awareness and usage of community resources. Case management of families in crisis to offer support in developing and achieving goals. Developed curriculum for and taught Positive Parenting classes in Spanish. Written, oral and simultaneous translating of community meetings, parent-teacher communications, and other health and education resources.

United States Peace Corps, Honduras *HIV/AIDS and Maternal & Child Health Education Specialist*

February 2008 – June 2010
Santiago Puringla, Honduras

- Lived and worked in rural Honduras designing and implementing projects at the community level in areas such as nutrition, personal hygiene, HIV/AIDS prevention and environmental education. Extensive experience designing multi-modal community training workshops for health professionals. Classroom experience teaching English to adults and children through the national Educadores program. Designed and implemented curriculum for a girls youth group focusing on increasing leadership skills and self-esteem while learning about reproductive health. Administered USAID-funded grants for HIV/AIDS education programs. Monitored projects and submitted quarterly progress reports to headquarters.

Dawnings Support Services *Direct Care Provider*

October 2007 – January 2008
Arcata, California

- Assisted independently living adults with developmental disabilities in completing daily living tasks and achieving their personal goals.

Norwegian University of Life Sciences - Writing Centre *Writing Advisor*

August 2013 - May 2014
Ås, Norway

- Provided one-on-one academic writing advising for essays and theses. Taught students how to correct their own writing through instructive feedback. Grading and feedback of assignments for an academic writing course.

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City of Blue Lake Commission **COPY** Application

Commission That You Are Applying For: <u>Planning</u>	
Name: <u>Matthew Schang</u>	
Residence Address: <u>[REDACTED]</u>	
Primary Phone No.:	Alternate Phone No.:
Email Address: <u>matthewk.schang@gmail.com</u>	
Educational Background (Last Year Completed): <u>Bachelor Degree</u>	
Length of Time Living/Working in Blue Lake: <u>10 Yr</u>	
Present Employer: <u>Scottell Electric Heating & Solar</u>	
Job Title: <u>Project Coordinator</u>	
Position Applying for:	Commissioner: <input checked="" type="checkbox"/> Advisory Member: <input type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

1. What community organizations are you currently involved with?
2. What unique skills or qualifications do you bring to the position?
3. What do you view as the main goal/purpose of the Commission?
4. What contribution(s) can you make to the goal/purpose of the Commission?

COPY

Matthew Schang

Planning Commission

I am writing this letter as part of my expression of interest to serve my local community by joining the Planning Commission for the City of Blue Lake. Being a member of the community was a large part of the attraction to moving here and obtaining a home. I like to participate in local trail building programs, beach cleanups, and basically anything that PacOut does as part of this. I believe that the places we live are only as pleasant as we make them, and as such I would like to be as active as possible in helping to ensure that goal.

I have worked extensively in both the private and public sectors and am no stranger to dealing with local governments as well as their process and procedures. Most pertinent to this experience, though, is my work with contractors that has given me a chance to work with multiple planning departments.

The goal of the planning commission is generally to see that the public interest is being seen to with regards to land and usage within the city limits. In effect, they have a large part in determining the direction of our towns growth. This is something that I feel I could be an asset to. I am excited by the prospect of being a service to my community and helping it continue to develop in a positive direction.



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COPY

Arts and Heritage Commission Application

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Name: Elizabeth Mackay	
Residence Address: [REDACTED]	
Primary Phone No.:	Alternate Phone No.:
Email Address: elizabeth@catch-light.com	
Educational Background (Last Year Completed): Masters in Education	
Length of Time Living/Working in Blue Lake: 8 yrs.	
Present Employer: Arcata School District RE/MAX Humboldt Realty Ind. Contractor	
Job Title: Realtor / Substitute Teacher	
Position Applying for:	Commissioner: <input checked="" type="checkbox"/> Advisory Member: <input type="checkbox"/>

On a separate piece of paper, please provide detailed answers to the following questions:

1. *What community organizations are you currently involved with?*
2. *What unique skills or qualifications do you bring to the position?*
3. *What do you view as the main goal/purpose of the Arts and Heritage Commission?*
4. *What contribution(s) can you make to the goal/purpose of the Arts and Heritage Commission?*

COPY

1. Blue Lake Community Choir

2. BA in Art, Art Teaching Experience

3. Bring Art and Heritage into the city as it grows and changes. Honor the history on Blue Lake. Connect with artists to add art to Blue Lake.

4. I'm interested in researching grant opportunities and helping create a sculptural walk / art walk in Blue Lake.



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 7

Date: August 27, 2024

Item Subject: Economic Development Administration-Recreation Development Analysis Grant Report

Submitted By: Mandy Mager, City Manager

General Information:

The City received funding from the Economic Development Administration under the 2019 Disaster Recovery Program to analyze economic opportunities in the City of Blue Lake with a focus on recreation investment. The City was funded to analyze the development of an RV park and campground, along with support businesses that could be viable in the event that the RV park and campground was deemed feasible.

The City has completed a multi-year assessment, which included numerous meetings with community members, local and regional investors, industry leaders, Blue Lake Commissions, and local business operators. The City hired Storyland Studios to conduct the analysis, facilitate the outreach and to develop the project proformas and architectural renderings.

Storyland Studios has finalized the development analysis and staff will present the results of the study, along with conceptual drawings reflecting future investment concepts.

Background Material Provided: Staff will present the results of the analysis at the Council meeting.

Fiscal Impact: N/A

Recommended Action: No action required; staff is presenting the results of the project and will be closing out the grant as all grant objectives have been met.

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



DEVELOPMENT PLAN

TABLE OF CONTENTS

02	INTRODUCTION
04	PROJECT PARTNERS & MATCHING SOURCES
09	REGION OVERVIEW
12	MARKET ANALYSIS
16	BUDGET ANALYSIS
20	CONCEPT DESIGN
44	BIBLIOGRAPHY

THE CAMP

The only sunny basecamp in Humboldt County that provides the best opportunities for outdoor enthusiasts to explore the Redwood coast and experience a premier recreation destination worth returning to.

- + A distinct location & environment with exclusive amenities, lodging, community, venue, partners, & activities
- + The perfect escape to connect with nature and each other
- + Changing the way people see Blue Lake and what it has to offer as a treasure in this region that has everyone talking

A natural setting along the Mad River that once played host to timber mills will welcome its guests to experience a sustainable environment where they can replenish, recharge, & refuel. The inclusive community seeks to connect with all that Mother Nature has to offer. People can come for the adventure & stay for the memories.



PROJECT PARTNERS



As the project holds local & regional value, the City of Blue Lake will be working with our various partner groups to ensure that the project captures & encompasses regional needs & marketing strategies.

- + Humboldt County Economic Development Dept.
- + Redwood Region Economic Development Commission
- + Arcata Economic Development Corporation
- + Humboldt County Prosperity Network
- + Humboldt County Tourism and Marketing Bureau
- + Congressman Huffman
- + Humboldt County Board of Supervisors
- + Blue Lake Chamber of Commerce
- + City of Blue Lake Council
- + City of Blue Lake Economic Development Commission
- + City of Blue Lake Parks and Recreation Commission
- + City of Blue Lake Planning Commission
- + City of Blue Lake Public Safety Commission

SOURCE: City of Blue Lake EDA 2019 Disaster Supplemental Budget Narrative

AUTHORIZED PROJECT BUDGET

\$222,508

FEDERAL SHARE
(ECONOMIC DEVELOPMENT ADMINISTRATION)

\$55,627

NON-FEDERAL
MATCHING SHARE

\$278,135

TOTAL PROJECT COST

AUTHORIZED STAFFING PLAN-MATCH

01. Amanda Mager | City Manager

Project management including procurement, reporting, meeting facilitation, data review, & on-going grant & project oversight

02. Glen Bernald | PW Superintendent

On-going review of the development infrastructure needs, feedback & recommendations for operational capacity, needs & improvements, evaluate the project as it relates to stormwater, wastewater, water, street impacts & on-going maintenance

03. Mike Fogel | City Engineer

Project review and guidance as it relates to the infrastructure needs of the project, on-going information & technical details for evaluation by the development team, review project details for consistency with the City's infrastructure systems, needs & constraints

04. Garry Rees | City Planner

Provide on-going insight & review as the project looks at potential development opportunities, review the proposal for consistency with the City's zoning and general plan requirements, and provide insights for development opportunities & constraints

01.

