



City of Blue Lake

AGENDA REPORT

Item #: 5

Date: October 8, 2024

Item Subject: Public Hearing-Library Improvement Project Community Development Block Grant Close-Out

Submitted By: Mandy Mager, City Manager

General Information:

The City has completed the Library Improvement Project and is processing the close-out of the grant. The City was funded through the Community Development Block Grant (CDBG) Program to remove accessibility barriers at the library, including installation of an ADA accessible walkway, improvements to the library bathroom and access improvements to the library entrance.

Work was completed within the budget established by the CDBG allocation. The City has rejected the initial installation of the handrail due to a defective weld; this handrail is being refabricated and is being installed as a final punch list item.

Background Material Provided: CDBG Close-Out Certification

Fiscal Impact: N/A

Recommended Action: Open the public hearing and receive public comment.

Review Information:

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

Comments:



Closeout Certification

I (name of authorized representative), Amanda Mager, hereby certify that all activities undertaken by the Grantee with funds provided under CDBG Award/Contract Number 20-CDBG-PI-12009 have, to the best of my knowledge, been carried out in accordance with the award/contract agreement; that proper provision has been made by the Grantee for the payment of all costs and claims; that the State of California is under no obligation to make further payment to the Grantee under the award/contract agreement; and that every statement and amounts set forth in **all Financial Reports** are to the best of my knowledge, true and correct.

The Grantee shall continue to comply with the State CDBG program income reporting requirements.

All costs incurred subsequent to the most recent annual audit period will be audited at the time the Grantee's next annual audit is conducted in accordance with 2 CFR 200, Subpart F. The Grantee will resolve any audit findings relating to both the program and financial aspects of the award/contract. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover CDBG expenditures, and which are sustained by the Department of Housing and Community Development, the amount of such costs shall be returned to HCD.



Notice of Public Meeting on the Close-Out of CDBG Funded Activities

Blue Lake Library Improvement Project

NOTICE IS HEREBY GIVEN that the City of Blue Lake will hold a public hearing on October 8, 2024 at 6:30 PM at the Skinner Store, located behind Blue Lake City Hall at 111 Greenwood Road, Blue Lake. The purpose of the hearing will be to update residents on the close-out of the Blue Lake Library Improvement Project. The project is being funded through a Community Development Block Grant provided by the California Housing and Community Development Authority.

The following information related to the project is available at Blue Lake City Hall, at 111 Greenwood Road between the hours of 9am-12noon and 1pm-4pm, Monday through Friday.

- A. Project Close-out documents
- B. Project bid packet, including scope of work and project designs.

All persons interested in the status of funding, or the close-out of the project are welcome to attend this meeting. Written comments can be directed to the City of Blue Lake at PO Box 458, Blue Lake, CA 95525 or you may contact Mandy Mager, City Manager, by telephone or email at 707-668-5655, or citymanager@bluelake.ca.gov no later than 3:00pm on October 8, 2024 to ensure placement in the official record of the hearing.

The City of Blue Lake does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identify, age, religion or disability. If you require specific accommodations to participate in the public hearing, please contact Anali Gonzalez, City Clerk, at least 3 days prior to the scheduled hearing.

Posted 9.6.24



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: October 8, 2024
Item Subject: City Council Vacancy-Consider Applicants for Appointment
Submitted By: Anali Gonzalez, City Clerk

General Information:

On July 24, 2024, the City Council received a formal resignation letter from Councilmember Elizabeth Mackay. City legal counsel prepared a memo outlining the options and process for filling the vacancy and the Council directed staff to advertise the vacancy with an application submission closing date of September 27, 2024.

Council directed staff to bring completed applications to the City Council Special meeting on October 8, 2024, for review, discussion, and possible action. The City received four applications for the Council position; all of which are included as part of this agenda report.

