



# City of Blue Lake

## AGENDA REPORT

**Item #:** 5  
**Date:** September 24, 2024  
**Item Subject:** Week without Driving Proclamation  
**Submitted By:** Mandy Mager, City Manager

---

### General Information:

The State of California has proclaimed the week of September 30, 2024-October 6, 2024 as the "Week without Driving." This proclamation is made with the intention of raising awareness to issues surrounding public transportation, and environmental impacts, while at the same time encouraging citizens to utilize alternative forms of transportation, such as biking, walking and ridesharing.

This proclamation is being adopted throughout the State as an educational campaign that invites local officials, decision makers and community members to experience their community without relying on a car, and encourages consideration of improved public transportation and access options, such as trails and pedestrian walkways.

**Background Material Provided:** Draft Proclamation

**Fiscal Impact:** N/A

**Recommended Action:** To adopt the proclamation proclaiming the week of September 30, 2024-October 6, 2024 as the "Week without Driving."

### Review Information:

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

Comments:

# BLUE LAKE

— EST. 1910 —

HUMBOLDT COUNTY



## *Proclamation*

of the

City Council of the City of Blue Lake

Recognizing September 30 - October 6, 2024, as the "Week Without Driving"

**WHEREAS**, access to mobility is a fundamental part of health and community connection, allowing Humboldt County Residents to reach education and employment opportunities, medical services, shopping, recreation, and to visit friends and family; and

**WHEREAS**, every day, Americans who can't drive – approximately a third of the population that includes people with disabilities, young people, seniors and people who can't afford cars or gas– face significant barriers to mobility such as inadequate sidewalks, lack of access to transit, lack of connectivity, and dangerous roads; and

**WHEREAS**, the U.S. Bureau of Labor Statistics estimates the cost of owning a car is approximately 72 cents a mile, with average household spending on transportation reaching \$10,961 a year in 2021, many people cannot afford the cost of a car, and nearly a third of the people residing in the US do not have a driver's license, either because of their age or a condition that does not allow them to drive; and

**WHEREAS**, transportation represents the largest source of greenhouse gas emissions in the United States, and in order to meet our state's greenhouse gas emission reduction goals, we must reduce emissions in our transportation sector; and

**WHEREAS**, in addition to greenhouse gas emissions, cars also create tire dust that can enter watersheds; have necessitated freeway expansions that have been detrimental to neighborhoods that are historically home to communities of color; and require impervious surfaces for parking, with an estimated 3.4 parking spaces for every car in the United States, all of which have contributed to transportation being an important environmental justice concern; and

**WHEREAS**, the Week Without Driving is an educational campaign that invites elected officials and other decision makers and community members to experience their community without relying on a car; and

**WHEREAS**, going a week without driving is a great way to understand how we can improve our current transportation system to better meet the needs of the citizens in our region and improve and enhance transportation options such as transit, biking, and walking pathways as key strategies in our decarbonization efforts.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Blue Lake hereby proclaims September 30-October 6, 2024, as the Week Without Driving, and encourages all people in our region to join in this special observance.

Attest:

---

Adelene Jones, Mayor



# City of Blue Lake

## AGENDA REPORT

Item #: 6  
Date: September 24, 2024  
Item Subject: City of Blue Lake Branding  
Submitted By: Mandy Mager, City Manager

---

### General Information:

The City has been in a years long process of developing marketing and branding materials to elevate the City's capacity to market community events, improve signage, create social media platforms and replace outdated materials.

The Blue Lake Economic Development Commission was tasked with this process and over the years, the commission has worked to make progress on this initiative. As part of this process, the City hired Visual Concepts to develop a branding campaign for the City. This included the development of a City logo that could be deployed across social media platforms, applied to signage and print materials and utilized as a base for further branding and marketing.

Visual Concepts has provided the attached materials and the City has begun the process of integrating the branding campaign. These materials have been presented to the Blue Lake Chamber of Commerce, the City's Economic Development Commission, Parks and Recreation Commission and the Arts and Heritage Commission.

**Background Material Provided:** Branding Presentation and Explanation of Branding Strategies.

**Fiscal Impact:** N/A

**Recommended Action:** To support the use of the branding material and strategies as presented by Visual Concepts.

### Review Information:

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

Comments:

# BLUE LAKE

— EST. 1910 —

HUMBOLDT COUNTY

## *Notes from Noah:*

The concept for the new brand system was to mix Blue Lake's rich history as a logging and train town with its goals to be Humboldt's hub for outdoor activities from cycling to fishing to hiking to swimming and all the rest.

We focused on keeping the imagery general and not too specific to any one activity. Letting the natural beauty of the town and surrounding areas in enough for the main brand mark to rely on. We can customize this mark with specific imagery from here to relate to specific districts or projects of the city. Reference the bike park logo to see how the branding will flow from one project to the next. The main "badge logo," typography styles, and colorway will anchor all projects under the overarching theme the City carries, all while giving each project its own identity and visual toolset to represent it.

The main logo illustration is my interpretation of the view from the popular swimming hole near Mad River Brewery. The color palette and typography are retro inspired, and meant to throw back to Blue Lake's laid back demeanor, and reference logging and railway traditions of the past.

Other projects of the City such as the roller rink, bike park, community events and the like will as well be branded in this style to tie everything together.



**Visual Concepts**  
VisualConcepts707.com  
707.633.5087  
820 N St.  
Arcata, Ca 95521

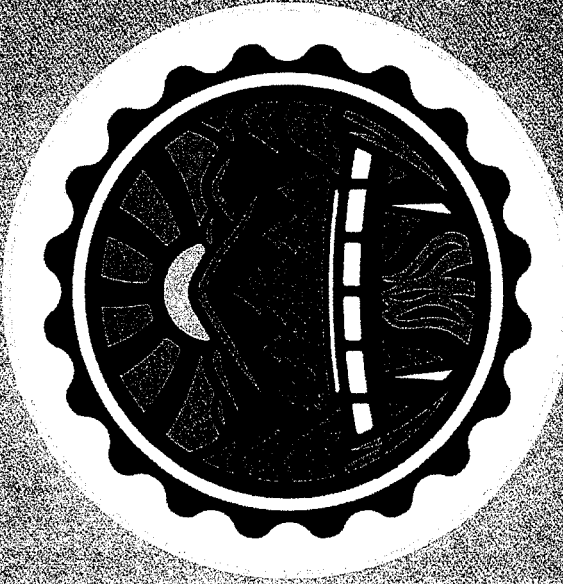
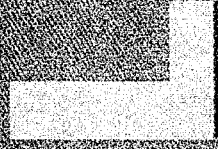
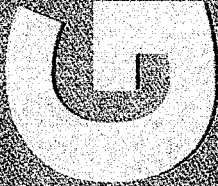


# BLUE LAKE

— EST. 1910 —  
HUMBOLDT COUNTY, CALIF.