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05.

55K
\$55,627 NON-FEDERAL
MATCHING SHARE

13. Humboldt Co Prosperity Group

12. Arcata Economic Development Corporation

11. Redwood Region Economic Development

10. Humboldt Co Economic Development

09. Economic Development Commission

08. Public Safety Commission

Provide guidance as it relates to project impacts to pedestrians, equestrians, bicyclists, motorists, etc. & evaluate impacts related to increased population densities & various modes of transportation

07. Parks & Recreation Commission

Provide project guidance & review to ensure consistency with recreation development strategies & the community's vision for implementation

06. Planning Commission

Project review and guidance as it relates to the City's zoning and development requirements, provide feedback on possible zoning changes necessary to facilitate the project

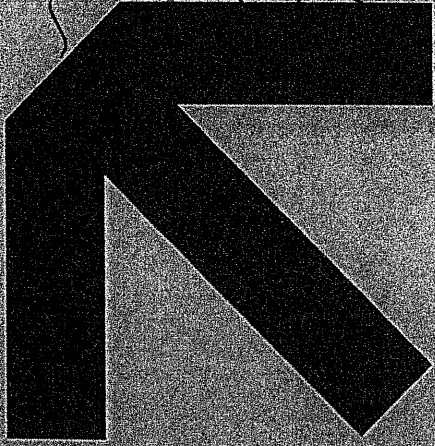
05. City Council | 5 member, 16 hours each

City Council will review the project on various levels to ensure consistency with the City's development vision & investment strategies



The City sees a bright future for our community and our region and is excited to work with EDA as we close the chapter on our industrial history and reemerge as a more resilient and balanced community.

Amanda Mager
City Manager
City of Blue Lake



The City of Blue Lake has developed a funding application which clearly meets the goals and objectives of the [Humboldt County Comprehensive Economic Development Strategy] and is geared towards one of the priority investment sectors identified. The City has also reached out to other partner agencies and entities to collaborate on the development of the project to ensure that the final product will bring regional value and interest.

Scott Adair

Director of Economic Development
County of Humboldt

Gregg Foster

Executive Director
Redwood Region Economic
Development Commission

This project can be a major jewel in the crown for the City and the region. I think that the recreation and tourism opportunities that a mid- to high-end RV park could provide would be important in boosting Blue Lake's economy and would create new revenue opportunities for neighboring businesses.



CITY OF BLUE LAKE

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AGENDA REPORT

Item #: 8

Date: August 27, 2024

Item Subject: Adopt and Paint a Fire Hydrant Program

Submitted By: Mandy Mager, City Manager

General Information:

The Arts and Heritage Commission, in partnership with the Blue Lake Volunteer Fire Department, has developed a project that will bring art into our community, while at the same time updating our fire hydrant infrastructure.

The proposed “Adopt and Paint a Fire Hydrant” Program will solicit community artists to adopt a local fire hydrant for painting and it is proposed that the hydrants be painted on a designated date. This will create an opportunity for the City to host an “art day” that will encourage community participation on many levels.

The Arts and Heritage Commission is asking for Council’s authorization to release the project to the community. The City proposes to support the project by purchasing the paint for the hydrants and marketing and organizing the event. This will be done in coordination with the Arts and Heritage Commissioners, along with the Blue Lake Volunteer Fire Department.

Background Material Provided: N/A

Fiscal Impact: Limited fiscal impact; the City is required to paint and maintain our fire hydrants and as such, the purchase of the paint for the project is an allowable expense. The estimated budget is \$250.00.

Recommended Action: To authorize the Arts and Heritage Commission and City staff to coordinate the Adopt and Paint a Fire Hydrant Project as described in the attached project proposal.

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

PAINT-A-HYDRANT PROGRAM

APPLICATIONS ARE DUE BY SEPTEMBER 30TH

APPLICATIONS ARE
AVAILABLE AT

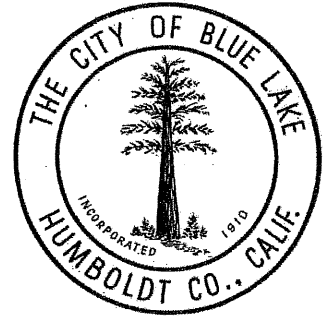
WWW.BLUELAKE.CA.GOV



City of Blue Lake

Fire Hydrant Art Program

Adopt and Paint a Fire Hydrant



The City of Blue Lake’s Art and Heritage Commission, in partnership with the Blue Lake Volunteer Fire Department, is pleased to announce the Blue Lake Adopt and Paint a Fire Hydrant Program. Help us enhance Blue Lake by beautifying our well-loved town hydrants and showcasing the artistic talent of our community.

This program seeks to add to the beauty of the City of Blue Lake by adding an artistic flair to our fire hydrant infrastructure. Your adoption will give you the opportunity to help turn our fire hydrants into works of art.

There will be no specific theme for the fire hydrants, but artists are encouraged to incorporate different elements of the community into their art. This program is open to **everyone!** We encourage artists of all ages, backgrounds, ethnicities, genders, and race to submit designs. We hope to utilize as many local artists as possible and look forward to seeing your ideas.

The City will open the adoption period starting September 1, 2024, with a first round closing date of September 30th. Interested parties are encouraged to submit a full proposal, including a signed commitment to comply with the painting rules and requirements, along with a commitment to maintain the hydrant for a period of at least 36 months.

The City’s Arts and Heritage Commission will review all proposals and will make selections at their Commission meeting on October 14th. The Commission anticipates scheduling a “Hydrant Paint Day” in the Fall.

How the Adopt and Paint-a-Hydrant Program Works

- Step 1: Fill out your application, including the design sketch form, and submit it to Blue Lake City Hall by 4pm on September 30th.
- Step 2: The Arts and Heritage Commission will review the submittals on October 14 and will make recommendations. The Commission may request modifications to designs in order to meet the required design guidelines.
- Step 3: If approved, you will be notified of your status and the City will work with you to ensure that all design parameters and adoption requirements are understood and agreed upon.
- Step 4: The City will announce the Hydrant Paint Day date and will work with the artists to facilitate the acquisition of painting supplies, drop cloths, etc...

Design Submission Period: September 1st-30th

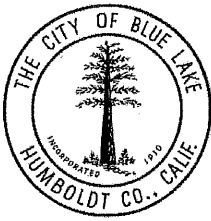
Design Submission Close Date: 4:00 PM-September 30th

Design Submission Location: Blue Lake City Hall

Submission Selection: October 14, 2024

Hydrant Paint Date: Fall 2024

Please contact Mandy Mager, City Manager, at 707-668-5655 with any questions regarding the program. We look forward to seeing your submission and thank you for your interest and commitment to the community.



111 Greenwood Road, Blue Lake, CA 95525 * 707-668-5655 * www.bluelake.ca.gov

City of Blue Lake-PAINT-A-HYDRANT Application

To sponsor, design and paint a hydrant in the City of Blue Lake, submit the completed application, and a color sketch on the provided template.