Background Material Provided: Council Applications

Fiscal Impact: N/A

Recommended Action: Action/Direction as Discussion Directs

Review Information:

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

Comments: Prepared by the City Clerk



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SEP 27 2024

City Council Application

Name:	Verda Winona N. Pitts	
Residence Address:	[REDACTED]	
Primary Phone No.:	[REDACTED]	Alternate Phone No.:
Email Address:	[REDACTED]	
Educational Background (Last Year Completed):	Highschool / some college	
Length of Time Living/Working in Blue Lake:	36 years	
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?

Running for city council

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

I have attended meetings for 1.5 years. I've researched local

3. What do you view as the main goal/purpose of the City Council? projects, rules & regulations
Making decisions to strengthen our community

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

Offer time, effort and passion to building the city.



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Phone 707.668.5655 Fax 707.668.5916

City Council Application

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SEP 27 2024

Name:	Kat Napier	
Residence Address:	[REDACTED]	
Primary Phone No.:	[REDACTED]	Alternate Phone No.: [REDACTED]
Email Address:	[REDACTED]	
Educational Background (Last Year Completed):	M.S. Engr. Mgmt & Tech Technology	
Length of Time Living/Working in Blue Lake:	15 yrs ±	
Present Employer:	Self	
Job Title:	Carpenter	

30 hrs. A.B.D.

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

1. What community organizations are you currently involved with? *Grange; returning to CERT*
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?

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1. What community organizations are you currently involved with?
 - a. Mad River Grange
 - b. Previous/returning CERT member

2. What unique skills or qualifications do you bring to the position?
 - a. Work experience including non-profit sector
 - i. Experienced advocate and facilitator for low income and very low income families; complying with and tracking grant funds. (Non-profit: Housing, Education)
 - ii. Transitional management with policy development and administration, work flow review and rollout, review of costs, staffing. (Non-profit: Medical, Private Enterprise: Construction)
 - iii. Identify employee talent; encourage skills development and retention in a small, rural setting. (Non-profit: Education, Construction, Medical)
 - b. Military Experience:
 - i. Working with diverse groups of people with varying skill levels to achieve time sensitive goals while under challenging circumstances.
 - ii. Military Intelligence specialist in Interrogation and Psychological Operations
 - c. Education:
 - i. US Army Intelligence Center and School
 - ii. Defense Language Institute
 - iii. JFK Special Warfare Center and School
 - iv. Bachelors of Science Industrial Technology
 - v. Masters Degree in Engineering and Technology Management (ABD) 30+ hours course work completed.
 - vi. CERT training
 - vii. Incident Command ICS 100, 200, 300 and 400.

3. What do you view as the main goal/ purpose of the City Council?
 - a. To employ civil discourse and leadership that welcomes, listens to and objectively considers differing viewpoints by various stakeholders. Facilitate this dialog.
 - b. To help residents navigate multiple and conflicting criteria in the realm of civic activity and decision making.
 - c. Diligence in oversight of finances and public resources, in policy development, and in ordinance review and proposals.
 - d. Educate oneself earnestly on issues before deciding on the issues.
 - e. Represent and express the interests of the citizens of Blue Lake rather than impose my personal viewpoints. In turn, inform citizens of constraints that might limit options.
 - f. To provide guidance to and enable City Manager to implement specified and elaborated city goals.

4. What contributions can you make to the goal/ purpose of the City Council?
 - a. A desire for collaboration and consensus
 - b. Provide objectivity and logic over emotion
 - c. Fairness; receptive to civil dialog of differing viewpoints
 - d. A willingness to educate myself on the ethics, policies, laws, and constraints that affect the myriad civic issues facing Blue Lake.

Thank you for your consideration and time.

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Warm Regards,

Kat Napier



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SEP 05 2024

City Council Application

Name:	Christopher G Firas	
Residence Address:	[REDACTED]	
Primary Phone No.:	[REDACTED]	Alternate Phone No.:
Email Address:	[REDACTED]	
Educational Background (Last Year Completed):	Bachelor of Arts	
Length of Time Living/Working in Blue Lake:	9 months / 2.5 years	
Present Employer:	Blue Lake Community Resource Center	
Job Title:	Community Health Worker	

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?