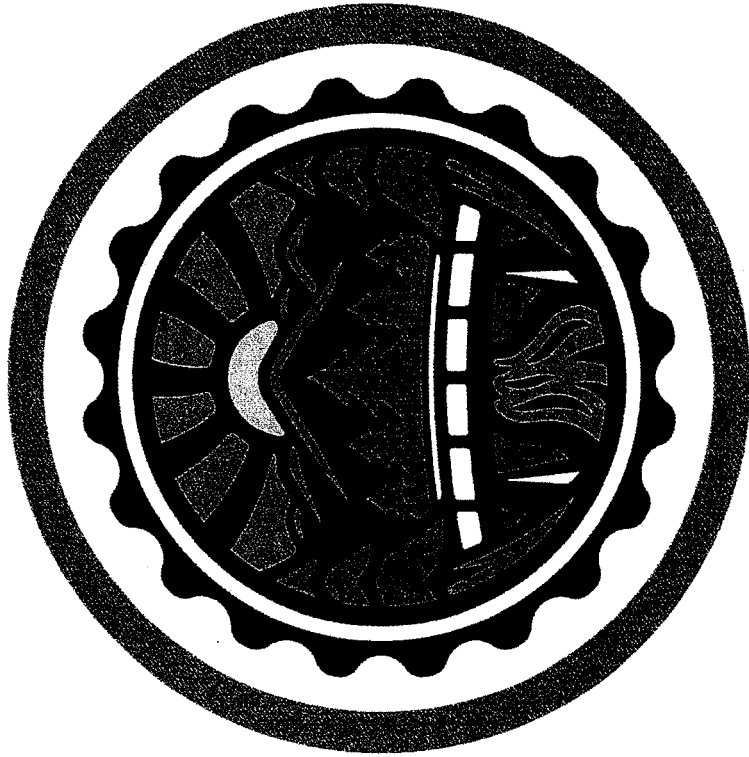


# BLUE LAKE



# BLUE LAKE

# COLORS & FONTS



## BLUE LAKE

### BRAND COLORS

The Color Palette is Bold, Yet Organic, Outdoorsy, and Retro Inspired.



#### FERTILE SOIL

RGB 44,28,14  
CMYK 64,65,73,21



#### SUMMER SUN

RGB 255,255,247  
CMYK 0,0,0,32



#### GREENER PASTURES

RGB 109,146,109  
CMYK 76,6,22,77



#### RIVER AND SKY

RGB 197,171,197  
CMYK 76,62,65,30



#### REDWOOD SUNSET

RGB 109,99,74  
CMYK 5,77,79,46



#### BEER FOAM

RGB 255,253,247  
CMYK 0,32,2,0

### TYPOGRAPHY

The Blue Lake Brand System Relies On The Font Rantite, Classy And Bold, It Is Inspired By Tynesaces Popular In The 1960'S And 60'S, But It's Increased Weight Makes It Legible At All Sizes.

• Secularly, we will employ the script font Seren, for instances where a little extra retro pop is needed