APPLICATION(S) DUE BY: 4 PM-September 30th

Contact Information

Name of Adoptee:	
Contact Name:	
Mailing Address:	
City, State, Zip:	
Phone:	
Email Address:	

Preferred Hydrant Location - Provide Nearest Physical Address, Including Cross Streets

1st: _____ 2nd: _____ 3rd: _____

Additional Location Description:

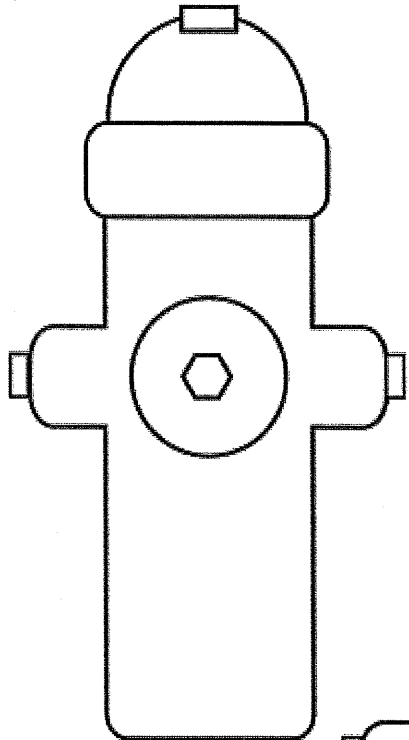
Attach sketch (in color) on provided template. If you would like to sponsor a hydrant, but need assistance in designing or painting your hydrant, you may partner with an artist, school or group to develop and execute the design. You are responsible for contacting and selecting your art partner; however, we can assist with suggesting possible art partners. If your submitted design is not initially approved, changes may be made to meet the guidelines.

**COMPLETED Applications are due by 4PM on September 30th.
Please return the completed application(s) to Blue Lake City Hall.**

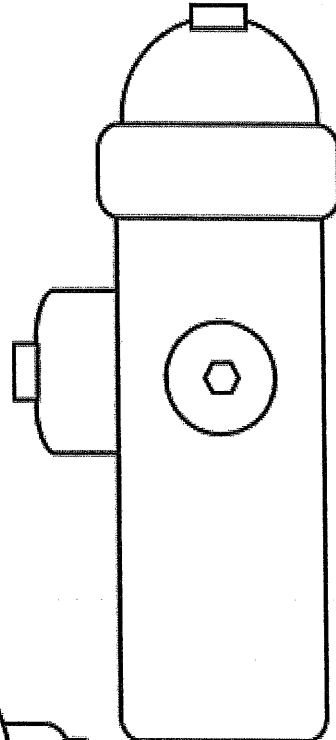
City of Blue Lake-Hydrant Art Submission

Please provide a color sketch of your proposed project; please refer to the rules and regulations regarding paint colors and designs as provided in the application agreement.

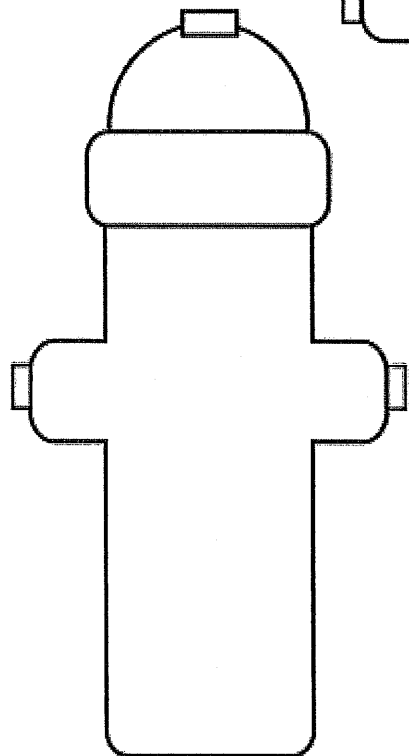
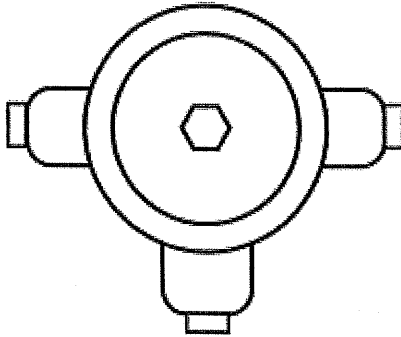
Front View



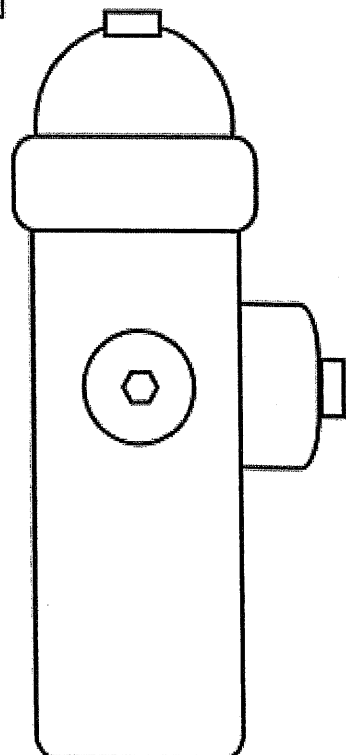
Right side view



Top View



Back View



Left side view

City of Blue Lake-PAINT-A-HYDRANT Program Rules, Regulations and Authorizations

SPONSOR / ARTIST REQUIREMENTS

- 1) Hydrants may be beautified using ONLY oil-based enamel paint for metal.
- 2) Property around the hydrant should be kept clean and neat when working on the hydrant. A drop cloth (provided) must be taped around the bottom of the hydrant covering the sidewalk, ground or any area adjoining the hydrant.
- 3) Paint may not prevent the functional use of the hydrant. The three openings and the top turning knob must all function. Hydrant threads may not be painted. Paint cannot seep into it to prevent operation.
- 4) Painting may not reduce the hydrant's visibility.
 - * Paint may not be all black, all white, dark camouflage green, or use patterns and/or designs that reduce the hydrant's visibility.
 - * Paint colors may not be the same color as the vegetation or items surrounding the hydrant.
 - * Black paint may not cover more than 20% of the overall hydrant.
 - * Red paint may not cover more than 50% of the overall hydrant.
- 5) Use bright, vibrant colors.
- 6) No attached or added objects may be used. Paint only.
- 7) Design must be appropriate for public places
 - * Paintings/art cannot endorse an individual or business.
 - * No offensive, derogatory or obscene graphics.
 - * No gang tags.
- 8) No logos, copyrighted or trademarked graphics.
- 9) No text is allowed anywhere on the hydrant except a 3"x3" area for the artist's signature
- 10) Sponsor may partner with an artist, art class, art school, etc. to design and execute the art. **Please contact Mandy Mager at City Hall for suggested resources if you need assistance.**
- 11) ONLY hydrants in the City of Blue Lake have been approved for this program.

AGREEMENT/HOLD HARMLESS: By signing below and participating in the Paint-A-Hydrant Program, you agree that you have the permission and authority to act as agent for the Sponsor. Additionally, you acknowledge that the City of Blue Lake, and their affiliates are not responsible in any way for any injury or property damage directly or indirectly associated with this program and/or event.

The design is approved for a 3-year period. During that time, Adoptee is available for the upkeep and maintenance of the design. If the hydrant is vandalized, the adoptee has 30 days to fix and maintain the original, approved design. If hydrant is vandalized with offensive, derogatory or obscene graphics, the City of Blue Lake hydrant crew reserves the right to paint over/remove the obscenity until the adoptee renews the approved design. If a hydrant becomes non-functional because of damage, the City of Blue Lake reserves the right to replace it with a new hydrant and the sponsor may elect to repaint it with the approved design during the 3-year period.

By signing this waiver, the hydrant adoptee is agreeing to all rules, guidelines, and criteria associated with the Paint-A-Hydrant Program and is responsible for communicating this information to those executing the design, and supervising the work on, their adopted hydrant.

HYDRANT ADOPTEE AGENT – Print Name

Signature

SPONSOR ORGANIZATION/GROUP

DATE



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road,
Phone 707.668.5655

Blue Lake, CA 95525
Fax 707.668.5916

AGENDA REPORT

Item #: 9
Date: August 27, 2024
Item Subject: City Council Appointment
Submitted By: Mandy Mager, City Manager

General Information:

Due to a Council resignation, the Blue Lake City Council has a vacancy for a two-year term seat. At the Special Council meeting on August 16, 2024, the Council directed staff to advertise the vacancy and bring back applications for review and consideration at the regular Council meeting in September.