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CITY OF BLUE LAKE

City Council

Application Question Responses-September 2024

Christopher G. Firor

- **What community organizations are you currently involved with?**

As a Community Health Worker with Providence at the *Blue Lake Community Resource Center*, I am responsible for providing services and resources to our valued Blue Lake community members, including supervising the food pantry services and procedures for emergency, pop-up, and monthly food distributions, as well as support with CalFresh enrollment. In addition, I am responsible for supervising, planning, and implementing not only nutritional education classes but also healthy food demonstrations. Furthermore, I assist in providing essential community support with community events and dinners, monthly clothing giveaways, free computer/copier/fax usage, sign up assistance with various social services, hygiene supplies, parenting support, and assistance with employment applications/resumes. Also, I am an active participant of not only the *Mad River Grange*, eagerly assisting with Sunday Pancake Breakfast and the Monday Coffee Club, but also the *Blue Lake Chamber of Commerce* and the *Humboldt Folklife Society*. Finally, I'm currently an active Commissioner of the *Blue Lake Parks & Recreation Commission*, helping to apprise the Blue Lake City Council, Public Works Department and Parks and Recreation Department of the community's park and recreational needs.

- **What unique skills or qualifications do you bring to the position?**

I've worked in Blue Lake for 2.5 years at the Blue Lake Community Resource Center, helping to provide evidence based, culturally appropriate education, advocacy, community-based outreach, health promotion, referrals and access to services for Blue Lake individuals and families. In my tenure as a Community Health Worker, as well as a Blue Lake Parks & Recreation Commissioner, I've worked in close collaboration with the amazing City of Blue Lake staff and have found that relationship to be both rewarding and essential in providing all-important services to our valued Blue Lake community members. I'm confident that I'm uniquely qualified to leverage this good working relationship, built upon dignity and respect, that is vital for the city to be run successfully.

- **What do you view as the main goal/purpose of the City Council?**

The Blue Lake City Council serves as the legislative branch of city government and is responsible for representing the interests of our valued local citizens, making decisions on behalf of the community while handling budgetary responsibilities as well as ordinances and policies that affect the city's residents.

- **What contributions can you make to the goal/purpose of the City Council?**

As a proud and active Blue Lake community member, I've dedicated myself to being a positive, contributory force for this community. In addition, I believe that I possess the requisite knowledge, skills and abilities to be an ideal candidate for your consideration as a member of the Blue Lake City Council. Upon election, I look forward to working with the council in a coordinated and collaborative manner with a high degree of respect, trust and openness. Furthermore, I understand the importance of making decisions based on the needs and interests of the greater good, while demonstrating a willingness to work collaboratively and keeping a citywide perspective. Moreover, I believe I can contribute greatly to the goals of the City Council by representing the values, beliefs and priorities of the City of Blue Lake, while acting with all-important civility and a high level of professional decorum.

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Phone 707.668.5655 Fax 707.668.5916

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SEP 20 2024

City Council Application

Name:	John Sawatzky	
Residence Address:	[REDACTED]	
Primary Phone No.:	[REDACTED]	Alternate Phone No.:
Email Address:	[REDACTED]	
Educational Background (Last Year Completed):	Ongoing	
Length of Time Living/Working in Blue Lake:	41 years	
Present Employer:	MUSD	
Job Title:	Director of Technology	

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?*

1. What community organizations are you currently involved with?

I have previously served on the Blue Lake City Council, including participating on boards such as the Redwood Empire Division of the League of California Cities (REDAC) and the Humboldt Waste Management Authority (HWMA). While my recent focus has been on my professional career, I have remained connected with the community through local events and informal conversations with residents. I'm always ready to reengage with community organizations to support the city's development.