RANIEÏLE

Seren



FULL COLOR CIRCLE LOGO

**BLUE LAKE**  
-EST. 1910-  
CALIFORNIA

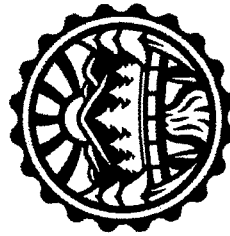
TEXT ONLY LOGO FULL COLOR

**BLUE LAKE**  
-EST. 1910-  
CALIFORNIA

TEXT ONLY LOGO ONE COLOR



EXTRA WIDE LOGO



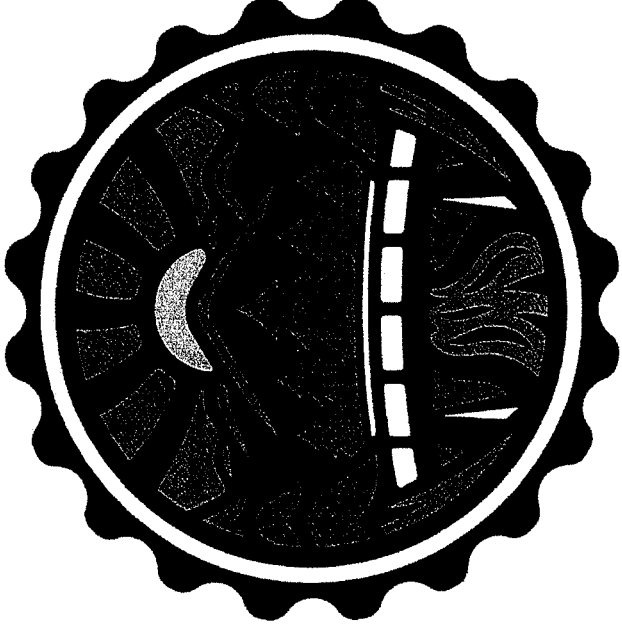
ONE COLOR LOGO



**BLUE LAKE**

WIDE LOGO





# BLUE LAKE

— EST. 1910 —  
HUMBOLDT COUNTY

BRANDING APPLICATIONS

---

**SUPPORT**

**THE BLUE LAKE BIKE PARK**



*—Blue Lake—*  
**BIKE PARK**

---

HELP BUILD THE



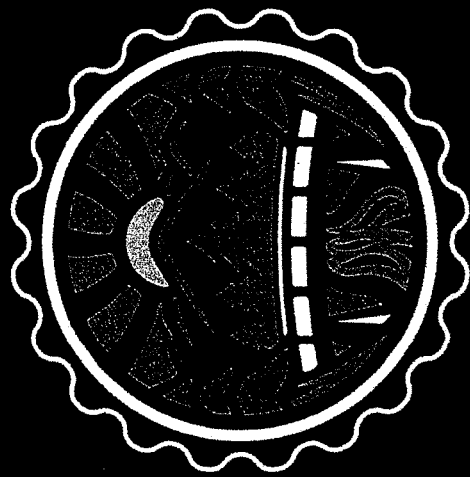
—Blue Lake—

# BIKE PARK

USE THE QR CODE  
TO DONATE NOW



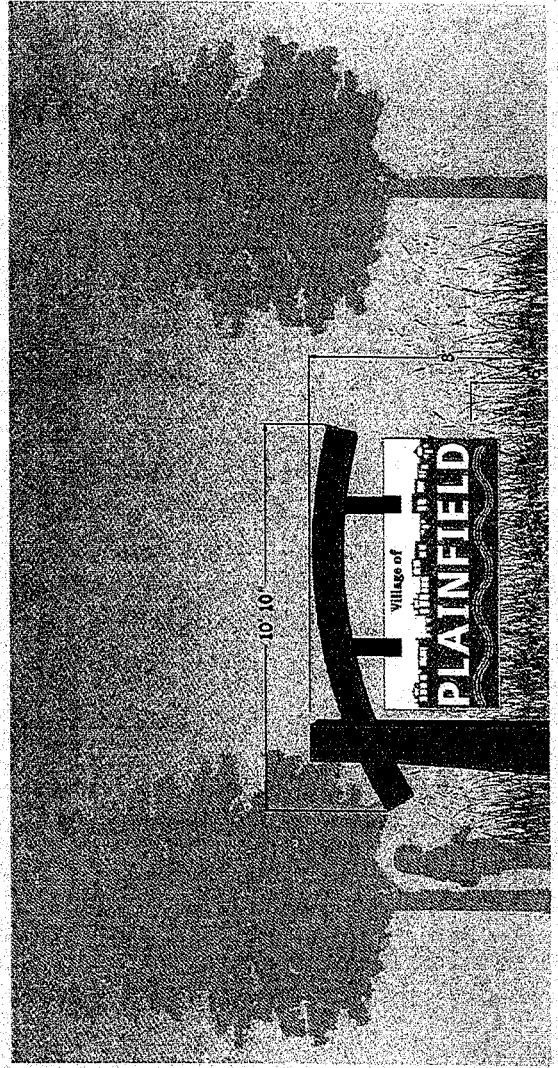
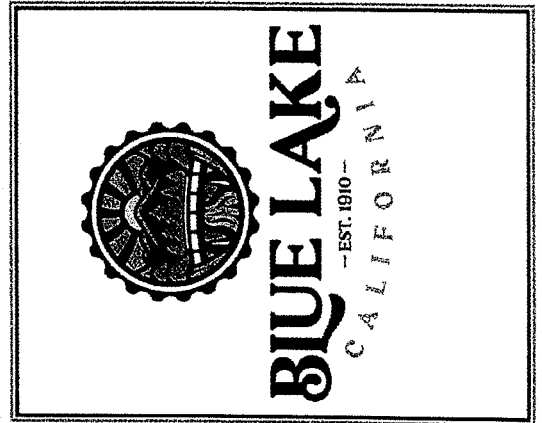
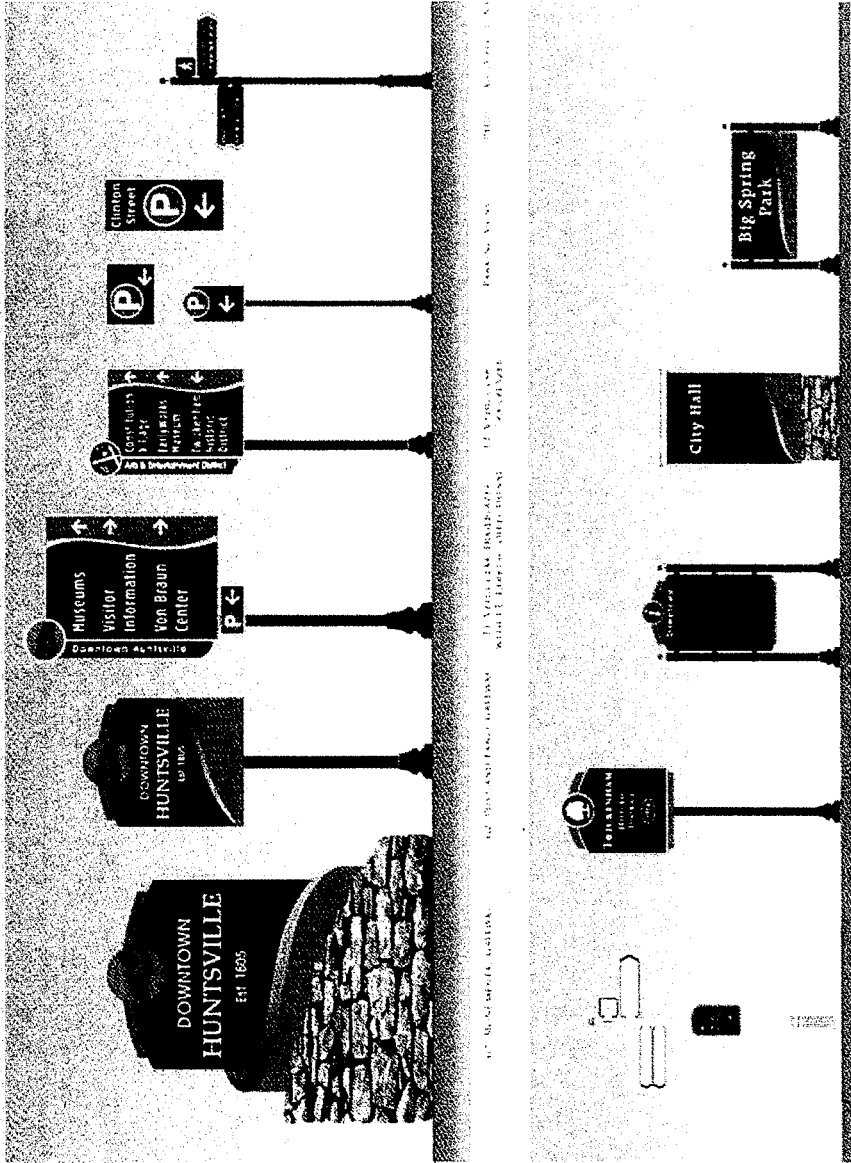
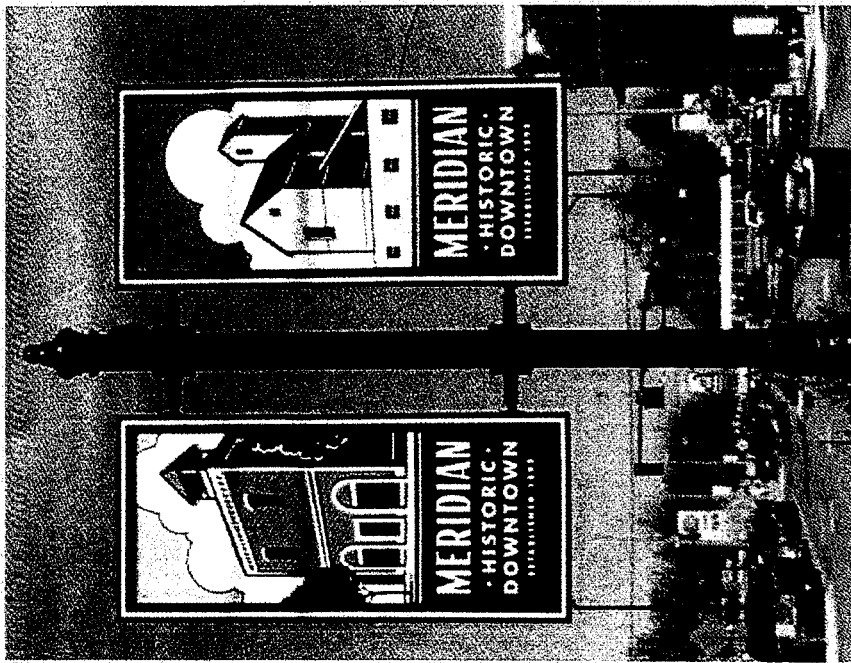
EVERY DONATION MAKES A DIFFERENCE!