In compliance with Government Code Section 36512(B), the City Council will be accepting applications for appointments through the September 27, 2024 4pm deadline. Appointment consideration will take place at a special Council meeting on October 8, 2024.

Background Material Provided: Flyer attached.

Fiscal Impact: N/A

Recommended Action: No action

Review Information:

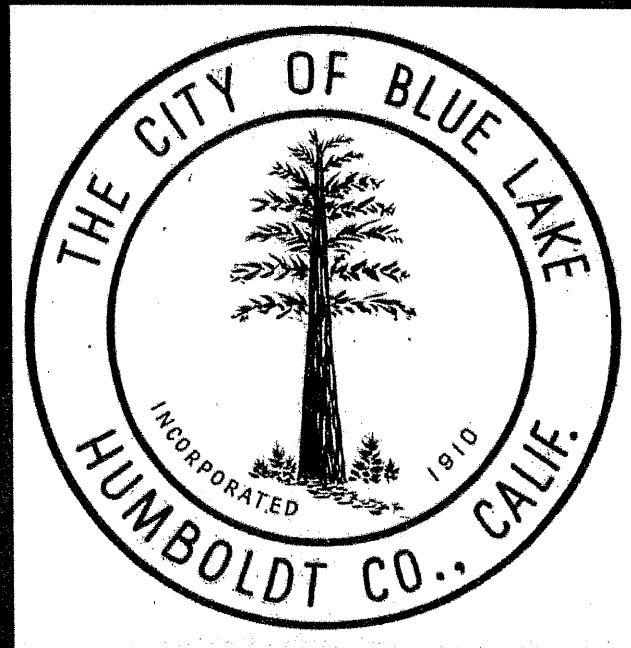
City Manager Review: Legal Review: Planner Review: Engineer:

Comments:

CITY OF BLUE LAKE COUNCIL VACANCY

**THE BLUE LAKE CITY
COUNCIL IS ANNOUNCING
A COUNCIL VACANCY**

**IN COMPLIANCE WITH
GOVERNMENT CODE SECTION
36512 (B), THE CITY COUNCIL WILL
BE REVIEWING APPLICATIONS FOR
APPOINTMENT CONSIDERATION
AT THE SPECIAL COUNCIL
MEETING ON OCTOBER 8, 2024.**



Please contact City Hall at
707-668-5655 for more information
email Cityclerk@bluelake.ca.gov

Applicants must be 18
years of age, and be
resident of, and a
registered voter in the City
of Blue Lake.

Applications can be
obtained at City Hall or
downloaded from the City's
website at
www.bluelake.ca.gov

**Applications are due
to City Hall by 4pm on
September 27, 2024**



CITY OF BLUE LAKE

Post Office Box 458 • 111 Greenwood Road • Blue Lake, CA 95525

Phone 707.668.5655 Fax 707.668.5916

City Council Application

Name:	
Residence Address:	
Primary Phone No.:	Alternate Phone No.:
Email Address:	
Educational Background (Last Year Completed):	
Length of Time Living/Working in Blue Lake:	
Present Employer:	
Job Title:	

On a separate piece of paper, please provide detailed answers to the following questions:

- 1. What community organizations are you currently involved with?*
- 2. What unique skills or qualifications do you bring to the position?*
- 3. What do you view as the main goal/purpose of the City Council?*
- 4. What contribution(s) can you make to the goal/purpose of the City Council?*

City of Blue Lake

June 25, 2024

Regular Council Meeting

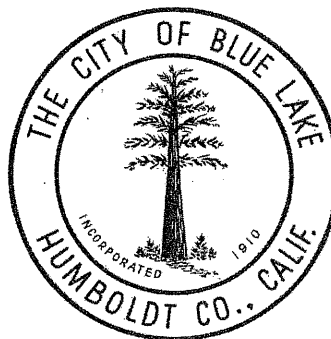
Consent Agenda Items:

a. Meeting Minutes:

- June 25, 2024-Regular

b. July Warrants and Disbursements

c. Conflict Waiver and Memorandum
of Agreement Authorization



(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, June 25, 2024~ 6:30 p.m. ~Regular City Council Meeting
Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

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

Meeting Called to Order at 6:30 PM

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

Council Members Present:

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

Staff Present:

Amanda Mager, City Manager
Scott Gordon, City Accountant
Anali Gonzalez, Administrative Assistant
Tonie Quigley, Office Assistant

Public Present: Scott, Mardi Granger, Kent Sawatzky, Becky Thornton, Jean Lynch, Erin McClure, Verda Pitts, Julie Christie

2. Approval of Agenda

Staff requests to pull item #6 a resolution of the City Council amending the Fiscal Year 2023-2024 budget to reflect actual and projected revenues and expenditures due to pending expenditures. Staff to add items to July's regular city council meeting.

Public comment: None

Public comment closed.

Motion: To Approve the Agenda as delivered and delete item #6

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

There were no comments from the Council

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

Motion Summary: Motion Passed

3. **Public Comment** – *The Public is invited to present petitions, make announcements, or provide other information to the City Council that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Council may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Council may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Council takes up each specific agenda item.*

Mayor Jones invites public comment:

Scott Frazer- thank you city manager for pulling item #6

Kent Sawatzky- commented that the supervisors meeting was interesting, CDBG funds cannot be used in BL, must be used for low income, will investigate this. Recommend cease and desist using funds incorrectly. Time to vote or sign up to run.

Julie Christie- viewed supervisors meeting Congratulate future farmers, shout out to Justin, but meetings not getting uploaded to website.

4. **Resolution Number 1230-** A Resolution of the City Council of the City of Blue Lake Requesting the consolidation of the General Municipal Election with the Statewide General Election to be held Tuesday, November 5, 2024.

Motion: To adopt Resolution Number 1230 a resolution of the City Council of the City of Blue Lake requesting the consolidation of the General Municipal Election with the statewide General Election to be held Tuesday, November 5, 2024.

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

There were no comments from the Council

Public Comment: Kent Sawatzky- commented that timer is not visible.

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

Motion Summary: Motion Passed

5. **Resolution 1231-** A resolution of the City Council Amending the fiscal Year 2023-2024 budget to reflect actual and projected revenues and expenditures. - Item pulled and will be added to July's agenda.

6. **Resolution 1232-**A Resolution of the City Council Adopting a List of Projects for Fiscal Year 2024-2025 Funded by SB 1 The Road Repair and Accountability Act of 2017.

Mayor Jones reads the agenda report and asks staff if they would like to provide further information. The City of Blue Lake will receive funding from the State of California Road Maintenance and Rehabilitation SB 1 Program: The City's projected funding allocation for FY 2024-2025 is approximately \$29,000. Annually the City is required to adopt a Resolution that establishes the upcoming fiscal year's funding allocation and identifies a project list for use of the funds. Each year City staff makes a recommendation to the City Council based upon the highest needs and the most effective use of the funds.

Mayor Jones invites public comment:

Julie Christie- commented on the impact on A,B,and C Ave, as well as Glendale- need to be fixed. Other spots that need more help, what is going to be fixed.

Kent Sawatzky- asked if any of this money is going to be used for speed bumps, stop signs, bulb outs or roundabouts?

Public comment closed.

Motion: To approve Resolution Number 1232-Sb 1 funding and project adoption.

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

Councilmember Scafani- asks staff if any of the money received will be spent on bulb outs, roundabouts, stop signs.

City Manager Mager- As the funding allocation is limited, City staff are recommending the funding be allocated to road repair on G street and First Ave. Work recommended includes pavement replacement, pothole repair, and accessibility improvements.

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

Motion Summary: Motion Passed

7. **Resolution Number 1233- A Resolution of the City Council Adopting a Fiscal Year 2024-2025 Budget Adoption**

Mayor Jones introduces Scott Gordon, the City Accountant who will be presenting the City's Fiscal Year 2024-2025 budget for Council's review and consideration of adoption. The draft budget was presented to Council on June 11, 2024, and all funds and departments were presented and reviewed by the City Accountant.