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

I bring over 20 years of experience in the IT industry, currently serving as an IT director for a local school district. My background equips me with strong problem-solving skills, logical decision-making, and the ability to adapt to rapidly evolving technology—skills that can be applied to modernizing and streamlining city operations. Additionally, having served as Vice Mayor and on various boards, I understand the importance of making balanced, fair decisions based on facts, not partisanship.

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

The primary goal of the City Council is to serve as the voice of the community, ensuring that all perspectives are heard and balanced decisions are made in the best interest of the city as a whole. This includes promoting economic development, maintaining public services, fostering community unity, and setting clear, sustainable goals for the future. The City Council should also act as a bridge between residents and city management, ensuring transparency and accountability.

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

I can contribute by bringing a balanced, fact-based approach to decision-making, ensuring that all sides are considered fairly. My experience in technology allows me to suggest modern solutions for more efficient city management and communication. I am also committed to engaging directly with the community through one-on-one conversations and online tools, which will help gather diverse input. Ultimately, my focus will be on keeping Blue Lake unified and moving forward in a positive direction.

- Lifelong Blue Lake resident, previously served on Blue Lake City Council, REDAC, and HWMA boards.
- Previously served as Council Member as well as Vice Mayor.
- Proven ability to make fair, fact-based decisions without political bias.
- Focused on promoting economic development, maintaining services, and uniting the community.
- Skilled in modern technology solutions for efficient city management and communication.



Anali Gonzalez <adminasst@bluelake.ca.gov>

Appointment for Chris Firor to City Council

2 messages

Elizabeth Mackay <elizabeth@catch-light.com>

Tue, Sep 24, 2024 at 8:48 PM

To: Anali Gonzalez <adminasst@bluelake.ca.gov>, Amanda Mager <citymanager@bluelake.ca.gov>, Adelene Jones <ajones@bluelake.ca.gov>

Please include this letter in the packet for your October 8th meeting. Thank you!

Dear Blue Lake City Council,

I am writing in favor of appointing Chris Firor to city council. He lives and works in Blue Lake, understands our community, and will be an asset to the city council.

Chris is an active member of the Blue Lake community both as a professional in his work, and as a volunteer. He works for the Blue Lake Resource Center through Providence; providing counseling services, helping with food security, and general support services. He is a generous and thoughtful person and well respected by his community in this work.

Chris is also a regular volunteer for the Mad River Grange and serves at the monthly pancake breakfast, is a member of the Blue Lake Chamber, and the Folklife Society, and he has also recently been appointed as a commissioner to the Blue Lake Parks and Recreation Commission.

Chris has a friendly attitude towards others, is inclusive and respectful, and obviously enjoys being involved in community.

If appointed to council, Chris will also represent Blue Lake in his additional roles and duties. His helpful attitude and demeanor towards others will create a positive impression towards Blue Lake for the other representatives from other cities.

As a neighbor, Chris is kind and respectful, occasionally leaves a loaf of fresh baked bread on our porch, keeps a clean yard, and is happy; I often hear laughter when I am in my backyard, which is a delightful sound.

I hope that you seriously consider appointing Chris Firor to the council because he is a kind and respectful person who is invested in Blue Lake, and will work to help Blue Lake continue be a lovely place to work and live.

Please let me know if you have any questions or need further information regarding Chris Firor.

Best Regards,

Elizabeth Mackay
Former Council Member

Elizabeth Mackay
Owner & Photographer
Catch-Light Photography
707.845.4160
elizabeth@catch-light.com

Anali Gonzalez <adminasst@bluelake.ca.gov>
To: Elizabeth Mackay <elizabeth@catch-light.com>

Tue, Sep 24, 2024 at 10:47 PM

Received, thank you!

Anali Gonzalez
Administrative Assistant
City of Blue Lake
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Blue Lake, CA 95525
(707)668-5655 ext. 100