# BLUE LAKE

EST. 1910

CALIFORNIA







# CITY OF BLUE LAKE

111 Greenwood Road  
Phone: 707-668-5655

Blue Lake, CA 95525  
Fax: 707-668-5916

September 17, 2024

Dear \_\_\_\_\_:

I am pleased to inform you that \_\_\_\_\_

\_\_\_\_\_ has been selected to serve as \_\_\_\_\_ for the \_\_\_\_\_ term. This position is a key role in the \_\_\_\_\_ and will be responsible for \_\_\_\_\_.

The \_\_\_\_\_ is a position of trust and responsibility, and we are confident that you will excel in this role. You will be working closely with \_\_\_\_\_ and \_\_\_\_\_ to ensure the success of the \_\_\_\_\_.

We are excited to have you join our team and look forward to your contributions. Please contact \_\_\_\_\_ at \_\_\_\_\_ if you have any questions or need further information.

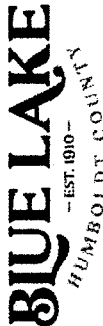
Thank you for your interest and consideration. We hope you will accept this offer and join us in making a positive impact in our community.

Sincerely,  
\_\_\_\_\_

### Acknowledgement of Acceptance:

\_\_\_\_\_

\_\_\_\_\_



September 17, 2024

«Address:Block»

«GreetingLine»



111 Greenwood Road  
Phone: 707-668-5655

Blue Lake, CA 95525  
Fax: 707-668-5916



# City of Blue Lake

## AGENDA REPORT

Item #: 7

Date: September 24, 2024

Item Subject: Memorandum of Agreement with the Fieldbrook Glendale Community Services District

Submitted By: Mandy Mager, City Manager

---

### General Information:

The Fieldbrook Glendale Community Services District ("CSD") has proposed a service agreement with the City of Blue Lake for services relating to the daily monitoring of their wastewater metering system. The CSD had previously contracted for these services, but due to a recent retirement, the CSD no longer has a qualified operator to perform these duties.

The City's Public Works Director and Superintendent have reviewed the scope of work provided by the CSD and feel that the duties are manageable and within the capacity of the City's staffing capabilities. The City is proposing a monthly rate for services; this rate is based upon an assumption of providing 1/2 hour per day of services to the CSD and includes the cost of vehicle mileage and administration costs.

The City's attorney has provided a draft Memorandum of Agreement and is recommending execution as presented.

**Background Material Provided:** Draft Memorandum of Agreement

**Fiscal Impact:** CSD will reimburse the City per the terms of the agreement

**Recommended Action:** To authorize the City Manager to execute the Memorandum of Agreement with the Fieldbrook Glendale Community Services Agreement and to amend the agreement as appropriate upon review and recommendation by the City Attorney.

### Review Information:

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

Comments:



**CITY OF BLUE LAKE  
FIELDBROOK GLENDALE COMMUNITY SERVICES DISTRICT  
MEMORANDUM OF AGREEMENT**

---

THIS MEMORANDUM OF AGREEMENT (this "Agreement"), is entered into on \_\_\_\_\_, 2024 (the "Effective Date"), between the City of Blue Lake, a municipal corporation, referred to as "Blue Lake" and the Fieldbrook-Glendale Community Services District, a California community services district, referred to as "FGCSD".

**RECITALS**

- A. WHEREAS, FGCSD desires to secure meter reading and data collection services from the City regarding the FGCSD wastewater treatment plant.
- B. WHEREAS, City is willing to furnish the services to the extent of its ability and pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, the City and FGCSD agree as follows:

- 1. City shall furnish to FGCSD the services in FGCSD's sphere of influence service area described in **Exhibit "A"**, attached hereto and incorporated by reference (the "Services"), in accordance with the terms and conditions of this Agreement.
- 2. Services under this Agreement are intended for the specified purposes only, and City shall have no obligation to provide any other service(s), nor will City have any obligation to operate or maintain FGCSD equipment.
- 3. In exchange for providing the Services, FGCSD shall compensate City as follows: (a) \$1,000.00 (USD) per month shall be paid by FGCSD to City (this cost allocation assumes 30 meter reads per month, at 30 minutes per reading); (b) additional costs shall be assessed at the City's cost plus fifteen percent (15.00%) for services provided.
- 4. FGCSD shall provide access to City and City's agents to FGCSD property and equipment so that City can provide the Services.
- 5. FGCSD shall be solely responsible for the cost(s) and expense(s) associated with the operation of FGCSD water and wastewater treatment plan equipment, including, without limitation, any and all work, materials, and supervision required in connection with any installations and upgrades required for said equipment.
- 6. FGCSD shall, to the fullest extent permitted by law, indemnify, defend and hold harmless City from and against any and all claims, causes of action, damages, administrative fines and penalties, liens, costs and expenses of every type and nature (collectively "Liabilities") arising out of: (a) any and all use(s) made and operation of FGCSD equipment, infrastructure and provision of water and wastewater treatment services; (b) any and all defect(s) or deficiencies

inherent in FGCD equipment and infrastructure; (c) any and all Liabilities arising out of the provision of Services by City agents and/or personnel during the course of providing Services.

7. City makes no representations or warranties regarding the provision of Services, nor does City warrant the truth or accuracy of any readings City may take during the course of performing services.

8. This Agreement shall remain in effect until such time that either party shall, by provision of at least thirty (30) days prior notice, notifies, in writing, the other party to this Agreement that said party desires to cancel and terminate this Agreement, in which event this Agreement shall terminate upon the expiration date of such notice period.