Mayor Jones invites public comment:

Julie Christie- asked for clarity, is this an action item, material not available. Proud of Elise as usual, request staff to be itemized.

Scott Frazer- commented on his interest in the budget, tracking is an issue asked to carry forward to next meeting.

Kent Sawatzky- commented no numbering on public packet, can't follow, no reason not to not carry forward, no agenda not to. Budget not accurate based on supervisor meeting. I find it distressing

Beckie Thornton- commented I don't think this should go forward, agree with Scott and Kent. Denied PRA regarding funding.

Jean Lynch- Greenwood project, is that separate from water lines, is that part of 23/24 or 24/25 budget?

Public comment closed.

Council discussion:

Councilmember Scafani moves to carry the budget adoption into the month of July.

Motion on the floor. Motion fails.

Councilmember Shull asks the City Accountant how significant the amendments are to the Fiscal Year 23/24 budget.

Scott Gordon- Some significant amendments and the majority are cost recovery amendments.

Motion: To Adopt Resolution Number 1233- A resolution of the City Council adopting the City of Blue Lake's Fiscal Year 2024-2025 budget and finding the budget to be within the appropriations limit required by article X111 B of the California Constitution.

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

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

Motion Summary: Motion Passed

8. **Town Square Loan Pay-Off**

The City of Blue Lake has a loan balance of \$23,500.00 for the original purchase of the town square property. The City took out the loan with Redwood Region Economic Development Corporation (RRDEC) to cover the cost of the property purchase and subsequently was able to secure grant funding to pay off most of the purchase price. As the earnest money deposit for the purchase of the property was paid, the City was unable to apply the full purchase price to the grant. This has left an outstanding loan balance of \$23,500.00 with an interest rate of 5%. City staff is recommending that the Council utilize de-federalized funds derived from Community Development Block Grant loan payoffs to pay off the outstanding balance of the town square loan. The City currently has a fund balance \$78,000.00 and the payoff of the loan is an allowable use. As the loan with RREDC has a high interest rate, the city can save a substantial amount of money by paying off the loan.

Councilmember Scafani- Seeks clarification on CDBG funds.

Scott Gordon- Fund 42 collects loan payments, principal loan interest. If those funds in any one given year do not exceed 35k they get defederalized and shifted to Fund 38. Fund 38 part of the General Fund and primarily used for small business loans. Fund 44 the corpus of the CDBG program resides.

Motion: To authorize the City Manager to expend funds from Fund 38 to pay off the balance of the Town Square Property Purchase Loan.

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

Mayor Jones invites public comment:

Kent Sawatzky-the money does go into the general fund, but many people do need this money for home repairs. Frustrating, funds have alternative uses.

Beckie Thorton-go ahead and pay them off, interest only 5%, we paid 10%.

Jean Lynch- comments on revenue on fund 44.

Scott Frazer- comments on the history of the Town Square project.

Public comment closed.

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

Motion Summary: Motion Passed

9. **Humboldt County Sheriff Correspondence**

The City received additional correspondence from Sheriff Honsal regarding his proposed Fiscal Year 2023-2024 contract amendment. The city has been working with the Sheriff's administrative staff to negotiate and finalize a new contract for 2024-2025 and Council has authorized the city Manager to execute the new contract upon final review. The city does not have an executed contract amendment for Fiscal Year 2023-2024 and the final negotiated cost increase for the new contract was not finalized until April of 2024. It is the recommendation of the City Manager that the city continue to finalize the new contract and that the increase be applied to the upcoming year. The city has budgeted for an increase in the Fiscal Year 2024-2025 Budget.

Council member Scafani reads a sheriff correspondence to the public. States her interpretation is the city needs to pay the money or the city risks losing law enforcement services.

Councilmember Scafani- Asks if staff is committed to contract to avoid disruption in law enforcement services.

City Manager Mager-staff is committed to making sure a contract is in place for the City of Blue Lake. The City Council directs staff to review cost proposal of law enforcement contract.

Mayor Jones invites public comment:

Kent Sawatzky- commented on sheriff correspondence

Julie Christie- commented on sheriff correspondence, and mentioned that vocal not clear, will listen to recording

Beckie Thornton- listened to supervisor meeting, just pay your bill

Erin McClure-commented on supervisor meeting

Jean Lynch-commented that watched supervisors meeting, and to pay bill.

Public comment closed.

10. Council Correspondence

Mayor Jones reads an email from Kent Sawatzky.

11. Consent Agenda

Motion: To approve consent agenda items a, b, c with corrections to March 26, 2024, meeting minutes it should read RCEA meeting and not RDEC meeting.

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

There were no comments from the Council

Public Comment:

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

Motion Summary: Motion Passed

Councilmember Edgar recused himself.

Warrants and Disbursement

Motion: To approve warrants and disbursements.

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

There were no comments from the Council

Public Comment:

Kent Sawatzky-question to city manager~ passed a budget that Chris Edgar should have recused himself.

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

Motion Summary: Motion Passed

12. Reports of Council and Staff

Councilmember Shull- attended RDEC meeting.

Mayor Jones- Attended Blue Lake graduation. Attended HCAOG approved funding agreement with Humboldt Transit Authority and the City of Arcata and the County of Humboldt regarding dial a ride services. Reported an Annie and Mary Day vendor offering bike valet service during Annie and Mary day event.

13. Future Agenda items

General plan presentation

Motion: To adjourn 9:01 pm.

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

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

Motion Summary: Motion Passed

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 7/1/2024 Through 7/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
2376	7/3/2024	Anastasia Barron	Deposit Refund #10054001 Barron	83.02
2377	7/3/2024	Debbie Crouse	Deposit Refund #30442001 Crouse	56.00
2378	7/3/2024	City of Blue Lake	Utilities paid from Deposits 7/1/24 Billing	92.98
12115	7/9/2024	ASCAP	Annual Music Licensing Fee 24/25	441.00
12116	7/9/2024	Access Humboldt	6/30/2024 Inv#2146	112.50
12117	7/9/2024	McKinleyville Ace Hardware	6/30/2024 Statement	9.89
12118	7/9/2024	City of Blue Lake	water/sewer payments 7/1/2024	3,332.66
12119	7/9/2024	D & R Janitorial Service	7/1/2024 Statement	370.00
12120	7/9/2024	Hinderliter, de Llamas & Assoc	6/30/2024 Inv# SIN039756	51.04
12121	7/9/2024	Humboldt Co. Sheriff's Office	July 2024 Animal Shelter Services	748.00
12122	7/9/2024	Humb. Bay Municipal Water Dist	Billing Period June 1-28, 2024	17,223.70
12123	7/9/2024	Les Schwab Tire Center	6/29/2024 Statement	20.00
12124	7/9/2024	Local Mow Man	6/30/2024 Invoice #12313	280.00
12125	7/9/2024	Erin McClure	McClure - Right of Way Agreement	50.00
12126	7/9/2024	The Mill Yard	6/30/2024 Statement	139.97
12127	7/9/2024	Napa Auto Parts	6/30/2024 Statement	39.02
12128	7/9/2024	SHN Consulting	6/24/24 Inv# 121678 Greenwood	24,515.95
12129	7/9/2024	SHN Consulting	6/24/24 Inv# 12673 Town Square	10,168.95
12130	7/9/2024	SHN Consulting	6/24/24 Inv#121671 Truck Route	5,291.68
12131	7/9/2024	Thomas Home Center	6/30/2024 Statement	88.95
12132	7/9/2024	Verizon Wireless	May 22-Jun 21,2024 Inv#996158192	440.48
12133	7/12/2024	Sydni J. Avila	Employee: avilas; Pay Date: 7/12/2024	812.67
12134	7/12/2024	Harold D. Burreis	Employee: burreish; Pay Date: 7/12/2024	1,847.42
12135	7/12/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 7/12/2024	756.96
12136	7/12/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 7/12/2024	671.18
12137	7/12/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 7/12/2024	1,540.58
12138	7/12/2024	Charles K. Mager	Employee: magerc; Pay Date: 7/12/2024	771.47
12139	7/12/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 7/12/2024	392.11
12140	7/12/2024	Sarah K. Morais	Employee: morais; Pay Date: 7/12/2024	500.00
12141	7/12/2024	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 7/12/2024	438.46
240712A01	7/12/2024	Christopher A. Ball	Employee: ballc; Pay Date: 7/12/2024	402.94
240712A02	7/12/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 7/12/2024	1,998.32
240712A03	7/12/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 7/12/2024	296.74
240712A04	7/12/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 7/12/2024	618.15
240712A05	7/12/2024	Skyler A. Coke	Employee: cokes; Pay Date: 7/12/2024	869.17
240712A06	7/12/2024	Melissa M. Combs	Employee: combsm; Pay Date: 7/12/2024	483.93
240712A07	7/12/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 7/12/2024	1,413.00
240712A08	7/12/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 7/12/2024	1,167.22
240712A09	7/12/2024	Austin R. Jones	Employee: jonesa; Pay Date: 7/12/2024	1,158.69
240712A10	7/12/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 7/12/2024	65.29
240712A11	7/12/2024	Amanda L. Mager	Employee: magera; Pay Date: 7/12/2024	1,828.80
240712A12	7/12/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 7/12/2024	372.48
240712A13	7/12/2024	Jacob P. Meng	Employee: mengj; Pay Date: 7/12/2024	1,109.41
240712A14	7/12/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 7/12/2024	1,250.12
240712A15	7/12/2024	Quinn Sousa	Employee: sousaq; Pay Date: 7/12/2024	842.30
240712A16	7/12/2024	Emily P. Wood	Employee: woode; Pay Date: 7/12/2024	1,465.82
240712EFT-01	7/12/2024	U. S. Department of Treasury	EFTPS federal tax pmt 7/12/24 PR	7,494.68
240712EFT-02	7/12/2024	Employment Development Dept.	DE88 state tax pmt 7/12/24 PR	1,283.73
240712EFT-03	7/12/2024	Cal PERS	PERS retirement pmt 7/12/24 PR	4,802.07
240712EFT-04	7/12/2024	Freedom Voice	Freedom Voice 7/1/24 statement	121.69
240712EFT-05	7/12/2024	Square	Square subscription 7/1/24-8/1/24	58.00
240712EFT-06	7/12/2024	CA State Disbursement Unit	7/12/24 CS PR deductions-Coke	92.30
240712EFT-07	7/12/2024	CA State Disbursement Unit	7/12/24 CS PR deductions-Edgar	104.30
240712EFT-08	7/12/2024	CA State Disbursement Unit	Fee to establish Expert Pay EFT	2.50
12143	7/18/2024	Alliant Insurance Services	Special Event Insurance Apr-Jun 2024	215.00
12144	7/18/2024	Blue Lake Chamber of Commerce	Blue Lake Chamber for Annie & Mary Vendor	50.00

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 7/1/2024 Through 7/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
12145	7/18/2024	Harold D. Burris	Vision Reimb 7/8/2024 Burris	439.20
12146	7/18/2024	David Cordero DMD	Dental Pmt 7/9/24 Burris	349.60
12147	7/18/2024	Dazey's Arcata	6/30/24 Statement	18.07
12148	7/18/2024	Dito, LLC	FY 24/25 Annual Renewal Fee	4,320.00
12149	7/18/2024	FRMS	Billing Period:92 8/1/2024 to 8/31/2024	19,576.17
12150	7/18/2024	Humboldt Fasteners and Tools	7/1/2024 Statement Finance Charge @ 2.00% 9.98	9.98
12151	7/18/2024	Intedata Systems	6/30/2024 Statement	135.00
12152	7/18/2024	Jackson & Eklund	7/7/2014 INV# 442216	11,679.30
12153	7/18/2024	S. Shaun Johanson DDS	Dental Pmt 7/11/2024 Hutton	1,107.50
12154	7/18/2024	Microbac Laboratories, Inc.	July 1, 2024 Statment	500.00
12155	7/18/2024	Paradise Cay Publications	7/9/2024 Inv.604512	206.63
12156	7/18/2024	Redwood Petroleum	7/9/2024 Inv #144-fuel	994.78
12157	7/18/2024	Shred Aware	7/10/2024 Inv#59580	50.92
12158	7/18/2024	Harold D. Burris	Safety Boots Reimb - Burris	175.00
12159	7/18/2024	Terminix International	2-7/15/24 Invoices	179.00
12160	7/24/2024	AT&T	4-7/4/24 Cal Net 3 bills	325.88
12161	7/24/2024	RREDC	Town Sq. Loan Pmnt Due 7/1/24 + \$22,263.13	23,500.00
12162	7/24/2024	Harold D. Burris	Dental Pymnt 7/10/2024 Burris	99.49
12163	7/24/2024	Anali Gonzalez	Dental Pmt 5/15/24 Gonzalez	440.00
12164	7/24/2024	Jacob Meng	Dental Pymt 7/19/24 Meng	349.60
12165	7/24/2024	Optimum	Billing Period 7/1/24-7/31/24	467.87
12166	7/24/2024	O'Reilly Auto Parts	6/28/2024 Statement	424.11
12167	7/24/2024	Pacific Gas and Electric	7/3/2024 Statement	13,499.84
12168	7/24/2024	Professional Tree Services	Tree Trimming 7/9/24	700.00
12169	7/26/2024	Sydni J. Avila	Employee: avilas; Pay Date: 7/26/2024	927.82
12170	7/26/2024	Harold D. Burris	Employee: burrish; Pay Date: 7/26/2024	1,847.41
12171	7/26/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 7/26/2024	756.96
12172	7/26/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 7/26/2024	362.15
12173	7/26/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 7/26/2024	1,587.98
12174	7/26/2024	Charles K. Mager	Employee: magerc; Pay Date: 7/26/2024	936.14
12175	7/26/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 7/26/2024	89.63
12176	7/26/2024	Sarah K. Morais	Employee: morais; Pay Date: 7/26/2024	698.17
12177	7/26/2024	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 7/26/2024	376.93
240726A01	7/26/2024	Christopher A. Ball	Employee: ballc; Pay Date: 7/26/2024	271.14
240726A02	7/26/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 7/26/2024	1,745.99
240726A03	7/26/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 7/26/2024	366.58
240726A04	7/26/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 7/26/2024	555.86
240726A05	7/26/2024	Skyler A. Coke	Employee: cokes; Pay Date: 7/26/2024	976.22
240726A06	7/26/2024	Melissa M. Combs	Employee: combsm; Pay Date: 7/26/2024	604.90
240726A07	7/26/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 7/26/2024	1,764.05
240726A08	7/26/2024	Adeline L. Esh	Employee: esha; Pay Date: 7/26/2024	215.38
240726A09	7/26/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 7/26/2024	1,167.22
240726A10	7/26/2024	Austin R. Jones	Employee: jonesa; Pay Date: 7/26/2024	1,266.52
240726A11	7/26/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 7/26/2024	528.56
240726A12	7/26/2024	Amanda L. Mager	Employee: magera; Pay Date: 7/26/2024	1,948.68
240726A13	7/26/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 7/26/2024	126.81
240726A14	7/26/2024	Jacob P. Meng	Employee: mengj; Pay Date: 7/26/2024	1,109.41
240726A15	7/26/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 7/26/2024	1,196.36
240726A16	7/26/2024	Quinn Sousa	Employee: sousaq; Pay Date: 7/26/2024	838.73
240726A17	7/26/2024	Emily P. Wood	Employee: wood; Pay Date: 7/26/2024	1,465.81
240726EFT-01	7/26/2024	U. S. Department of Treasury	EFTPS federal tax pmt 7/26/24 PR	7,415.17
240726EFT-02	7/26/2024	Employment Development Dept.	DE88 state tax pmt 7/26/24 PR	1,215.28
240726EFT-03	7/26/2024	Cal PERS	PERS retirement pmt 7/26/24 PR	4,833.75
240726EFT-04	7/26/2024	CA State Disbursement Unit	7/26/24 CS PR deductions-Coke	92.30
240726EFT-05	7/26/2024	CA State Disbursement Unit	7/26/24 CS PR deductions-Edgar	104.30
240726EFT-06	7/29/2024	CalPERS Fiscal Services Div.	PERS Unfunded Accrued Liability FY 24-25	104,865.00