9. This Agreement may be executed in counterparts, the separate parts of which, when fully executed, shall be taken to constitute one whole. Facsimile and/or electronically scanned signatures (by DocuSign or other means) shall be deemed to constitute original signatures. City and FGCD have caused this Agreement to be executed by their duly authorized officers.

<b>Print Name</b> _____	<b>Print Name</b> _____
<b>Title</b> _____	<b>Title</b> _____
<b>Signature</b> _____	<b>Signature</b> _____
<b>Date</b> _____	<b>Date</b> _____
<b>Authorized Representative Fieldbrook-Glendale Community Services District</b>	<b>Authorized Representative City of Blue Lake</b>

-----  
**Exhibit "A"**  
**Services Provided**

1. \_\_\_\_\_ Meter read.
2. Summary system check for operational issues while on site.
3. USA markings upon request, subject to City of Blue Lake staff availability.

# City of Blue Lake

September 24, 2024

## Regular Council Meeting

### Consent Agenda Items:

- a. Meeting Minutes:
  - July 23, 2024
- b. Warrants and Disbursements



(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, July 23, 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

Elizabeth Mackay

Angela Shull

Elise Scafani

Christopher Edgar

##### **Staff Present:**

Amanda Mager, City Manager

Scott Gordon, City Accountant

Anali Gonzalez, City Clerk

Tonie Quigley, Office Assistant

Garry Rees, SHN Consulting City Planner

##### **Public Present:**

**Darcy Lima, Melissa Combs Regina Fuller, Kent Sawatzky, Brian Quennel, Jean Lynch, Erin McClure, Lisa Hoover, Beckie Thorton, Winona Pitts, Linda Cooley, Mackenzie, Ron Hill,**

#### **2. Approval of Agenda**

##### **Public comment:**

**Kent Sawatzky**

**Public comment closed.**

**Motion:** To reverse item 5 and 6 and approve agenda.

**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 opens Public Comment:**

**Ron Hill-** commented on decommissioning of powerplant, gave background on himself, various ways of doing this work, city has locked us out. Can we answer questions.

**Linda Cooley-**read email sent to council to record

**Kent Sawatzky-** comment to Ron and Linda – wholeheartedly agree with you, BL taxes are 2<sup>nd</sup> highest in county. Don't want to spend my time in BL-

**Becky Thornton-** comment that business owner for 24 years, shut down, studio now – advertising to get people out here. Have worked hard, with no co-operation from the city or city council.

**Dana-** last meeting, we talked about where to put bathrooms at town square. I'm furious, no grass, too much concrete. Not expecting this.

**Julie Moug-** used to be resident, representing Robert, he is aware of litigation – he has equipment on property, does not want it to be sold.

**Julie Christie-** Anne Mary day was a good day. Evolution is coming in next few decades, be ready for it. Be ready for the election. Be diligent and positive.

**Kate Hitt-** comment that she lives in BL, used to take the bus when Rancheria ran bus. Now long trip, 3 hours. Help get more buses routed between here and Arcata and McKinleyville

**Erin McClure-** commented that she owns property and city lease has expired. Don't trust the city manager, now work with the city attorney

4. **Prioritizing Essential Services in an Era of Natural Disasters- Presentation**

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

**Public Comment:**

**Kate Hitt-** if 1% passes, what would annual be?

**Humboldt County Rep-**Projecting to be 24 million dollars. A lot of public exposure.

**Steve Madrone-** consider supporting, takes a 67% vote

**Kent Sawatzky**- spoke about taxpayer league, old, longtime organization. Tom, Steve and I don't see things the same, so we must agree to disagree.

**Julie Christie**- please share presentation on zoom. Everybody needs to be conscious and slow down. We need local businesses, counties and cities to work together.

**Lin's iPhone**- support measure. Recently driving through county, and road is terrible. Glad to hear there are matching funds

#### **5. City of Blue Lake General Plan Overview-Presentation**

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

##### **Public Comment:**

**Kent Sawatzky**-states that he strongly supports what is being discussed. A flaw in the outlook; a lack of tiny homes. If we encouraged tiny homes, we would increase the population. Keep local families here, grandparents and grandchildren.

**Julie Christie**- concur with Kent

**Lisa Hoover**- Thank you Garry, like to understand as a member of the public. Major documents are not clear, and hard to navigate. Seems elements in GP should be updated. (Garry addressed her questions.)

**Erica Dykehouse**- proposed that new changes be shared with homeowners. Our property zoning changed. Encourage that information be shared on websites and not social platforms. (Garry addressed)

**Jeff Landen**- thank you Garry, one thing that struck me, some elements need to be addressed, the population fluctuates. Projection for 2000, still small vs what we have now.

**Jean Lynch**-commented that the area where I live is low density, in creating housing it will increase traffic. Like to see that looked at, taken to the planning commission. Like to see more planning commission meetings happen.

##### **Public comment closed.**

**Councilmember Scafani**- states she is open to working with Garry with updating the city website. General Plan page.

#### **6. Resolution Number 1231-A Resolution of the City Council Amending the Fiscal Year 2023-2024 Budget to Reflect Actual and Projected Revenues and Expenditures-Action**

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

##### **Mayor Jones opens public comment:**

Julie Christie made a public comment.

Kent Sawatzky-made a public comment.

Regina Fuller- Finance Director of the Humboldt County Sheriff office. Apologized for not being here for the June Council meeting.

##### **Public comment closed.**

Councilmember Scafani- Inquires about legal costs on page 4.

City Manager Mager- Confirms the legal costs associated with Mitchel Law Firm

Councilmember Scafani- Inquires about animal control cost increase

City Manager Mager- Dog leash law and several dog bite incidents.

Councilmember Scafani-Page 8 curious about expenditures on the Library Project. Does not recall that amount recalls the cost to be 60k.

City Manager Mager-We did not receive those funds we were able to use. Amendment to bring the projects costs.

**Motion:** To Adopt Resolution Number 1231- A resolution of the City Council adopting the Fiscal Year 2023-2024 Budget Amendment.

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

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

**Motion Summary:** Motion Passed

#### **7. Resolution Number 1234- CalOES Authorizing Resolution and Signatory Designation-Action**

In order for the City of Blue Lake to conduct business /activities with CalOES and FEMA, we must have an updated resolution designating and authorizing the signatory authorities for grant applications and fund requests. This resolution must be updated every three years, and it is now time for the City of Blue Lake to update the authorizing resolution. Staff recommend designating the City Manager and the Mayor as the designated signatory authorities.