City of Blue Lake
 Check/Voucher Register - City Council Check Report
 From 7/1/2024 Through 7/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
12178	7/31/2024	R. A. O. Construction Co., Inc	6/12/24 #1 -7/1/24 #2 Greenwood	239,555.00
12179	7/31/2024	Humboldt Transit Authority	FY 24/25 Purchased Transportation	15,600.00
12180	7/31/2024	CIRA	6/30/24 Inv#2339 Apr-Jun 2024 WC	1,093.50
12181	7/31/2024	CIRA	7/8/24 Inv #2022 24/25 Insurance	103,712.10
12182	7/31/2024	AT&T	2-7/20/24 Bills	63.14
12183	7/31/2024	Aflac	7/25/2024 Inv#798143	229.56
12184	7/31/2024	Advanced Security Systems	7/1/2024 Inv#697786	375.00
12185	7/31/2024	B & B Portable Toilet Co.	2-7/20/24 Inv #184250 & 184251	167.32
12186	7/31/2024	CA Building Standards Comm.	CBSC Qtrly Rpt Fees Apr-Jun 2024	28.80
12187	7/31/2024	Department of Motor Vehicles	DMV Reg-Honda 8MRV701	254.00
12188	7/31/2024	Gaynor Telesystems, Inc.	Annual Fee Inv#44506	942.24
12189	7/31/2024	GreatAmerica Financial Svcs.	7/18/2024 Inv#37032520	204.00
12190	7/31/2024	Humboldt County Tax Collector	FY 24/25 Prop Tax 310 RR	35.82
12191	7/31/2024	The Mitchell Law Firm, LLP	6/30 Inv#4671	1,131.50
12192	7/31/2024	SHN Consulting	6/13/24 Inv #121527 Planning	6,021.25
12193	7/31/2024	SHN Consulting	6/26/24 Inv#121722 Engineering	2,695.00
12194	7/31/2024	SHN Consulting	7/17/24 Inv#121982 Greenwood	24,783.60
12195	7/31/2024	SHN Consulting	7/17/24 Inv#121984 Town Sq	6,626.20
12196	7/31/2024	SHN Consulting	7/17/24 Inv#121983 Truck Route	1,783.87
12197	7/31/2024	Bill Strand	7/23/24 Car Show Reimb - Strand	1,319.26
12198	7/31/2024	Department of Justice	6/30/24 Inv#747683	32.00
12199	7/31/2024	US Bank Corp. Payment Systems	6/24/24 Statement	3,555.62
12200	7/31/2024	U. S. Postal Service	Postage Stamps	84.00
12201	7/31/2024	Underground Service Alert	FY 24/25 Annual Fees	300.00
12202	7/31/2024	Visual Concepts	6/20/24 Final Inv #3555	1,250.00
12203	7/31/2024	Wildland Operators	7/18/24 Inv #0126 Bike Park	11,475.00
12204	7/31/2024	Jacob Meng	Safety Boots Reimb - Meng	175.00
12205	7/31/2024	Isaiah Kalis	6/9/24-7/21/24 Woodbat - Umpire -Kalis	285.00
12206	7/31/2024	Michael Shawn Dolan	6/9/24-7/21/24 Woodbat - Umpire -Dolan	242.50
12207	7/31/2024	Tameson L. Livengood	6/9/24-7/21/24 Woodbat - Umpire -Tameson	650.00
12208	7/31/2024	Michael Salmon	6/9/24-7/21/24 Woodbat - Umpire - Salman	787.50
12209	7/31/2024	Jessica B. Parker	6/9/24-7/21/24 Woodbat - Umpire -Parker	1,030.00
Report Total				749,146.22



CITY OF BLUE LAKE

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AGENDA REPORT

Item #:

Date: August 27, 2024

Item Subject: Conflict Waiver and Authorization to Enter into a MOA with Fieldbrook Community Services District

Submitted By: Mandy Mager, City Manager

General Information:

Fieldbrook Community Services District has approached the City of Blue Lake with a request to enter into an agreement for services associated with their wastewater system. Fieldbrook CSD is asking the City of Blue Lake to conduct daily meter reads and a system check of their wastewater pump station; Fieldbrook CSD will compensate the City for staff time, mileage and any additional related costs associated with the service.

The City currently conducts daily inspections of all of our water and wastewater systems and due to the proximity of the Fieldbrook CSD wastewater station, the City has determined that taking on the additional system is reasonable and will not present a burden on staff, or the City's administration.

The City will not be taking responsibility for any repairs or maintenance; any issue associated with the system will be managed by the Fieldbrook CSD's contracted service providers. The City will be responsible for taking daily meter reads at the main station, along with reporting any issues to the CSD representative.

In order to facilitate the development of an agreement, the City must agree to a Conflict Waiver for legal services. The Mitchell Law Firm represents the Fieldbrook CSD, as well as the City of Blue Lake; and as such, Fieldbrook proposes to engage the services of conflict counsel to negotiate on their behalf.

Staff recommends that the Council agree to the conflict waiver and authorize the City Attorney, in consultation with the City Manager, to develop an agreement with Fieldbrook CSD, and authorize the City Manager to execute the agreement upon the final recommendation by the City Attorney.

Background Material Provided: Mitchell Law Firm-Conflict Waiver

Fiscal Impact: The agreement with the Fieldbrook CSD will fully compensate the City for all costs

incurred through the provision of the proposed services.

Recommended Action: Accept the conflict waiver and direct the City Attorney, in consultation with the City Manager, to develop an agreement with the Fieldbrook CSD for services associated with the monitoring of the Fieldbrook CSD's wastewater station, and authorize the City Manager to execute the agreement upon the final recommendation by the City Attorney.

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



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Established 1915

August 8, 2024

Mandy Mager
City of Blue Lake
P.O. Box 458
111 Greenwood Rd.
Blue Lake, CA 95525

Richard Hanger
Fieldbrook Glendale Community
Services District
P.O. Box 2715
McKinleyville, CA 95519

Re: Consent to Conflict of Interest
City of Blue Lake / Fieldbrook Glendale Community Services District

Dear Ms. Mager and Mr. Hanger:

This letter requests the consent of Fieldbrook Glendale Community Services District (“District”) to The Mitchell Law Firm, LLP’s (“Firm”) representation of the City of Blue Lake (“City”), in connection with negotiation and preparation of a memorandum of understanding between District and City for wastewater technician services (“MOU”).

Existing Relationships

Both District and City are existing and valued clients. This Firm, and principally attorney Russell Gans, has historically performed legal services for both the District and the City.

Past and Current Representation

The Firm has assisted the District in unrelated matters in the past, and is now being asked to assist the City in preparation of a MOU. This Firm has provided no legal advice to the District regarding the MOU. The City has asked Mr. Gans of this Firm to assist in the negotiation and preparation of a memorandum of understanding for wastewater technician services. This Firm has historically and currently provided legal counsel to both the District and the City on numerous, unrelated matters. This conflict waiver is sought to facilitate that representation of the City with respect to the MOU and all unrelated matters, while allowing the Firm to also continue representing the District in other unrelated matters.

Potential Conflicts of Interest

Our Firm's representation of the City with respect to the MOU, creates a conflict of interest relating to our representation of the District because the interests of the City and the District are not identical and may, in certain aspects, conflict with one another. Our exclusive representation of the City in this matter requires that we represent the City's interests vigorously, even if their interests do not align with the District's interests. The fact that this Firm has a concurrent relationship with the District and is providing unrelated legal services to the District must be disclosed and, if mutually acceptable to the District and the City, potential conflicts related to the concurrent relationships waived. Providing your mutual consent to this letter will authorize the Firm to exclusively represent the City regarding the MOU, without regard to what may be in the best interest of the District.