**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 Shull, **Second:** Councilmember Edgar

**Public Comment:** None

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

**Motion Summary:** Motion Passed

#### **8. Council Correspondence**

#### **9. Consent Agenda**

##### **A. May 28, 2024, City Council Meeting Minutes**

##### **B. June 11, 2024, Special Meeting Minutes**

**Motion:** To approve May 28, 2024, City Council Meeting Minutes and June 11, 2024, Special Meeting Minutes.

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

**Public Comment:** None

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

**Motion Summary:** Motion Passed

##### **C. Warrants and Disbursements**

Council member Edgar recused himself from Warrants and Disbursements

**Motion:** to approve June 2024 Warrants and Disbursements.

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

**There were no comments from the Council**

**Public Comment:**

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

**Motion Summary:** Motion Passed

**10. Reports of Council and Staff**

**a. City Manager Report**

**b. Financial Report**

**11. Public comment:**

Dayna made a public comment.

Kent Sawatzky made a public comment.

Julie Christie made a public comment.

Lisa Hoover made a public comment.

**Public comment closed.**

**Motion to go into closed session.**

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

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

**12. Closed Session: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: Portions of APN Nos. 312-131-037-000, 312-131-045-000, 312-131-046-000, and 312-190-010-000, in the unincorporated area of the County of Humboldt, State of California. Agency

Negotiator: Amanda Mager, City Manager: Ryan Plotz, Assistant City Attorney

Negotiating Parties: Erin McClure, Trustee

Under Negotiation: Price and terms of payment.

**13. Closed Session: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: two cases.

NO REPORTABLE ACTION OUT OF THE CLOSED SESSION.

**Motion:** to move out of closed session

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

**There were no comments from the Council**

**Voted unanimously with one abstention.**

**Motion Summary:** Motion Passed

**14. Adjourn**

**Motion: to adjourn 10:55 pm.**

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

**There were no comments from the Council**

**Voted unanimously.**

**Motion Summary:** Motion Passed



**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 8/1/2024 Through 8/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
2379	8/1/2024	Valerie Wong	Deposit Refund #20366301 Wong	54.96
2380	8/1/2024	Dell Arte	Deposit Refund #30391001 DellArte	357.18
2381	8/1/2024	Phoebe P. Smith	Deposit Refund #40581001 Smith	10.42
2382	8/1/2024	Troy Trujillo	Deposit Refund #50609001 Trujillo	170.45
2383	8/1/2024	City of Blue Lake	Utilities paid from Deposits 8/1/24 Billing	464.99
12211	8/9/2024	Sydni J. Avila	Employee: avilas; Pay Date: 8/9/2024	961.28
12212	8/9/2024	Harold D. Burris	Employee: burrish; Pay Date: 8/9/2024	9,278.06
12213	8/9/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 8/9/2024	725.79
12214	8/9/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 8/9/2024	940.08
12215	8/9/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 8/9/2024	1,438.21
12216	8/9/2024	Charles K. Mager	Employee: magerc; Pay Date: 8/9/2024	994.06
12217	8/9/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 8/9/2024	182.97
12218	8/9/2024	Sarah K. Morais	Employee: moraiss; Pay Date: 8/9/2024	284.62
12219	8/9/2024	City of Blue Lake	Water/Sewer Payments 8/1/2024	3,540.81
12220	8/9/2024	Jay D. Collins	6/20/24 & 7/25/24 Adult Skate DJ	600.00
12221	8/9/2024	Coastal Business Systems Inc.	7/29/2024 Inv#37105927	443.11
12222	8/9/2024	D & R Janitorial Service	8/1/2024 Statement	425.00
12223	8/9/2024	Eureka Broadcasting Co., Inc.	6/30/2024 Statement	450.00
12224	8/9/2024	Liesel Finkler	Live Scan Reimb. - Finkler	20.00
12225	8/9/2024	Hensell Materials, Inc.	8/1/2024 Statement	432.63
12226	8/9/2024	Humb. Bay Municipal Water Dist	June29-July31, 2024 Billing Period	17,416.53
12227	8/9/2024	Humboldt Co. Sheriff's Office	Aug 2024 Animal Shelter Services	748.00
12228	8/9/2024	Hensel's Ace Hardware	6/30/24 & 7/31/24 Statements	114.95
12229	8/9/2024	Tameson L. Livengood	4/28/24 Woodbat Umpire - Livengood	100.00
12230	8/9/2024	Les Schwab Tire Center	7/31/2024 Statement	411.12
12231	8/9/2024	Mendes Supply Company	8/1/2024 Statement	321.80
12232	8/9/2024	Miller Farms Nursery, Inc.	7/31/24 Statment	511.08
12233	8/9/2024	A Nutter Production	July 9,2024 Inv #0025	5,000.00
12234	8/9/2024	O'Reilly Auto Parts	7/28/2024 Statement	369.70
12235	8/9/2024	Paradise Cay Publications	7/31/2024 Statement	1,750.88
12236	8/9/2024	Pierson Building Center	7/31/24 Statement	217.59
12237	8/9/2024	SHN Consulting	7/19/24 Onv #12952 Engineering	1,228.75
12238	8/9/2024	Thrifty Supply Company	7/31/2024 Statment	167.88
12239	8/9/2024	Tensor IT	7/15/2024 Statement	1,153.99
12240	8/9/2024	Thomas Home Center	July 31,2024 Statment	836.98
12241	8/9/2024	Verizon Wireless	June 22-Jul 21, 2024 Bill Summary	332.48
240809A01	8/9/2024	Christopher A. Ball	Employee: ballc; Pay Date: 8/9/2024	222.18
240809A02	8/9/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 8/9/2024	1,944.68
240809A03	8/9/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 8/9/2024	235.66
240809A04	8/9/2024	Rosine S. Boyce-Derricott	Employee: boycer; Pay Date: 8/9/2024	350.77
240809A05	8/9/2024	Skyler A. Coke	Employee: cokes; Pay Date: 8/9/2024	871.18
240809A06	8/9/2024	Melissa M. Combs	Employee: combsm; Pay Date: 8/9/2024	558.36
240809A07	8/9/2024	Christopher B. Edgar	Employee: edgarc; Pay Date: 8/9/2024	1,512.74
240809A08	8/9/2024	Adeline L. Esh	Employee: esha; Pay Date: 8/9/2024	230.77
240809A09	8/9/2024	Anali E. Gonzalez	Employee: gonzaleza; Pay Date: 8/9/2024	1,167.23
240809A10	8/9/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 8/9/2024	130.60
240809A11	8/9/2024	Austin R. Jones	Employee: jonesa; Pay Date: 8/9/2024	1,266.52
240809A12	8/9/2024	Amanda L. Mager	Employee: magera; Pay Date: 8/9/2024	1,836.34
240809A13	8/9/2024	Jacob P. Meng	Employee: mengj; Pay Date: 8/9/2024	1,109.42
240809A14	8/9/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 8/9/2024	1,203.52
240809A15	8/9/2024	Quinn Sousa	Employee: sousaq; Pay Date: 8/9/2024	828.04
240809A16	8/9/2024	Emily P. Wood	Employee: woode; Pay Date: 8/9/2024	1,465.81
240809EFT-01	8/9/2024	U. S. Department of Treasury	EFTPS federal tax pmt 8/9/24 PR	11,787.45
240809EFT-02	8/9/2024	Employment Development Dept.	DE88 state tax pmt 8/9/24 PR	2,361.92
240809EFT-03	8/9/2024	Cal PERS	PERS retirement pmt 8/9/24 PR	4,817.54
240809EFT-04	8/9/2024	Freedom Voice	Freedom Voice 8/1/24 statement	121.95

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 8/1/2024 Through 8/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
240809EFT-05	8/9/2024	Square	Square subscription 8/1/24-9/1/24	58.00
240809EFT-06	8/9/2024	CA State Disbursement Unit	8/9/24 CS PR deductions-Coke	92.30
240809EFT-07	8/9/2024	CA State Disbursement Unit	8/9/24 CS PR deductions-Edgar	104.30
12242	8/19/2024	Arcata Stationers	8/1/2024 Statement	417.82
12243	8/19/2024	AT&T	4-8/4/24 Cal Net 3 Bills	337.92
12244	8/19/2024	Almquist Lumber Co.	7/31/2024 Statement	56.38
12245	8/19/2024	Statewide Traffic Safety	7/31/2024 Statement	3,737.84
12246	8/19/2024	FRMS	Billing Period:93-9/01/24 to 9/30/24	15,284.13
12247	8/19/2024	Humboldt Co. Sheriff's Office	Retro-Active Contract increase FY 23-24	44,235.00
12248	8/19/2024	Vicki L. Hutton	Dental Payment - Hutton 7/24/24	349.60
12249	8/19/2024	Lube Central	7/30/24 Inv#14818	499.87
12250	8/19/2024	Local Mow Man	7/31/2024 Inv#12926	280.00
12251	8/19/2024	The Mitchell Law Firm, LLP	7/31/24Inv#4923	2,368.00
12252	8/19/2024	Microbac Laboratories, Inc.	8/12/2024 Statement	1,940.00
12253	8/19/2024	The Mill Yard	7/31/2024 Statement	201.41
12254	8/19/2024	Pacific Gas and Electric	8/2/24 Statement	16,245.02
12255	8/19/2024	TimeValue Software	8/9/24 Inv#128869	60.00
12256	8/23/2024	Albee & Buck	8/15/24 Inv# 97762	1,353.88
12257	8/23/2024	Blue Lake Garbage Co.	7/31/2024 Inv # 47X02917	1,438.94
12258	8/23/2024	CIRA	FY 24/25 Inv #2253	2,179.27
12259	8/23/2024	Dazey's Arcata	7/31/24 Statement	616.30
12260	8/23/2024	Christopher B. Edgar	Jul2024 Council Stipend	50.00
12261	8/23/2024	Humboldt County Tax Collector	FY 24/25 Property Tax 312 SRR	64.35
12262	8/23/2024	Intedata Systems	7/31/2024 Statement	95.00
12263	8/23/2024	Adelene Jones	Jul2024 Council Stipend	50.00
12264	8/23/2024	S. Shaun Johanson DDS	8/15/24 Dental Pmt. Hutton	92.50
12265	8/23/2024	Jackson & Eklund	8/2/2024 Inv# 442313	2,586.85
12266	8/23/2024	Elizabeth Mackay	Jul2024 Council Stipend	50.00
12267	8/23/2024	National Rural Water Assoc.	SCADA Ln Pmt. Due 8/1/24 & 9/1/24	1,930.00
12268	8/23/2024	A Nutter Production	Billing Period 6/11/24 - 7/31/2024	1,250.00
12269	8/23/2024	Optimum	Billing Period 8/1/24-8/31/24	467.87
12270	8/23/2024	Restif Cleaning Service	7/19/2024 Inv 139353	290.00
12271	8/23/2024	RREDC	Town Square Ln Pymt Due 8/1/24	1,236.87
12272	8/23/2024	State Water Resources Ctl Brd	WWTP-Ofll Application-Edgar	170.00
12273	8/23/2024	SHN Consulting	7/24/24 Inv#122054 Planning	3,442.50
12274	8/23/2024	Angela Shull	Jul2024 Council Stipend	50.00
12275	8/23/2024	Elise G. Scafani	Jul2024 Council Stipend	50.00
12276	8/23/2024	Tensor IT	8/15/2024 Statement	1,430.89
12277	8/23/2024	US Bank Corp. Payment Systems	7/22/24 Statement	2,171.80
12278	8/23/2024	Sydni J. Avila	Employee: avilas; Pay Date: 8/23/2024	435.88
12279	8/23/2024	Daniel L. Dimick	Employee: dimickd; Pay Date: 8/23/2024	788.12
12280	8/23/2024	Liesl A. Finkler	Employee: finklerl; Pay Date: 8/23/2024	127.57
12281	8/23/2024	Grace D. Griffith	Employee: griffithg; Pay Date: 8/23/2024	735.35
12282	8/23/2024	Vicki L. Hutton	Employee: huttonv; Pay Date: 8/23/2024	1,587.98
12283	8/23/2024	Charles K. Mager	Employee: magerc; Pay Date: 8/23/2024	929.64
12284	8/23/2024	Sophia G. Mayr	Employee: mayrs; Pay Date: 8/23/2024	138.16
12285	8/23/2024	Sarah K. Morais	Employee: morais; Pay Date: 8/23/2024	50.01
12286	8/23/2024	Kolter L. Nicholls	Employee: nichollsk; Pay Date: 8/23/2024	500.00
240823A01	8/23/2024	Christopher A. Ball	Employee: ballc; Pay Date: 8/23/2024	297.50
240823A02	8/23/2024	Glenn R. Bernald	Employee: bernaldg; Pay Date: 8/23/2024	2,071.88
240823A03	8/23/2024	Charis A. Bowman	Employee: bowmanc; Pay Date: 8/23/2024	244.39
240823A04	8/23/2024	Skyler A. Coke	Employee: cokes; Pay Date: 8/23/2024	976.23
240823A05	8/23/2024	Melissa M. Combs	Employee: combsm; Pay Date: 8/23/2024	613.34
240823A06	8/23/2024	Christopher B. Edgar	Employee: edgar; Pay Date: 8/23/2024	1,853.87
240823A07	8/23/2024	Adeline L. Esh	Employee: esha; Pay Date: 8/23/2024	53.84
240823A08	8/23/2024	Anali E. Gonzalez	Employee: gonzalezca; Pay Date: 8/23/2024	1,167.22