Rule 1.7 of the California Rules of Professional Conduct provides in pertinent part:

(a) A lawyer shall not, without informed written consent from each client and compliance with paragraph (d), represent a client if the representation is directly adverse to another client in the same or a separate matter.

(b) A lawyer shall not, without informed written consent from each affected client and compliance with paragraph (d), represent a client if there is a significant risk the lawyer's representation of the client will be materially limited by the lawyer's responsibilities to or relationships with another client, a former client or a third person, or by the lawyer's own interests.

(c) Even when a significant risk requiring a lawyer to comply with paragraph (b) is not present, a lawyer shall not represent a client without written disclosure of the relationship to the client and compliance with paragraph (d) where:

(1) the lawyer has, or knows that another lawyer in the lawyer's firm has, a legal, business, financial, professional, or personal relationship with or responsibility to a party or witness in the same matter; or

(2) the lawyer knows or reasonably should know that another party's lawyer is a spouse, parent, child, or sibling of the lawyer, lives with the lawyer, is a client of the lawyer or another lawyer in the lawyer's firm, or has an intimate personal relationship with the lawyer.

(d) Representation is permitted under this rule only if the lawyer complies with paragraphs (a), (b), and (c), and:

(1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client;

(2) the representation is not prohibited by law; and

(3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal.

(e) For purposes of this rule, "matter" includes any judicial or other proceeding, application, request for a ruling or other determination, contract, transaction, claim, controversy, investigation, charge, accusation, arrest, or other deliberation, decision, or action that is focused on the interests of specific persons, or a discrete and identifiable class of persons.

In accord with the foregoing, written consent to the concurrent representation of The City with respect to the MOU while continuing to represent the City and the District in unrelated matters is hereby requested.

Consent

As attorneys where we have a relationship with multiple parties a conflict of interest must be disclosed and informed written consent obtained from both parties. Accordingly, we are seeking the informed written consent of the City and the District before representing the City in creation of the MOU.

Providing your mutual consent does not, however, obviate our obligation to maintain client confidences or otherwise permit us to disclose any confidential information obtained from the District to the City. At this time, we believe that we can exclusively represent the City in creation of the MOU and still maintain our duty of loyalty and confidentiality to both the District and the City in all unrelated matters. We do not believe we have obtained any confidential information from the District which is material to our representation of the City. Further, we do not believe we have obtained any confidential information from the City that is material to our representation of the District in unrelated matters.

If additional facts come to our attention which lead us to believe that: (i) we could not maintain our duty of loyalty and confidentiality to the District in unrelated matters, (ii) the issue in dispute is substantially the related to the same issue in an unrelated matter in which we represent the District; or (iii) we have obtained confidential information from the City which is material to our representation of the District in unrelated matters, we would require further written consent from the City and the District before we could continue to represent the City related to the MOU.

Request

If, after considering the foregoing, the District and the City are willing to consent, please sign and return to us the enclosed copy of this letter (i) acknowledging that we have informed you of our existing relationships with the City and the District; (ii) acknowledging that the City and the District have been advised of the conflict of interest associated with our representing the City in creation of the MOU, while continuing to represent the District in unrelated matters; and (iii) indicating that the City and the District consent to our representation as described in this letter.

If the District and/or the City are not willing to consent, we will declare a conflict and assist the City in locating alternate counsel for the matter.

If you have any questions regarding this letter or our representation of the City in creation of the MOU, please call us before signing and returning the enclosed copy of this letter.

Very truly yours,

THE MITCHELL LAW FIRM, LLP



Russell S. Gans

CONSENT

The Mitchell Law Firm, LLP (“Firm”) has explained the conflict of interest related to Firm’s representation of the City of Blue Lake (“City”) to assist in negotiation and preparation of a memorandum of understanding between Fieldbrook Glendale Community Services District and City for wastewater technician services (“MOU”).

We further acknowledge the disclosure of Firm’s past and continuing representation of Fieldbrook Glendale Community Services District (“District”) in unrelated matters, the conflict arising from such representation, and the consequences of any actual conflicts that may arise. The undersigned nevertheless provides its informed written consent to Firm’s representation of the City to assist in the negotiation and preparation of a memorandum of understanding with the District, while continuing to represent the District and the City in other unrelated matters.

CITY: City of Blue Lake

By: _____
Amanda Mager, City Manager

DISTRICT: Fieldbrook Glendale Community Services District

August 8, 2024

Page 6

By: _____
Richard Hanger



City of Blue Lake

City Manager Report

August 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. Final indemnification language is being coordinated between the risk managers and all parties are participating in good faith to complete the contract process.

Parks and Recreation

- **Town Square Construction Project:** The Town Square Project is 80% complete; work remaining includes the final stain application to the splash pad, final grading of the lawn area, installation of the sod, construction of the trellis and replanting of the trees and installation of the seating. The City will be coordinating with the contractor to remove the construction fencing in order to increase the usable space until the project is finalized.

North Fork Lumber has committed to donating the lumber for the shade trellis and we are working with their representative to facilitate the delivery. The Old Crows will be donating their time to install the structure once the materials are delivered. The City anticipates starting construction of the trellis in early September.

- **Bike Park:** The bike park is fully under construction; currently three jump lines have been constructed and the fourth is

underway. The City, Redwood Coast Mountain Bike Association and Humboldt Skate Collective have launched fundraising campaigns and the City has received several donations that will go to paying for material and equipment costs.

The City continues to coordinate delivery of 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 has ended; the camp season was a success, but attendance numbers continue to be impacted by the free summer camp programs offered by local elementary schools.

The Skate Program is gearing up for the Fall/Winter seasons; these are our busiest times of the year, and the team is excited to launch the season with an expanded concession, novelty shop and party packages. The staff is working with a local food truck concessionaire to operate our concession program; this will allow for the development of an expanded food and beverage program that will also cater to the local community. We're excited to work with this concessionaire to continue to build our capacity to multi-task the facility and reach a larger market.

Capital Improvements

- The Greenwood Road Truck Improvement Construction Project is progressing rapidly; the contractor has demo'd approximately 70% of the sidewalks and continues to pour the new infrastructure in a timely and effective manner. The quality of the work is high and the project is on schedule. Work items remaining include the following:

	<ul style="list-style-type: none"> • Finish pouring new sidewalks and transitions • Install raised crosswalks • Install flashing radar signs • Pour mountable curbs and cobble • Install landscaping • Repave Greenwood Road • Restripe and install stamped concrete transitions
<p>Property Negotiations</p>	<ul style="list-style-type: none"> • 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-On-Going • 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.-On-Going
<p>Blue Lake Power Plant</p>	<ul style="list-style-type: none"> • 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

	<p>the process of conducting site evaluations to determine recommended next steps.</p> <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> <p>Staff recently met with two parties interested in battery storage operations; these conversations are on-going and additional research and information gathering is taking place.-On-Going</p>
<p>Powers Creek District Development Concepts and EDA Grant Close-Out</p>	<ul style="list-style-type: none"> • 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 has been presented to the various City commissions for feedback and is being presented to the Council for review and recommendations. This is the last action required to close out the City's grant. This project is funded by the Economic Development Administration. The plan will be utilized to evaluate future development scenarios, along with infrastructure evaluation.-On-Going
<p>Planning & Engineering Projects</p>	<ul style="list-style-type: none"> • <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.-**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**
- CalOES FEMA Disaster Funds-Land Acquisition: The City has submitted a preliminary application to CalOES under the flood disaster proclamation to acquire two parcels that experience regular flooding. If approved, the City would work with the property owners, as well as local agencies, to make the acquisition and demolish existing structures. The grant requires a 25% match and the City will work with our granting agencies and local resource agencies to find suitable match resources. The acquisition would allow the City to expand the Powers Creek Restoration project and undertake flood mitigation activities that would provide a heightened level of benefit to the watershed and the community.-**On-Going**