**City of Blue Lake**  
 Check/Voucher Register - City Council Check Report  
 From 8/1/2024 Through 8/31/2024

Check Number	Check Date	Payee	Check Description	Check Amount
240823A09	8/23/2024	Austin R. Jones	Employee: jonesa; Pay Date: 8/23/2024	1,266.53
240823A10	8/23/2024	Kanoa K. Jones	Employee: jonesk; Pay Date: 8/23/2024	253.03
240823A11	8/23/2024	Amanda L. Mager	Employee: magera; Pay Date: 8/23/2024	1,948.68
240823A12	8/23/2024	Aislin N. McKinney	Employee: mckinneya; Pay Date: 8/23/2024	313.05
240823A13	8/23/2024	Jacob P. Meng	Employee: mengj; Pay Date: 8/23/2024	1,109.42
240823A14	8/23/2024	Antoinette M. Quigley	Employee: quigleya; Pay Date: 8/23/2024	1,225.04
240823A15	8/23/2024	Quinn Sousa	Employee: sousaq; Pay Date: 8/23/2024	1,089.64
240823A16	8/23/2024	Emily P. Wood	Employee: woode; Pay Date: 8/23/2024	1,465.81
240823EFT-01	8/23/2024	U. S. Department of Treasury	EFTPS federal tax pmt 8/23/24 PR	6,898.90
240823EFT-02	8/23/2024	Employment Development Dept.	DE88 state tax pmt 8/23/24 PR	1,189.98
240823EFT-03	8/23/2024	Cal PERS	PERS retirement pmt 8/23/24 PR	4,357.75
240823EFT-04	8/23/2024	CA State Disbursement Unit	8/23/24 CS PR deductions-Coke	92.30
240823EFT-05	8/23/2024	CA State Disbursement Unit	8/23/24 CS PR deductions-Edgar	104.30
240823EFT-06	8/23/2024	Cal PERS	Cal Pers GASB-68 fees	1,050.00
12287	8/29/2024	Sequoia Construction Spec.	7/3/24 App#2 Town Square (6/1/24-6/30/24)	87,706.85
12288	8/29/2024	Sequoia Construction Spec.	7/31/24 App#3 Town Square (7/1/24-7/31/24)	106,701.82
12289	8/29/2024	Wahlund Construction, Inc.	8/12/24 inv# 2408401 water tank	9,882.12
12290	8/30/2024	Optimum	Billing Period 9/1/24-9/30/24	467.87
12291	8/30/2024	Sarah Finestone	Finestone partial security deposit refund	2,000.00
Report Total				435,507.71

# City of Blue Lake

## City Manager Report

**September 2024**



### **Sheriff Contract Negotiations**

The contract with the Humboldt County Sheriff has been executed by the City; a final copy will be provided to the City upon execution by the County and the Board of Supervisors.

### **Parks and Recreation**

- **Town Square Construction Project:** The Town Square Project is 90% complete; work remaining the construction of the trellis and final installation of the seating and the energization of the power system. The City anticipates opening up the splash pad to the community in the coming days; this will be offered by the Parks and Recreation Department as a pop-up event until such time as the dedicated power service is energized.

North Fork Lumber has committed to donating the lumber for the shade trellis and we are working with their representative to facilitate the delivery. North Fork has proposed some modifications to the original design and the City is working with all parties to facilitate the installation.

- **Bike Park:** The bike park is fully under construction; currently four jump lines have been constructed and the main drop hill has been constructed. 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. The material has been delivered by Kernen Construction and has been used to develop the drop hill, the fourth jump line and portions of the pump track.

The City and our partners are working to obtain asphalt to pave sections of the jump lines; the site will be worked on until it becomes necessary to winterize the site. The City will be launching new merchandise in support of the bike park in upcoming weeks; Visual Concepts donated their time and expertise to the development of a bike park fundraising logo and branding material. We've received positive feedback from the preliminary launch of this branding strategy and look forward to offering opportunities for people to purchase items in support of the park.

- 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.

The team is working to develop new party packages, along with launching a Sunday Night Dinner program in partnership with Cruz N' Kitchen.

**Capital Improvements**

- The Greenwood Road Truck Improvement Construction Project is progressing rapidly; the contractor has demo'd approximately 90% 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:
  - 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
- The City's Arts and Heritage Commission will conduct outreach to Blue Lake School to work on a painted crosswalk project. The intention of the project is to create an enhanced crosswalk that gains the attention of motorists and highlights the school environment.
- Paving of Greenwood is scheduled for October; the City will be coordinating the paving with the contractor and will be obtaining cost proposals for additional paving throughout the City.

**Property Negotiations**

- The City has entered into an Exclusive Negotiating Agreement for the possible purchase or lease of the City Corporation Yard. Staff met 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.

As a result of these conversations, the City has received a purchase proposal for the property and will be bringing this item to the Council during a closed session for further consideration-**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**
- The City has legally obtained control of the former Blue Lake Power Plant site. The City engaged in a legal eviction process to regain control of the property. City staff are in the process of conducting site evaluations to determine recommended next steps.

### **Blue Lake Power Plant**

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.

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**

**Powers Creek District  
Development  
Concepts and EDA  
Grant Close-Out**

- 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 has been presented to the Council for review and recommendations.
- City staff will be contacting EDA to discuss next step funding opportunities, as well as providing the development concept to development companies to gauge interest-**On-Going**
- City staff is in contact with the owners of the Calgon Carbon Plant property to discuss clean up and sale options. Conversations are moving in a positive direction and the City is actively participating in conversations related to the transition of the property, as well as opportunities for

**Planning &  
Engineering Projects**

- FEMA Water Tanks Funding: The City submitted a funding request to the FEMA Hazard Mitigation Program to replace the City's two redwood water tanks. The City has received Phase 1 funding through the CalOES Program to complete the design, engineering and environmental work. Once this portion of the project is complete, the City will be funded through FEMA for the removal and installation of two new water tanks.-**On-Going**



- Housing Element Update: Staff has completed the final draft of the housing element and submitted it to the State for review. The State has received the final submittal and directed the City to pursue adoption. The City Planner has completed the draft environmental document and will be circulating the document for comment. The comment period will be 30 days and will be advertised at various locations and will be available for public review.-**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**